

Self Study Report

For

NAAC-First cycle

Submitted to

**The National Assessment &
Accreditation Council**

Bangalore

Submitted by

**KIT'S Institute of Management
Education and Research,**

Kolhapur

Maharashtra

February- 2016

Self Study Report: NAAC - 1st Cycle



CONTENTS

Sr.No.	Title	Page
1	Preface	4
2	Executive Summary	5
3	Profile of the Institute	11
4	Criterion-wise Evaluation	
	Criterion I : Curricular Aspects	24
	Criterion II : Teaching-Learning and Evaluation	49
	Criterion III : Research, Consultancy and Extension	88
	Criterion IV : Infrastructure and Learning Resources	123
	Criterion V : Student Support and Progression	146
	Criterion VI: Governance and Leadership & Management	182
	Criterion VII: Innovations and Best Practices	217
5	Evaluative Report of the Departments	
	Master of Business Administration (MBA)	225
	Master of Computer Application(MCA)	244
6	Declaration by the HEAD of the Institution	260

PREFACE:

EDUCATION is, was and will be the most important pillar of human development. The economic prosperity of a country in modern era depends up on the knowledge resources of the country and Institutions of Higher education and particularly technical education are the reservoirs of knowledge. The growth of Business schools, management Institutes and management training and development centers have fulfilled the requirement of the business sector to some extent but what we need today is the „quality“ of human resource for sustainable development. It is very difficult to monitor the quality in service sector and education no exception to this. The NAAC, Bangalore, has developed, implemented and improved the mechanism of assessment and accreditation of the educational institutions. NAAC has designed a complete and full proof process of assessment and accreditation. NAAC process has led us to self improvement and introspection.

Management education is much different from traditional education of arts, commerce, science and others in this category. But management draws inputs from all the disciplines of graduation.

MBA (Master of Business Administration) and MCA (Master of Computer Application) are both post graduate courses. Only those students enroll here, who have aptitude for management or computer applications and only those who want to peruse masters‘ education. The students have heterogeneous background at graduation and may have work experience as well. The teaching pedagogy is therefore different from other courses. Case study method is the core of management education. Every business decision situation is a case, containing management lessons.

Therefore our faculty members make use of case studies, group discussions, group assignments, presentations, management games, market surveys for imparting knowledge and learning through experience.

The members of management of this Institution have valuable and varied industrial experience. Their guidance and business acumen promises a great future to this institute. The management has taken keen interest in development of infrastructure, faculty development, delivery system and students‘ performance. This SSR has been prepared with the support and inspiration from management.

I take this opportunity to thank the management, the members of steering committee, coordinators, teaching and non teaching staff. I am grateful to the shivaji university authorities for encouraging us to go for accreditation. As a Director I have given my sincere efforts and hope is the best outcome of it.

DIRECTOR.

EXECUTIVE SUMMARY

The continuous growth of industry in India, in general and southern Maharashtra in particular created a growing demand for entrepreneur with specialized technical and managerial background.

With a view to cater this growing demand from all parts of our country, the management of Kolhapur Institute of Technology started its own Management wing in the year 1994, affiliated to Shivaji University and approved by All India Council For Technical Education, New Delhi. The management comprising, leading Industrialists, Architects, and Eminent Educationists with local base and international access, envisaged the requirement of efficient manpower having all the managerial skills to make the corporate world more competitive and responded proactively by forming this management education institute.

The aim of the institute is to emerge as a globally revered institute that shapes management practices by creating new frontiers of knowledge and developing ethical entrepreneurial and socially sensitive leader managers committed to excellence. The institute strives to enrich with a combination of Associate in nurturing eclectic mixture of business and tutorial experience supported by international customary infrastructure. The approach of the institute is to make strategies for leadership and structure transformations to reach excellence.

Vision

To become and remain first in the mind and choice of the stakeholders in Management and Computer education.

Mission

1. To be known among the stakeholders for developing successful managers, entrepreneurs and leaders who are taught and trained by qualified and innovative faculty members.
2. To create the culture of quality in teaching and administration through effective and efficient use of technology, pedagogy, research, infrastructure and industry interaction.
3. To empower the faculty members for using best teaching and training methodology's essential for imparting conceptual skill, technical skill, managerial skill, values and confidence.
4. To meet the needs of the industry by providing job ready manpower in the field of managerial and computer based jobs.
5. To encourage and facilitate research and innovation in the field of management and computer application.

Objectives

- Enriching the teaching learning process by effective use of available resources.
- To organize skill development programme for faculty and supporting staff.
- To coordinate various conferences and seminars for faculty members and students based on recent trends in management and Computer Science.

- To conduct Management and Computer related competitions for the students.
- To organize training and development programmes for developing soft skills, corporate formalities and etiquettes for students and staff members.
- To support the social, environmental and economical awareness programmes for the students.
- To coordinate value addition programmes for the students to increase their employability and personality.
- To enter into Memorandum of Understanding with industries and research institutes.
- To create the institutional excellence in the field of management and computer education.
- To provide maximum opportunities of placements through the placement cell.
- To mentor the students for securing rank in university merit list.

Management education has a vital role to play in today's business environment, where everything changes so fast that it makes it difficult for organizations to survive the growing competition. This has led to the need for business schools to impart relevant education to students, which reflects the changes in society. Also, schools need to be in close contact with industry. At our Institute of Management Education and Research we give emphasis on developing a proper role perception of managerial level personnel in the Indian context by exposing our students to a wide range of relevant areas, sufficiently in depth so that they may gain the confidence necessary to interact with people at all levels and develop managerial skills for translating policies into action effectively.

Considering the current requirement and present scenario of globalization and emerging trends in the Information Technology Industry, we offer two Post Graduate courses such as M.B.A. and M.C.A. having a total intake capacity of 180 students. Both the courses are approved by All India Council for Technical Education and Shivaji University.

The institute has 23 well qualified and senior faculties and 13 support staff. Out of 23 faculties 6 faculties have corporate experience. The institute has four Ph.D. holders and along with it four other faculty members have registered for Ph.D. out of which 1 has submitted his work.

The Institute has a beautiful lush green campus elaborately spread over 6 acres comprising of well furnished Lecture Rooms, Syndicate Rooms, Common Rooms, Well Equipped Library and Reading Room and Independent Computer Labs. The institute also has close links with industries especially around Kolhapur.

Self Study Report: NAAC - 1st Cycle

The institute maintains and encourages eco-friendly campus by tree plantation, elimination of all types of wastes such as biodegradables, e-waste and reuse of wastewater. More than six hundred trees well grown in KIT campus are enriching biodiversity and created shelters/habitat for wide variety of birds. The Institute has success story of ground water recharging by watershed management and rainwater harvesting.

Our programs are intended to align with the Institutional objectives listed above so that:

- a. Students graduating are academically prepared for a managerial career.
- b. Alumni are successful in their internal organizational endeavors or in other advanced studies.
- c. Students have the necessary attitudes and skills to become more productive employees, and to continue learning.
- d. Students can communicate effectively.

To achieve our objectives the institute interacts with industry, research bodies and university for effective implementation of the curriculum. Students of IMER have ranked in Shivaji University merit lists consistently. This shows that teaching learning process adopted at our institute is in well direction. Also our alumni have achieved commendable reputations at national and international level.

Teaching-learning is being enhanced by implementing ‘MOODLE’, NPTEL video lectures and by arranging workshops, seminars, and conferences on the recent developments in management and technology. Software training program like Android training, Application Development etc. are arranged for faculty and staff enhancement.

SWOC Analysis

SWOC analysis is the beginning of medium and long-range planning of the Institute. The purpose of carrying out the SWOC analysis is to identify the inherent strengths and weaknesses of the Institute and the opportunities and challenges faced by the Institute from the external environment.

Strengths:

Since its inception, the Institute has acquired a number of strengths owing to the vision of the founder trustees and subsequently as a result of relentless efforts of the employees. The major strengths of the Institute have been mapped across FOUR dimensions as:

- (i) **Infrastructure:**
A well-developed infrastructure with a built-up area of 10537 square meter comprising of Well furnished Lecture Rooms, Syndicate Rooms, Common Rooms, Well Equipped Library and Reading Room and Independent Computer Labs. This is the major strengths of the Institute;
- (ii) **Trusted Brand :**
Institute of Management Education and Research has emerged as a brand of quality higher education in Western Maharashtra, making the Institute a preferred choice of students and parents. We have a track record of becoming the institute of first choice since inception. The number of companies visiting our campus for placement is growing year by year.
- (iii) **Faculty:**
Well qualified and experienced faculty belonging to all cadres with diversified specializations form the backbone of the Institute's academic environment. The institute has maximum number of faculties having corporate experience in Engineering as well as Managerial field. Out of 23 faculties 6 faculties have corporate experience, eleven faculties are having more than 10 years work experience and all are having postgraduate and higher degrees. The institute has four Ph.D. holders and along with it four other faculty members have registered for Ph.D. out of which one has submitted their work. This makes our institute as institute with strong faculty base.
- (iv) **Effective teaching learning pedagogy :**
The institute has a unique teaching learning program based on contemporary industrial requirements. Our trustees are keen to inculcate relevant and contemporary knowledge to students. This has in formation of innovative teaching learning program wherein students not only get theoretical knowledge but are aware about recent trends in management and technology.

Weaknesses:

To understand the weaknesses the institute conducted brainstorming at different levels and involving the management in it, at latter stage. Mainly the institute lags in research and consultancy. Though one third of the faculty has either completed their Doctorate or in the last phase of their research work the institute could not demonstrate its ability to carry out research for corporate, job providers. This observation is alarming.

Opportunities:

There is a growing demand for management graduates who possess sound management knowledge, problem-solving skills, and ability to work in heterogeneous groups. The institute can establish a Management Development Centre where middle and lower management staff can be trained by inhouse faculty in areas such as use of excel, business analytics, corporate communication etc. New courses in the area of digital marketing, family business management, android, PHP, iOs etc can be started because our faculty member are capable to provide this.

The economic, industrial, and academic environment offers a number of opportunities to develop the Institute as a centre of educational excellence.

Challenges:

The changing external environments pose certain challenges to the Institute's functioning and development. First, there is an increase in severity of competition from new and upcoming unaided institutes in the region.

The biggest challenge is to meet the financial requirement when seats of all courses are not filled in full capacity. As it is a totally self financed institute, there is no source of income other than students' fees. The developmental expenditure immediately gets affected. Salary being primary commitment of the institute it is unavoidable. The funds available are limited and all future plans get affected.

Also, student catchment is shrinking geographically as a result of upcoming institutes in different parts of the state in specific, and country in general. This has led to diminishing input quality and diversity of incoming students.

The institute has always tried to overcome these challenges by its efforts and strategies.

Naac Steering Committee

Dr. S.M.Khadilkar

Director

Mr.M.U.Makandar

Co-ordinator

Mr.P.S.Jadhav

1.Curricular Aspects

Dr.S.D.Kore

2.Teaching Learning and Evaluation

Dr.S.M.Khadilkar

3.Research, consultancy and Extension

Mr.S.S.Patil

4.Infrastructure and Learning Resources

Mrs.R.M.Chavan

5.Student support and Progression

Dr.Mrs.V.S.Apte

6.Governance, Leadership and management

Dr.S.B.Pandit

7.Innovation and best Practices

Profile of the Affiliated /Constituent College

Self Study Report: NAAC - 1st Cycle

1. Profile of the Affiliated /Constituent College

1. Name and Address of the College:

Name :	KIT'S INSTITUTE OF MANAGEMENT EDUCATION & RESEARCH	
Address :	R.S.No.200 B/1-3, GOKUL SHIRGAON, KOLHAPUR	
	City : KOLHAPUR Pin : 416 234	State : MAHARASHTRA
Website :	www.kitimer.in	

2. For Communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	S.M.Khadilkar	O: 0231 2636266	9028817111	0231 - 2639176	khadilkarsm@rediffmail.com
	S.M.Khadilkar	R :			
Steering Committee Coordinator	Mr. M.U. Makandar	O: 0231 2636266 R :	7385549548	0231 - 2639176	mujirmakandar33@gmail.com

3. Status of the Institution:

Affiliated College
Constituent College
Any other (specify)

<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Self Study Report: NAAC - 1st Cycle

4. Type of Institution

a. By Gender

i. For Men

✓

ii. For Women

iii. Co-education

b. by shift

i. Regular

✓

ii. Day

iii. Evening

5. It is a recognized minority institution?

Yes

✓

No

If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.

N. A.

6. Sources of funding:

Government

✓

Grant-in-aid

Self-financing

Any other

7. a. Date of establishment of the college: 31 march 1994

b. University to which the college is affiliated /or which governs the college (If it is a constituent college)

SHIVAJI UNIVERSITY, KOLHAPUR

c. Details of UGC recognition:

Under Section	Date, Month and Year (dd – mm - yyyy)	Remarks (If any)
i. 2 (f)	NIL	-
ii. 12 (B)	NIL	-

(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

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

Under Section/ Clause	Recognition /Approval details Institution / Department	Day, Month and Year (dd- mm-yyyy)	Validity	Remarks
i.	AICTE, New Delhi	31 March 1994	1 Year	Renewed every year since 1994
ii.	DTE, Mumbai	31 March 1994	Valid since 1994	-----
iii.	Shivaji University, Kolhapur	17 July 2015	1 Year	Renewed every year since 1994

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

Yes

No

If yes, has the College applied for availing the autonomous status?

Yes

No

9. Is the college recognized

Self Study Report: NAAC - 1st Cycle

- a. by UGC as a College with Potential for Excellence (CPE)?
Yes No

If yes, date of recognition: (dd/mm/yyyy)

- b. for its performance by any other governmental agency?
Yes No

If yes, Name of the agency and
Date of recognition: (dd/mm/yyyy)

10. Location of the campus and area in sq.mts:

Location *	Rural
Campus area in sq. mts.	20234.3
Built up area in sq. mts.	10537

(* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the Institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.
- Auditorium/seminar complex with infrastructural facilities **YES**
- Sports facilities :
 Play ground **YES**
 Swimming pool **NO**
 Gymnasium **YES**
- Hostel
 Boys' hostel
- i . Number of hostels **ONE**
ii. Number of inmates **300**
iii. Facilities (mention available facilities): Lodging, Boarding, Wi-Fi, Recreation, etc. **YES**

Girl's hostel

i.	Number of hostels	ONE
ii.	Number of inmates	100

iii.	Facilities (mention available facilities): Lodging, Boarding, Wi-Fi, Recreation, etc.	YES
------	---	------------

<input type="checkbox"/>	Working women's hostel	NO
--------------------------	------------------------	-----------

i.	Number of inmates
----	-------------------

ii.	Facilities (mention available facilities)
-----	---

<input type="checkbox"/>	Residential facilities for teaching and non-teaching staff (give numbers available — cadre wise)	NO
--------------------------	---	-----------

o	Cafeteria —	YES
---	-------------	------------

o	Health centre –	YES
---	-----------------	------------

Firstaid, Inpatient, Outpatient, Emergency	YES
--	------------

care facility

Ambulance

Health centre staff –

Qualified doctor	Full time	<input type="checkbox"/>	Part-time	<input checked="" type="checkbox"/>
Qualified Nurse	Full time	<input type="checkbox"/>	Part-time	<input checked="" type="checkbox"/>

<input type="checkbox"/>	Facilities like banking, post office, book shops	YES
--------------------------	--	------------

<input type="checkbox"/>	Transport facilities to cater to the needs of students and staff	YES
--------------------------	--	------------

<input type="checkbox"/>	Animal house	N.A.
--------------------------	--------------	-------------

<input type="checkbox"/>	Biological waste disposal	YES
--------------------------	---------------------------	------------

- Generator or other facility for management/regulation of electricity and voltage

YES

<input type="checkbox"/>	Solid waste management facility	YES
--------------------------	---------------------------------	------------

<input type="checkbox"/>	Waste water management	YES
--------------------------	------------------------	------------

<input type="checkbox"/>	Water harvesting	YES
--------------------------	------------------	------------

Self Study Report: NAAC - 1st Cycle

12. Details of programmes offered by the college (Give data for current academic year)

Sr. No	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No. of students admitted
1	Post- Graduate	M B A	2 Years	10+2+3	English	120	91
		M C A	3 Years	10+2+3	English	60	49
2	Integrated Programmes	N.A	N. A.	N.A	N.A	N.A	N.A
	PG						
	Ph.D.						
	M.Phil.						
	Ph.D.						
	Certificate courses						
	UG Diploma						
	PG Diploma						
	Any Other (specify and provide details)						

Self Study Report: NAAC - 1st Cycle

13 Does the college offer self-financed Programmes?

Yes No

If yes, how many?

14. New programmes introduced in the college during the last five years if any?

Yes		No	<input checked="" type="checkbox"/>	Number	
-----	--	----	-------------------------------------	--------	--

15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Faculty	Departments (eg. Physics, Botany, History etc.)	UG	PG	Research
Science				
Arts				
Commerce				
Any Other Management	BBA MBA & MCA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

16. Number of Programmes offered under (Programme means a degree course like BA, B.Sc, MA, M.Com)

- a. Annual system
- b. Semester system
- c. Trimester system

<input checked="" type="checkbox"/>

17. Number of Programmes with

- a. Choice Based Credit System
- b. Inter/Multidisciplinary Approach
- c. Any other (specify and provide details)BBA

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

Self Study Report: NAAC - 1st Cycle

18. Does the college offer UG and/or PG programmes in Teacher Education?

Yes No

19. Does the college offer UG or PG programme in Physical Education?

Yes No

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non-teaching staff	Technical staff		
	Professor	Associate Professor	Assistant Professor							
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC University / State Government Recruited	3		7		18					
Yet to recruit	2		5		9					
Sanctioned by the Management/ society or other authorized bodies Recruited							12	2		
Yet to recruit							0	0		

*M-Male *F-Female

Self Study Report: NAAC - 1st Cycle

21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.							
Ph.D.		1	2		2		5
M.Phil.					1	1	2
PG					4	1	5
Temporary teachers							
Ph.D.							
M.Phil.					3	2	5
PG					2	5	7
Part-time teachers							
Ph.D.							
M. Phil.							
PG							

22. Number of Visiting Faculty /Guest Faculty engaged with the College.

0

Self Study Report: NAAC - 1st Cycle

23. Furnish the number of the students admitted to the college during the last four academic years.

Categories	2012-13		2013-2014		2014-2015		2015-2016	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	14	5	8	6	7	1	9	8
ST	—	—	—	—	—	—	—	—
OBC	21	10	14	7	8	3	8	2
General	143	46	101	70	62	38	67	43
Others	11	5	8	4	3	2	4	—
Total	189	66	131	87	80	44	87	53

24. Details on students enrolment in the college during the current academic year:

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	-	139	-	-	
Students from other states of India	-	1	-	-	
NRI students	-	-	-	-	-
Foreign students	-	-	-	-	-
Total	-	140	-	-	-

Self Study Report: NAAC - 1st Cycle

25. Dropout rate in UG and PG (average of the last two batches) :

UG : - **NIL** **PG :** - **5.61%**

26. Unit Cost of Education (*Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled*)

(a) Including the salary component **Rs.43116.67**
(b) Excluding the salary component **Rs. 6610.73**

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes No

If Yes,

a) is it a registered centre for offering distance education programmes of another University

Yes No

b) Name of the University which has granted such registration. NA

c) Number of programmes offered NA

d) Programmes carry the recognition of the Distance Education Council.

Yes No

28. Provide Teacher-student ratio for each of the programme/course offered

Sr. No.	Programme Level	Name of the Programme/ Course	Sanctioned/ approved Student strength	Duration	Approved No. of students	Teacher student ratio
1	Graduate	BBA	80	3 Years	45	-
2	Post- Graduate	MBA	120	2 Years	170	1:16
3	Post- Graduate	MCA	60	3 Years	144	1:20

Self Study Report: NAAC - 1st Cycle

29. Is the college applying for Accreditation?:

Cycle 1	<input checked="" type="checkbox"/>	Cycle 2	<input type="checkbox"/>	Cycle 3	<input type="checkbox"/>	Cycle 4	<input type="checkbox"/>
Re-Assessment: <input type="checkbox"/>							

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

NA

31. Number of working days during the last academic year. - **300 Days**

32. Number of teaching days during the last academic year - **240 Days**
(Teaching days means days on which lectures were engaged excluding the examination days)

33. Date of establishment of Internal Quality Assurance Cell (IQAC)
IQAC 01/08/2015

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

NA

35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information) **Nil**

CRITERION I: **CURRICULAR ASPECTS**

CRITERION I: CURRICULAR ASPECTS

Curriculum Planning and Implementation

State the Vision, Mission and objectives of the institution, and describe how these are communicated to the students, teachers staff and other stakeholders.

Vision:

To become and remain first in the mind and choice of the stakeholders in Management and Computer education.

Mission:

1. To be known among the stakeholders for developing successful managers, entrepreneurs and leaders who are taught and trained by qualified and innovative faculty members.
2. To create the culture of quality in teaching and administration through effective and efficient use of technology, pedagogy, research, infrastructure and industry interaction.
3. To empower the faculty members for using best teaching and training methodology's essential for imparting conceptual skill, technical skill, managerial skill, values and confidence.
4. To meet the needs of the industry by providing job ready manpower in the field of managerial and computer based jobs.
5. To encourage and facilitate research and innovation in the field of management and computer application.

Our Culture and Values:

Learning, Sharing, Achieving together the positive change in the lives of our important stakeholders.

Our Stakeholders:

- | | |
|-------------|---------------|
| • Students | • Management |
| • Faculty | • Parents |
| • Employers | • Community |
| • Alumni | • Admin Staff |

Objectives:

- To enrich the teaching learning process by effective use of available resources.
- To organize skill development programme for faculty and supporting staff.
- To coordinate various conferences and seminars for faculty members and students based on recent trends in management and Computer Science.
- To conduct Management and Computer related competitions for the students.
- To organize training and development programmes for developing soft skills, corporate formalities and etiquettes for students and staff members.
- To support the social, environmental and economical awareness programmes for the students.
- To coordinate value addition programmes for the students to increase their employability and personality.
- To enter into Memorandum of Understanding with industries and research institutes.
- To create the institutional excellence in the field of management and computer education.
- To provide maximum opportunities of placements through the placement cell.
- To mentor the students for securing rank in university merit list.

Vision and Mission of the Institution is communicated to the students, teachers, staff, parents and other stakeholders through the following ways:

- Vision and mission statements are displayed at main entrance of the Institute, departments and library and hostel buildings.
- It is displayed on the institute website
- It has been conveyed during various students/faculty orientation/induction programs.
- It is published regularly in Institute Prospectus and other Institute publications.
- Displayed during various events of the Institute like

Logistack, conferences /Seminars /Workshops, etc. organized by the Institute; annual social gathering; parents and alumni meet etc.

- Communication with various industries and society include Vision and Mission statements of the Institute.

How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example (s).

Before starting of each semester, the Director organizes a meeting with the faculty members. Academic calendar is discussed and finalised. Every faculty member is given the course file.

Course file:

The course file includes following information.

- Course details
- Vision and Mission statements
- Course objectives and syllabus
- Individual time table of faculty
- Roll call of the relevant classes
- University question papers of the relevant subjects
- Question papers for unit test and mid-term examinations.
- Lesson plan and details of teaching method
- List of students to be guided
- List of students to be mentored

Director allocates the subjects and teaching work of the next semester in advance. Faculty members prepare their lesson plans and teaching material.

Faculty prepares syllabus completion reports. They assess the student performance on the basis of assignments, seminars, group tasks, unit-test and mid-term exam.

Academic Audit:

The record maintained by the faculty members is assessed by the class coordinator and the Heads of the department as an internal auditor. The records are assessed regularly by the Academic Audit Committee.

Mentoring:

Every faculty member is assigned twenty students from each class for mentoring. The faculty mentors conduct meeting with the mentees and record their suggestions, requirements, and difficulties to take necessary actions related to curriculum implementation. The record is used to monitor the progress of the students.

Teaching Pedagogy:

While implementing teaching-learning process different methods such as lecture, video lecture, NPTL, group discussion, case study, quiz, seminars, industrial visits are organized. The institute assists for use of various ICT enabled teaching aids like video films, multimedia presentations in addition to black board.

What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?

- Multimedia Projectors, Digital Boards and Video films are used by the faculty for conducting classes more effectively.
- The Institute library provides text and reference books and other reference material like Journals, Magazines, Teaching Models and Software to enable the faculty to ensure effective delivery of curriculum.
- Digital libraries, E-learning facilities are provided to all the faculty members of the Institute which help them in effective teaching. Wi-fi and Internet facility is available in the campus.
- The Institute assists the faculty members for participating in various Faculty Development Programs, Workshops, National and International level Seminars, Conferences, etc., to enrich their knowledge.

Consultation with Senior Professors

Senior faculty member helps less experienced faculty member to solve the problems faced by them during the teaching learning process. Seniors also help the others while setting test papers and quizzes, etc.

Qualification up-gradation

Institute supports faculty members to enroll for M. Phil and Ph.D. Programmes. Institute provides all types of documents to the faculty members like No Objection Certificate etc.

R and D Initiatives

Institute supports and helps the faculty to establish liaison with industries and R and D Institutes to enhance their practical knowledge so as to help transform students as industry ready professionals.

Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency.

- The lesson plan is followed by concern faculty for effective implementation of the curriculum delivery and transaction. Adding to these following activities are undertaken by the faculty members.
- The detailed lesson plan is prepared by faculty members. Each and every point is considered in this lesson plan. The lesson plan is developed by considering the student involvement and better outcome from the students. The discussion in the lesson is related with previous and the next lessons. It also adds the recent issues related with the topic.
- With the help of feedback system the slow learners are identified and extra lectures are organized for these students. With this system the slow learners are focused and developed.
- Book bank facility is provided to the students. All subject books are provided in this facility. Along with book bank facility the students are provided the library card facility.
- Various extracurricular and co-curricular activities are organized by the institute and the university. The students who are interested to participate in it are also guided by the concern faculty with these extra lectures.
- The Institute has launched FTP Server for online access of video lectures on subject included in the curriculum as well as on other topics

'MOODLE' – A Web Based Course Management System:

For web based course management system the Institute has installed '_MOODLE' server. This is playing important role in strengthening academics in following ways:

Every faculty member creates a user account of the subjects being taught.

This webpage includes syllabus, lesson plans and delivery schedule, question bank for each topic, course material and relevant links to the websites, quizzes, notices and announcements, messaging with faculty and students, feedback, etc.

The assignments are published and solutions to assignments are processed through MOODLE wherever possible.

Students access their attendance report and Continuous assessment report on this user account.

How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum?

For effective operationalisation of curriculum the institute interacts with industry, research bodies and university. The expert academicians, industrialists and professionals are invited in the institute. The syllabus is discussed with these experts, and then they give their guidance and suggestions. The alumni of the institute are working in various reputed MNC's. They are also invited for such type of guidance. The alumni are invited for guiding the students on various recent issues. The alumni also train the students to meet the employability of the industry.

The Faculty members from various institutions and professionals are invited for talk on recent issues. These subjects are covering more than the syllabus. The faculty members arrange the video lectures on various issues. Afterword classroom discussions are carried out on the same.

What are the contributions of the institution and/or its staff members to the development of the curriculum by the university? (Number of staff members/departments represented on Board of studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.)

The Institute follows the curriculum which is framed by Shivaji University for MBA and MCA programmes as the Institute is affiliated to Shivaji University, Kolhapur.

Curriculum consists of two parts –

1. Programme Structure
2. Detailed syllabus of each course.

In the programme structure marking system is given which comprises of division of internal and external marks, theory exam, term work marks, university exam marks, the course objectives and outcomes. The syllabus consists of the detailed content of the course, the lecture hours allotted to each unit, the recommended text and reference books for the concerned course.

Role of institution in university curriculum development:

- Faculty members of the Institute discuss the syllabus with the members of Board of Studies (BOS) and Members of Faculty of commerce and computer science.
- The faculty members are attending various curriculum development workshops to discuss the contents of the curriculum.
- The outcomes of these workshops are considered while designing the contents of the curriculum.
- Faculty members discuss newly formed syllabus with LMC members, industrialists and expert academicians for the improvement and latest issues in the market.
- The faculty members of the Institute have been contributing in the Curriculum Development at University level.
- The senior faculty and subject experts attend the meeting/workshop invited/arranged by University BOS Chairman for framing the syllabus.
- For checking the course strength and essentials the student feedback is collected after completion of every semester.

Following faculty members have worked in the syllabus committee.

Sr. No.	Name of the Faculty	Course
1	Dr. Mrs. V. S. Apte	MBA
2	Dr. S. B. Pandit	BE
3	Prof. M. U. Makandar	MCA
4	Prof. S. S. Patil	MCA, BCA
5	Dr. S. D. Kore	BE, MCA
6	Prof. P. S. Jadhav	BCA

Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If ‘yes’, give details on the process (Needs Assessment, design, development and planning) and the courses for which the curriculum has been developed.

Additional short term courses apart from courses in the curriculum of the University are offered to the students. Following types of courses are offered.

After consulting with the industry experts and professional the courses are designed. The objective of these courses is to increase the employability of the students.

Sr. No.	Title of the course	Duration	Department
1	SAP	300 Hours	MBA
2	Communication Skill	3 Months	MBA, MCA
3	German Language	6 Months	MBA, MCA
4	French Language	6 Months	MBA, MCA

How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?

At the beginning of the semester, faculty member prepares course objectives and outcomes. The program educational objectives are connected with these course objectives which are prepared by faculty members. The course outcomes and program outcomes are compared. The course outcomes document clearly mentions about what students should be able to demonstrate after completion of each unit in the syllabus. Students go through the theory and other curricular sessions on each unit. Tutorials/assignments are planned in line with the theory, objectives and outcome of the course.

Two internal assessment tests are conducted in a semester for each course. At the end of semester internal mid test examinations are conducted. This process gives continuous feedback regarding students' progress both to students and faculty. Based on above data, continuous assessment record is developed.

This is the process followed in the Institute to evaluate/analyze, whether the stated objectives of the curriculum are achieved.

Academic Flexibility

Specifying the goals and objectives, give details of the certificate/diploma/skill development courses etc., offered by the institution.

The institute offers certificate and skill development programs. Details of these programs are as below.

Sr. No.	Title of the course	Duration	Department
1	SAP	300 Hours	MBA
2	Communication Skill	3 Months	MBA
3	German Language	6 Months	MBA
4	French Language	6 Months	MBA

Does the institution offer Programs that facilitate twinning/dual degree? If 'yes', give details.

Yes. The institute allows the students for various certificate, degree, diploma and professional courses under dual degree scheme as below.

MBA-MA, MBA-Mcom, MBA-PGD Courses.

Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond:

Range of Core/Elective options offered by the University and those opted by the college.

Choice Based Credit System and range of subject options

Courses offered in modular form

Credit transfer and accumulation facility

Lateral and vertical mobility within and across Programs and courses, Enrichment courses

Elective options offered by the University and those opted by the Institute

The final year students of MBA get opportunity to opt for two electives from available options. As per the university curricula, the total numbers of elective conducted by the institute are 5. The final year students of MCA have opportunity to get the 2 electives from available 8options. The institute offers all 8 electives provided by the university.

Choice Based Credit System and range of subject options

The choice based credit system is available for both MBA and MCA. The system is implemented as per the university norms.

Courses offered in modular form

Not Applicable

Credit transfer and accumulation facility

Not Applicable

Does the institution offer self-financed Programs? If 'yes', list them and indicate how they differ from other Programs, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

Yes, as the Institute is under the category of unaided institutes all Programs are self-financed. They are MBA and MCA.

- Admissions to all PG Programs are conducted according to Director of Technical Education (DTE) rules and regulations the details of which are available at www.dte.org.in.
- Curriculum for each Program is designed by the Board of Studies of the related branch, Shivaji University, Kolhapur according to the university norms. (Details available at www.unishivaji.ac.in)
- SHIKSHAN SHULKA SAMITI, Maharashtra State and Shivaji University are guiding about the tuition fee. The tuition fee is subject to revision. Details are available on www.sssamiti.org.
- The institution has appointed well qualified, experienced faculty members who possess good subject knowledge. Appointments are done on the basis of UGC and AICTE norms (www.ugc.nic.in and www.aicte-india.org)
- The salary is pertinent to the UGC and AICTE norms. It is as per sixth pay scale.

Does the Institute provide additional skill oriented Programs, relevant to regional and global employment markets? If ‘yes’ provide details of such Program and the beneficiaries.

The MBA and MCA department of the Institute offers various certificate/skill development courses. The objective and the goals of the additional Programs are as follows:

- The students should plan their career objectives. Most of the students prefer campus placements. While only few start the businesses.
- To fulfill the employee-job fit requirements the institute provides various courses to the students.
- The courses include technical as well as soft skill development programs. The courses are designed considering the future requirement of the industry and market. The institute has specially designed the Entrepreneurship development cell. This cell organizes the seminars, workshops and industrial visits.

Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combinations of their choice” If ‘yes’, how does the institution take advantage of such provision for the benefit of students?

Yes. The university gives an opportunity to the students for combination of face to face and distance mode of education.

However institute does not provide any distance mode course.

Curriculum Enrichment

Describe the efforts made by the institution to supplement the University’s Curriculum to ensure that the academic Programs and Institution’s goals and objectives are integrated?

- Institute has experienced teachers. These teachers are continuously contributing in designing the curriculum with the BOS members so that the curriculum is up to date.
- Guest lectures are arranged on various topics of the curriculum and beyond curriculum so that students get overall development and not only the curriculum.
- Students are given projects, group surveys etc. to implement practically those things which are given in curriculum.
- Students are taking rigorous training in industry on the topic decided by them and their teacher guide and the report is submitted to the university.
- Industrial visits are arranged to give experience of practical side of the concepts taught in theory.

What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?

- The teachers are preparing lesson plans of every point of curriculum given by the university.
- The lesson plan includes case studies, seminars, tutorials, assignments, management games, and practical examples etc. which enrich the curriculum.
- The seminars are conducted on the topics related to the curriculum & in the curriculum so that students get updated with the daily changes.
- Case studies are based on the practical problems taken from the latest books.
- Assignments are given to the students based on the curriculum for the practice.
- The debates, conferences, group discussions are conducted on the current issues of the market.
- Wi-Fi internet facility is available in the campus so that the students get direct access to information world any time in the campus.
- Computer labs are made available to students with lease line internet connection so that students daily update with the dynamic market.
- The institute has signed MOUs with different organizations in and around Kolhapur to know the needs of the dynamic employment market.
- Institute has placement cell with fulltime placement coordinator who is continuously in touch with the HRManagers and other departmental heads of the different organizations.
- The Institute has guest lecture committee to arrange the guest lectures of Industrialists to update the teachers and the students about the needs of the Industries.

Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?

Gender equality

- In the institute men and women are getting same rights and opportunities.
- The institute promotes gender equality and elimination of unlawful discrimination and harassment by arranging different gender equality programs.
- The institute clearly mentions that ragging is totally banned and anyone found guilty of ragging and/or abetting ragging is liable to be punished.

Self Study Report: NAAC - 1st Cycle

- The regulations are given to each candidate in printed form at the time of admission.
- Anti-ragging affidavit signed by the student and parent / guardian is compulsory with the submission of admission form.
- Rules of anti-ragging law are displayed on all notice boards of all departments, hostels and other buildings.
- Every year the Institute constitutes a Committee known as the Internal Complaint Committee nominated and headed by the Head of the Institution, and consisting of representatives of civil and police administration, local media, Non-Government Organizations involved in youth activities, representatives of faculty members, representatives of parents, representatives of students belonging to the fresher category as well as senior students, non-teaching staff; and has a diverse mix of membership in terms of level as well as gender.

Gender Audit Balance Report

Gender distribution of Teaching and Non-Teaching Staff:--

YEAR	Number of Teaching Staff			Number of Non-Teaching Staff (including Peons and Sweeper)		
	Male	Female	Total	Male	Female	Total
2010-2011	13	6	19	12	2	14
2011-2012	18	8	26	12	2	14
2012-2013	16	10	26	12	2	14
2013-2014	17	10	27	13	2	15
2014-2015	16	11	27	12	2	14
2015-2016	14	10	24	12	2	14

- Gender distribution of teaching staff shows that throughout the five years 60% to 70% are male faculty member's and 30% to 40% are female faculty members.
- On an average the gender distribution of non teaching staff 90% are male and 10% are female members.

Gender distribution at entry level of MCA course:--

Sr. No	Class	Year	Male	Female	Total	Grand Total
1	M.C.A.- I	2009-10	25	13	38	38
	M.C.A.- II		--	--	--	
	M.C.A.- III		--	--	--	
2	M.C.A.- I	2010-11	41	19	60	95
	M.C.A.- II		22	13	35	
	M.C.A.- III		--	--	--	
3	M.C.A.- I	2011-12	38	22	60	149
	M.C.A.- II		35	19	54	
	M.C.A.- III		22	13	35	
4	M.C.A.- I	2012-13	41	19	60	174
	M.C.A.- II		38	22	60	
	M.C.A.- III		35	19	54	
5	M.C.A.- I	2013-14	19	34	53	184
	M.C.A.- II		48	24	72	
	M.C.A.- III		38	21	59	
6	M.C.A.- I	2014-15	21	16	37	164
	M.C.A.- II		24	36	60	
	M.C.A.- III		45	22	67	
7	M.C.A.- I	2015-16	29	20	49	144
	M.C.A.- II		18	15	33	
	M.C.A.- III		25	37	62	

- In enrolment of MCA students male candidates are more than the female candidates.
- On an average from 2010 to 2012 male candidates are 65% and female candidates are 35%.
- In 2013 68% are male candidates and 32% are female candidates.
- From 2014 to 2016 male candidates are 60% and female candidates are 40%.

Gender distribution status of academic performance of MCA students:-

Year Batch	Male					Female					Total
	Distinction	First class	Second class	ATKT	Fail	Distinction	First class	Second class	ATKT	Fail	
2012	6	16	Nil	Nil	Nil	8	5	Nil	Nil	Nil	35
2013	12	22	Nil	Nil	1	11	8	Nil	Nil	Nil	54
2014	12	24	1	Nil	1	13	8	Nil	Nil	Nil	59
2015	15	30	Nil	Nil	Nil	14	7	Nil	Nil	Nil	66

- All students male as well as female are with distinction and first class.
- Male candidates are more with first class than female candidates.
- Male candidates and female candidate are not failed or with ATKT.

• Gender distribution at entry level of MBA students:-

Sr. No.	Class	Year	Male	Female	Total	Grand Total
			68	46	114	
1	M.B.A-I	2011-12	68	46	114	220
	M.B.A-II		73	33	106	
2	M.B.A-I	2012-13	87	33	120	230
	M.B.A-II		72	38	110	
3	M.B.A-I	2013-14	77	43	120	222
	M.B.A-II		75	27	102	
4	M.B.A-I	2014-15	59	28	87	192
	M.B.A-II		63	42	105	
5	M.B.A-I	2015-16	58	33	91	170
	M.B.A-II		53	26	79	

- An enrolment of MBA students male candidates are more than the female candidates.
- In 2011 male candidates are 60% and the female candidates are 40%.
- In 2012 male candidates are 73% and the female candidates are 27%.
- In 2013 male candidates are 64% and female candidates are 36%.
- In 2014 male candidates are 68% and female candidates are 32%.
- In 2015 male candidates are 64% and female candidates are 36%.

Gender equality audit balance for MBA result:-

Year	MALE						FEMALE						GENDER		TOTAL
	DIST	F.C	S.C	R.R.O	Fail	AB	DIST	F.C	S.C	R.R.O	Fail	M	F		
2010-11	1	25	3	1	1	--	8	17	--	--	--	31	25	56	
2011-12	2	48	16	5	10	--	2	30	2	2	1	81	37	118	
2012-13	3	44	3	--	4	--	6	33	1	--	2	54	42	96	
2013-14	2	40	11	3	26	--	--	24	1	2	2	82	31	113	
2014-15	0	9	31	2	11	--	2	26	10	--	1	53	39	92	

- In gender distribution status of academic performance for MBA students every year female candidates are more with distinction than male candidates.
- Male candidates are more with first class than female candidates.
- Female candidates are lower with second class than male candidates.

Gender distribution status in student council:-

Sr. No.	Year	Male	Female	Total
1	2011-12	05	10	15
2	2012-13	06	10	16
3	2013-14	07	10	17
4	2014-15	05	09	14
5	2015-16	05	08	13

- In student council gender distribution shows that every year girls are more than boys.
- On an average gender distribution for student council 60% are female members and 40% are male members.
- In academic topper most of the time girls are toppers and they are the member of the student council.

Gender distribution among various categories at MCA enrolment:--

Sr. No.	Class	Year	SC		ST		YJ DT(NTA)		NT-1(NTB)		NT-2(NT-C)		NT-3(NT-D)		OBC		SBC		OPEN		Total		Total Admissio ns	
			Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female		
1	M.C.A.- I		0	4	0	0	0	0	1	0	0	0	0	0	6	0	3	0	15	9	25	13	38	
	M.C.A.- II	2009-10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	M.C.A.- III		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
2	M.C.A.- I		0	4	0	0	0	0	0	1	0	0	0	0	6	0	3	0	15	9	25	13	38	
	M.C.A.- II	2010-11	0	4	0	0	0	0	1	0	0	0	0	0	6	0	3	0	12	9	22	13	35	
	M.C.A.- III		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
3	M.C.A.- I		3	4	0	0	1	1	0	0	2	0	1	0	7	2	0	1	27	11	41	19	60	
	M.C.A.- II	2011-12	1	4	0	0	1	1	0	0	1	0	1	0	7	2	1	0	26	14	38	22	60	
	M.C.A.- III		0	4	0	0	0	0	0	0	0	1	0	0	6	2	0	1	24	11	35	19	54	
4	M.C.A.- I		3	11	0	0	2	2	0	0	4	1	2	1	19	4	4	1	61	34	95	54	149	
	M.C.A.- II	2012-13	2	3	0	0	1	1	0	0	0	1	0	0	1	6	2	1	0	28	13	41	19	60
	M.C.A.- III		1	4	0	0	1	1	0	0	0	2	0	0	1	0	0	0	24	11	35	19	54	
5	M.C.A.- I		8	10	0	0	3	2	0	0	4	1	2	1	16	7	1	1	80	38	114	60	174	
	M.C.A.- II	2013-14	5	3	0	0	0	0	0	0	0	0	0	0	4	3	1	2	12	24	19	34	53	
	M.C.A.- III		2	3	0	0	0	0	0	0	0	1	1	0	4	3	0	0	35	17	48	24	72	
6	M.C.A.- I		9	11	0	0	1	0	0	0	3	2	1	1	14	8	2	2	75	55	105	79	184	
	M.C.A.- II	2014-15	2	6	0	0	0	0	1	0	0	0	0	0	4	5	1	2	23	17	24	36	60	
	M.C.A.- III		4	2	0	0	1	0	0	0	0	1	0	0	4	2	0	0	33	17	45	22	67	
7	M.C.A.- I		10	9	0	0	1	0	1	2	1	1	0	1	11	7	1	2	69	49	90	74	164	
	M.C.A.- II	2015-16	3	2	0	0	0	0	0	0	0	0	0	0	2	0	0	0	21	16	29	20	49	
	M.C.A.- III		2	6	0	0	1	0	0	0	0	0	0	0	4	5	1	2	12	13	18	15	33	
	M.C.A.- I		10	12	0	0	0	0	1	1	0	0	0	0	9	5	1	2	51	52	72	72	144	

Self Study Report: NAAC - 1st Cycle

Gender distribution among various categories at MBA enrolment:--

Sr.	Class	Year	SC	VJ DT(NTA)	NT-1(NTB)	NT-2(NT-C)	NT-3(NT-D)	OBC	SBC	OPEN	Total							
											Male e	Femal e						
1	M.B.A	2010	12	2	7	--	--	--	--	16	6	1	49	26	85	35		
	M.B.A	-11	2	1	3	1	--	--	--	4	5	1	--	23	17	34	23	
2	M.B.A	2011	12	1	--	2	1	3	1	--	7	3	5	--	39	40	68	46
	M.B.A	-12	8	3	3	--	1	--	--	--	12	6	1	--	39	24	64	36
3	M.B.A	2012	6	2	2	--	1	1	--	1	7	2	2	69	25	87	33	
	M.B.A	-13	13	1	1	1	4	1	--	--	4	3	5	--	39	38	66	44
4	M.B.A	2013	6	1	1	--	1	2	--	--	9	2	1	--	58	39	77	43
	M.B.A	-14	5	2	1	1	--	1	--	--	3	2	--	1	64	22	73	29
5	M.B.A	2014	3	--	--	--	2	2	--	--	5	3	--	--	49	23	59	28
	M.B.A	-15	2	1	--	--	1	--	--	--	10	3	--	--	52	36	64	41
6	M.B.A	2015	4	4	--	2	1	--	--	6	2	--	--	46	27	58	33	
	M.B.A	-16	3	--	--	--	--	--	--	3	2	--	--	47	24	53	26	

Climate Change & Environmental Education

- Awareness about the environment is created among the students through the various programs like earth day celebration, tree plantation, environment day celebration, poster presentation, energy conservation, water conservation etc.
- In every event of the college, for the felicitation saplings are given to the guests instead of bouquet.
- Guest lectures on environment conservation, waste management etc. are arranged.
- The institute conducts e- waste management programs.

Human Rights

- The institute arranges guest lectures on human right.

Information and Communications Technology

ICT Policy

The College network and computing facilities are provided primarily for the purposes of education and while it is appreciated and accepted that they may also be used for other reasons such as communication and recreation, the priority of the College is to ensure that this primary function is maintained above all else. The Institute has implemented the use of technology for teaching learning, administrative functions, library, communication with students and outside agencies for official purpose. The institute management has promoted use of ICT for improving the efficiency of all the above factors and has invested resources for the providing latest technology available in the market.

Aims and Objectives:

The main aim of our ICT policy is, “To maintain the integrity of our computer resources, including hardware, databases and software, which is central to our day-to-day operations, related to academic and administrative activities, it is therefore necessary that all aspects of our IT system are appropriately protected to minimise the risk of harm to the assets and reputation of the college”.

Scope:

The Policy relates to the use of technology, including:

- the internet;
- e-mail;
- the College information and communication technology (ICT) services;
- the intranet and College network;
- mobile phones with camera facilities, external networks and other photographic or electronic equipment;
- social networking or interactive web sites for example: Facebook.

It applies to the use of any of the above on College premises and also any use, whether on or off College premises, which affects the welfare of other students of the college or where the culture or reputation of the College are put at risk.

Policy:

- 1) Each faculty should conduct at least one fourth of lectures through ppts, slide shows, audio-video visuals.
- 2) Each faculty should give all the assignments of their subjects through MOODLE.
- 3) Attendance record should maintain through attendance software.
- 4) All the subject related study material (notes, question paper solution, slides , videos) should be accessible online to the students through user ID .
- 5) All important notices of the institute should be communicated to all students through SMS, e mails and institute website.
- 6) Yearly at least two training programs about ICT should be arranged for teaching and non teaching staff of the institute.
- 7) Educate students about their responsibility when using Internet.
- 8) The institute should encourage students to make use of the rich information resources available on the internet.
- 9) Overall ICT security is the responsibility of the Head of MCA department. Day to day management of IT facilities is the responsibility of the Lab assistant.
- 10) Staff and students are permitted access only to those parts of the computer system which they need in order to do their normal duties or studies. Levels of access are determined by the HOD MCA in consultation with the Director.
- 11) All staff members and all students are provided with a copy of the ICT Policy and it will be displayed on the campus.

- 12) Temporary staff will be provided with an IT induction and given limited access to the computer system appropriate to their role.
- 13) No game playing is permitted on College computers.
- 14) Computer storage devices from external sources must be checked for viruses before use. Files saved to external storage devices internally are the responsibility of the staff member who must store them in a secure place. Personal information held on such devices must be stored securely

INTERNET Related rules:

1. Students must not use the Internet to access, obtain or distribute inappropriate or illegal material. This includes,
 - Pornography;
 - Videos and computer games with a certificate rating older than the person possessing them;
 - Pirated software, music and films;
 - Students must not use the Internet for cyber bullying;
 - Interactive or networking websites
 - Searching, viewing and/or retrieving materials that are not related to the aims of the curriculum or future careers
 - Copying, saving or redistributing copyright protected material without approval
 - Any activity that breaks a college rule.
2. Students are not allowed to access interactive or networking websites when using College computers or, if using personal laptops or other devices, on college premises outside the permitted times specified by the College which are subject to change from time to time.
3. In relation to computer use outside the College, students will be held personally responsible for all material they have placed on a website and for all material that appears on a website of which they are the account holder.
4. Such students will be subject to College discipline if the welfare of other students or the culture or reputation of the College is considered by the HOD or Director to be placed at risk.
5. Permanent exclusion is the likely consequence for any student found to be responsible for material on his or her own or another website that would be a serious breach of the College Rules in any other context.
6. The posting of photographic material which in the reasonable opinion of the HOD or DIRECTOR is considered to be offensive on websites such as YouTube, Facebook etc is a serious breach of discipline and will be subject to disciplinary

procedures whatever the source of the material. This is the position whether the computer used is a College computer or a computer operated elsewhere including the student's home.

The institute institute is taking efforts to integrate ICT in curriculum through

- All the classrooms are well equipped with the ICT based teaching learning process.
- The teaching is mainly through power point presentation, audio-video lectures.
- The students have open access to computer labs, Wi-Fi connection and lease line internet connection.
- The institute library has e-journals and it is connected online with other libraries.
- All the teachers and the students are using ICT based software MOOCS for all the types of curricular activities.
- Every student and faculty has given training of the optimal use of technology in teaching and learning process.
- There is a system of online attendance, online feedback form, online submission of exam forms etc. in the institute.

What are the various value-added courses / enrichment Programs offered to ensure holistic development of students?

Moral and ethical values

- Various programs are arranged in the Institute for the holistic development of the students like Gandhi Jayanti, Teachers day, friendship day, yoga day etc.
- Friendship day is celebrated in the institute by visiting orphanage, Chetna School for the handicapped, school for the blinds etc.
- Blood donation camps are arranged on the occasion of Teachers day.
- Various programs are arranged in the institute like speech, Patriotic songs, demonstrations, wall papers on the occasion of 15th Aug and 26th Jan.
- Every year Institute is arranging guest lectures on prevention of ragging, women empowerment etc.
- The Institute library frequently arranges book exhibitions of the books on and beyond the syllabus.

Employable and life skills

- Institute arranges training programs for the campus recruitment through training and placement office.
- Institute arranges soft skill programs, personality development programmes, aptitude, software programming, android, six sigma, fundamental of accounts etc.

Better career options

- Institute arranges guest lectures of speaker from industry on the opportunities in industry.
- Institute arranges guest lectures on export marketing, share market, marketing in media, banking, public service commission, insurance, turnaround strategy, social service etc.

Community orientation

- Institute conducts various programmes for community orientation like work shop for self-help groups, blood donation, literacy awareness etc.

Citing a few examples, enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

- The major stakeholders are the students who give feedback for enriching the curriculum to senior faculty who discuss the syllabus with members of board of studies of the university.
- The Institute has board of trustees who are the renowned Industrialists. They continuously guide the faculty members for the enrichment of the curriculum through the faculty meetings.
- The faculty attends workshops of syllabus designing organized by the university and give necessary inputs for enrichment of the curriculum.
- After receiving the feedback from the employers of MCA students, the suggestion were given through the HOD to the syllabus committee for including Android, IOS and PHP.

How does the institution monitor and evaluate the quality of its enrichment Programs?

- For every enrichment program one teacher coordinator is assigned along with some assistants and student volunteers.
- The coordinator and his /her team closely monitor the program from start to end.
- Once the program is over the teacher coordinator has to submit the report of the program conducted to the director of the institute.
- After every program feedback forms from the participants are collected. Through this the Internal Quality Assurance Cell committee

evaluates the quality of the enrichment program by analyzing the feedback received.

What are the contribution of institute in design and development of the curriculum prepared by the University?

- Structure of syllabus is designed As per Shivaji University norms. However Institute arranges different kinds of Workshop and Seminar and faculty members attend that activity.
- Workshop on upcoming trends or technological workshops are arranged by the institute that can be attended by student and faculty.

For example for MCA—Android workshop 2014 & 2015.

Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If ‘yes’, how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?

Every faculty read objective of course at beginning of semester. At the end of semester faculty take indirect feedback from students. With this feedback the faculty evaluate slow leaner, average learner and advanced learner. From feedback Subject expert and HOD of the department modify course objective with the help of stake holder and research organization. Feedback given by research organization is reported to BOS committee.

(How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?)

Any other relevant information regarding curricular aspects which the college would like to include.

No New Course added

Criterion-II

**Teaching – Learning and
Evaluation**

Criterion-II Teaching – Learning and Evaluation

Student Enrollment and Profile

How does the college ensure publicity and transparency in the admission process?

- Being approved by government of Maharashtra and affiliated to Shivaji University, Kolhapur, the Directorate of technical education, Maharashtra has authority for MBA/MCA admission courses in Maharashtra.
- Out of total seats, 80 % of seats are filled by Directorate of technical education centralized admission process on the basis of marks of common entrance test conducted by Directorate of Technical Education, Maharashtra & Common admission test, Common management aptitude test , Management Aptitude Test, Graduate management aptitude test, AIMS Test for Management Admissions, and Xavier Aptitude Test.
- The remaining 20% seats are filled at Institute level. These seats are filled by inviting applications from the eligible candidates by giving advertisement in the newspapers. In order to maintain transparency the merit list is displayed on notice board and admissions are given according to that.
- All the notifications are displayed on college notice board.
- Aspiring candidates are communicated through college website, local television network, radio, email, sms , etc.
- The institute provides its facilities for conducting entrance exams like Common management aptitude test, Directorate of Technical Education Common Entrance Test and Association of Management of MBA/MMS/MCA Institute whereby large number of students visits the institute and they are given complete presentation about the Directorate of technical education admission procedure. It benefits them as many of them are from rural background.
- The institute provides college prospectus along with admission form to the students free of cost, which includes all the information related to course and college.
- The institute continuously highlights the important dates of admission procedure like date of Association of Management of MBA/MMS/MCA Institute entrance examination, last date of application, application fees, cutoff date of admission, course fees , course structure , course duration , teacher profile, hostel , placements , educational loan , sports, facilities like gymnasium, canteen ,Wi-Fi , library ,computer lab etc.

- The applications received are scrutinized by admission committee of the institute and the list of eligible candidates is prepared as per inter-se-merit.
- All these activities are scheduled and arranged considering admission rounds.

**Explain in detail the criteria adopted and process of admission
(Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programs of the Institution**

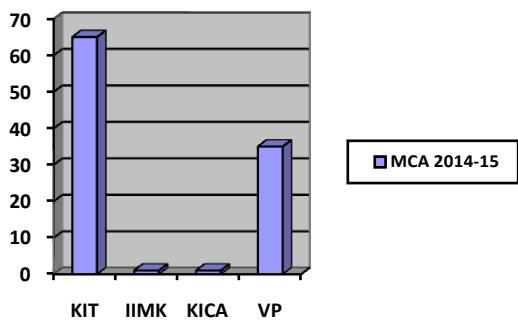
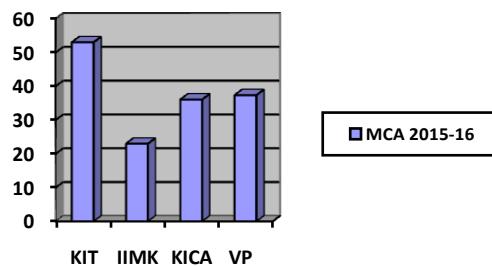
- The Director, technical education is the competent authority for MBA/MCA admission courses in Maharashtra.
- The institute participates in centralized admission process conducted by the Directorate of technical education Maharashtra.
- 80 % seats are filled by DTE centralized admission process on the basis of marks of common entrance test conducted by the Directorate of technical education Maharashtra and Common admission test, Common management aptitude test , Management Aptitude Test, Graduate management aptitude test, AIMS Test for Management Admissions, and Xavier Aptitude Test.
- The remaining 20% seats are filled at Institute level on the basis of inter-se-merit in the exams like Directorate of Technical Education CET, Common admission test, Common management aptitude test , Management Aptitude Test, Graduate management aptitude test, AIMS Test for Management Admissions, Xavier Aptitude Test and Association of Management of MBA/MMS/MCA Institute entrance examination.
- From 2013 onwards only the above exam scores are considered for the merit list.

Give the minimum and maximum percentage of marks for admission at entry level for each of the programs offered by the college and provide a comparison with other colleges of the affiliating university within the city/district

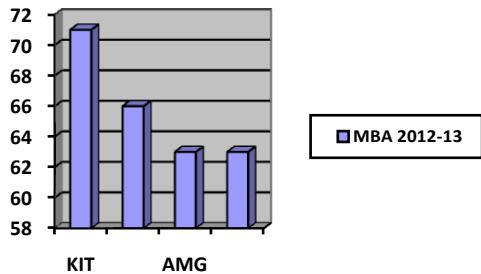
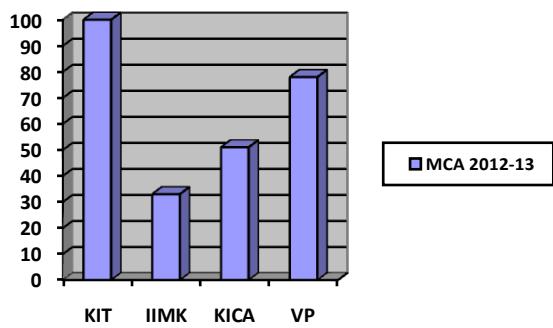
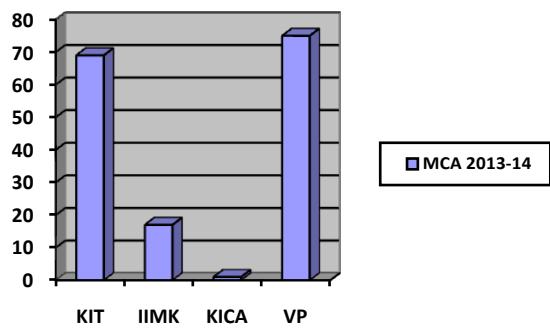
- **Table showing minimum and maximum percentage of marks for admission at entry level for each of the programs and comparison.**

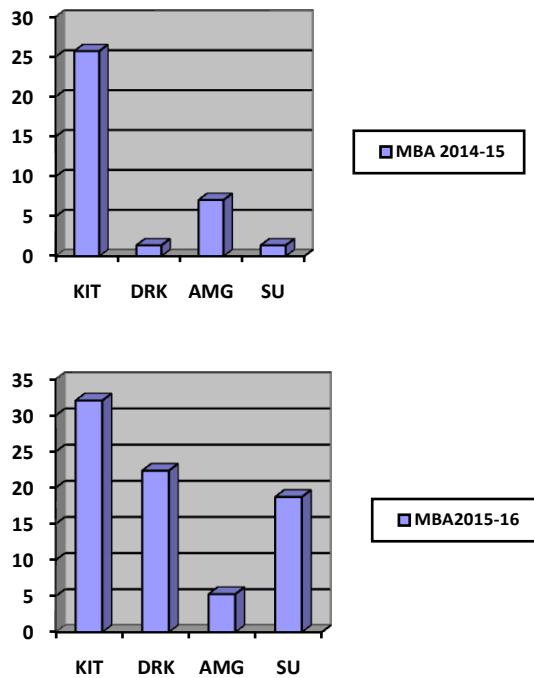
Self Study Report: NAAC - 1st Cycle

Programs	Year	Min marks				Max marks			
		KIT	DRK	AMG	SU	KIT	DRK	AMG	SU
MBA	2012-13	71	66	63	63	72	68	43	70
	2013-14	83	-	-	-	74	-	-	-
	2014-15	25.69	1.37	7.05	1.37	37.54	10.3	2.33	5.09
	2015-16	32.05	22.34	5.27	18.71	38.89	26.71	10.77	28.48
Programs	Year	Min marks				Max marks			
		KIT	IIMK	KICA	VP	KIT	IIMK	KICA	VP
MCA	MCA 2012-13	100	33	51	78	101	57	61	87
	MCA 2013-14	69	17	01	75	77	38	9	67
	MCA 2014-15	65	01	01	35	65	01	68	40
	MCA 2015-16	53	23	36.07	37.37	62.41	25.66	39.43	44.71



Self Study Report: NAAC - 1st Cycle



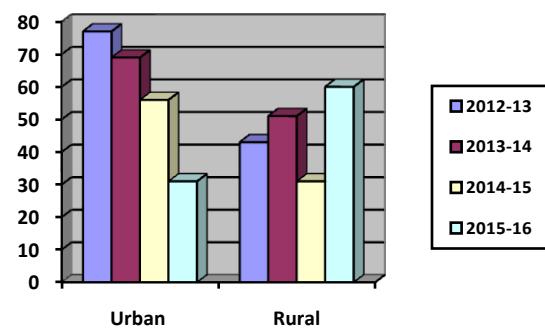
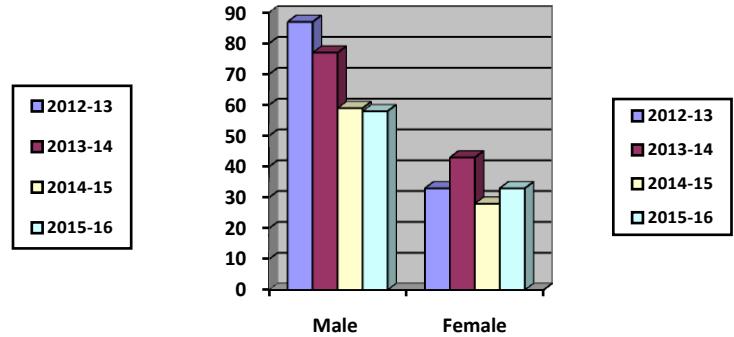
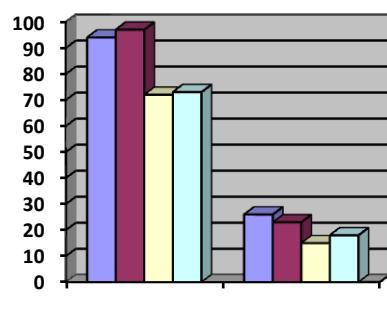


Is there a mechanism in the institution to review the admission process and student profiles annually? If ‘yes’ what is the outcome of such an effort and how has it contributed to the improvement of the process?

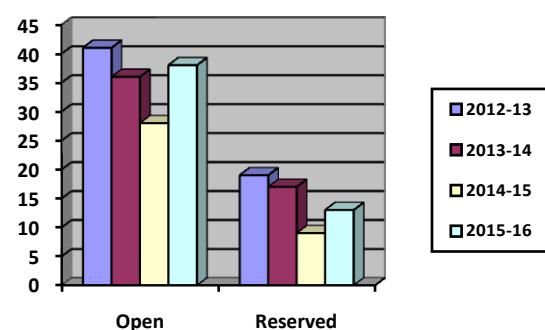
- Every year the institute constitutes admission committee that takes care of all the process of admission starting from advertisement to CAP rounds.
- This committee analyses the profile of the admitted student’s area based on their graduation, income, caste gender etc.
- On the basis of this institute organizes campaigning, guidance workshop and makes students aware about the process of admission.
- The campaigning is done by the workshops, visits, email, website, advertisement about admission process for the low response profile.

MBA						
Year	Location		Gender		Category	
	MBA	Urban	Rural	Male	Female	Open
2012-13		77	43	87	33	94
2013-14		69	51	77	43	97
2014-15		56	31	59	28	72
2015-16		31	60	58	33	73
						15
						18

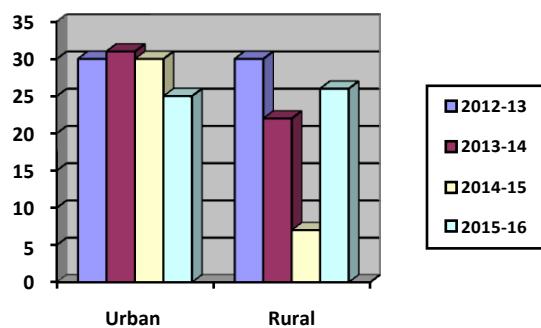
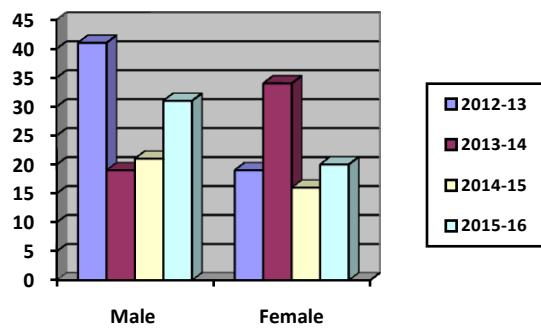
Self Study Report: NAAC - 1st Cycle



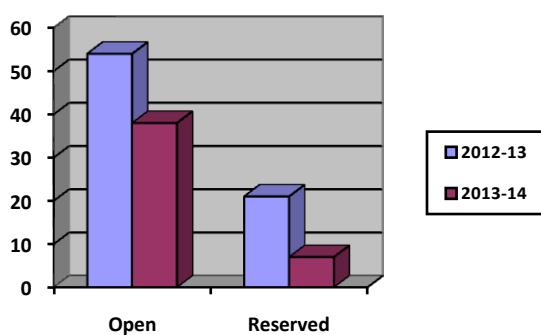
MCA						
Year	Location		Gender		Category	
	Urban	Rural	Male	Female	Open	Reserved
2012-13	30	30	41	19	41	19
2013-14	31	22	19	34	36	17
2014-15	30	7	21	16	28	9
2015-16	25	26	31	20	38	13

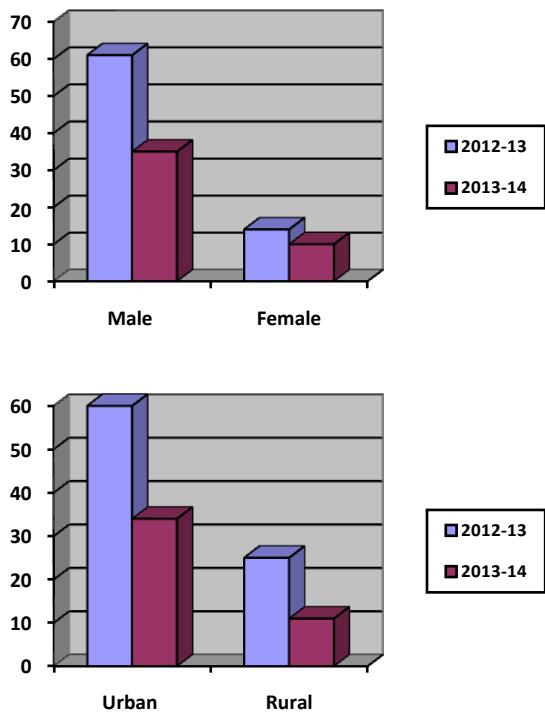


Self Study Report: NAAC - 1st Cycle



BBA						
Year	Location		Gender		Category	
	Urban	Rural	Male	Female	Open	Reserved
2012-13	60	25	61	14	54	21
2013-14	34	11	35	10	38	7
2014-15	BBA course stopped.					
2015-16						





Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate / reflect the National commitment to diversity and inclusion SC/ST,OBC, Women, Differently abled, Economically weaker sections Minority community Any other.

- The institute participates in CAP rounds conducted by Directorate of Technical Education, Maharashtra. The seats allotment is as per MBA/MCA brochure of Directorate of Technical Education, Maharashtra & Government of Maharashtra includes SC,ST,NT,VJ NT,OBC,SBC,PH,MS,OMS,HU,OHU,J&K migrants ,NRI reservations.
- For all courses Institute provides all types of scholarships for eligible and weaker economic candidates.
- The Institute provides all types of document support to the weaker economic candidate for the scholarships and educational loans.
- Institute provides all types of scholarship as below Economic Backward Class -Through Government of India.Minority- Through Government of India.

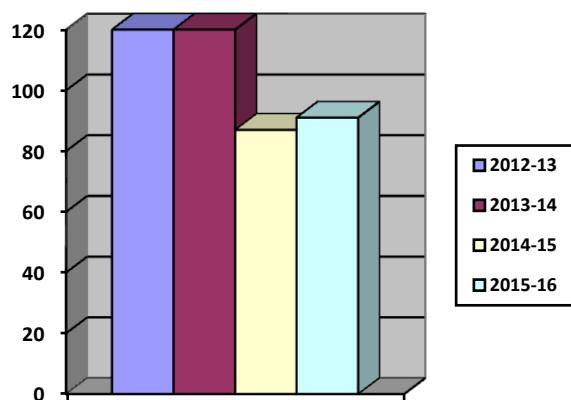
SC, ST, NT, VJ NT, OBC, SBC, PH-Through GOI

Primary teacher-Government of India.

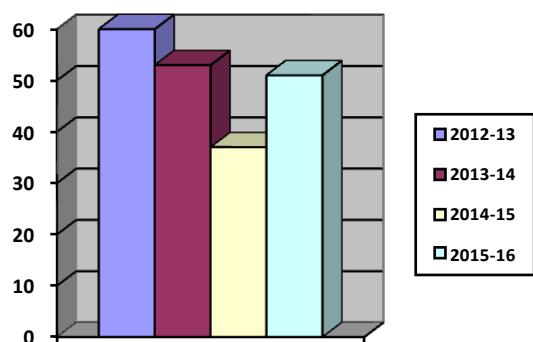
Provide the following details for various programs offered by the institution during the last four years and comment on the trends. i.e. reasons for increase/decrease and actions initiated for improvement

Sr.No.	programs	Year	Intake	No. of Students admitted	Demand ratio
1	MBA	2012-13	120	120	1
		2013-14	120	120	1
		2014-15	120	87	0.72
		2015-16	120	91	0.75
2	MCA	2012-13	60	60	1
		2013-14	60	53	0.88
		2014-15	60	37	0.61
		2015-16	60	51	0.85
3	BBA	2012-13	80	75	0.93
		2013-14	80	44	0.55
		2014-15	BBA course discontinued with proper approval of Shivaji university.		
		2015-16			

MBA Admissions



MCA Admissions



Reason- From the year 2014-15, the number of students appeared for common entrance test drastically decreased in all over Maharashtra. As a result of this changing trend in Maharashtra most of the colleges could not fill required seats.

Action initiated for the improvement-

- Institute started awareness camps in nearby Talukas about the usefulness of these courses.
- Institute conducts online exams for the admission of MBA/MCA course.
- Institute started workshops for online submission of MBA/MCA/ CET forms.
- Institute started a counseling cell for any admission queries and online submission of forms.
- Institute started guidance workshop for MBA/MCA CET exams.

Self Study Report: NAAC - 1st Cycle

- Institute organizes intercollegiate competitions for undergraduate students to create awareness about the institute and the courses offered.

Sr.No	Activity	Date	Participants
1	MH DTE -MBA entrance examination at KIT IMER	26/2/2012	540
2	Workshop of AICTE-CMAT examination at KIT IMER	7/12/2012	98
3	AICTE-CMAT examination at KIT IMER	16/2/2013 to 25/2/2013	960
4	Participation in Education exhibition at V.T.Patil Hall, kolhapur	26/5/2013 to 27/5/2013	1000
5	AICTE –CMAT examination at KIT IMER	24/11/2014 to 28/11/2014	229
6	MBA-MCA course Awareness campaigning at Kala Mahavidyalaya ,Kowad Tal -Chandgad	16/12/2014	300
7	MBA-MCA course Awareness campaigning at V.K.Chavan Arts ,commerce, science college ,Karve Tal-Chandgad	16/12/2014	100
8	MBA-MCA course Awareness campaigning at Madkholkar college,Chandgad	17/12/2014	300
9	MBA-MCA course Awareness campaigning at Yashvantrao Chavan college at Halkarni,Tal-Chandgad	17/12/2014	300
10	MBA-MCA course Awareness campaigning at Ghali College,Gadhinglaj	18/12/2014	100
11	MBA-MCA course Awareness campaigning At Ajara Mahavidyalaya ,Ajara	18/12/2014	100
12	MBA-MCA course Awareness campaigning at Devchand College,Nipani Tal-Chikodi	6/1/2015	100
13	MBA-MCA course Awareness campaigning	6/1/2015	60

Self Study Report: NAAC - 1st Cycle

	at Bagewadi College,Nipani, Tal-Chikodi		
14	MBA-MCA course Awareness campaigning at D.R.Mane College,Kagal,Tal- Kagal.	7/1/2015	100
15	Guidance workshop of MBA- MCA CET exam at KIT IMER	21/2/2015 to22/2/2015	80
16	MH DTE-online MBA entrance exam at KIT IMER	14/3/2015 to 15/3/2015	431
17	MH DTE-online MCA entrance exam at KIT IMER	28/3/2015 to29/3/15	353
17	Participation in Education exhibition at Vaishya Bhavan Sawantwadi	10/4/2015 to12/4/2015	500
18	Intercollegiate competition IMERGE reloaded at KITIMER	04/10/2015	70
19	Career assessment test at Gadhwaj	18/12/2015	210
20	Career assessment test at Sadashivrao Mandlik College Murgud	19/12/2015	60
21	Career assessment test at Doodhsagar college Bidri	18/1/2016	60
22	Career assessment test at D.R.mane college Kagal	21,27/1/2016	60
23	Career assessment test at Devchand college Nipani	29/1/2016	55
24	Logistack 2k16 at KIT's IMER,Kolhapur	30/1/2016	350

Catering To Student Diversity

**How does the institution cater to the need of differently-
abled students and ensure adherence to government policies in this
regard?**

- Institution has provided a book bank facility to such students so that they can have 24 hours books available with them.
- Students have been provided Wi-Fi facility in the institute. These students can access library facility on their mobiles and laptops etc. through Wi-Fi and the required books are issued to them at their place.

- During examination, special facilities like seating arrangement, extra time, writer etc. are provided to the differently abled students according to their need.
- Special magazines and periodicals, audio-video CDs of lectures, digital library, and university question papers, syllabus is made available for students.
- Separate ramp is constructed in the building for upstairs so that student can go to 1st and 2nd floor easily.
- Wheel chair, walker etc. has provided to the differently abled students.

Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

Yes:

- Institute arranges a test to identify slow and advanced learners and accordingly extra lectures twice in a month on 1st and 3rd Sunday are arranged. For slow learners concentration is focused on the specific topic so that student will improve. For advanced learners extra case studies, discussions/debates on recent issues, active participation and leadership in various events and programmes of the institute, strategic planning etc. are done by the students.
- Orientation programme is organized to understand course details, examination details, passing system, institute information, hostel information and faculty introduction etc.
- At the time of beginning of 1st semester, faculty members interact with the students about their difficulties, suggestions etc. Parents suggestions are also considered.
- At the end of the 2nd semester students select the specialization like HR, Finance, Marketing, Production and IT according to their interest and then students are sent in industries, banks, insurance service companies etc; for in plant training of 50 days.

What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/Add-on/Enrichment Courses, etc.) to enable them to cope with the programme of their choice?

- For improvement of English language, communication skills etc. different programmes, lectures of industrial experts are organized.

- Wi-Fi and moodle enabled campus for continuous access with library is provided.
- Videos, films, PPTs, case studies, debates, seminars and group discussions etc. are used.
- For the students of other than commerce stream, special attention is given for the subject like financial accounting, economics, business law, IT etc.
- Through orientation programme, 1st year students are made aware about course syllabus contents, examinations and passing/marketing system, internal examinations and tests, assignments, presentations, weights of internal mark, competitions, industrial training and industrial visits.
- Institute identifies the gaps between the academic work and practical work in the corporate world and bridge the academic programme for the particular subjects.
- For the students of direct second year M.C.A. separate bridge course is conducted by the institute in which all required subjects are taught by the expert faculty members.

How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

- Institute organizes and celebrates various programmes like women's day, parent's day, friendship day, raksha-bhandan, sadbhavana day, and teacher's day etc every year. All the faculty members, non-teaching staff and students jointly celebrate these programmes. Apart from this, cultural day, sports week, management day and other extracurricular activities are regularly celebrated in the institute.
- Institute has set up different committees like anti-ragging committee, internal complaint committee, grievances redressal committee
- Institute provides equal opportunity for all the staff to participate in various functions, activities, programmes and events like administrative work, co –curricular and extracurricular activities, sports, training programmes, faculty development programmes, national-state-university level seminars workshops, and conferences, competitions, higher studies like M.Phil, Ph.D. etc, without any gender or caste or religion wise discrimination.
- Institute publishes monthly internal e-magazine namely 'Management Magic' which provides a platform to the staff and students to express their views on academic, cultural, socioeconomic and promote publication of their literature.

How does the institution identify and respond to special educational/learning needs of advanced learners?

After the enrollment of the 1st year students, a special test is conducted to identify slow and advanced learners. Other factors like percentage of previous examination, medium of education, background, communication and behavior of the students these factors are also considered. On the basis of ability and competency level of advanced learner students, further programmes are set.

- Students are given the special tasks of arranging guest lectures of industrial experts for adopting professional skills.
- Students are given special guidance and attention by core faculty so that they will get deep knowledge about specific topics.
- Book bank facility, extra reference books, magazines, journals, news papers, internet, these facilities are adequately provided for advanced learners.
- Special newspapers like Business Standard are made available to the students.
- Special workshops like Android etc. for MCA students are provided.
- Institute arranges specific industries for 50 days industrial training at the end of semester II of 1st year MBA students according to their interest.

How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?

- All faculty members are mentor for a group of students. There is a meeting conducted once in a month to understand students problem, their needs and difficulties.
- The teacher-mentors understand the problems and needs of the students and guide them properly and always give right directions.
- Institute helps in getting education loan to the needy and economically weaker students by providing them all required documents for bank purpose. SC/ST/NT/OBC/EBC/SBC and minority scholarships are provided to the students.
- Students intending to dropout are intensely counseled by the teacher-mentors/class coordinators/director of the institute for continuing and completing the course. Other support is provided as per the need of the case.

- All academic results i.e. university exams and internal exams of the students are analyzed properly. Slow learners are given additional assignments and seminars.
- For differently abled students special seating adjustment is made according to students needs.
- Teacher uploads notes, test question papers etc. on moodle so that students understand the content easily.
- Book bank facility, special magazines and journals, other books and novels are made available for motivating the students.
- Debates, group discussions, presentations are conducted in the classrooms.

Teaching-Learning Process

How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)

- Term start date and term end date is declared by Shivaji University.
- Every year academic calendar is prepared by institute.
- Accordingly time table for lectures, teaching plans are prepared. Other activities, events, programme, seminars, gathering, sports week etc are fixed. These all programmes and plans are communicated to all the faculty members and displayed on notice board for students.
- For evaluation of the students performance tests, group discussions, seminars and presentations are conducted.
- Assignments are given to all the students of MBA, MCA and BBA and students make all submissions according to the given schedule.
- At the end of each semester after completion of syllabus mid term exam is conducted as per Shivaji University rules.

How does IQAC contribute to improve the teaching–learning process?

The IQAC (Internal Quality Assurance Cell) is basically for developing a system to improve the academic and administrative performance and quality of operations of the institution. The mechanism and procedure of IQAC involves:

- Ensuring timely, efficient and progressive performance of academic activities according to the academic calendar of the institute.
- Ensuring relevance and quality of academic programmes of the institute.
- Optimization and integration of modern methods of teaching learning

Self Study Report: NAAC - 1st Cycle

- Ensuring the adequacy, maintenance and functioning of the support structure and services towards internal quality.
- Create healthy coordination and cooperation for research and development and academic support and networking with other institutions.

Members of IQAC			
Sr.No.	Name of the faculty	Designation /Department	IQAC Designation
1	Dr. Vishakha Apate	Director, IMER	Chairman
2	Shri.Deepak Chougule	Trustee Director	Management Representative
3	Shri. B.S.Shimpukade	Industrialist	Industry representative
4	Shri. Sameer Patil	Industrialist and alumni	Industrialist and alumni
5	Dr.S.M.Khadilkar	Asso.Prof. Dept. of M.B.A.	Member
6	Shri.S.S.Patil	Asst.Prof. Dept. of M.C.A.	Member
7	Dr.S.D.Kore	Asst.Prof. Dept. of M.B.A.	Member
8	Shri.R.K.Jambhale	Library Asst.	Member
9	Dr.S.B.Pandit	Asso.Prof. Dept. of M.B.A.	Coordinator IQAC

How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

The learning is made student-centric by following measures:

- At the beginning of the academic year teaching plans are prepared. Particular case studies, clips, PPTs and CDs are used.
- Guest lectures of industrial experts are conducted. Industrial visits, mini projects, surveys, research data collection these activities are conducted which help the students for practical experience.
- Group discussions, debates, competitions are conducted.
- Add on courses are organized to developing special skills of students.

- Research surveys, industrial visits are organized.
- Skill development programmes, interview techniques, resume writing, personality development programmes are arranged.
- Daily lecture/subject wise student's attendance is recorded. Names of the less attendance students are displayed on the notice board, communicated to the parents, send letters are sent to parents of such students and appropriate follow up is taken regularly. Mentors always provide right guidance to the students in this regard and motivate them.

How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into lifelong learners and innovators?

- Various programmes like competitions, paper presentations, debates, seminars and group discussions are arranged.
- Students are motivated towards data collection on different issues, analysis, mini projects, seminar, conference, publication work etc.
- Students are always given varies case studies, research and data collection tasks and motivate them towards adopting new knowledge and skill of solving business problems.
- MCA students are given various tasks to design and develop computer applications, software and database.

What are the technologies and facilities available and used by the faculty for effective teaching? E.g. Virtual laboratories, e-learning - resources from National Program on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc. Virtual laboratory:

- Moodle facility is used
- Online syllabus, university question papers are made available.
- CDs, PPTs, Clips, Videos and pictures are used during lectures.
- All mentors encourage and motivate students to use online resources and help building online research skills and other important information.
- The faculty members ask students to use technology and tools to complete assignments that ask for problem solving and creativity on a regular basis.
- Modern ICT facilities are available in the institute and used by the faculty during lectures, research work and knowledge up gradation. Computers, printers with internet facility in all departments and Wi-Fi connectivity are also made available. Language lab, e-journals are also available for students.

How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars,workshops etc.)?

- Continuously institute organizes guest lectures of industrial experts and professionals on different areas.
- Seminars, workshops, competitions, presentations, e-journal articles, assignments, mini projects and surveys are conducted.
- Mandatory 50 days in plant training for MBA students at the end of 1st year and mandatory training at 3rd year MCA students is given.
- Short term courses are imparted like communication skill, personality development, foreign language courses, media management, professional skills related to HR, finance and marketing etc.
- Faculty members and students are encouraged to participate in various National, International seminars, Refresher courses, workshop, industrial exhibition, auto fairs, job fairs etc.

Detail (process and the number of students \ benefited) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/ academic advise) provided to students?

Academic:

Slow learners and advanced learners are identified at the beginning of the year by conducting a test. Slow learners are given special attention, Counseling /academic advice etc. and lectures are arranged on every 1st and 3rd Sunday for them. Advanced learners are directed to seminars, advanced courses, leadership activities and innovative projects.

Personal:

Some of the students lacking confidence, having inferiority complex are dealt with and confidence is infused .They are made to walk along with the rest of the students to build up the zeal. 10 students are allotted to each mentor for personal guidance.

Psycho-social:

Students with weak communication skill are advised to work in the Language Lab after Institute hours. For all students internet lab is available. Needy students are assisted by giving financial assistance by way of educational loan, installments in fees, book bank facility etc.

Guidance:

Professional counseling-

Counseling is done by professional counsellor. All faculty members and staff and director of the Institute also help students to accomplish

mental health, wellness, human growth and development, education, and career goals, social culture, give away abnormal human behavior, appraisal , research, making good lifestyle, and professional orientation for a rewarding career path.

Mentoring –

For every faculty member 10 students are allotted, who are responsible for all activities carried out by the student. Frequently meetings are conducted by the mentors and Director of the institute evaluates the outcome.

Academic advice-

If any student faces any academic problem during studying, academic advice is provided to find solutions by the faculty members and mentors. Members of IQAC also help in this regard.

Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

Innovative teaching approaches/methods adopted by the faculty:

- All Faculty members continuously conduct research to evolve innovative teaching methodologies. Various case studies, recent issues in the society and market, mini projects, debates and discussions etc. are conducted in the class rooms.
- Faculty use an ideology of smart class rooms with net facility audio/videos, management games, PPTs and other relevant materials for the students.
- Formation of mixed groups among the students and encouraging peer learning, which help the students who are academically less performing.
- The students are given many tasks such as group assignment, competition, problem solving and mini projects. These activities help the students to learn on their own.
- The students are assigned different tasks such as test exams, group assignment, mini project etc. These activities help students to improve self learning ability and teamwork of the students

Efforts made by the institution:

- Participate in faculty development programmes, workshops and seminars at various locations
- Institute organizes faculty development programmes, workshops and seminars in the institute and call experts for sharing their skill and knowledge.

Impact of innovative practices on student learning:

- Relation between students and teachers becomes friendly

- Learning process becomes easy and increasingly personalized, tailored to the individual's need and interests.
- Enables student to develop and realize their personal potential.
- Students acquire professional skills.
- Students not only enjoy learning, but acquire skills that empower them to actively engage in the development of their personal skills and competence and improve their performance and achievement.

How are library resources used to augment the teaching learningprocess?

- Library is well equipped with computer, inter-net, wi-fi facility, language lab, CDs etc and is open from morning 9.00 am to 5.00 pm.
- Open access is provided to all students. Book bank facility is also provided by library to all students.
- Free Marathi, English news papers, magazines, journals, articles, project reports etc. available.
- For all faculty members online library is accessible on their tables and they use it whenever they require.
- Through Wi-Fi and mobile, students can access library services any time within campus after institute hours also.
- All faculty members refer library books, journals, magazines, reference books, CDs, news papers, project reports from the library.

Self Study Report: NAAC - 1st Cycle

Statement Showing the Usage of Books from Faculty in last 5 year

Sr. No	Name Of The Faculty	01/06/2011 to 31/05/2012	01/06/2012 to 31/05/2013	01/06/2013 to 31/05/2014	01/06/2014 to 31/05/2015	01/06/2015 to 31/01/2016
1.	Director Dr. V.S.Apte	0	0	4	3	2
2.	Prof. Dr.S.B.Pandit	8	4	2	6	0
3.	Prof. Dr.S.M Khadilkar	3	7	7	51	2
4.	Prof. M UMakandar	4	4	4	10	2
5.	Prof. R M Chavan	9	2	4	21	5
6.	Prof. P S .Jadhav	8	5	11	19	18
7.	Prof. Dr.S D Kore	7	1	1	8	6
8.	Prof.S S patil	5	5	4	6	3
9.	Prof.Kagale V P	14	5	2	19	10
10.	Prof. R.H.Bhosale	2	4	3	4	0
11.	Prof.R.A.Pawar	4	4	6	2	12
12.	Prof.D B Desai	6	3	2	8	5
13.	Prof.S.A.Ghatge	0	0	4	14	24
14.	Prof.K.A.Pol	0	0	5	10	7
15.	Prof.S.D.More	0	0	0	3	14
16.	Prof. N.P Shirgaonkar	0	0	3	3	9
17.	Prof.N.P.Chougule	0	0	3	21	6
18.	Prof.Lobo Philip .S	0	0	0	7	0
19.	Prof.M.K.Patkar	0	0	0	39	28
20.	Prof.Vinod A Patil	0	0	0	29	23
21.	Prof.P.P.Kamble	0	0	0	20	7
22.	Prof. A.J.Naik	0	0	0	12	2
23.	Prof.G.D.Chavan	0	0	0	16	18
24.	Prof. R.B Gavade	0	0	0	23	0
25.	Prof R.A.Joshi	0	0	0	25	11
26.	Prof.Z.I Panhalkar	23	5	0	0	0
27.	Prof.V.S.Shinde	0	0	5	0	0
28.	Prof. P. D. Bhosale	0	0	1	0	0
29.	Prof.K.A.Kangale	0	0	0	5	0
30.	Prof.Nazima Hudali	13	1	15	23	5
31.	Prof.A.A.Kadam	9	0	0	0	0
32.	Prof.M.B.Makandar	21	0	0	0	0
33.	Prof.M. Polade	0	0	0	0	0
34.	Prof.D. Ghorpade	0	0	5	0	0

Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If ‘yes’, elaborate on the challenges encountered and the institutional approaches to overcome these.

No –

- The faculty members complete the curriculum within planned time frame. Though MBA/MCA first year admission is lengthy institute starts classes in August and syllabus is satisfactorily get completed. For all other classes activities are conducted as per calendar.

How does the institute monitor and evaluate the quality of teaching learning?

- Institute collect feedback of all subject teachers from students.
- Institute conducts alumni meet, parents meet and takes feed back.
- Suggestions are asked from students.
- Discussion and analysis is made on the basis of feed backs and required modifications, rectifications and changes are made.
- Institute evaluates the papers and projects prepared by students.
- Institute monitors University ranks and results and evaluates the teaching learning process.

Teacher Quality

Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum

Highest qualification	Professor		Associate Professor		Assistant professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teacher							
DSc/D.Lit							
Ph.D		1	2		2		5
M.Phil					1	1	2
PG					4	1	5

Temporary teachers							
Ph.D							
M.Phil					3	2	5
PG					2	5	7
Part-time teachers		Not Applicable					
Ph.D							
M.Phil							
PG							

How does the institution cope with the growing demand/scarcity of qualified senior faculty to teach new programs/modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

- The Institute has qualified senior faculty who are working with it since inception of the course
- The director of the Institute is a senior faculty with 25 years of experience.
- The new programs or subjects are taught by experienced faculty who are recruited especially for the new course. For example when MCA course was started in 2009 the faculty with seven years of experience was appointed.

Table showing the activities done to cope with new emerging areas

Sr.No	Activity	Date
1	Faculty development program	15/1/2012
2	Workshop on Information Security	14/10/2012
3	Faculty development program	16/2/2013
4	Managers for Future by Dr .A.M.Gurav	25/07/2013
5	On the tracks of Globalisation by V.N.Deshpande	19/10/2013

Self Study Report: NAAC - 1st Cycle

6	Export Marketing by Mr. Dashan Shipurkar	8/8/2014
7	Android workshops 2014	13/09/2014
8	Android workshops 2015	02/10/2015 to 09/10/2015
9	Avenues in marketing by Mr. Hrashwardhan Bhurke	21/1/2015
10	Marketing in media Mr. Shashikant Powar	01/08/2015
11	Price fixation by industry G.B.Vaze	31/09/2015
12	Entrepreneurship DevelopmentMr. A. G. Ranage	10/10/2015
13	Resilience of the organization for the sustained development by Prof B.S.Shimpukade	15/10/2015
14	Turnover strategy by Chanrashrkh Phadnis	11/2015

Providing details on staff development programs during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

a) Nomination to staff development program

Academic staff development program	Number of faculty nominated			
	2009-2013	2013-14	2014-15	2015-16
Refresher courses	1	---	----	----
HRD programs	---	---	----	----
Orientation program	3			
Staff training conducted by university	----	1	1	2

Self Study Report: NAAC - 1st Cycle

Staff training conducted by other institute	2	1	1	2
Summer/winter schools/workshops	---	---	----	---
IIT remote center workshop				

b) Faculty Training programs organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning

- Teaching/learning methods/approaches
- Handling new curriculum
- Content/knowledge management
- Selection, development and use of enrichment materials
- Assessment
- Cross cutting issues
- Audio Visual Aids/multimedia
- OERs
- Teaching learning material development, selection and use

Sr.No.	Name of the activity	Experts	Date
1	Faculty Development Program	Mr.Pravin Shetye(Augmented reality) Dr.Mohammad Shaikh (Excellence in Professional Teaching) Dr.Kumendra Raheja(Green Marketing) Dr.R.V.Kulkarni (Research in IT)	16/02/2013
2	Faculty Development Program	Dr.B.M.Hirdekar(Communication skills for teachers in professional courses) Dr.U.M.Deshmukh(Case study method in Mgt.Education) Dr.V.S.Apte(Research for Mgt.faculty) Mr.D.B.Desai(Advanced Java Programming) Mr.A.S.Patil(Open Source Tools and Moodle) Mr.T.B.Patil(Open Source Tools and Moodle)	15/01/2012

c) Percentage of faculty

- Invited as resource persons in workshops/Seminars/Conferences organized by external professional agencies
- participated in external Workshops / Seminars / Conferences recognized by national/international professional bodies
- presented papers in Workshops/Seminars/Conferences conducted or recognized by professional agencies

Activity	Percentage			
	2012-13	2013-14	2014-15	2015-16
Invited as a resource persons	25%	25%	25%	25%
Participation in workshop/seminars/conference	90%	90%	90%	90%
Presented papers in workshop/seminars/conference	90%	90%	90%	90%

What policies/systems are in place to recharge teachers? (e.g.: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programs industrial engagement etc.)

- Institute deputes the faculty for research work like M.Phil, PhD.
- Institute sponsors the faculty for seminar, conferences, workshops, industrial visit.
- Institute organizes National and International Conferences, FDPs, IIT remote center workshops for the faculty.

Year	2012-13	2013-14	2014-15	2015-16
Number deputed for M Phil	2	2	1	1
Number deputed for PhD	3	1		
Number deputed for FDP/Conference/Seminar	10	12	15	15
Number of faculty participating in Industrial tour	2	2	2	

Give the number of faculty who received awards/recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

- The Institute does not have its own best teacher award system so far, but we are going to start it shortly.
- The university has the system of giving such award and we will encourage our faculty to apply for it.
- Teachers will be provided information about such awards whenever nominations are invited.

Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

- The institution has effective feedback mechanism for teacher's evaluation by the students.
- The feedback is taken by filling feedback form from the students class wise and course wise.
- The feedback given by the students is evaluated by the Director of the Institute and communicated to concerned faculty only.
- The Director gives suggestion and remedy about the weaker areas of teaching to concerned faculty.
- This process is done periodically in every semester.
- The institute has IQAC cell which also takes feedback from the students about the quality of teaching.
- IQAC has an external member which works as external peers for evaluation of teachers.
- The teachers with excellent feedback are given letter of appreciation and those below average are counseled by the director.

Evaluation Process and Reforms

How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

- Evaluation of the students is a continuous process which starts with the term start and ends before the date of commencement of university exam and this is done through classroom participation, assignments, group discussions etc.
- The evaluation criteria of the students is decided by university and given in university syllabus.
- The syllabus copy is distributed to each and every student at the term start.

- The evaluation process by the university (external exam) and by the institute (Internals) is communicated and made clear through power point presentation in the induction program of the students.
- From time to time teachers display the notices about internal marks, submission dates, and evaluation criteria on college notice board.
- The model answers of the question papers are provided to the students.

What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

- The major reform of the university in the evaluation process is online submission of exam forms, online submission of evaluation reports, online hall tickets of students, online exam reports and online results etc.
- The institution has adopted CBCS pattern of university.
- Along with university, institute on its own has rigorous methods of evaluation like slow and advance learner evaluation , unit tests , mini projects , case studies , seminars on recent trends etc.
- Subject wise internal submission, assignments are given through MOODLE.

How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

- When the university introduced CBCS Choice Based Credit System, college has sent the faculty and office staff for training workshop organized by university.
- The institute ensures timely submission of online exam forms, evaluation reports.
- The institute keeps all the online data in soft as well as in hard copy.
- If there are any queries in online process, Institute immediately communicates to the university and makes changes accordingly to that.
- The institute strictly conducts university exams.
- The institute has different committees like project committee, exam committee, slow and advance learner committee, IQAC etc for evaluation of the students.

Provide details on the formative and summative assessment approaches adapted to measure student achievement. Cite a few examples which have positively impacted the system.

Formative assessment

- Every teacher conducts group discussions among the students on

different topics by dividing the students in groups. By these teachers assess the students about their participation ability and behavior in group.

- Every teacher conducts seminars of individual student by giving topics in advance and assessment is carried out.
- Mini projects are assigned to the students and evaluation is carried out by respective teachers.
- Students are given different case studies and evaluation is carried out by respective teachers.
- There is continuous assessment of projects of the students.

Summative assessment

- Institute conducts at least two unit tests per subject per semester.
- Mock Practical, mock viva is conducted before actual university exams.
- There is term end examination of every subject at the end of semester.
- Assignments of subjects are given and evaluated by respective teacher.
- Seminar reports, project reports are submitted by the students to respective teachers and evaluated by teacher.
- After term end institute conducts university exam as per schedule of university.
- The university examination paper setting, evaluation is carried out by university assigned external teachers.

Positive Impact

- As the institute conducts unit tests, students become ready for the final examination. This improves student performance in final exam.
- Seminar and case study method of teaching helps the students to get modern practical knowledge.
- Due to continuous assessment students are not getting extra burden of submission at the end of the term.
- Students get chance to improve their internal marks.
- Due to mock project viva students get prepared for university viva.

Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.)

- Internal assessment is a continuous process; hence continuous assessment reports are generated and displayed on notice boards.
- The assessment process is communicated to the students well in

- advance and students are given chance to improve their internal marks through extra assignments, question paper solving etc.
- The assessment is carried out by the subject teachers on the basis of assignments, seminars, term end examination. The assessed papers are shown to the students. If they have any doubt in assessment are clarified by the respective teacher.
 - All the students have fair idea about their internal marks before the final result.

What are the graduates attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?

Following are the graduate attributes and their attainment by the students

- **Management skills**-Through conceptual teaching, through summer projects in industries, banks, companies etc. through guest lectures of industrialist, high position managers, administrator etc. through real life experiences of organization of management events.
- **Problem analysis skills**-Case studies are given, competitions are held.
- **Modern tool usage**- moodle, internet, SPSS, ppts for assignments.
- **Environment and sustainability**
- **Ethics**-Student behavior on various occasions like exams, assignments, events etc
- **Team work**- Coming together and working together as a part of committee for placement, gathering, sports, sponsorship, invitations etc.
- **Communication**-Through reporting of news through campaigning in other colleges, inviting guests, higher management, trustees etc.
- **Management of funds /finance**- Bringing sponsorship of events, giving contract after negotiation, taking from cheapest supplier, contribution from students for fresher and sendoff parties.
- **Lifelong learning**-Applying management solutions to real life problems, organize programs on health, safety and legal issues relating to management.
- **Employability**- Appearing for various aptitude tests, interviews, competitive exams etc.

What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

Institute level

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

University level

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

Student performance and Learning Outcomes

Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?

MBA outcomes:

- Students will be able to practice general management knowledge in practical business situations.
- Students will demonstrate the ability to conduct systematic research in corporate and management issues and design strategies based on that.
- Students will be able to perform specific management functions such as planning, organizing, decision making, forecasting, motivating etc. in real business situation.
- Students will be able to apply information technology tools, statistical analysis and mathematical tools for business decision making.
- Students will demonstrate awareness about Indian and global business environment.
- Students will demonstrate in real life the skills of team work, time management effective communication and goal setting.
- Students will be able to develop their own entrepreneurial venture.

MCA outcomes:

Upon successful completion of MCA course students will be able to:

- Understand the critical concepts and terminologies in computer sciences and information system.

Self Study Report: NAAC - 1st Cycle

- To develop logical data model.

Enumerate on how the institute monitors and communicates the progress and performance of students through the duration of the course/Program? Provide an analysis of the student's results/achievements (Program/course wise for last four years) and explain the differences if any and patterns of achievement across the programs/courses offered.

Year	Semester	No. of Students Registered /Appeared in Exams	No. of Students Passed/ Promoted	Dist	I	II	ATKT	Fail	Ab	% OF Passing
2012-13	Nov/Dec-12	I 120	98	--	24	8	66	15	7	81.66
	April/May-13	II 115	93	1	40	--	52	22	--	80.86
	Nov/Dec-12	III 110	77	--	--	--	26	--	--	70.00
	April/May-13	IV 109	87	10	77	--	---	22	---	79.81
2013-14	Nov/Dec-13	I 120	103	2	20	21	60	14	3	85.83
	April/May-14	II 115	98	1	42	--	55	17	---	85.21
	Nov/Dec-13	III 110	87	5	79	--	23	--	3	79.09
	April/May-14	IV 102	71	1	61	10	---	31	---	69.60
2014-15	Nov/Dec-14	I 87	64	2	23	12	27	19	4	73.56
	April/May-15	II 83	63	2	13	16	32	20	--	75.00
	Nov/Dec-14	III								
	April/May-15	IV 104	78	1	29	48	---	---	---	70.66

M.C.A Result analysis from the year 2012-13 to 2014-15

Exam Year	Course & Sem.	Admitted	Appeared	Passed	Distinction	Ist Class	2nd Class	ATKT	Fail	% of Passing Including ATKT
May 2012	MCA Sem II	60	59	56	15	41	--	3	--	94.91%
May 2012	MCA Sem IV	54	54	48	24	24	--	6	--	100%
May 2012	MCA Sem VI	35	35	35	14	21	--	--	--	100% Uni Rank 2nd, 3rd & 4th
Dec. 2012	MCA Sem I	60	59	37	9	26	2	22	--	100%
Dec. 2012	MCA Sem III	60	60	54	20	29	5	6	--	100%
Dec. 2012	MCA Sem V	54	54	53	28	24	1	1	--	100%
May 2013	MCA Sem II	59	59	41	20	21	--	17	1	98.30%
May 2013	MCA Sem IV	60	60	58	22	33	3	1	1	96.66%
May 2013	MCA Sem VI	54	54	52	23	29	--	--	1 RR - 1	96.29%
Dec. 2013	MCA Sem I	53	49	38	10	21	7	11	--	100.00%
Dec. 2013	MCA Sem III	58	57	45	22	22	1	12	--	100.00%
Dec. 2013	MCA Sem V	59	59	57	15	40	2	1	1	98.30%
May 2014	MCA Sem II	49	49	43	11	26	6	6	--	100.00%
May 2014	MCA Sem IV	69	69	63	23	35	5	3	3	95.65%
May 2014	MCA Sem VI	59	58	57	25	31	1	--	RR-1	98.27%
Dec. 2014	MCA Sem I	39	34	29	11	16	2	5	--	100.00%
Dec. 2014	MCA Sem III	60	60	44	21	19	4	16	--	100.00%

Self Study Report: NAAC - 1st Cycle

Dec. 2014	MCA Sem V	67	66	65	20	39	6	1	--	100.00%
May 2015	MCA Sem II	34	34	27	12	15	--	5	2	94.11%
May 2015	MCA Sem IV	60	60	56	26	28	2	4	--	100.00%
May 2015	MCA Sem VI	66	66	66	28	38	--	--	--	100 % Uni Rank 1st, 2nd, & 4th

BBA Result analysis from the year 2011-12 to 2014-15

Sr.No.	Year	Class	BBA-I	BBA -II	BBA -III
1.	2014-15	Distinction	-----	11	3
		First	-----	2	13
		Second	-----	5	24
		Pass	-----	-----	-----
		ATKT	-----	25	-----
		Fail	-----	2	16
		Total	-----	45	56
2.	2013-14	Distinction	4	5	4
		First	8	11	19
		Second	3	18	20
		Pass	3	1	-----
		ATKT	25	22	-----
		Fail	-----	2	19
		Total	43	59	62
3.	2012-13	Distinction	3	2	13
		First	10	15	27
		Second	19	28	19
		Pass	13	-----	-----
		ATKT	17	18	-----
		Fail	-----	4	11
		Total	62	67	70
4.	2011-12	Distinction	2	13	10
		First	14	22	21

Self Study Report: NAAC - 1st Cycle

		Second	29	19	24
		Pass	3	3	1
		ATKT	15	7
		Fail	2	13
		Total	63	66	69

- Semester wise tests, seminars are conducted and results are evaluated.
- Internal marks are displayed on notice board.
- Ranker student names are displayed on separate display board to motivate the students.
- Institute issues a special certificate to the students who have achieved ranks.
- Names of the students who have got selected in the placement programme are displayed on welcome board.
- Name of the ranker students and achievers in a various extracurricular activities like sports, competitions etc. are published in various news papers to motivate the students.

How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

- Different committees are formed like time table committee, library committee, industrial visits and industrial tours committee, guest lectures, discipline committee etc. and according to the needs and requirement programmes are set.
- For skill, personality, language and communication development outside professional activities are arranged.
- Special case studies and all ICT tools are used for teaching learning process.
- Student council meetings are held periodically to understand the student's difficulties and solutions on that.

What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (quality Jobs, entrepreneurship, innovation and research aptitude) of the courses offered?

- The institution has social as well as economic responsibility towards society. M.B.A., BBA and M.C.A. courses have social and economic relevance. It understands the responsibility in the socio economic parameters. Institution has constituted varies committees to help and assist students to achieve social and economic responsibilities. Even

students are encouraged and motivated to undertake various social issues for their study as research problems for mini and major projects.

- Institutes organize social activities like blood donation camps, donations to orphanage and old age homes etc.
- Tree plantation programmes, all national and international days are celebrated in the institution.
- Regularly a national anthem is played in the institute.
- TPO organizes training programme for students.
- Outsider's surveys and data collection work is done as a research activity of the students which enhance the professional skill of the students.
- All these activities of students help to develop their confidence, better problem solving skills, better decision making capacity and leadership qualities which help them to undertake challenging assignments in the future.

How does the institution collect and analyze data on student learning outcomes and use it for planning and overcoming barriers of learning?

- Roll-on sheets and academic calendar is prepared at the beginning of the term. Special programmes, case studies are included in teaching program. Accordingly subject teachers prepare their own teaching plans.
- Regularly group discussions, seminars, paper presentations, competitions are conducted.
- Unit tests, midterm exams and university exams are conducted.
- All these activities give important feedback of students to the institute.
- On the basis of the feedback, results and outcomes related programmes are modified to overcome the problem and difficulties.

How does the institution monitor and ensure the achievement of learning outcomes?

The institution monitors the performance of the students by conducting exams, tests and monitoring attendance etc. and ensures the achievement of learning outcomes in the following ways:

- Attendance record of the students is monitored. Students having less attendance are communicated personally and their parents are communicated through letters/e-mail/phone call/SMS etc. These names are displayed on the notice board.
- Subject wise tests, exams are conducted for all the students and outcomes are analyzed and communicated to the students for appropriate step.

- Subject wise seminar, presentations, debates, discussions etc. are conducted to enable the student to make use of skill, technology and ability. Instant feedback is given by the faculty to make them aware of their shortcomings.
- Assignment and Project work are evaluated by the teacher and necessary suggestion is given to students.
- Extra classes are conducted for slow learners as well as advanced learner.
- Library supports students by issuing extra books, question papers, project reports and other reading materials. In addition to this library provides all kind of modern ICT tools to students for accessing library material.

Does the institution and individual teachers use assessment/evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

Yes,

- The institution has clearly defined, set mechanism and procedure to monitor the evaluation outcomes. Individual faculty use attendance record, assessment/evaluation, test results and observation outcomes as an indicator for evaluating student performance.
- Teachers prepare teaching plans for their subjects and accomplish the target. Tests, seminars, discussions, mini projects and case studies etc. are conducted regularly. Even subject wise attendance record is also maintained and overall performance is measured.
- Other extracurricular activities of the students are also evaluated and proper guidance is provided by the teachers.
- Students are properly communicated to participate in other colleges and university programmes.
- Counseling is done to the students by mentors. Parents of slow learners are called to meet class coordinators and institute head. Slow learner and advanced learners are given extra lectures twice in a week.
- The faculty members are encouraged to conduct surprise tests, exams, discussions etc. to monitor the academic progress of the students.

Criterion III
**RESEARCH,
CONSULTANCY AND
EXTENSION**

Criterion III: RESEARCH, CONSULTANCY AND EXTENSION

Promotion of Research

**Does the institution has recognized research center /
s of the affiliating University or any other agency / organization?**

The institute has set the goal of starting its own research center by 2016.

**Does the Institution have a research committee to monitor
and address the issues of research? If so, what is its composition?
Mention a few recommendations made by the committee for
implementation and their impact.**

Institute has established a Research Committee to address and monitor Research and Development initiatives of faculty and students. Research committee has been formulated under the able guidance of the Director Dr. Vishakha Apte. It has been formulated comprising of senior faculty, Academicians and scientists from renowned institutes as follows:

Sr.No.	Name	Designation	Position
1	Dr.V.S.Apte	Director	Chairman
2	Dr.S.M.Khadilkar	Associate Professor	Member
3	Prof.Dr.S.B.Pandit	Associate Professor	Member
4	Prof.S.D.Kore	Assistant Professor	Member
5	Prof.T.B.Patil	Associate Professor	Member
6	Prof.S.S.Mane	Associate Professor	Member
7	Prof.M.U.Makandar	Assistant Professor	Member

Recommendations made by committee are as follows:-

- a) Institute – Industry interface should be made more effective.
 - b) Skill set requirement of industries.
 - c) Changes in syllabus to suit the requirements of industries.
 - d) The arrangement of industry oriented workshops for MBA and MCA.
 - e) Bringing the projects from the companies which are willing to launch them in the market. These kinds of assignments will help the students in getting the live case study situations.
 - f) Provision of some stipend to these students taking these assignments.
 - g) Tie-ups with media for making these researches public.
- Implementation is going on above suggestions given by the committee.
- The details of workshops are given in the following table:-

Self Study Report: NAAC - 1st Cycle

Sr.No.	Workshop	Expert	Date
1	Information Security	Mr.Suhas Joshi	14.10.2012
2	Ponds Workshop	Mr. Nikhil Jacob	30.07.2013
3	Six Sigma Yellow Belt Certification Workshop	Mr.Shirish Sapre Mr.Swapnil Choudhari Mr. Girish Mahindrakar	09.03.2014
4	Android workshops 2014	Mr.Rajanish Vishwakarma	13.09.2014
5	Android workshops 2015	Mr.Dhananjay Padalkar	02-10-2015 to 09-10-2015

Impact of recommendations made by research committee:-

A. Impact on students:-

- i.These kinds of research assignments will help the students in knowing various processes of the organization.
- ii. In few cases, the student will get an opportunity to meet the management authorities. These kinds of meetings will help the students in knowing the experience of managers.

B. Impact on Institute:-

These kinds of research assignments will help the institute in building the brand and image amongst various elements of the society. Ultimately, in long run this creates the positive image of the institute amongst the parents of the students.

For enhancing the research activities and imbibing the research culture at the Institute level, a policy is formulated for financial and other required support for research promotion. The researchers are financially supported for organizing and attending the research activities like Workshops, Seminars, National and International Conferences, Faculty Development Programs etc. The allocation of funds depends on level of the activity, number of participants and duration of activity.

Activities carried out / facilities provided at the institute level to facilitate the research:

- The institute has organized and deputed faculty for programs on -How to write research paper||, -How to Present Paper||, -Research Methodology||, -Innovations||etc.
- Laptops are provided to each department with internet facility.

Self Study Report: NAAC - 1st Cycle

This has led to the following results which indicate the outcomes of activities carried out and facilities provided as follows:-

- 5 Faculty members have completed their Ph.D in recent past while 3 Faculty members have registered for Ph.D. programs and are pursuing their research work. These faculties are sponsored for their doctoral work. Facilities and infrastructure for some of the faculty were provided within the Institute.
- Remarkable improvement is observed in the Publication of the papers and articles in journals, national and international conferences by the faculty.

What are the measures taken by the institution to facilitatesmooth progress and implementation of research schemes / projects?

Institution has formulated the research committee which conducts the meetings per semester to observe the research motivation amongst the faculty members and students.

The record of meetings conducted by Research Committee is given below:-

Sr.No.	Date	Agenda for the Meeting
1	10/07/2012	Formation of Research Center and Research committee
2	07/02/2013	Finalizing rules and responsibilities of members of Research committee
3	24/07/2013	Understanding the needs of industry and designing the assignments as a part of mini projects for the students
4	19/02/2014	Finalizing lead college activity program as a part of industry-institute interface and designing the action plan
5	11/07/2014	The arrangement of industry oriented workshops for MBA and MCA
6	18/02/2015	Asking the faculty to search new avenues for the students to get acquainted with the organizational culture.
7	21/07/2015	The discussion with alumni regarding necessary improvement in present academic system

What are the efforts made by the institution in developing scientific temperament and research culture and aptitude among students?

For MCA students

- As per suggestions given by BOS members for MCA-II (Sem-III) Research Methodology subject is included.
- Assignments are given where research methodology can be implemented for various research areas.
- Office staff circulates notice regarding conferences.
- Project guidance for MCA-I (Sem-II), MCA-II (Sem-IV)-Mini Projects.
- Project guidance for MCA-III (Sem-VI)-Major Projects.
- Arrangement of workshops, seminars of experts for research areas.

For MBA /BBA students

- As per suggestions given by BOS members for MBA-I (Sem-II) Research Methodology subject is included.
- Assignments are given where research methodology can be implemented for various research areas.
- MBA-II (Sem-IV) Internship of minimum 50 days has been arranged as per the norms of Shivaji University.
- Students are compelled to visit the industries for minimum three times per subject for gathering the data as a part of submission.
- Institute sponsors the students for attending project and paper presentation competitions and also organizes annual Project Competition for students and awards, prizes to best innovations of students.
- Students are also motivated to participate in inter Institutes/university level competition like Avishkar, NIRMITI etc. Institute organizes Research Webinars for the Students.
- The required technical support, workshop facility, laboratories and financial support is also given from the Institute.

Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual / collaborative research activity, etc)

Following factors shows faculty involvement in active research:-

a. For MBA students :-

- One faculty is assigned to 5 to 10 students as a guide for the project or summer internship. The students are supposed to undergo summer

internship after the completion of first two semesters. The summer training is held for 50 days.

- The students are supposed to submit synopsis.
- The students are supposed to submit project progress report during the target period.
- The students and guide meeting recording has been maintained by both the parties.
- Individual mock presentation or viva by the respective guides is taken.

b. For MCA students :-

- One faculty is assigned to 5 to 10 students as a guide for the project of internship. The internship will be held for 06 months.
- The students are supposed to complete mini projects for even semesters.
- The students are supposed to submit synopsis.
- The students are supposed to submit project progress report during the target period.
- The students and guide meeting recording has been maintained by both the parties.
- Individual mock presentation or viva by the respective guides is taken.

Thus the faculty is involved in active research in the following ways:

- Faculty helps the students for seminars, projects and papers.
- Faculty is involved in the research projects funded by AICTE.
- Faculty regularly presents research papers in conferences and journals.
- Faculty members present the research papers along with the students in conferences.
- Faculty members are providing outside guidance for various research areas like finance, hypothesis testing etc.
- Faculty members are conducting external viva for research projects.
- Faculty members complete their own research work through M.Phil, Ph.D.

Give details of workshops / training programmes / sensitization programmes conducted / organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

Details of workshops and faculty development programmes

Sr. No.	Workshop / FDP	Date	Expert	No. of participant
1	One day workshop on -Creating Performance driven culture in the companies	23/08/2014	Mr.Uday Bhosale	91
2	Faculty Development Program	16/02/2013	Mr.Pravin Shetye(Augmented reality) Dr.Mohammad Shaikh (Excellence in Professional Teaching) Dr.Kumendra Raheja(Green Marketing) Dr.R.V.Kulkarni(Resear ch in IT)	63
3	Faculty Development Program	15/01/2012	Dr.B.M.Hirdekar(Communication skills for teachers in professional courses Dr.U.M.Deshmukh(Case study method in Mgt.Education) Dr.V.S.Apte(Research for Mgt.faculty) Mr.D.B.Desai(Advanced Java Programming) Mr.A.S.Patil(Open Source Tools and Moodle) Mr.T.B.Patil(Open Source Tools and Moodle)	38
4	Imerge Reloaded	04/10/2015	Internal Faculties	70
5	One day workshop on -Corporate Commucication	13/02/2016	Mr.Avinash Koli	127

Provide details of prioritized research areas and the expertise available with the institution.

Institute has identified research areas of different faculty. Accordingly the infrastructure and facilities for research are developed. Some of the domains in which research is conducted, are listed below:

Sr.No.	Name	Research Areas
1	Prof.Dr. V.S.Apte	Economics
2	Prof. Dr.S.M.Khadilkar	HR
3	Prof. Dr.S.B.Pandit	Marketing
4	Prof.S.D.Kore	Finance
5.	Prof.T.B.Patil	Computer
6.	Prof.Mane	Production
7.	Prof.R.M.Chavan	Finance
8.	Mr.D.B.Desai	Data warehousing and data mining
9.	Mrs.M.K.Patkar	Artificial intelligence

Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

Following are the details of various guest speakers of eminence who visited the campus and interacted with teachers and students:-

Sr. No.	Date	Name of the Speaker	Position	Topic
1	21.10.2011	Mr.Mothilalsa Meharwade	Oracle Database Administrator	Oracle Application Development'
2	15.01.2012	Dr.B.M.Hirdekar	Ex.Controller of Exam, SU, Kolhapur	Communication Skills for Teachers in Professional Courses
3	15.01.2012	Dr.U.M.Deshmukh	Reader & Head, Dept.of Operations Mgt. CSIBER	Case Study Method in Mgt.Education

Self Study Report: NAAC - 1st Cycle

4	09.03.2012	Dr.Manjusha Deshpande	Director, Center for Community Dev., SU	Gender Issues &Mgt.Carrer
5	20.08.2012	Adv.Mrs.Geetanjali Deshmukh	Advocate (Professional), Kolhapur	Prevention & Prohibition of Ragging in Educational Institutes
6	30.08.2012	Dr.M.S.Padmini	H.O.D. Dept.of Education, SU. Kolhapur	Sexual Harrassment Prevention in Edu.Institutes'
7	14.10.2012	Mr.Suhas Joshi	Security, Specialist with Congnizant, Bangalore	Information Security'
8	14.10.2012	Mr.Rajeshkumar Pandey	Professor, S.P.College, Kolhapur	Talent Management
9	20.01.2013	Mr.Prashant Dongare	Tech.Director, Goldmen Sachs, USA	Data Center & Scenario'
10	16.02.2013	Dr.M.A.Shaikh	Principal (Retd.) Rayat Shikshan Santha, Satara	Excellence In Professional Teaching
11	16.02.2013	Mr.Kumendra Raheja	Indira School of Business Studies, Pune	Green Marketing
12	16.02.2013	Dr.R.V.Kulkarni	CSIBER, Kolhapur	Research In I.T.
13	16.02.2013	Mr.Pravin Shetye	Govt.College of Engg.Karad	Augmented Reality
14	03.03.2013	Mr.Ajinkya Jagoje (CA)	FCA, Kolhapur	Budget 2013'
15	08.03.2013	Dr.Akalpita Arvindekar	Dept.of Bio Chemistry, SU,	Challenges Before Women

Self Study Report: NAAC - 1st Cycle

			Kolhapur	in Professional Fields'
16	08.03.2013	Mrs.Anagha Bhosale	Asst.Gen.Manager, BSNL	Pursusing Different Carrers
17	08.03.2013	Dr.Bharati Abhyankar	Professional-Doctor	Medical Awareness among Working Women'
18	25.07.2013	Dr.A.M.Gurav	Shivaji University, Kolhapur	Managers for Future
19	26.07.2013	Mrs.Amita Jadhav	Communication Trainer, Kolhapur	Effective way of Communcation
20	27.07.2013	Mr.Charudatta Joshi	Editor, B Channel, Kolhapur	Management Of Media
21	30.07.2013	Dr.N.K.Buva	Professor, SU, Kolhapur	Importance Foreign Languages For Future Managers
22	30.07.2013	Mr.Nikhil Jocob	Brand Mgr. Hindustan Unilever, Mumbai	Ponds Workshop
23	04.08.2013	Dr.Mangala Badadre-Patil	Principal, Law College, Bharati Vidhyapeeth, Kolhapur	Anti-ragging
24	01.09.2013	Prof.Rajeshkumar Pandey	Professor, S.P.College, Kolhapur	Talent Management & Alumni Talk
25	19.10.2013	Mr.V.N.Deshpande	Industrialist, Sound Castings,	Globalization

Self Study Report: NAAC - 1st Cycle

			Kolhapur	
26	19.09.2013	Dr.S.B.Pandit	Professor, KIT IMER	Creativity & Innovation
27	Feb-14	Mr.Sandeep Patil	Sr.Tech.Mgr, Philips, Bagalore	Microsoft Technology
28	Mar-14	Mr.Narendra Kulkarni	Team Leader, Seed Infotech, Pune	C ++ Programming
29	Mar-14	Mr.Prasad Gawade	Sr.Tech. Assistant, Orcale Corp. Bangalore	Oracle Database
30	28.02.2014	Mr.Uttam Pawar	Consulting Partner, KP Solutions, Kolhapur	
31	08.03.2014	Dr.Neeta Narake	Cosmetologist, Face & Figure, Kolhapur	Technology & Beauty Science
32	08.03.2014	Mrs.Anuradha Kadam	Sr.Corrospondent, Maharashtra Times	Status of Women in Social media
33	09.03.2014	Mr.Shirish Sapre	Yash Metalics	Six Sigma Yellow Belt Certification Workshop
34	09.03.2014	Mr.Swapnil Choudhari & Mr.Girish Mahindrakar	Expert Hub Industry Skill Dev.Center	Six Sigma Yellow Belt Certification Workshop
35	03.08.2014	Mr.Prashant Shinde	Asst.RTO, Kolhapur	Student Awareness about Road Safety
36	05.08.2014	Mrs. Tanuja Shippurkar	Social Worker	Social Work Importance for

Self Study Report: NAAC - 1st Cycle

				Mgt.Studies
37	07.08.2014	Mr.Akshay Shinde	Alumni.	Event Management Skills (Alumni Talk)
38	08.08.2014	Mr.Darshan Shippurkar	Ghatge Patil Inudstries, Kolhapur	Export Marketing
39	08.08.2014	Prof.Mrs.Sadhana Zadbuke	Social Worker	Prevention of Sexual Harrassment
40	23.08.2014	Mr.Uday Bhosale	Head HR, Brembo Brakes, Pune	Creative Performance Driven Culture
41	13.09.2014	Mr.Rajanish Vishwakarma	Technophilia Systems, Robotics & Computer Applications	Anroid Application Development
42	21.01.2015	Mr.Harshvardhan Bhurke	Br.Head, Star Union Dai Ichi, Life Insurance, Kolhapur	Glories of Marketing
43	21.02.2015	Mr.Sangram Patil	COGNIZANT TECHNOLOGY, Pune	Web Technology
44	29.07.2015	Mr.Deepak Chougule,	Industrialist & Trustee Director, KIT IMER	Inaugural Speech, Induction Prog.
45	30.07.2015	Mr.Indrajeet Deshmukh.	Additional Ceo, ZP, Kolhapur	Todays' Youth & Personality Development
46	01.08.2015	Mr.Shashikant Pawar	Marketing Mgr. Daily Pudhari	Marketing & Alumni

Self Study Report: NAAC - 1st Cycle

47	04.08.2015	Mrs.P.P.Kulkarni	A.P. KIT's College of Engg.Kolhapur	Ragging & Sexual Harrassment
48	14.08.2015	Mr.Manoj Mehata	CMD, Mahalaxmi Re-cycles Pvt.Ltd.	E-Waste Management
49	29.08.2015	Mr.Amar Kumbhar	Sr.Tech. City Corpn. Pune	Java Technology
50	09.02.2016	Mr.Miller Khandar	Pehla Job	Start Up India
51	11.02.2016	Mr.Chandrakant Thakur	ICICI	Sharebazar
52	04.03.2016		Expert Talk on Budget	PLANNED
53	06.03. 2016		Indian Women Network	
54	08.03. 2016		Essay Competition	

What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

No faculty has utilized Sabbatical Leave for research activities.

Sub question is not applicable.

Provide details of the initiatives taken up by the institution in creating awareness / advocating / transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)

Institute organizes project exhibition, research poster competition and invites the civilians for the observations.

The project has been conducted on biogas plant in the year 2014 and its relevance to civilians.

Resource Mobilization for Research

What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

The total budget is earmarked for research is as follows:-

Sr.No.	Year	Amount in Rs.
1	2012-2013	50000
2	2013-2014	25000
3	2014-2015	20000
4	2015-2016	45000

For the enhancement of research, institute has provided very good library facility with good resources such as E-Journals, Print journals, Magazines and periodicals. These resources are extensively used by faculty members and students in their research work.

Details of amount spent on the library resources are given below

Purchase of PG Reference Books:

Sr.No.	Year	Amount in Rs.
1	2012-2013	350000
2	2013-2014	500000
3	2014-2015	550000

Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

No. So far there is no provision to provide seed money to the faculty for research.

What are the financial provisions made available to support student research projects by students?

There is a financial provision made by the Institute for the projects of students and faculty members under QIP. In number of cases, institute has provided financial support in the research projects.

How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

Considering expertise and facilities available, the research committee identifies the inter-disciplinary areas of research in the MBA and MCA

department. The HODs and concerned faculty regularly interact and find the interdisciplinary projects and motivates the students to take the assignments.

Examples for undertaking inter-disciplinary research:-

Sr.No.	Software	Objective	Developer
1	Student, staff Information software	Managing student and staff information	Prof.S.S.Patil Mr.V.C.Yadav
2	Library membership card software	Collecting student, staff data and printing membership card	Prof.S.S.Patil Mr.V.C.Yadav
3	LOGISTACK Website www.logistack.in	Providing and advertising LOGISTACK activity information to visitors	Mr.D.B.Desai
4	LOGISTACK Software	To automate LOGISTAK activities.	Mr.V.P.Kagle
5	KIT,IMER Website	To provide information to users like institute details, course details, activities etc. To provide information to users like institute details, course details, activities etc.	Prof.S.S.Patil Mr.V.P.Kagle
6	Office Automation Modules	To automate office activities like student registration, eligibility, PG registration and exam fees collection.	Mr.V.A.Patil

How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

The institute motivates faculty members to write research papers in its own journal IJIMER which has ISSN No.2347-8306 published once in a year. We have facilities like Internet, Wi-Fi, Library, ICT tools etc.

Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

The institute is a part of lead college activity of Shivaji University Kolhapur. It receives funding under this activity.

Sr.No.	Year	Amount sanctioned in Rs.
1	2012-2013	18,000
2	2013-2014	20,000
3	2014-2015	20,000
4	2015-16	15,000

Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years.

No. So far, no support is provided to the faculty in securing research funds from various funding agencies, industry and other organizations.

Research Facilities:-

What are the research facilities available to the students and research scholars within the campus?

Research facilities available for students are as follows:

- College helps MBA students to find the companies for internship of 50 days.
- College helps MCA students to find the companies for internship of 06 months.
- Project guidance is provided by the faculties.
- The institute has facility of emerald online journals for students to motivate them towards research publications and doing the exploratory research.
- Availability of printer in computer labs.
- Availability of internet.

What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

Institutional strategies to meet needs of researchers:

- Research committee has been formulated.
- Information about new research areas is provided to the students by faculty members and surveys are conducted by students.
- Institute initiates research programs and deputes faculty for such programs. Such facilities are also made available for students.

- MBA and MCA students are encouraged to undertake industry based problems for their dissertation work under the guidance of expert faculty.
- Faculty makes an attempt to undertake industrial consultancy and research assignments involving research work.
- Other resources like E-journal facilities are provided to the students.
- Wi-Fi facility
- Mobile access
- UPS facility
- Free or open access for students and faculties.
- The institute has budget allocation for R and D initiatives and provides required funds to upgrade and create infrastructural facilities required for research.

Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities? If ‘yes’, what are the instruments / facilities created during the last four years.

No. Special grants or finances from the industry are not received by the institution.

What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?

Research facilities are made available to the students and research scholars in between the college timings i.e. 9:15 am to 5:00pm which are as follows:-

- System has been developed for availing the books, magazines and internet.
- Provision to fill up Ph.D.questionnaire or data collection
- Provision to get student feedback.

Provide details on the library / information resource center or another facilities available specifically for the researchers?

Details on the library / information resource center and other facilities:-

- Library books-Total 15,000 including Reference books, text books journals and general books.
- Research Journals-Total 46 for IT and Management
- Intranet facility
- E-Journals-Total 1346

Self Study Report: NAAC - 1st Cycle

- CDs,VCDs

- Web-OPAQUE

What are the collaborative research facilities developed / created by the research institutes in the college? For ex. Laboratories, library, instruments, computers, new technology etc.

The institute has number of collaborative facilities available which ranges from available human resource till the technology.

Management wing of institute has number of doctorates who are having engineering degrees. Thus, the researches requiring the blend of technology and management are generally undertaken. The other institutes are taking the help of this in the past years. The institute has common computer labs and library for encouraging collaborative research.

Research Publications and Awards

Highlight the major research achievements of the staff and students in terms of

- **Patents obtained and filed(Process and Product)**
No, so far no patents are obtained and filed.
- **Original research contributing to product improvement**
No, so far no research is contributing to product improvement.
- **Research studies or surveys benefiting the community or improving the service**

Following surveys benefiting the community:-

- i. Traffic Control
- ii. Pollution Control
- iii. Waste Mgt.
- iv. Nescafe Marketing plan

- **Research inputs contributing to new initiatives and social development**
Research inputs contributing to new initiative for Biogas usage details are collected.

Does the Institute publish or partner in publication of research journal(s)? If ‘yes’, indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

Self Study Report: NAAC - 1st Cycle

- Yes. Institute publishes research journal, IJIMER which has ISSN – 2347 8306
- Composition of editorial board and publication policies

• Editorial Board-

Sr.No.	Name	Role
1	Dr.V.S.Apte	Editor
2	Dr.S.M.Khadilkar	Editorial Advisory Board Member
3	Dr.V.B.Kakde	Editorial Advisory Board Member
4	Dr.Rajashri Shinde	Editorial Advisory Board Member
5	Dr.S.S.Mahajan	Editorial Advisory Board Member
6	Dr.Pankaj Gupta	Editorial Advisory Board Member
7	Dr.Vasant Iyengar	Editorial Advisory Board Member
8	Dr.S.V.Ganjre	Editorial Advisory Board Member
9	Dr.Manju Sing	Editorial Advisory Board Member
10	Dr.Nitin Nayak	Editorial Advisory Board Member

• Publication Policies-

Aims and scope of journal:--

The IMER is multidisciplinary forum for the publication of articles and research and discussion of the contemporary issues related with management, economics, entrepreneurship and technology.

This by annual journal serves as a buffer between the research scholars and new happenings in management in India. Each issue brings you critical analysis of the various issues and assesses its relevance managerial implications and practical aspects of the issues.

The journal is published in English and in India.

Guidelines for the contributors review process:--

IMER is peer reviewed journal and follows double blind review process. All papers submitted will go through Executive Director and those considered appropriate are sent to Chief Editor. On the recommendation of the Chief Editor the article may be rejected or assigned to the two reviewers.

Self Study Report: NAAC - 1st Cycle

An initial review may take about one month while full-fledged review may take three months. Along with the manuscript, authors should provide conformation in the copyright form that—

- 1) The article is the original work of the author.
 - 2) The article has not been published earlier.
 - 3) It is not under consideration even for the publication elsewhere.
 - 4) If the article is related with the “case study of the organization” then the article must be accompanied by written permission from the authorities of the respective organization. The editor reserves the right to accept or reject and refuse an article for the publication.
- Listed in international database-No. So far, it is not listed.

Give the details of publications by the faculty or students:

• Publication per faculty

Faculties are motivated to write research papers and encouraged to take the part in various faculty development programs in case study writing and use of E-Journal for increasing the interest in the research. The detailed record of the publication per faculty is mentioned in tabular form:-

Sr.No.	Name of faculty	National	International
1.	Dr.S.B.Pandit	05	-
2.	Dr.S.M.Khadlikar	03	
3.	Prof.M.U.Makandar	04	05
4.	Prof.R.M.Chavan	03	02
5.	Prof.P.S.Jadhav	08	01
6.	Prof.S.D.Kore	11	-
7.	Prof.S.S.Patil	02	-
8.	Prof.V.P.Kagale	03	-
9.	Prof.D.B.Desai	02	-
10.	Prof.R.A.Pawar	02	-
11.	Mr.R.H.Bhosle	06	-
12.	Ms.S.D.More	03	-
13.	Mrs.S.A.Ghatge	04	-
14.	Mr.K.A.Pol	01	-
15.	Ms.N.P.Chougule	01	-
16.	Mrs.M.K.Patkar	-	04
17.	Mrs.G.D.Chavan	01	-

- **Number of papers published by faculty and students in peer reviewed journals(national / international)**
- **Number of publications listed in International Database (For Eg. Web of Science,Scopus,Humanities International Complete, Dare**

Database- International Social Sciences Directory,EBSCO host,etc)

Number of publications listed in International Database is given in tabular form:-

Sr.No.	Name of faculty	International
1.	Prof.M.U.Makandar	05
2.	Prof.R.M.Chavan	02
3.	Prof.P.S.Jadhav	01
4.	Mrs.M.K.Patkar	04

Provide details (if any) of

• Research awards received by the faculty

So far, no research award is received by the faculty.

- Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally**
- Incentives given to faculty for receiving a state, national and international recognitions for research contributions**

So far, no incentives given to faculty for receiving a state, national and international recognitions for research contributions.

Research Consultancy:-

Give details of the systems and strategies for establishing institute-industry interface?

The institute has formulated Research Committee to establish interface between institute and industry. Various assignments like marketing survey and product launching for MBA students are undertaken under the guidance of faculties. The students are asked to gather the data related to the assignments. Institutes undertake the sponsored assignments of industries of various exhibitions and provide opportunity to the students to be part of the exhibitions so that management students would know the ground realities of the business. In few cases students are allowed to work for the company for short span of a time like 8 days. The faculties used to visit the industries to

understand their requirements for company need analysis. Based upon the company needs the training programs are designed for respective sectors.

Institute has a strong liaison with the Industry. An Institute – Industry interaction cell is established. It meets regularly to enhance the industry participation in the academics. Following are the areas of Interaction with Industry:

Industry experts are involved in curriculum development. They are also invited as resource persons and evaluators for faculty and students programs. Institute plans visits of faculty and students to industry and interact. Institute organizes visits of students to industrial exhibitions like Auto Expo.

Objectives of Industry Interaction Cell:

- To bridge gap between institute and industry.
- Faculty exchange with industry
- To arrange expert lecturers of eminent personalities.
- To enhance inherent skill of faculty by arranging visits to industry.
- To develop the skill to make the student place able.
- Knowledge sharing.
- To get acquainted with practical or real word problems.
- To get acquainted with industry requirement, process, and managerial skill.
- To take review of curriculum and suggest the industrial supplementary contact as per need of industry and state of art.

What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

The Institute has policy of sharing its labs, information resources and faculty expertise for the benefit of society and industries. The Institute provides the information of the same to the all concerned. Institute has Industry Institute Cell which also assists to advocate and publicize the expertise available with the Institute. The faculty visits the organizations and finds out probable domains of consultancy. Institute encourages the faculty and non teaching staff to develop the in house experimental set ups. It supports the staff to give the consultancy for the same.

How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

The research committee of the Institute first identifies the area expertise of the faculty. If required, Institute deputes the staff for skill development programs. Institute organizes the programs on product development, design and research methodology which encourage the staff for consultancy. Thus the institute encourages faculties to give consultancy to the firms where faculties are

allowed to utilize the resources of the institute. In turn, consultancy charges will be shared between the faculties and the institute.

List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

Following areas are provided by faculty for MBA students:-

- i. Product launching
- ii. Market survey
- iii. Career counseling.
- iv. Share Market

Following areas are provided by faculty for MCA students:-

- i. Website development
- ii. Application development

Institute has developed software as follows:-

1) KIT, IMER Website:-

Objectives- To provide information to users like institute details, course details, activities etc.

2) LOGISTAK Software:-

Objective- To automate LOGISTAK activities.

3) LOGISTACK Website:-

Objective- To provide LOGISTAK activity details.

4) Office Automation Modules:-

Objectives-To automate office activities like student registration, eligibility, PG registration and exam fees collection.

What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

Institute has Consultancy Policy in place for sharing of income generated through consultancy.

It is divided in three parts 1. Consultancy carried out by using Institute infrastructure and equipment (Institute 40%: Administration 20%: Staff 40%).

Extension Activities and Institutional Social Responsibility

How does the institution promote institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

Institute involves the faculty and students in community network. This helps the students to learn ethical values and understand their responsibilities, and develop them holistically. The institute is engaged in social activities with the help of the students like

- Arrangement of blood donation camps in the institute
- Visiting to NGOs to give donation
- Visiting the orphanage to give donations on first week of August, 15th August or 26th January
- Rotary Club collaboration
- Gathering in local area
- Purchases or services from local area
- Career assessment test for the students in nearby talukas.

What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?

The institute is engaged in social activities with students for promoting citizenship roles such as:-

- Arrangement of blood donation camps in the institute in collaboration with Shahu blood bank
- Visiting to NGOs to give donation
- Visiting the orphanage to give donations on first week of August, 15th August or 26th January
- Arrangement of various programs in collaboration with Rotary Club

How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

For the purpose of quality improvement in teaching the committee has been formed which includes the board of trustees and the faculty members. The stake holders are invited to visit the campus and various infrastructural facilities, interact with the members of faculty to obtain necessary information on the overall performance and

Self Study Report: NAAC - 1st Cycle

quality of institution. Parent-Teachers meeting are held to know about academic performance of the child.

- Alumni are invited to visit the Institute and participate in academic processes.
- Management and Local Management Committee, faculty and supporting staff of the Institute interacts with all the stake holders.

Trustee:-

Sr.No.	Name	Designation
1.	Mr. Sachin Menon	Chairman
2.	Mr.Bharat Patil	Vice Chairman
3.	Mr.Sajid Hudli	Secretary
4.	Mr. Deepak Chougule	Trustee Director
5.	Dr.Vishakha Apte	Director
6.	Dr.S.B.Pandit	Faculty
7.	Dr.S.M.Khadilakar	Faculty

List of Students Council (2012-13)

Sr.No	Name	Designation
1	Dr. Vishakha S. Apte.	Director
2	Mr. Dilip B. Desai.	Faculty Representative
3	Mr. Ranjeet H. Bhosale	Faculty Representative
4	Mr. Namdev. T. Patil	Faculty Representative
5	Miss.Nisha T. Kadam. (M.B.A.-II)	Representative (Academic Merit)
6	Miss. Rutuja R. Mithari (M.B.A.-I)	Representative (Academic Merit)
7	Miss. Pranita D. Sherkhane.(M.C.A.-III)	Representative (Academic Merit)
8	Miss. Priyanka R. Hupare. (M.C.A.-II)	Representative (Academic Merit)

Self Study Report: NAAC - 1st Cycle

9	Miss. Kalyani J. Patil. (M.C.A.-I)	Representative (Academic Merit)
10	Miss. Aarti R. Jeswani.(B.B.A.-III)	Representative (Academic Merit)
11	Miss. Shweta V. Kulkarni. (B.B.A.-II)	Representative (Academic Merit)
12	Mr. Sushant T. Patil. (B.B.A.-I)	Representative (Academic Merit)
13	Mr. Sujaishil D.Gaikwad. (B.B.A.-III)	Representative (Cultural)
14	Mr. Swapnil B. Gote, (M.C.A.-II)	Representative (Sports)
15	Miss. Sunita H. Kore. (M.C.A.-II)	Representative (Ladies)
16	Miss. Assma K. Naikwade. (B.B.A.-III)	Representative (Ladies)

List of Students Council (2013-14)

Sr. No.	Name	Designation
1.	Dr. Vishakha S. Apte	Director
2.	Mr. S. S. Patil	Faculty Representative
3.	Mr. P. S. Jadhav	Faculty Representative
4.	Miss. Seema D. More	Faculty Representative
5.	Mr. N. T. Patil	Faculty Representative
6.	Miss. Ahuja Ekata Suresh (M.B.A.-II)	Representative (Academic Merit)
7.	Miss. Oswal Neha Himmat (M.B.A.-I)	Representative (Academic Merit)
8.	Miss. Patil Pratima Babaso (M.C.A.III)	Representative (Academic Merit)
9.	Mr. Joshi Chintan Vivek (M.C.A.II)	Representative (Academic Merit)
10.	Mr. Mane Pawan Dinkar (M.C.A.-I)	Representative (Academic Merit)

Self Study Report: NAAC - 1st Cycle

11.	Miss. Shevaramani Harsha Veerbhan (B.B.A.-III)	Representative (Academic Merit)
12.	Miss. Bhore Asawari Balasaheb (B.B.A.-II)	Representative (Academic Merit)
13.	Miss. Agrawal Heena Laxmi Narayan (B.B.A.-I)	Representative (Academic Merit)
14.	Mr. Bhosale Harshvardhan Sunil (M.C.A.-II)	Representative (Cultural)
15.	Mr. Farakate Manoj Ganpati (M.B.A.-I)	Representative (Sports)
16.	Miss. Ingawale Amruta Rajendra (M.C.A.-II)	Representative (Ladies)
17.	Miss. Patel Disha Ashok (M.B.A.-II)	Representative (Ladies)

List of Students Council (2014-15)

	Name	Member
1	Dr. Apte Vishakha Sudhir	Chairman
2	Mr. Kore Shashikant Dundappa	Faculty Nominee
3	Mr. Patil Namdev Tukaram	Physical Director
4	Mr. Chawala Shyam Lakhmichand	Student Nominee (BBA-II)
5	Miss. Bhore Asawari Balasaheb	Student Nominee (BBA-III)
6	Miss. Jeswani Arati Ramchandra	Student Nominee (MBA-II)
7	Miss. Jeswani Aksha Ramchandra	Student Nominee (MBA-I)
8	Miss. Bagwan Sana Javed	Student Nominee (MCA-I)
9	Miss. Hendre Aishwarya Prashant	Student Nominee(MCA-II)
10	Miss. Patil Kalyani Janardan	Student Nominee(MCA-III)

Self Study Report: NAAC - 1st Cycle

11	Mr. Jadhav Randhir Rajendra	Student Nominee (Sports)
12	Mr. Thamke Swapnil Dilip	Student Nominee (Cultural)
13	Miss. Chavan Devika Dilip	Student Representative (Ladies)
14	Miss. Kumbhar Pooja Anandroa	Student Representative (Ladies)

How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

The institute has the budget for planning and organizing the extension programs to reach the society.

The budget of the last four years for sports is given as follows:-

Sr.No.	Year	Budgeted Amt.	Actual Expenditure
1	2012-13	25,000	21,094
2	2013-14	35,000	32,779
3	2014-15	15,000	11,460

How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?

Institute has appointed Physical Director to handle participation in various activities. Being a PG institute, institute doesn't have NSS, NCC, and YRC. However, following activities are conducted at the institute level:

Sr.No.	Activity
1	Tree plantation
2	Fire controlling Demo
3	Road safety week

Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?

The Institute offers opportunities to the students for personality development, participation in social activities by adopting a village nearby Taluka place, blood donation camps; E-waste mgt. Institute gives relaxation in fees, prizes to the students from under privileged and vulnerable sections of society.

Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

Extension activities conducted by the Institute always imbibe academic learning experience, values and skills in students and faculty. These activities also energize the environment of the Institute. The major strength of the Institute is its ability to ensure holistic development of students to make them responsible citizens. The Institute is an equal opportunity institution established to provide knowledge and quality education to all sections of society. It aims to maintain modern outlook with contemporary developments without compromising moral values.

Institute provides knowledge and quality based education to the students by inculcating moral values, scientific temper and employing state of the art of management technologies. It aims to pursue excellence towards creating manpower with management potential of intellectual, professional and cultural development to meet the national and global challenges.

The institute is organizing various activities such as

- blood donation
- visit to orphanage
- Sadbhavana Day
- E-waste mgt.
- Population Day
- Road safety week
- Fire controlling demo
- Mahatma Gandhi Jayanti
- Tribute to Abdul Kalam
- Career assessment test

These activities help students for developing skills like teamwork, leadership, environment awareness, time management.etc.

How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development?

Detail on the initiatives of the institution that encourage community participation in its activities?

Institution ensures the involvement of the community by arranging various donation camps such as blood donation and orphanage donation.

Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

The university and respective management of institute have decided to work on the lead college activities for students who are taking admission for MBA and MCA to uplift their skills as they belong to rural areas. The activity results in empowerment of the students from socially weak areas. The contents of the program are mentioned in tabular format:-

Sr.No.	Year	Theme	Expert
1	2011-2012	Faculty Development Program	Dr.B.M.Hirdekar(Communication skills for teachers in professional courses) Dr.U.M.Deshmukh(Case study method in Mgt.Education) Dr.V.S.Apte(Research for Mgt.faculty) Mr.D.B.Desai(Advanced Java Programming) Mr.A.S.Patil(Open Source Tolls and Moodle) Mr.T.B.Patil(Open Source Tolls and Moodle)
2	2012-2013	Faculty Development Program	Mr.Pravin Shetye(Augmented reality) Dr.Mohammad Shaikh (Excellence in Professional Teaching) Dr.Kumendra Raheja(Green Marketing) Dr.R.V.Kulkarni(Research in IT)
3	2013-2014	National Conference on -Tracks of Globalization	Mr.S.S.Bhola(Marketing),Mrs.Jyoti Joshi(HR),Mr.Prakash Herekar,Mrs.K.S.Oza(IT)
4	2014-2015	One day workshop on -Creating Performance driven culture in the companies	Mr.Uday Bhosale

Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.

Awards received by the institution for extension activities and / contributions to the social / community development during the last four years:-

- Purushottam Karandak championship

Students have participated in Purushottam Karandak championship and achieved the award. The theme was —Save Girl Child॥

Details are as follows:-

Sr.No.	Year	Event	Award
1.	2012	RIT Intercollege Event -VISION॥	General Championship
2.	2011	RIT Intercollege Event -VISION॥	General Championship
3.	2011	Purushottam Karandak championship	General Championship
4.	2011	DKTE College intercollege Competition MANEDGE	General Championship, Adstart First Prize
5.	2011	Sanjay Ghodawat Institute Event -PRIVS The rising star	General Championship
6.	2010	KIT College of Engineering Dept. of Biotechnology Event -SPUNK THE SPIRIT॥	General Championship
7.	2008	Shivaji University -ENTREPRENEURSHIP WEEK॥	Second Prize
8.	2005	-FIESTA॥-Secret of Joy	General Championship
9.		Chintamanrao College of Commerce -MAGNIF॥ Paper Presentation Event	First Prize
10.		Deccan Education Society's Institute of Management And Research -Deccan Zeal॥	General Championship

Collaboration

How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

Institute used to make the communication and interaction in written and orally to know the various challenges faced by entrepreneurs around the Kolhapur. Institute used to arrange the programs for representative of entrepreneurs to improve their quality of work life. Performance driven, MOUs

Sr.No.	Name of the Company
1	Mirje Associates,Bagal Chowk,Kolhapur
2	Paramount Micromix Pvt.Ltd.MIDC Gokul Shirgaon,Kolhapur
3	Marvelous Machinist Pvt.Ltd., MIDC Gokul Shirgaon,Kolhapur
4	Marvelous Engineers Pvt.Ltd., MIDC Gokul Shirgaon,Kolhapur
5	S .Yashwant &Co. Engineers Pvt.Ltd. MIDC Gokul Shirgaon,Kolhapur
6	Arnimech Products MIDC Gokul Shirgaon,Kolhapur
7	Shimpukade Metals Pvt. Ltd. MIDC Gokul Shirgaon,Kolhapur
8	Shimpukade Engineers Pvt. Ltd. MIDC Gokul Shirgaon,Kolhapur

Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/ industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

The local companies like Mirje Associates, Paramount Micromix Pvt.Ltd, Marvelous Machinist Pvt.Ltd., Marvelous Engineers Pvt.Ltd, S .Yashwant & Co. Engineers Pvt.Ltd., Arnimech Products, Shimpukade Metals Pvt. Ltd., Shimpukade Engineers Pvt. Ltd. operations have been made aware to the students. This is done to make the students aware regarding the present scenario of in and around Kolhapur. As these companies have strong customer base throughout the country there nationwide importance cannot be side lined. With this vary objectives in mind MoUs are done with the companies.

Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up- gradation of academic facilities, student and staff

facilities of the institution viz. laboratories / library/ new technology /placement services etc.

The institute arranges training programs for employees in around Kolhapur city. The institute has conducted one day workshop on -Creating Performance Driven Culture on 23/08/2014. The program has given the necessary inputs on the need of performance improvement in the organization.

Highlighting the names of eminent scientists/participants, who contributed to the events, provides details of national and international conferences organized by the college during the last four years.

IMER with the faculty members and students used to take the part when the scientists visits the parent institute KIT. Apart from this institute used to invite the eminent personalities for orienting the MBA AND MCA students.

Sr.No.	Name	Designation	Topic
1	Dr. Kavita S Oza	Dept. of Comp. Sci., Shivaji University, Kolhapur	Biomedical data mining
2	Dr. R. K. Kamat	Head, Dept of CSE, Shivaji University, Kolhapur	Biomedical systems
3	Mr. Shivaji Mallapa Nerli	Professor	Personality Development

How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated –

MoUs have taken place in last four years. The list of the companies to which the MoU has been done is shown below-

Sr.No.	Name of the Company
1	Mirje Associates,Bagal Chowk,Kolhapur
2	Paramount Micromix Pvt.Ltd.MIDC Gokul Shirgaon,Kolhapur
3	Marvelous Machinist Pvt.Ltd., MIDC Gokul Shirgaon,Kolhapur
4	Marvelous Engineers Pvt.Ltd., MIDC Gokul Shirgaon,Kolhapur
5	S .Yashwant &Co.Engineers Pvt.Ltd. MIDC Gokul Shirgaon,Kolhapur
6	Arnimech Products MIDC Gokul Shirgaon,Kolhapur
7	Shimpukade Metals Pvt. Ltd. MIDC Gokul Shirgaon,Kolhapur
8	Shimpukade Engineers Pvt. Ltd. MIDC Gokul Shirgaon,Kolhapur

The one day workshop which was held on 23/08/2014 .The theme of „Creating performance driven culture‘ helped the managers, officers, superintendents in and around Kolhapur.

The feedback of the program clearly shows that the program was able to give necessary inputs on the need of performance improvement in the organization.

Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/ collaborations.

- i. The institute has established research center and formed research committee.
- ii. The institute finalizes rules and responsibilities of members of research committee.
- iii. The institute focuses on industry institute interaction to understand the needs of industry through lead college activity.
- iv. The institutes arrange industry oriented workshops for students and faculty members.
- v. The institute arranges programs in collaboration with CII.
- vi. The institute invites resource persons from industries on the occasion of inauguration of various events, as guest speaker, resource person.
- vii. The placement incharge Mr.Kiran Pol has established a rapport with various industries through his regular visits.
- viii. Institute is member of CII.The Director is member of Core committee of CII, Kolhapur.
- ix. Through its management which comprises of Top industrialists of Kolhapur, the institute has linkages with industry.

Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.

Institute is doing arrangement for various activities like-

- h) **Online Exams:**-Making the college premises and resources available for online exams.Schedule is given below-

Self Study Report: NAAC - 1st Cycle

Sr.No.	Exam	Date	Time	Total Students
1.	DTE MAH-MBA CET	21/02/2013 To 25/02/2013	9:30AM TO 5:30PM	960
2.	DTE MAH-MBA CET	27/03/2014 To 28/03/2014	9:30AM TO 5:30PM	230
3.	Diploma	15/02/2015	10:00AM TO 6:00PM	346
4.	DTE MAH-MBA CET	14/03/2015 To 15/03/2015	9:30AM TO 5:30PM	431
5.	DTE MAH-MCA CET	28/03/2015 To 29/03/2015	9:30AM TO 5:30PM	353
6.	JAIIB	15/11/15	7:00AM TO 5:00PM	215
7.	JAIIB	19/11/15	7:00AM TO 5:00PM	170
8.	JAIIB	22/11/15	7:00AM TO 5:00PM	227
9.	JAIIB	29/11/15	7:00AM TO 5:00PM	217
10.	CAIIB	06/12/15	10:00AM TO 1:00PM	64
11.	CAIIB	13/12/15	10:00AM TO 1:00PM	73
12.	CAIIB	20/12/15	10:00AM TO 1:00PM	67

ii) **Weikfield foundation-KIT**, IMER premises and resources made available for one day workshop organized by the Weikfield foundation as its social responsibility. This workshop was conducted in order to train the students with ‘Effective Communication at workplace’.

iii) Conducting market surveys for companies.

iv) Making the premises and resources available for training workshops of Engineering Civil department.

v) Conducting students oriented programs in collaboration with Rotary Club.

Criterion IV

Infrastructure and Learning Resources

Criterion IV: Infrastructure and Learning Resources

Physical Facilities:

What is the policy of the institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

The institution has a policy to provide additional infrastructure as and when necessary. The institute has constructed additional classrooms when MCA was started in 2009. For effective teaching and learning the institute has the following policy to create and enhance the infrastructural space

- **Teaching learning space**-There are 8 classrooms with seating capacity from 60/80 students and a platform for the instructor with huge sliding boards with white and green surface. White boards can be used as screen for LCD and marker writing. The institute provides ICT based classrooms with full ventilation and adequate space to create better learning environment.

Each department has separate staffroom which provides space for teachers table, chair, PC and locker. The staffroom is big enough to create healthy environment and better communication with students.

- **Instructional space**- The policy of the institution is to provide well equipped computer laboratories with latest configuration of hardware and software.
- **Circulation space**- The institution has more than 25% of total built-up as a circulation area and spacious seating area outside the building for student's activities.
- **Administrative space** – The institute has easily accessible administrative office at the entry of the college for the convenience of the students which is as per the policy of the institute. The administrative office has a specially designed layout for increasing the efficiency of office staff.
- **Amenities**- Institute has 210 computers with internet connection and wifi facility. LCD projectors, screen, mike system and Laptops to be used for presentations. Boys Hostel, Girls Hostel, cafeteria, playground and also plan for staff quarters.
- **Library**- Library has latest books and journals, 10 computer nodes used to referee online journals IEEE, J-gate and EBSCO. Old project reports and question papers for students reference. There is a big reading room adjacent to library. Calm and Comfortable environment is provided in the library by the dedicated library staff.
- **Seminar Hall**-The Institute has plan to built 500 sq meter Seminar hall which will accommodate nearly 500 students at a time for all types of co and extracurricular activities.

Detail of the facilities available for–

a) **Curricular and co-curricular activities**—classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, animal house, specialized facilities and equipment for teaching, learning and research etc.

b) **Extracurricular activities** – Sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, public speaking, communication skills development, yoga, health and hygiene etc.

a) Curricular and Co-curricular activities:

Sr. No.	Particulars	Number of Rooms	Clear Carpet Area of Each Room(m ²)
1	Class Rooms	8	Avg. classroom size> 70 m ² .
2	Technology enabled learning space	Classrooms have LCD projector and wifi facility	
3	Tutorial Rooms	1	90 m ² .
4	Computer Centre	5	size> 75 m ² .
5	Library and Reading	1	268 m ² .
6	Seminar Hall	1	100 m ² .
7	Faculty Rooms	3	size> 75 m ² .
8	Ladies Room	1	size> 75 m ² .
9	Strong Room	1	20 m ² .
10	Training and Placement office	1	20 m ² .
11	NAAC, IQAC Room	1	66 m ² .
12	Office	1	70 m ² .
13	Director Room	1	30 m ² .

Table: Facilities for curricular and co-curricular activities:

b) Extracurricular Activities:

- Physical Director of the institute arranges lectures on importance, scope and career in sports for the students.
- The Institute provides Sports Kit and Sports Material for students who participate in Inter-StateLevel, Zonal, Inter-zonal and many other different types of game and sports. The Institute also reimburses the T.A. and D.A. as per University Rules and Regulations.
- The institute has a playground for sports like football, cricket, basketball, volleyball. For the indoor game like chess, carom, badminton etc space is made available.
- Institute also organizes Annul Sports weekevery year.
- Gymnasium – college hostel has gym facility for students and staff.

- Auditorium- open Auditorium with big stage and ample seating capacity which is used for annual day function and cultural activities.
- There is a seminar room with seating capacity of 100-200 where lectures, seminars, workshops are arranged.
- There is an open to sky space in the middle of the building where recreational facilities are provided.
- Extra curricular activities like book exhibition, exhibition of road safety etc. are arranged in the reading room.

How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed / augmented and the amount spent during last four years (Enclose the Master Plan of the institution / campus and indicate the existing physical infrastructure and the future planned expansions if any).

The Institution fulfills all the infrastructure criteria required as per the AICTE norms and Affiliated Shivaji University curriculum.

Since its inception in 1994, the KIT IMER has been growing with each passing year. MBA with 60 students with capacity and sharing the KIT's main Building with two classrooms, developed its five acres of land for its campus. In 2007 institute shifted to its own campus by developing its own infrastructure. In 2009 Institute started MCA course and constructed new building of IMER with six classrooms, seminar hall, etc. With its total capacity of 120 students in its MBA and of 60 students in its MCA (Total: 180 students), currently KIT IMER has ample accommodation to run various curricular, co-curricular and extracurricular activities

- Institute expenditure incurred is given in the table below:

SR NO	Infrastructure	2011-12	2012-13	2013-14	2014-15
		Total Amount Spent in (Rs.)			
1	Furniture	42684	715446	347625	35937
2	Building	1986567	2668277	3635074	1746872
3	Equipments (Office and Labs, computers, UPS etc)	1503238	805749	93380	1014282
4	Books (Library)	963160	786277	619110	1496640
5	Miscellaneous	46157	82369	81460	114772
	Total	3038568	3536923	4429024	3394222

How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

- Institute has provided ramps at appropriate entrance locations. Institute has made appropriate provisions in washrooms and class rooms and labs to provide the easy movement for physically disabled students.

Give details on the residential facility and various provisions available within them:

- **Hostel Facility – Accommodation available**

The institution shares hostel facility with KIT's College of Engineering which has separate boys and girls hostel. The strength of hostel for Boys' Hostel is 312 capacities and for girls hostel is 90. Arrangement for provision of water purifiers with cooler and bathrooms with solar water heaters are made in hostel building. A good quality of food is served through the mess inside the hostel.

- **Recreation facilities, gymnasium, yoga center etc.**

Institute provides open space in the form of ground for out-door games such as football, basket ball, volleyball and cricket. For in-door recreation games carom board, chess etc. are provided by the Institute.

- **Computer facility including access to internet in hostel**

The college hostels are having a separate computer room with 12 number of computers in boys hostel and 4 computers in girls hostel with WiFi facility for both the boys and girls hostel. They are provided with unlimited Internet access.

- **Facilities for medical emergencies**

There is a provision of First Aid/ medical room with all facilities required for medical assistance. In case of emergency college vehicle is available. The institute has arranged weekly visit of doctor and he is available on call whenever needed.

- **Library facility in the hostels**

Boys and girls hostel have provision for reading facility of newspapers, periodicals and magazines.

- **Recreational facility–Common room with audio-visual equipments.**

- **Available residential facility for the staff and occupancy**

- **Hygiene Facility-** Constant supply of safe drinking water is provided with water cooler with RO water purifiers in hostel. Separate sweepers are available for cleaning of toilets and other areas of hostel.

- **Security**

For Boys hostel has Rector and for Girls hostel a warden have been appointed. Security is deployed in hostels.

What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

- For healthcare safe drinking water is made available by installing two water purifiers in the building.
- Regarding the provisions of health care, first-aid Box facility is available in the institute.
- Ambulance, doctors on emergency call are made available in campus and off campus as and when necessary. College provides its own vehicle for transporting students to the doctor/hospital.

Give details of the Common Facilities available on the campus – spaces for special units like IQAC, Grievance Redressal Unit, Women's Cell, Counselling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

- **Give details of the common facilities available on the campus**

S.No	Cell	Details
1	IQAC	A separate room with computer, chairs, table and cupboard is made available. IQAC cell is well equipped with infrastructure in an area approximately 50 sq.m.
2	Grievance Redressal Unit	A common facility in an area of 50sq.m is provided for Grievance Redressal Unit and Women's cell with required infrastructure
3	Women's cell	
4	Counseling and Career Guidance	A 25 sq.m. area is provided for Counselling and Career Guidance cell with necessary infrastructure.
5	Placement Unit (Training and Placement Officer)	Institute has a full flagged Training and Placement unit of 30 sq.m. area.
6	Health center and gymnasium	Primary healthcare is available in hostel.
7	Canteen	Two canteens available within a campus with area of 177 sq. m.
8	Recreational space for students and staff	Institute has common room on ground floor for girls and student recreational space within and in front of building.
9	Safe drinking water facility	Water purifier with coolers located in the corridors of each floor.
10	Auditorium	The institute shares open air auditorium having capacity of over 1000 students with KIT's College of Engineering.

Library as a Learning Resource

Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

Yes, Library has an advisory committee known as library committee. Following is the composition of the Library advisory committee:

Sr.No	Names	Designation	Status
01	Dr. V.S. Apte	Director	chairman
02	Dr. S.M. Khadilkar	Senior Faculty	Member
03	Prof. P. S. Jadhav	Faculty from MBA	Member
04	Prof. S. S. Patil	Faculty from MCA	Member
05	Prof.S.D.More	Faculty from MBA	Member
06	Mr. R. K. Jamble	Asst. Librarian	Member
07	Mrs. A. A.Sawant	Library Staff	Member
08	Mr. R. R. Jadhav	Student	Member

Two meetings are arranged in a year. The library Committee approves

- All the proposed rules and major decisions regarding the functioning of the library.
- Matters relating to the development and implementation of the library strategic plan.
- Proposed changes to the library use policy and procedures.
- Recommend solutions to library problems relating to faculty and student needs and usage.
- The committee keeps an effective control as well as facilitates a smooth and optimal utilization of the Library.
- The committee recommends the procurement of new books / journals / periodicals / e-journals and CDs on the requisition by the faculty / students.
- On receipt of new books in the library, committee members verify them specifically.
- The committee supervises the automation of the library.
- The committee discusses and then suggests the budget for the purchase / procurement of books/ journals and other necessary requirements for the library.

Self Study Report: NAAC - 1st Cycle

- For the last four years recommendations given by the committee are
 - i. Upgrade the library software (offline to online) for Library Automation.
 - ii. Barcode System is implemented for circulation of library books.
 - iii. Computers are upgraded in the library.
 - iv. Printer, Additional Required PC for Circulation work, provided.
 - v. Online Database of Pass out students Project Report is made available.
 - vi. Soft copy of Shivaji University Old Question Papers, made available on intranet in the Institute Campus
 - vii. Online Services Provided to users
 - viii. Book-Rack, Periodical Display Rack, Book-Cupboard Required Furniture is provided to the Library
 - ix. Allowed to borrow four books per student on library card and ten books in a book bank set.

Statement Showing the Verification/Audit Report of Library Books in Last five years

Sr. No.	Verification Month & Year	Verification Committee/ Members	Missing/Missplaced Books (Vols.)			Suggestions of Director	Action Taken & Outcome
			MBA	Book -Bank	MCA		
1	Jan. 2010	Mrs. M. V. Rane Mr. R. K. Jambhale	14	4	0 Course Started 2010	1) To send the reminder letter to student & staff for return the due books 2) To search the missing / misplace books in the library	Every year library sends the reminder letter & collects the books with late charges.
2	Jun to July 2013	Mr. A. A. Kadam Miss. D. V. Ghorpade Mr. V. S. Shinde Miss. S. D. More	164	18	24		During the Verification 2013, Missing / Misplaced books received 112,04 & 5 (MBA, Book-Bank & MCA respectively)
		Books Received in the Verification of 2015	112	4	5		
		Actual Missing	52	14	19		

Self Study Report: NAAC - 1st Cycle

3	May-July 2015	Mrs S. A. Ghatge Mrs. M. K. Patkar Miss. P. P. Kamble Miss. N. P. Chaugule Mrs. Gouri Chavan Mr. V. A. patil & others	130	32	38		After submitted the verification report 2015, Misplaced books received 44, 9 & 15 (MBA, Book- Bank & MCA respectively).
		Books Received after the Verification of 2015 in the month Aug. 2015	44	09	15		
		Actual Missing	86	23	23		

Provide details of the total area of the library, the seating capacitythere in and the working hours thereof.

- Total area of the library 268 sq.mts. (library reading room excluded)
- Total seating capacity: 100numbers
- Working hours are as under:

Sr.No	Days	Regular Working Hours
I	On all working Days Tuesday to Saturday	9:00 A.M to 4:30 P.M
II	During the preparatory period for Internal & University Examinations	9:00 A.M to 5:30 P.M
III	During Vacation	9:00 A.M to 4:30 P.M

Individual reading carrels are available in the reading hall of the library. In addition separate lounge area for reading is provided in reference library for accessing e-resources, periodicals

Self Study Report: NAAC - 1st Cycle

On-line journals /e-journals, and net browsing 10 computers with internet facility is available. IP based access to e-resources is available within the campus.

Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)

- Lounge area for browsing and relaxed reading
- IT zone for accessing e-resources -10 nodes
- Magazine section
- Back Volumes
- Project section
- Issue & Return counter

How does the library ensure purchase and use of current titles, print and e- journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years. Latest Catalogues, brochures, pamphlets, from various publishers are distributed to the faculty members to enable them to make choices and requisitions. The library requisition form with a proper format is given to staff for recommending the books. Accumulating these requisitions and based on the recommendations of the Library committee, the order for the purchase of Books/ Journals and other materials is placed with a suitable vendor before the commencement of every semester.

The new arrivals of books and journals are kept for display for creating awareness among the users.

Details of books and journals are purchased during the last four years are given in the table below:

Library Holdings	2011-12		2012-13		2013-14		2014-2015	
	Value in (Rs)	Total Count						
Text Books and Reference Books	378189	894	610497	1574	423467	911	508858	1137
Journals /Periodicals	58443	50	73043	53	85308	48	87734	48
E-Resources J-Gate\EBSCO\emerald\IEEE	612095	6871	564153	3453	657579	3453	1049130	3468

Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

OPAC (Online Public Access Catalogue)

Electronic Resource Management package for e-journals,

Federated searching tools to search articles in multiple databases

Library Website

In-house/remote access to e-publications

Library automation

Total number of computers for public access

Total numbers of printers for public access

Internet band width/ speed 2mbps 10 mbps 1 gb (GB)

Institutional Repository

Content management system for e-learning

Participation in Resource sharing networks/consortia (like INFLIBNET)

OPAC (Online Public Access Catalogue)

Web OPAC (Online Public Access Catalogue) facility is made available through Vidyasagar Library Management Software to know the bibliographical details about the collection. One separate node is made available in the Library for OPAC facility. And as it is a Web OPAC, user from any location can search the library collection. Simple search by giving Title, Author, and Department, advanced search facility is provided through OPAC. The OPAC service is available at the www.shikshan.net.

Electronic Resource Management package for e-journals

Subscription of e-journal packages of J-Gate, IEEE and EBSCO journals is made to update users to the latest technologies. These e-resources are accessible from anywhere in the Institute campus and link to all such e-resources is available on library webpage.

Federated searching tools to search articles in multiple databases:

Tools like J-Gate, IEEE and EBSCO are available.

Library Website:

College website has a library webpage which provides information regarding library. It provides direct link to Web OPAC and subscribed e-resources and open access journals and eBooks. It also provides information about library facilities, rules/regulations, News/events

In-house/remote access to e-publications

All Computers with internet connections for internet provided to access e-publications. As the access facility to e-journals is multiuser and IP address-based the students can access the e-publication from anywhere in the campus.

Library Automation:

All the active book collection is updated in the Vidyasagar Library Management Software database and the Web OPAC is available for the users. The issue and return of books has been activated with the Vidyasagar Library Management Software.

Total number of computers for public access

To access the e journals and internet a digital library of 10 nodes is facilitated to the users in the Library. Apart from this one separate node is made available to search OPAC.

Total numbers of printers for public access

There are two printers available in the library for printing. library is also connected with scanner , copier and printer Konica machine in office.

Internet band width speed □ 2 mbps □ 10 mbps □ 1 GB

The internet bandwidth of **20 Mbps** is available.

Institutional Repository

- a) Article Repository : Published research paper/article of the faculty members
- b) Book Repository: Published books of the faculty members.
- c) Thesis Repository : Awarded Ph.D. Thesis of Faculty
- d) Student projects: Final year MBA and MCA Students Projects.
- e) Teachers' notes, Study material and PPT's

Content management system for e-learning

Library is having content management system for e-learning is available on Moodle.

Provide details on the following items

Details	Particulars
Average number of walk-ins	40-50 per day
Average number of books issued/returned	70-80 per day
Ratio of library books to students enrolled	44:1

Self Study Report: NAAC - 1st Cycle

Average number of books added during last three years	3000 volumes
Average number of login to OPAC	166 per month
Average number of login to e-resources	EBSCO 1144 per month IEEE 185 per month
Average number of e-resources downloaded/ printed	EBSCO 542 per month IEEE 150 per month
Number of information literacy training organized	1- During induction program 2- At the time of issue of cards
Details of ‘weeding out’ of books and other materials	Not carried so far

Give details of the specialized services provided by the library

Book bank-

Set Issued to the Students during the Last Five Year

Sr. No.	Class	Year 2011-12	Year 2012-13	Year 2013-14	Year 2014-15	Year 2015-16
1	MBA-I	57	40	60	16	13
2	MBA-II	49	64	33	35	07
3	BBA-I	28	14	03	0	0
4	BBA-II	30	19	06	0	0
5	BBA-III	36	21	13	8	0

Manuscripts-

- i) Manuscripts of teachers subject notes available.
- ii) Manuscripts of teachers publication available.

Reference - Separate Reference section in Library is available for the students, faculty and staff. Comfortable seating arrangement is available for students, faculty and staff for their referential studies.

Reprography- Reprography facility is available in the library for the benefit of users.

Interlibrary Loan Service - Inter library loan service is available with the library of KIT's College of Engineering.

Information Deployment and Notification - The information of library collection is available through web OPAC. The department wise collection can be searched remotely through OPAC. The library notices/circulars are displayed. To cultivate the reading habit amongst the user, the book awareness programs are conducted frequently. New arrivals are displayed to make the users aware and to motivate them to read.

Download and Printing – E journals subscribed by the library can be downloaded by stakeholders in digital library and throughout the campus.

Printing -Printing facility is available for the users to take printouts.

Reading list/ Bibliography compilation - Library has maintained digital catalogue (OPAC) which provides all the details about the books.

The library has Index to Project work of the students.

In-house/remote access to e-resources

A well equipped Digital Library with 10 nodes with internet connectivity is housed in the Central Library for access to e-publication. As the access facility to ejournals is multiuser and IP address-based the students can access the e-publications from anywhere in the campus.

User Orientation and awareness

User orientation programs are conducted at the time of every academic year for students of first year. In addition, Current Awareness Service (CAS) is provided through OPAC. New arrivals are displayed in the library office for the information of users.

Assistance in searching Databases

The library software and library staff assists the users in searching the desired information. Training session for effective searching is also

arranged to make the user aware about the advanced searching technique.

Enumerate on the support provided by the library staff to the students and Teachers of the college.

- Library staff enthusiastically supports the students and faculty in their learning and research pursuits.
- Information regarding current titles, new publications, latest journals, e-journals is made available from time to time to the faculty.
- Newspaper cuttings are also kept and displayed in reference library.
- Library staff also assists students in finding books of their choice.
- As a regular routine, newspapers are displayed systematically on the newspaper stands in the library for students and faculty.
- Latest issues of journals and magazines are replaced and displayed on the specially designed display racks.
- At a time, 4 books for MBA / MCA Students and 7 books for teaching staff.
- Book Bank facility is available for MBA Students.
- Arranging book exhibitions of renowned publishers.
- Display of reference book from existing collection for the user awareness.
- Theme based exhibition of existing collection, for example celebration of –Marathi Bhasha Din and Book Bank facility for the students
- Digital Library of 10 nodes for e-journal access and Internet browsing.
- Separate Reference, Periodicals, Circulation and Reading Room Sections.
- Open access to motivate the reading.
- Reprography facility available.
- Printing and downloading facility.
- Conducting library User awareness programs and training sessions for searching databases.

What are the special facilities offered by the library to visually/physically Challenged persons? Give details.

- First preference for circulation of book is given to differently abled persons.
- With the help of Web OPAC and Wifi the students can access the list of books from anywhere in the building. The books selected are delivered to them by library staff. The differently abled students can issue books without visiting the library.
- Library staff has been instructed to assist physically and visually challenged persons to search books and issue the same.

Does the library get the feedback from its users? If yes, how is it analysed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analysed and used for further improvement of the library services?)

Yes.

- Library collects regular feedback from the students and staff through printed as well as online feedback form.
- The feedback is analysed by the Librarian and put before the library committee meetings.
- The committee suggests the required improvements in to the Library facility.
- The following improvements are suggested by the committee
 - 1) Reading room facility extended before and during the examination period.
 - 2) Addition of books in the book bank
 - 3) Addition in the magazines and competitive examination books.

IT Infrastructure

Give details on the computing facility available (hardware and software) at the institution.

- **Number of computers with Configuration (provide actual number with exact configuration of each available system)**
- **Computer-student ratio**
- **Stand alone facility**
- **LAN facility**
- **Wi-Fi facility**
- **Licensed software**
- **Number of nodes/ computers with Internet facility**
- **Any other**
- **Number of Computers held are shown in the table:**

Hardware	
1	Number of computers with configuration(provide actual number with exact configuration of each available system) 252

Self Study Report: NAAC - 1st Cycle

Sr. No	Description	Qty
1	Dell Optiplex N Series GX 520 (DUAL CORE 512 MB RAM ,80Gb HDD)	2
2	Dell Optiplex 330 (C2D,2GB,160Gb HDD)	25
3	Dell Optiplex 360 (C2D,3GB,320Gb HDD)	15
4	Dell Optiplex 380 (C2D,2GB,320Gb HDD)	30
5	HP Multiseat ms6000 Desktop (C2Quad, 6GB, 500Gb HDD)	60
6	Dell Optiplex 380	20
7	HP (Core i3, 2 GB, 500Gb HDD)	20
8	HCL(Core i3, 2 GB, 500Gb HDD)	20
9	Dell Optiplex 390 (Intel Pentium , 4 GB, 500GB HDD)	30
10	HP (Core i5, 4 GB, 500Gb HDD)	30
Total		252
2	Computer –student ratio	1: 2
3	Stand alone facility	NIL
4	LAN facility	1000/100 mbps connectivity within the institute
5	Wi-Fi facility	Yes (entire campus has Wi-Fi facility)
Licensed Software		
	Windows Vista Starter	20
	Visual Studio Pro 2008	20
	Windows Professional – 7	20
	Windows Server Std. 2008	1
	Windows Server CAL – 2008	45
	Turbo C	20
	Windows MultiPoint Server 2010	6
	Windows MultiPoint Server CAL 2010	60
	Windows 8 Pro	30

Self Study Report: NAAC - 1st Cycle

	Vidyasagar Library management Software -1	
6	Number of nodes/ Computers with internet facility	252 (100%)
7	Any other	<ul style="list-style-type: none"> • Generator Backup of 50 KVA • Total 5 units of 10 KVA Backup and 1 unit of 3 KVA backup for labs. • LAN and WiFi with proxy services. • MOODLE Server • 20 MBPS VPN Connection over OFC • 30 MBPS Leased line over optical Fiber cable shared with KIT's COEK • Printers – 21 • Laptops – 6 • Scanners -3 • LCD Projectors - 9 • Computer Labs with CCTV IP based facility

Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

- All the faculty members are provided computers with internet facility. Institute has 2 Wifi Points which helps students and staff to connect their laptops, mobile phones, tabs to internet.
- Director room, office, MBA faculty rooms, MCA faculty rooms and all computer laboratories have internet facility.
- All the stakeholders have access to college website www.kitimer.in
- MOODLE facility is available to students and staff inside the campus.
- All the computers in office, faculty, labs, and library are connected to each other by local area network.

What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

IMER ensure continuous and consistent availability of changing technologies. The institute places lot of importance on e-learning and a major plan is in hand to upgrade the bandwidth, connectivity as well as the devices.

Provide details on the provision made in the annual budget for procurement, up gradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)

- Provision for procurement, upgradation and deployment in the Institute.

Table showing expenditure on Computers in last four years:

Sr No	Description	2011-12		2012-13		2013-14		2014-15	
		Provision in Budget	Utilization	Provision in Budget	Utilization	Provision in Budget	Utilization	Provision in Budget	Utilization
1	Procurement Computers, Software, UPS and others	2450000	1455000	1100000	805749	1600000	--	2200000	2073150
2	Internet Facility	250000	50000	200000	366000	546000	78000	500000	73623
	Total (Rs.)	2,700,000	1,505,000	1,300,000	1,171,749	2,146,000	78,000	2,700,000	2,146,773

How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching / learning materials by its staff and students?

- LCD Projector system is available in each class Room with White screen. White digital board is fixed in Seminar hall for presentations with special audio video effects. Each of the faculty members is provided with a computer with LAN and internet connectivity.
- A good collection of CDs and DVDs is maintained in IMER library which is effectively used by the teachers and students as well to make learning an enriching experience for students.
- Online resources like IEEE, J-Gate, EBSCOare frequently used by the teachers to make learning and research work an interesting and joyful activity.
- KIT IMER, ERP/Moodle set up is open for the access of students and of teaching and non-teaching staff to update them on syllabus covered, attendance record, and feedback and students personal data.

Self Study Report: NAAC - 1st Cycle

- Video lectures and course material can be accessed from NPTEL Website under NMEICT program.

Sr. No.	Title of E-Resource	Website Address	No. of Journals	Access
1	IEEE All Society Periodical Package(ASP P)	http://www.ieee.org/ieeexplore	161	CAMPUS NETWORK
2	J-Gate social and management Sciences	http://jgate.in or http://www.j-gate.informindia.co.in	6700 indexed +2000 free full text	
3	EBSCO		7000+ full text publications(1307 e-journals)	

MOODLE (Modular Object Oriented Dynamic Learning Environment) Learning Management System is also included in the ICT facility available in the Institute.

The Library is having CDs of books as well as journals. Library also has Technical and Management related CD's collection, faculty and students make use of this facility.

Elaborate giving suitable examples on how the learning activities and technologies deployed (access to online teaching learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

- KIT IMER keeps and maintains the best IT infrastructure which in turn paves the way for enriched learning by the students .All the classrooms are fitted with projectors and mostly the faculty use MS Power Point presentations, e-resources and websites to make learning an interesting experience.
- MOODLE server is established and activated in the Institute.All teachers and students are registered members of MOODLE server. Teachers have been assigned the course on MOODLE server, and students are enrolled to specific courses. Use of MOODLE enables

teacher to set the practical and theory assignments which students can perform in laboratories. The MOODLE server enables our teachers and students to access it from anywhere at any time within the campus. A teacher can set quizzes, maintain attendance records, can share resources like presentations, course material, books, files or links to Internet resources, on the MOODLE platform. Continuous assessment of students' performance and grading can be done on MOODLE platform. Students are benefitted as they can submit assignment at any time. They can login and refer to course materials and access all the resources shared by their teacher. The teacher can monitor all the activities of students in the course.

**Does the Institution avails of the National Knowledge Network connectivity directly or through the affiliating university?
If so, what are the services availed of?**

- Yes.
- The institution has dedicated 20Mbps internet connectivity through BSNL under the NMEICT Project, Funded by MHRD, Government of India.
- The NPTEL, IIT Videos, e-journals, e-resources, webcasts, and webinars are accessed and also the online demonstrations/ discussions through global technical forums are availed.
- The NPTEL, IIT Videos links are available to institute web site through these links, video lectures are downloaded and used by the students.

Maintenance of Campus Facilities

How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

- The detail exercise of budgeting is carried out every year in the beginning of new financial year/ academic year. The budget is based on the inputs of last year's expenditure and consulting the important requirements received from MBA, MCA, Library, offices and Sports departments of the Institute.
- The resource allocation is done as per requirements projected by the course coordinators, librarian, In-charge administration, coordinator-research, coordinator-academics, Training Placement Officer and coordinator-alumni.
- The Budget is sanctioned in the finance committee meeting of KIT.

Table: Details of expenditure in last four years

Sr.No	Facilities	Amount in Rs			
		2011-2012	2012-2013	2013-2014	2014-2015
a	Building	-	-	1,52,33,324	-
b	Furniture	11,817	6,70,061	3,47,625	-
c	Equipment	6,500	-	38030	42,000
d	Computers	14,55,000	8,05,749	-	7,77,850
e	Any other Transport, Library assets etc	3,56,071	4,89,965	3,46,145	5,81,622

What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

- There is a separate C& M Cell which looks after overall developmental and maintenance work.
- The Cell has a team of skilled and semiskilled personnel working. This team looks after the daily maintenance of civil works such as furniture repairs, plaster works, painting carpentry, plumbing and house-keeping work.
- There is a separate team electric works, which looks after overall electrical work within the campus.
- AMC facility is available for Water purifier, generator and library OPAC software of campus. Replacement of Bulbs, tube lights, wiring, switches, door knobs, taps, and furniture is done immediately.
- The physical director looks after the maintainance of routine nature.

How and with what frequency does the Institute take up calibrationand other precision measures for the equipment/instruments?

- The equipments are maintained and calibrated through budget allotted for the same from the College Development Fund.
- The calibration of selective equipment is undertaken periodically by the institute.
- The Institute has a team of qualified technical staff for maintaining computers and networking facilities.

What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

- The Sensitive equipment like generator, electric controller is located away from the students reach.

Self Study Report: NAAC - 1st Cycle

- Electrician is appointed to look after overall electric work in the institute.
- A staff is appointed who keeps the record of AMC for water purifiers for constant supply of water and monitors the timely servicing of the purifier equipment.
- Electrical stabilizers, battery backups, UPS etc .are used to keep computer hardware safe from current fluctuations.
- Separate MCB installed for each classroom as well as each department.Also panel board has separate MCB.

CRITERIA V
**STUDENT SUPPORT AND
PROGRESSION**

CRITERIA V: STUDENT SUPPORT AND PROGRESSION

Student Mentoring and support

Does the institution publish its updated prospectus / handbook annually? If ‘yes’, what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Yes,

Every year the institute publishes its updated prospectus / handbook annually. It is supplied free of charge to the students with the admission form. It is available also on institute website.

Information provided through these documents:--

- History of the organization
- Director’s dialogue
- Board of trustees
- Faculty
- Code of conduct
- Course and Intake capacity
- Placements
- Facilities
- Sports activity- indoor and outdoor games
- Co-curricular and cultural activities

Specify the type, number and amount of institutional scholarship/ freeship given to the students during the last four years and whether the financial aid was available and disbursed on time?

Self Study Report: NAAC - 1st Cycle

Institute provides GOI Post merit scholarship and freeship to the students.

Year	Scholarsh	SC free ship	scholarsh	OBC free ship	scholars	VJNT free ship	Scholar	SBC Free ship	Total
	Applicants	Sanctioned Amount							
	Applicants	Sanctioned Amount							
2012-13	3 7	18535 61	10 3	46905 9	1 37	4916 2	2 4	59511 87	1 3 9 72601 7 23 5534040
2013-14	2 9	14771 20	9 5	44367 8	1 0	4011 40	2 0	56380 7	1 9 6 47488 9 6 3979552
2014-15	1 9	10470 20	7 5	42580 3	1 10	3674 6	1 9	53966 71	1 7 5 37283 7 5 3157910

Shivaji University Merit Scholarship

Year	Applicants	Sanctioned	Sanctioned Amount
2012-13	21	2	20000
2013-14	19	1	10000
2014-15	10	2	20000
Total			50000

Insurance

Year	Applicants	Rs	Amount Send to Shivaji University for Insurance
2012-13	614	15	9210
2013-14	569	15	8535
2014-15	457	25	11425
TOTAL			29170

Pre-Primary Scholarship

Year	Applicants	Sanctioned Amount
2012-13	2	0
2013-14	1	0
2014-15	1	0
TOTAL		0

What percentage of students receive financial assistance from state government, central government and other national agencies?

Students received financial assistance from state government as EBC and minority scholarship

EBC Scholarship

Year	Applicants	Sanctioned Amount
2012-13	96	2423110
2013-14	108	2630753
2014-15	109	2848320
TOTAL		7902183

Minority Scholarship

Year	Applicants	Sanctioned Amount
2012-13	15	375000
2013-14	12	300000
2014-15	4	100000
TOTAL		775000

What are the specific support services / facilities available for Students from SC/ST, OBC and economically weaker sections

- Institute provides scholarship as well as free ship for SC/ST, OBC and economically weaker section students.
- All supporting documents and letters are provided for procuring cast validity certificate.
- All supporting documents are provided for bus and railway canson.
- Institute provides documents for bank loan.
- The students of weaker section are allowed to pay fees in installment.

Students with physical disabilities

Facilities provide to disabled students—

- Walking ramp
- Classrooms arrangements
- Extra time for written exam
- Online access of library facility
- Preference in all office related formalities like examforms, payments, result, documents etc.

Students to participate in various competitions/National and International

- Information is circulated among students about various paper presentations, seminars, project competitions, model makings etc. as well as notified on notice boards.
- Students are guided by faculty members for participation in these competitions.
- Usages of laboratories and computer facilities, e journals, library, workshop, space for practice etc. are extended to students.
- Financial assistance is given to the participants for various competitions.
- Funds are provided for hiring musical instruments, sports and decoration material.

Medical assistance to students: health center, health insurance etc.

- Institute provides medical assistance to the students through the healthcenter of college hostel.
- First aid box is available in the campus.
- Institute arranges weekly two visits of doctor for general check up of the students.
- Amartya Shiksha Yojana policy and student insurance accident policy of national insurance company limited is provided to every student.

Organizing coaching classes for competitive exams

- Institute has Competitive exam cell which provides guidance to the students for the preparation of the competitive exams.
- **Composition of Competitive exam cell—**

Name	Designation
Prof. D.B.Desai	Coordinator
Prof.K.A.Pol	Training and Placement Officer
Prof. G.D.Chavan	MBA faculty member
Prof. M.K.Patkar	MCA faculty member
Miss. Harsha Shivramani	Student
Mr.SourabhBhosale	Student
Mr.AkshayMagdum	Student
Miss. KashmiraShinde	Student

Self Study Report: NAAC - 1st Cycle

- Speakers from governmentas well as private sectorhave been invited to guide the students for competitive exams.

Skill development (spoken English, computer literacy, etc)

- Institute arranges lectures of guest speakers, expertsand research scholars from industry and academics.
- Soft Skills development activities are conducted in the institute for the students. Language laboratory facility is available.
- Training and Placement cell helps in organizing activities on personality development, soft skill development.
- IMER has fully equipped computer labs for MBA, MCA andBBA students.
- Wi-Fi campus
- Ratio of computer to student is 2:1.
- Students are availing the facility of computer lab for doing extra practical's, their presentations, seminar reportsand projects.
- Printing facility is available.
- Institute provides lease line internet facility for accessing information, periodicals, E- Books, E-Journals etc.

Sr. No	Date	Activity	Topic	Class	Guest Speaker
1	26/07/2013	Orientation Programm	Effective Way of Communication	MBA, MCA I	Mrs.Amita Jadhav
2	30/07/2013	Orientation Programm	Foreign languages	MBA, MCA I	Dr.N.K.Buwa
3	30/09/2015	Orientation Programm	Personality Development	MBA, MCA I	Mr.Indrajeet Deshmukh

Exposures of students to other institution of higher learning / corporate /business house etc.

- Industrial Training-50days

Sr.no.	Activity	Course	Description
1	Implant training	MBA	50days followed by report
2	Implant training	MCA	150days followed by report

Self Study Report: NAAC - 1st Cycle

3	Industrial visit	BBA and MBA	One day visit to local industry.Tour to places like Bangalore, Hyderabad.
4	Visit to SEBI	MBA Finance students	Finance faculty organized visit to SEBI and interaction with SEBI experts.
5	Market Survey	MBA,MCA and BBA	Mini projects, Assignments, Group projects etc under the guidance of faculty members.
6	Exhibition	MBA	Worked in Auto Expo, Agrovin exhibitions

Describe the efforts made by the institution to facilitate entrepreneurial skills among the students and the impact of the efforts.

Efforts made by the institution for entrepreneurial skills development--

- Institute has been established by industrialists having entrepreneurial background.
- Entrepreneurial development is integral part of management education.
- Institute organizes management event which is helpful for entrepreneurial development.
- MBA II Semester IV entrepreneurial development subject is included and through this subject all activities are done for the students' entrepreneurial development.
- Institute invites chief guests from various industries as well as from academics and their guidance is very useful for students' entrepreneurial skills development.
- Institute organizes industrial visits for the students.

Impact—

- There are many students of IMER who started their own business after passed out as follows—

Sr.no.	Name of students	Year of passing	Name of the firm /business
1	TusharNasalapure	2012	Franchise Golds Gym
2	Eshan Shah	2012	Vinayaka Agency
3	Santosh Mane	2012	Building Construction
4	Sameer Narsinghani	2013	Proprietor Sumeet bags
5	Chinmay Kale	2013	Proprietor Buns n Coffee
6	SohanRathod	2013	Diamond Trading
7	VenugopalDauvda	2013	Oil Trading
8	RohitKonduskar	2013	Travals and Petrol Pumps
9	Ekta Ahuja	2013	Fashion Designing
10	Himanshu Joshi	2013	Josh Cosmetics
11	Akash Atigre	2014	SoubhagyaJewellers
12	SachinMagdum	2014	Hotel Sachin
13	Ruturaj More	2014	Printing Press
14	SwanandGosavi	2014	Rajhans Press
15	Ajinkya Naik	2014	Hotel Sai
16	Vishal Mehtar	2015	Proprietor Pokland

- Our student takes an initiative and support to establish a Company named KP Solutions, Kolhapur. The following students of MCA were founder employees of that Company.

Sr.no	Name of Student
1	AkshayDongre
2	SachinPatil
3	Swapnil Gote
4	AjinkyaShiyekarPatil
5	SujayBhosale

Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussion,cultural activities etc.

Additional academic support, flexibility in examinations

Special dietary requirements, sports uniform and materials

Any other

Institute has the following policies/strategies:--

- Recognition of the participation by giving trophies and certificates on the annual day program.
- Financial assistance to the students for participation in various activities.
- Flexibility in internal submission and attendance.
- Participation of students is treated as on Deputation on Institute work.
- Flexibility in conducting of internal tests/ examinations for participants.
- Academic guidance and extra practical facility is extended to the students participating in extra and co- curricular activities,
- Allowance like Travelling Allowances-Dearness Allowances, Registration fees, additional expenses are provided to the students.
- Various bodies are functioning to promote the participation of students such as student council, anti- ragging committee, sexual harassment prevention committee.

Special dietary requirements, sports uniform and materials:--

- Special dietary chart is prepared and distributed to every sportman of the institute.
- Institute provides Sports Kit and Sports Material to students who participate in International, State or National, Lead College, Zonal, Inter-zonal, University tournament for different types of Games and Sports.
- Shivaji University gives additional benefit for Student who participate in National, State, Zonal, and Inter-zonal Tournaments. If the major sports competition clashes with Practical or Theory Exam the University prepares special time table for the sports persons and conducts the Exams.

Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGS-CSIR-NET, SLET, ATE/CAT/GRE/TOFFEL/GMAT/Central /State services, Defense, Civil Services etc.

Competitive exam cell helps for the preparation of the competitive exams—
Composition of Competitive exam cell—

Name	Designation
Prof. D.B.Desai	Coordinator
Prof.K.A.Pol	TPO
Prof. G.D.Chavan	MBA faculty member
Prof. M.K.Patkar	MCA faculty member
Miss. Harsha Shivramani	Student
Mr.SourabhBhosale	Student
Mr.AkshayMagdum	Student
Miss. KashmiraShinde	Student

Time-Table/Schedule for above classes--

Sr.No.	Class	Time
1	M.B.A.	1 st and 3 rd Sunday 2.00-4.00 P.M
2.	M.C.A.	Saturday 9.00-11.00 A.M.

The support and guidance provided to the students:-

- Institute organizes guidance workshop for admission process of MBA and MCA.
- Orientation and guidance lectures are organized every year.
- Students who are interested and willing to appear in various competitive examinations are helped by the teachers by the way of study material and counseling for preparation.
- Extra library card is provided to interested student through competitive exam cell.

Self Study Report: NAAC - 1st Cycle

- Many students of IMER are appeared and qualified in various competitive exams and the details are as follows:

Students working in Government /Semi-Government sectors and selected through competitive exams--

Sr.No	Name of Student	Course Year	Designation and Name of Department
1.	Mr.AjitJadhav	M.C.A	IDBI,Kolhapur
2.	Mr.RohitTipugde	M.C.A.	UBI.,Kolhapur.
3.	Miss.RhutikaChougle	M.B.A.	SBI.,Kolhapur.
4.	Mr.AmitMagdum	M.B.A.	RBL,Kolhapur
5	Miss.ManishaNaik	M.B.A.	SBI,Solhapur
6	Mr.AvinashKharat	M.B.A.	NET.
7.	Mr.SadashivSadanande	M.B.A.	Agricultural Officer.

What type of counseling services are made available to the students(academic, career, psycho-social etc.)

Following are the counseling services:--

- **Career assessment test**-Institute conducted career assessment test to students in undergraduate colleges affiliated to Shivaji University of all streams and result analysis was made of each individual student and feedbacks provided with proper career counseling.
- At the time of admission, admission committee of the institute counsels all the students interested for the admission.
- Faculty members are invited by the other colleges for counseling of admission.
- Counseling is made available to the students during the course with the help mentorship

- **Mentorship --**
- Institute has Mentoring Process in which a mentor (faculty) is allotted to ten first year and ten second year students.
- Monthly meetings are conducted by the mentor with the student to discuss academic performance and progress of the allotted student.
- Mentors render guidance in studies, career planning and also address personal and psycho social issues.

Academic and Career Counseling:

- The students, at the time of the admission, are guided by the faculty in choosing appropriate branch. They are informed about the scope and nature of the various subjects that form the syllabus. They are counseled adequately to shape their career.
- Personalized counseling and parental care is made possible by Mentor Mentee Schemes practiced in the Institute.

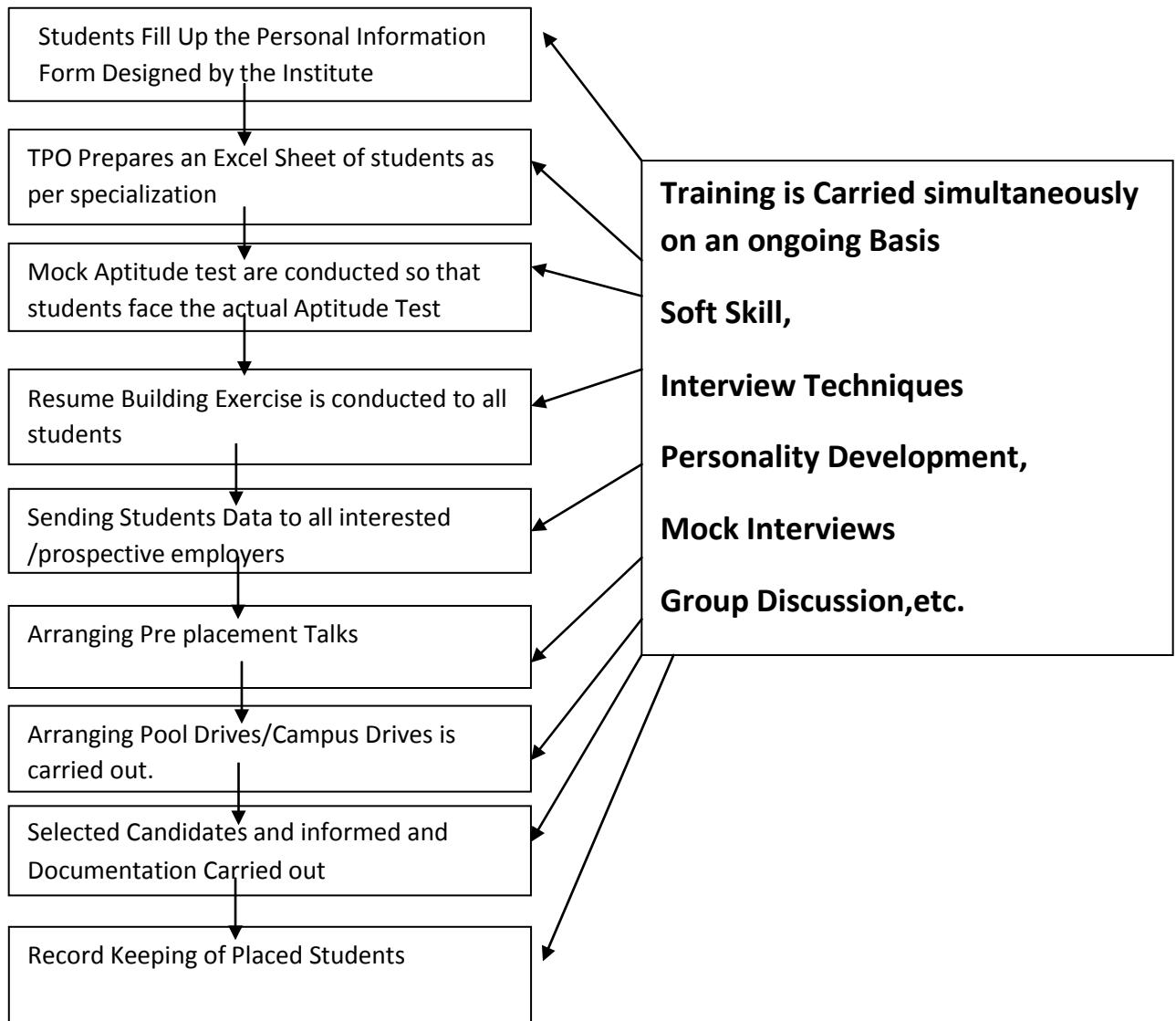
Personal and Psycho-Social Counseling:

- The students during the course of their studies in the Institute come across various issues. They are, at times unable to take the right decisions, overcome psychological issues and handle different problems.
- Personal counseling provided by Institute helps them to overcome such situations. They are counseled to become better human beings and to stand tall and face different situations.
- A faculty member gives guidance regarding academic activities and made lot of efforts to improve academic knowledge.
- Institute provides career guidance to the students even after they pass out from the institute.
- Student discusses their personal matters with faculty members and they provide solutions on their problems.
- Pre-placement talk is organized for the students.

Does the institution has a structured mechanism for career guidance and placement of its students? If ‘yes’ detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interview by different employers (list the employers and programmers)

Yes, The institution has a structured mechanism for career guidance. Before the student appears for interview, development of the students is done by the Training and Placement Officer.

Yes ;The institute has a structured mechanism for career guidance and Placement of students.The Process is explained by flow chart



- Aptitude tests are conducted by the Training and Placement Officer for improvement of the students.
- Communication skills development of the students is done developing by the Training and Placement Officer with the help of taking personal interviews, mock interviews, group discussion etc.
- Number of companies visits the institute and many students have got selected in various companies.
- The Placements cell has appointed a professional training institute imparting Placement training and even offer placement opportunities for MBA and MCA candidates in reputed companies.
- The professional training institute have started training and offering placement for the enrolled candidates.

Placement Training is imparted on ongoing bases for MBA, MCA and BBA students.

Training is done on following topics by faculties who are members of the Cell

The Placements cell has appointed a professional training institute imparting Placement training and even offer placement opportunities for MBA and MCA candidates in reputed companies. The professional training institute have started training and offering placement for the enrolled candidates

Area	Faculty
<u>Resume Making and Counselling</u> Types of Resumes Tips for Resume writing Do's & Don'ts Cover letter Q & A 1	Prof K.A. Pol
<u>Introduction to Corporate World</u> Corporate Culture Business ethics Business Politics Business Communication & Listening skills Workplace etiquette& cultural adaptability	Prof K.A. Pol
<u>Interview Techniques and Preparations for Interviews</u> Preparing for Interview Grooming Body Language Before & After Interview	Dr. S.B. Pandit
<u>Techniques and Tips and Tricks for cracking Group Discussions</u> Techniques to crack GDs. Mock Interviews, Mock Group Discussions	Dr.S.M.Khadilkar
How to Tackle Aptitude Tests Personality Test	Prof M.U. Makandar

Self Study Report: NAAC - 1st Cycle

<u>Corporate Etiquettes (Session by Corporate Professionals)</u> Transition from College to Corporate Telephone Etiquette Email Etiquette Behaviour with women Finding the perfect company/job	Prof G.D.Chavan
<u>Personality Development</u> Secrets of success Goal Setting Time Management Negotiation Skills Leadership skills Emotional Intelligence Team Building	Prof S.S Patil

Campus Interviews:--

Many Reputed Companies Visit our Campus for Recruitment and even students are send for off Campus Interviews

Year	Name of the Department	Number Of Students Placed
2012	MBA	21
	MCA	9
	BBA	6
	TOTAL	36
2013	MBA	27
	MCA	16
	BBA	7
	TOTAL	50
2014	MBA	39
	MCA	29

	BBA	4
	TOTAL	72
2015	MBA	38
	MCA	27
	BBA	4
	TOTAL	69

LIST OF EMPLOYERS	
NAME OF COMPANIES	NAME OF COMPANIES
PERSISTANT SYSTEMS	ANAR SOLUTION
JADE GLOBAL	INDIA INFOLINE LTD
I GATE	SHRIRAM TRANSPORT FINANCE CO .LTD
SYNTEL LTD	KANSAI NEROLAC PAINT
ZENSAR TECHNOLOGIES LTD	NJ INDIA INVEST (P) LTD
WEBSONIC LAB	FUTURE GENERALI INDIA LIFE
QUICKHEAL TECH PVT LTD	POSCO ELECTRICAL
L&T INFOTECH LTD	CAMS
LEAD INFO TECHNOLOGIES	SAMRUDDHI INDUSTRIES
MPHASIS	KOTAK SECURITIES
ANCHOR ELECTRICALS PVT LTD.	SLK GLOBAL BPO SERVICES (P) LTD
SAVH TECHNOLOGIES	EKBOTE ENTERPRISES
ICICI SECURITIES LTD	GALLAGAR OPERATION SUPPORT

	SERVICES
MAHAPRABHA CO DESIGN STEMS	HDFC BANK LTD
JUST DIAL	KOTAK BANK
BNY MELLON	MANAROMA INFOSOLUTIONS PVT LTD
PALASH HEALTHCARE SYSTEM(P) LTD	RADIO MIRCHI
DEUTSCHE BANK	JARO EDUCATION
GAURI TECHNOLOGIES	BIYANI TECHNOLOGY

**Does the institution have a student grievance redressal cell?
If 'yes', list the grievances reported and redressed during the last four years.**

Yes, Institution has a student grievance redressal cell

Working of the cell—

- Student reports the grievances to the class co-coordinator and maximum grievances are resolved by discussion with the coordinator.
- Depending on the gravity of the grievance if required coordinator communicates to committee and director.
- Committee addresses various complaints of students like admission process, admission documents, refund of fees and withdrawal of admissions etc.
- **Suggestion Box:**

Institute keeps suggestion boxes at various places within institute so that stake holders put their comments, suggestions, and requests without directly meeting to the authorities. Suggestions or complaints or feedback given provides greater opportunity to serve stake hold better.

Q.5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

Following are the institutional provisions regarding sexual harassment--

- Institute has sexual harassment prevention committee as per norms of UGS, Shivaji University and Maharashtra state.
- Every three years it is reformed as per norms and sent to the Shivaji University. Necessary changes are made as per norms for reformation of the committee.
- As per letter dated 1st February 2014 of Shivaji University, Kolhapur, ‘Sexual Harassment Prevention Committee’ has terminated and new ‘Internal Complaint Committee’ has been formed as per Gadget of Government of India, dated 23rd April 2013.
- Committee meetings are conducted twice in year.
- Guest speakers are invited to create awareness among students regarding sexual harassment and its act.
- Webinars are arranged on this issue by the institute.
- All boards related to committee members and rules of committee are displayed in institute premises.
- No issues pertaining to sexual harassment taken place since inception.

The members of the Internal Complaints Committee are as follows—

Sr.No.	Name	Designation
1	Mrs Ranjana M.Chavan	Presiding officer
2	Mrs. Sadhana Zadbuke	Social Worker
3	Mr Sunil Patil	Member
4	Mrs Seema D. More	Member
5	Mrs. S.S. Narvekar	Member

Is there an anti –ragging committee? How many instances have been reported during the last four yearsand what action has been takenon these?

Yes, the committee was formed as per norms of Shivaji University Kolhapur

- Every year the committee is reformed by the institute head as per norms.
- Institute arranges awareness program about ragging among students at the time of induction programme.

- Guest speakers are invited to create awareness on Anti Ragging Act.
- Till date, no incident of ragging of any kind has been reported in the Institute.
- Boards are placed in the building for creating awareness about the menace of ragging.
- Affidavit is taken from students and parents regarding anti ragging behavior.

Enumerate the welfare schemes made available to students by the institution.

Following are the welfare schemes provided to the students--

- Health service and Insurance
- Medical check up facility
- SC Scholarship and Freeship
- OBC Scholarship and Freeship
- VJNT Scholarship and Freeship
- SBC Scholarship and Freeship
- EBC Scholarship
- Minority Scholarship
- Shivaji University Merit Scholarship
- Book bank Scheme
- Counseling and placement service
- PMC bank counter in college
- College provides documents for
-Bank loan
-NOC for various scholarships
-Ex serviceman assistance scheme
-Bonafide within 3days of demand
- Wi-fi facility
- Computer lab with printing facility
- Photocopy facility
- Parking facility
- Water purifier with cooler

Does the institute have a registered Alumni Association? If 'yes' what are its activities and major contributions for institutional, academic and infrastructure development?

Yes, institute has registered alumni association which is established as per norms.

- Alumni Association is composed of 11 members:

Self Study Report: NAAC - 1st Cycle

- Chairman, vice chairmen, secretary, accountant and seven members in committee.
- Membership to the alumni association is free.
- Members of the Association regularly meet and interact with the management and faculty.
- It is the flag bearer of the developments in the Institute.
- The association helps rejuvenate the memories of the Institute, and form a network of Alumni.
- Today it is the backbone of the institution.

Activities and major contributions of Alumni are:

- Alumni are invited to interact with students on various subjects like career progression..
- Alumni worked in MNCs, banking sectors, insurance sectors, industries are invited.
- An alumnus helps in admissions and placement activity.
- Sponsorships for student competitions.
- Participation in curriculum Development
- Present papers in conferences.
- Helps in institute website designing.
- Give references for summer projects
- In their respective professions Alumni give preference to our college.

Student Progression

Providing the percentage of students progression to higher education or employment (for the last four batches) highlight the trends observed.

The percentage of students' progression to higher education or employment—

Student Progression	%
UG to PG	90
PG to M.Phil	10
PG to Ph.D	10
Employed	
Campus Selection	20-30
Other than campus recruitment	50and above

Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the colleges of the affiliating university within the city/ district.

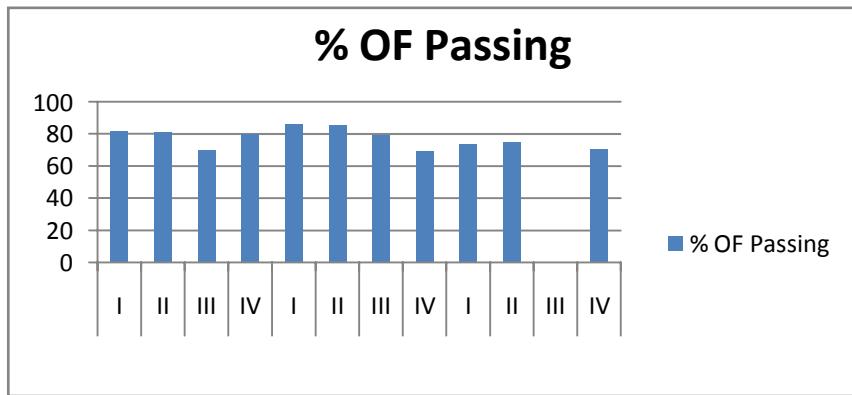
RANK ACHIEVEMENTS - UNIVERSITY MERIT LIST

Year	Name	Course	Percentage	Unive Rank
1996	Mr.Pravin P.Banavalikar.	M.B.A.	75.94	1
1996	Mr.Nilesh G. Nabar.	M.B.A.	74.00	4
1998	Mr.Shipal Varia.	M.B.A.	77.16	1
1999	Mr.Amol B.Khotlande.	M.B.A.	74.89	5
2001	Mr.Amol Hirlekar.	M.B.A.	74.05	3
2001	Mr.Anurag Pachory.	M.B.A.	73.57	4
2002	Mr.Amardeep A.Magar.	M.B.A.	73.42	2
2004	Mr.Ashutosh S.Desai.	M.B.A.	79.46	2
2005	Ms.Vidhya Murari.	M.B.A.	80.43	5
2006	Ms.Vaishali B.Chougule.	M.B.A.	79.59	2
2006	Mr.Nzivo Fabian.	M.B.A.	79.06	4
2006	Mr.Shree S.Gijare.	M.B.A.	78.87	5
2008	Mr.Parshwa G. Doshi	B.B.A.	80.22	2
2009	Ms.Vedvati N. Desai	B.B.A.	77.59	4
2009	Mr.Amol D. Randive	M.B.A.	78.16	1
2010	Mr.Prashant B.Gunjekar.	B.B.A.	79.86	1
2010	Ms.Yogini V.Somanı	B.B.A.	79.32	3
2012	Ms.Gat Deepti Bharat	B.B.A.	80.54	2
2012	Ms.Bharmagonda Priyanka S.	M.C.A.	78.68	2
2012	Mr.Karee Chandan Shreehari	M.C.A.	78.28	3
2012	Mr.Nadaf Amin Ali.	M.C.A.	77.58	4
2013	Mr.Patil Amar Shankar	M.B.A.	74.65	5
2013	Ms.Jeswani Aarti Ramchand	B.B.A.	77.24	1
2015	Ms.Patil Kalyani Janardan	M.C.A.	81.20	1

Self Study Report: NAAC - 1st Cycle

2015	Mr.Kadam Suraj Kumar	M.C.A.	79.50	2
2015	Mr.Joshi Chintan Vivek	M.C.A.	78.48	4
2015	Ms.Jeswani Aarti Ramchand	M.B.A.	70.65	1
2015	Ms.Oswal Neha Himmat	M.B.A.	69.63	3

Year	Semester	No. of Students Registered /Appeared in Exams	No. of Students Passed/ Promoted	Dist	I	II	ATKT	Fail	Ab	% OF Passing	
2012 -13	Nov/Dec-12	I	120	98	--	24	8	66	15	7	81.66
	April/May -13	II	115	93	1	40	--	52	22	--	80.86
	Nov/Dec-12	III	110	77	--	--	--	26	--	--	70.00
	April/May -13	IV	109	87	10	77	--	---	22	---	79.81
2013 -14	Nov/Dec-13	I	120	103	2	20	21	60	14	3	85.83
	April/May -14	II	115	98	1	42	--	55	17	---	85.21
	Nov/Dec-13	III	110	87	5	79	--	23	--	3	79.09
	April/May -14	IV	102	71	1	61	10	---	31	---	69.60
2014 -15	Nov/Dec-14	I	87	64	2	23	12	27	19	4	73.56
	April/May -15	II	83	63	2	13	16	32	20	--	75.00
	Nov/Dec-14	III									
	April/May -15	IV	104	78	1	29	48	---	---	---	70.66

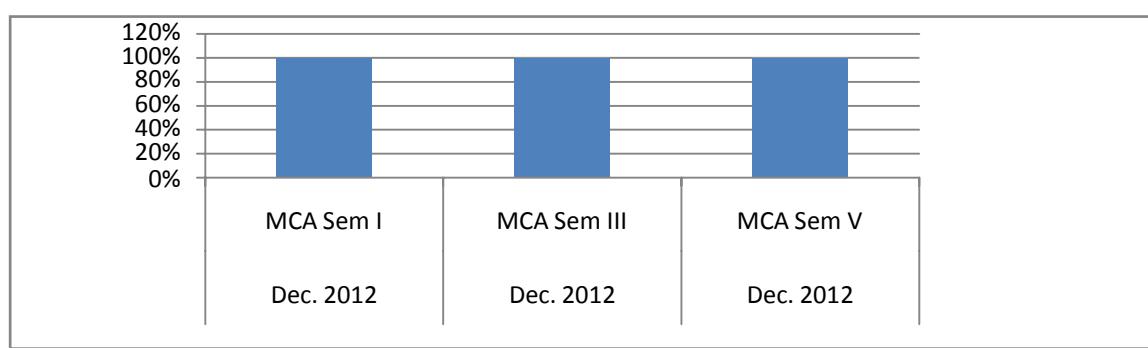


M.C.A.

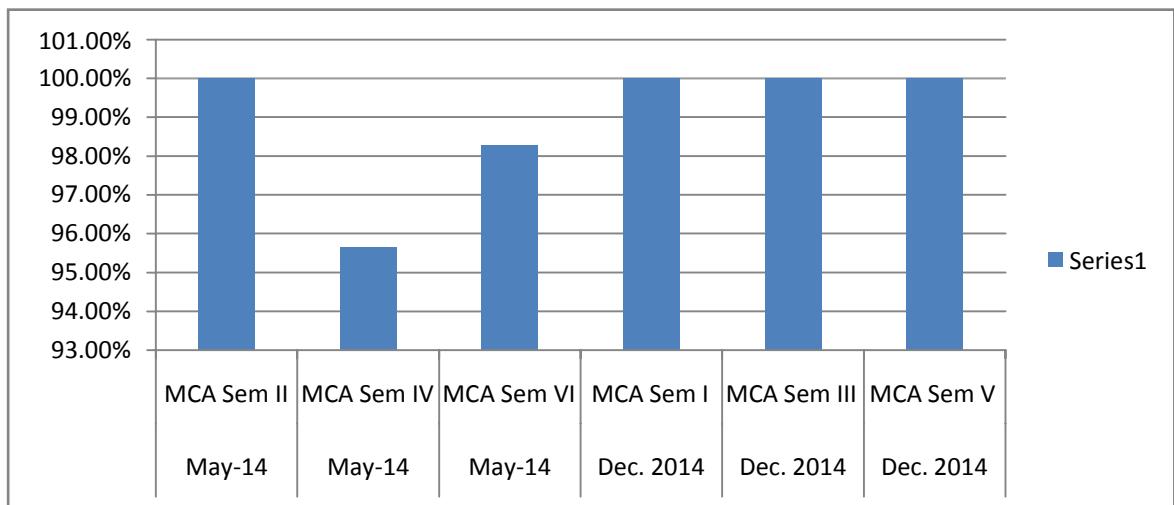
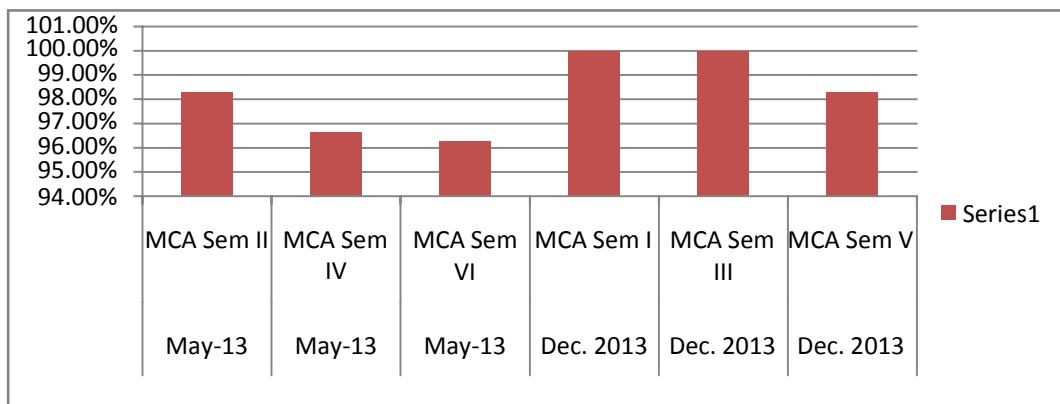
Exam Year	Course & Sem.	Admitted	Appeared	Passed	Distinction	Ist Class	2nd Class	ATKT	Fail	% of Passing Including ATKT
May 2012	MCA Sem II	60	59	56	15	41	--	3	--	94.91%
May 2012	MCA Sem IV	54	54	48	24	24	--	6	--	100%
May 2012	MCA Sem VI	35	35	35	14	21	--	--	--	100%
Dec. 2012	MCA Sem I	60	59	37	9	26	2	22	--	100%
Dec. 2012	MCA Sem III	60	60	54	20	29	5	6	--	100%
Dec. 2012	MCA Sem V	54	54	53	28	24	1	1	--	100%
May 2013	MCA Sem II	59	59	41	20	21	--	17	1	98.30%
May 2013	MCA Sem IV	60	60	58	22	33	3	1	1	96.66%
May 2013	MCA Sem VI	54	54	52	23	29	--	--	1	96.29%

Self Study Report: NAAC - 1st Cycle

Dec. 2013	MCA Sem I	53	49	38	10	21	7	11	--	100.00%
Dec. 2013	MCA Sem III	58	57	45	22	22	1	12	--	100.00%
Dec. 2013	MCA Sem V	59	59	57	15	40	2	1	1	98.30%
May 2014	MCA Sem II	49	49	43	11	26	6	6	--	100.00%
May 2014	MCA Sem IV	69	69	63	23	35	5	3	3	95.65%
May 2014	MCA Sem VI	59	58	57	25	31	1	--	RR- 1	98.27%
Dec. 2014	MCA Sem I	39	34	29	11	16	2	5	--	100.00%
Dec. 2014	MCA Sem III	60	60	44	21	19	4	16	--	100.00%
Dec. 2014	MCA Sem V	67	66	65	20	39	6	1	--	100.00%
May 2015	MCA Sem II	34	34	27	12	15	--	5	2	94.11%
May 2015	MCA Sem IV	60	60	56	26	28	2	4	--	100.00%
May 2015	MCA Sem VI	66	66	66	28	38	--	--	--	100 %



Self Study Report: NAAC - 1st Cycle



RESULT ANALYSIS OF BBA FOR LAST FOUR YEARS.

Sr.No.	Year	Class	BBA-I	BBA -II	BBA -III
1.	2014-15	Distinction	-----	11	3
		First	-----	2	13
		Second	-----	5	24
		Pass	-----	-----	-----

Self Study Report: NAAC - 1st Cycle

		ATKT	-----	25	-----
		Fail	-----	2	16
		Total	-----	45	56
2.	2013-14	Distinction	4	5	4
		First	8	11	19
		Second	3	18	20
		Pass	3	1	-----
		ATKT	25	22	-----
		Fail	-----	2	19
		Total	43	59	62
3.	2012-13	Distinction	3	2	13
		First	10	15	27
		Second	19	28	19
		Pass	13	-----	-----
		ATKT	17	18	-----
		Fail	-----	4	11
		Total	62	67	70
4.	2011-12	Distinction	2	13	10
		First	14	22	21
		Second	29	19	24
		Pass	3	3	1
		ATKT	15	7
		Fail	2	13
		Total	63	66	69

How does the institution facilitate student progression to higher level of education and /or towards employment?

- Faculty member motivates the students for research oriented education like M.Phil, P.hD.
- Institute conducts alumni / parent meets to invite suggestions and share the efforts from institute to optimize opportunities for Jobs and higher education.
- Placement cell helps to the students for employment.
- The students who are placed they share their preparations for interviews with students of junior classes.
- Resource material required for research like journals, reference books, practice book etc are available in the institute library.
- Information about M.Phil/Phd entrance examination of various universities is displayed.

Enumerate the special support provided to students who are at risk of failure and drop out?

To reduce the rate of failure extra activities done by the institute are as follows--

- The cases are identified via Mentoring mechanism.
- Faculty mentor first of all try to find out the reason for discontinuing. The case is then taken to the director who try to work out solutions for example –providing accommodation in hostel if the student is not getting appropriate accommodation outside.
- Identify the difficult subjects to the students and as per list of difficult subjects additional lectures are arranged by the class coordinator with the help respective subject teachers.
- Extra assignments, question papers, case studies are given for practice to such students.
- Seminar presentation are arranges for their skill development.
- Post test activities are done by the subject teacher.
- Parents are informed about the performance of their ward and they are invited with the student to discuss the reasons and best possible solutions.
- All the possible efforts are made by the respective subject teacher to improve drop out rate.

Student Participation and Activities

List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

List of sports, games, cultural and other extracurricular activities available to students—

Sports	Games	Cultural Activity	Extracurricular Activity
Cricket	Indoor games-	Traditional day	Mgt. game
Football	Chess	Annual day	Paper presentation
Basketball	Carom	Fashion show	Quiz competition
Volleyball	Rangoli	Ad mad show	Debate
Running	Mehandi	Dance	Population day
Tug of war	Face painting	Singing	Women's day
	Sandwich preparation	Play	Teachers day
	Treasure hunt	Fresher party	Yoga day
	Salad preparation	Farewell party	Workshop on MSME
	Best out of waste		Workshop on Six Sigma

Events organized by institute for inter college competition—

Sr.No.	Event	Activity
1	Logistak	<ul style="list-style-type: none">• C Programming• Apti Master• Paper Presentation• Movie Making• Web Designing• Just Click• C Programming• Apti Master• Paper Presentation• Movie Making• Web Designing• Just Click
2	Imerge Reloaded	<ul style="list-style-type: none">• Presentia• Mark your Trade• Quiz competition• Ad mad show• Blue print
3	Essay competition	

Students Performance in cultural and extracurricular activities--

YEAR	EVENT	GAME	REMARK
18 th to 21 st Dec 2011	Kolhapur Industrial Expo	Organizing committee	
2012	DKTE-MANAGE	Video making	1 st
		AD-MAD Show	1 st & 2 nd
28 th to 31 st Oct 2012	Kolhapur Industrial Expo	Organizing committee	
2013	YOUNGTARANG KIT	Waste of Recycle	1 st
		Tug of War	1 st
		Rock Band	1 st
		Group Dance	3 rd
		Face Painting	3 rd
		Foot Loose	3 rd
		Fashion show	3 rd
		Creative Exercise	3 rd

Furnish the details of major students achievement in co-curricular, extracurricular and cultural activities at different levels: University/ State/ Zonal/ National/ International, etc. for the previous four years.

Sports

Activity 2010-11

The following player's from the institute have been selected to represent Shivaji University (West Zone Inter University Tournament and All India University Fencing Championship)

Sr. No.	Name of the Player	Events	Venue	Date	Remark
1	Shri.ShindeSuraj Prakash.	CricketWest Zone Inter University Tournament)	Veer Narmad South Gujarat University. Surat.	12/12/2010	-----
2	Shri. TanawadeAshish Ashok.	Fencing(All India Inter University Fencing Championship)	University of Jammu, Jammu.	14/12/2010	II

Self Study Report: NAAC - 1st Cycle

Sports Activity 2011-12

Our College Students are taking positions in various. Which is under Shivaji University, Kolhapur & other is State Level Tournament.

Sr. No	Game	Level	Date	Organizing College	Remark
1	Football	zonal	17 to 18 Aug. 2011	The New College, Kolhapur	participated
2	Cricket	zonal	1 September 2011 onwards	J.J. Magadum College of Engg.Jaysingpur	participated
3	Chess	zonal	29 to30 August 2011	Shri. Sant Gadgebaba Maha.Kapshi (Vivekanand College)	participated
4	Badminton (M)	zonal	26,27 August 2011	Dudhsakhar Mahavidhyalaya Bidri.	participated

Sports Activity 2012-13

Our Students have taken positions in various sports which are under Shivaji University, Kolhapur and other State Level Tournament.

Sr.No	Game	Level	Date	Organizing College	Remark
1	Football	zonal	25 to 26 September 2012	The New College, Kolhapur	Participation
2	Cricket	zonal	1 September 2012 onwards	Jaysingpur College	Participation
3	Chess	zonal	8 to10 August 2012	G.K.G.Kanya Mahavidyalaya, Jaysingpur	Participation
4	Badminton (M)	zonal	21,22 August 2012	Vivekanand College, Kolhapur	Participation

Self Study Report: NAAC - 1st Cycle

5	Fencing	Inter zonal		NightCollege, Ichalkaranji.	Participation
6	Boxing	Inter Zonal	29 th sept.to 1 st Oct.2012	Baba Naik College Kokrud.	Participation
7	Weight /Power Lifting ,Best Phy.(M)	Inter Zonal -	29 th to 31 th January 2013	Shahaji College Kolhapur	Participation

Sports Report 2013-2014

Sr.No.	Name of the student	class	Event
1	FarakateManoj	MBA-I	Fencing(All India Inter University Fencing Championship)

Sr.No.	Game	Level	Date	Organizing College	Remark
1.	Chess	Zonal	22 nd to14 th Aug2013.	S.K.PatilCollege Kurundwad.	Participation
2.	Football	Zonal	3 to 5 Sep.2013	ShivrajCollege, Gadhinglaj.	Participation
3.	Cricket	Zonal	16 th Sep.2013	G.K.G.Kanyaahavidy alaya, Jaysingpur.	Participation
4.	Badminton	Zonal	14 th to15th oct.2013	VivekanandCollege, olhapur.	Participation
5.	Fencing	Inter-Zonal	10 th to11th Nov.2013	Arts and Commerce college, Kasegaon.	Participation
6.	Athletics	Zonal	21 st to23rd oct.2013.	S.K.PatilCollege,Kur undwad.	Participation
7.	Best physic and Power Lifting.	Inter Zonal	17 th to 18 th Jan 2014.	Chh.Shahaji College Kop.	Participation

Sports Activity 2014-15

The students of the institute participated in various tournaments which are under Shivaji University, Kolhapur and other State Level Tournament.

Sr. No.	Game	Level	Date	Organizing College	Remark
1.	Chess	Zonal	12 /9/2014.	KIT College of eng.	Participation
2.	Football	Zonal	10/10/2014to 12/10/2014	S.G.I. College of engAtigate	Participation
3.	Cricket	Zonal	11/9/2014	S. I.T.CollegeYadrav	Participation
4.	Athletics	Zonal	17/10/2014to 19/10/2014	Y.C.CollegeHalkarni Chandgad	Participation
5	Swimming (M)	Zonal	6/9/2014to7/ 9/2014	VenkateshCollege, Ichalkarnji	Participation

Sports Activity 2015-16

Our College Students were participated in various tournaments which are under Shivaji University, Kolhapur and other State Level Tournament.

No.	Game	Level	Date	Organizing College	Remark
1.	Badminton(M)	Zonal	28/8/2015	Vivekanand College Kolhapur	Participation
2.	Swimming (M)	Zonal	11/9/2015	R.C.ShahuCollege,	Participation
3.	Athletics	Zonal	15/10/2015 to 17/10/2015	S. B. KhadeMahavidyalaya Koparde, Kolhapur	Participation
4.	Cricket	Zonal	24/10/2015 onwards.	B.P.Ed. College Kurundwad2	Participation

- Institute has physical director who has been going along with the students for various types of sports for University/ State/ Zonal/ National level.
- Students are going for inter college competition in various colleges for management events such as quiz competition, paper presentation, ad mad show as well as for cultural activities.

How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

- Institute collects feedback from the Employers in the prescribed form during Formal Meetings and from Alumni during Alumni Meets conducted, Formal and Informal Meetings, Expert and Guidance Lectures, during conferences etc.
- A feedback contains information regarding institutional provisions about quality of students, students' performance in interview, curriculum improvement etc.
- The feedback helps in designing the training modules prepared by Training and Placement cell for the current students. Employers and alumni give valid suggestions on curriculum development as well as infrastructure facilities.

How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazines, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

The college involves and encourages students to publish materials like

- **MANAGEMENT MAGIC' E-MAGAZINE OF IMER--**
- It is not only an e-magazine but it is an expression box where students share their beautiful thoughts, they give magical moments of their to others, they make friends; they learn to like studies and develop attitude.
- **WALL MAGAZINE /WALL PAPER--**
- Our students make charts on current issues and displays on notice board. It helps students to get idea about current happenings in the surroundings.
- Students prepare charts on special occasions like teachers day, birth anniversary of Sardar Vallabhbhai Patel, women's day etc.

Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

Yes, Institute has Student Council as per norms of Shivaji University.

Eligibility criteria—

- The student should have cleared all the subjects of previous year
- The selection process is to collect the applications from eligible and interested students and interview them for the respective post.

Constitution--

- 1) Director
- 2) Director nominated faculty (Student Council Faculty Coordinator)
- 3) Physical Director
- 4) Three Academic Toppers (BBA, MBA, MCA.)
- 5) Cultural Student Coordinator
- 6) Sports Student Coordinator
- 7) Principal nominated two Ladies Representatives
(Reservations as per rule)

Funding

- 1) The student council members organize activities like sports week,cultural program ,social work etc,Institute provides funds upto Rs.5000 for that.
- 2) The Annual day function and prize distribution budget is above 1 lakh every year.
- The Students' Council organizes many activities through its representative's viz. Sports Coordinator, Cultural Coordinator.
- Student council committee organizes sports week, blood donation camp and annual day.

Give details of various academic and administrative bodies that have student representatives on them.

- Student council
- Anti Ragging committee
- Sexual harassment prevention committee
- Hostel committee
- Canteen committee
- Placement committee
- Industrial visit committee
- Management event
- Library committee

**How does the institution network and collaborate with the
Alumni and former faculty of the Institution.**

- Institute has registered alumni association with Chairman, Vice Chairman, Secretary, accountant and Members.
- Institution network and collaborate with the Alumni in cities like Pune, Mumbai, Bangalore, Hyderabad and Delhi have been started.
- Alumni meetings are conducted departmentally in the Institute and sometimes in other cities.
- Past employees are invited for conference and workshops
- Informal contact of faculty with past faculty members
- All past students and faculty members are part of the facebook page of IMER call „old memories of Kolhapur“. There is a regular update about college events on the facebook.

CRITERION VI
**GOVERNANCE,
LEADERSHIP AND
MANAGEMENT**

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

Institutional Vision and Leadership

State the vision and mission of the institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the orientations, vision for the future, etc.?

Vision

To become and remain first in the mind and choice of the stakeholders in Management and Computer education.

Mission

1. To be known among the stakeholders for developing successful managers, entrepreneurs and leaders who are taught and trained by qualified and innovative faculty members.
2. To create the culture of quality in teaching and administration through effective and efficient use of technology, pedagogy, research, infrastructure and industry interaction.
3. To empower the faculty members for using best teaching and training methodology's essential for imparting conceptual skill, technical skill, managerial skill, values and confidence.
4. To meet the needs of the industry by providing job ready manpower in the field of managerial and computer based jobs.
5. To encourage and facilitate research and innovation in the field of management and computer application.

While designing the above mission the needs of all the stakeholders were kept in mind. A rigorous exercise was undertaken.

- Faculty members were divided into groups and they visited various SMEs in Kolhapur and surrounding area and studied the industries vision and mission statement.
- A meeting was conducted with all the trustees and presentation was made by each group. The group presented the vision mission of various organization studied and vis-a-vis that of IMER.
- Discussion & suggestions on the each presentation was made and a final draft was designed.

- The institution has a vision mission statement developed since inception by the founders and the present statement has been built up on its base.
- The future of the institute is reflected in the vision that is to be first in choice and first in mind of all stakeholders.

What is the role of top management and faculty in the design and implementation of its quality policy and plans?

Decentralization of authority for betterment of quality.

Clearly stated vision and mission statement indicates the quality orientation of the institute. Involvement of top management in designing action plans, continuous review of performance and making changes where improvement is needed indicated the quality policy of the institute. The action plan for quality assurance include following activities

- Reviewing status of students university results.
- Taking feedback from students.
- Reviewing performance of teachers through methods like self-appraisal and API forms.
- Taking review of admission status for each course and its in-depth analysis.

Specific working pattern of Top Management:

- Main committees- Finance Committee, Staff Committee, Equipment Committee and Building Committee. (Each committee includes members of Top Management and Principal and Director.)
- Decisions pertaining to each committee are taken in the respective meetings through member's consensus.
- There are monthly Board meetings through which management takes overview of various administrative functions, policy matters, academic functions etc.
- Top Management encourages the Director and the faculty to visit and study the practices renowned Academic and Non Academic organizations.
- The Management deliberates on the suggestions and opinions put forth by LMC members and Governing Council.

Role of Director

- Director is a member of board by post and therefore actively involved in policy making and planning.
- Being the link between management, faculty and students Director coordinates with all the three.

- Director implements the quality policies through the teaching and non-teaching staff.
- Director constitutes various committees and designations at college level and assigns it to the appropriate persons of the organization. (e.g. Appointing Class Co-ordinators, Event Co-ordinators, Student Co-ordinators, Conference Convener etc.)

Role of HOD of MBA and MCA departments

The HOD will be reporting to the director.

The HOD will be working closely with the co-ordinators of each year.

1. To delegate the coordinators' post to appropriate faculty member every year in rotation.
2. To allocate workload for the courses in the semester to the teachers according to competency matrix.
3. To prepare time table for each class/faculty.
4. To get the semester teaching plan lecture-wise for each theory and practical course done by each faculty teaching the program.
5. To monitor the progress according to the teaching plan periodically.
6. To prepare academic calendar for the department including co- and extracurricular activities.
7. To prepare departmental budget and procurement proposals.
8. To work out the teaching workload and propose staff requirements.
9. To promote research oriented activities and faculty development initiatives, seminar and conference participation and publication.
10. To establish a strong rapport with industry/business for live case studies/projects.
11. To keep the director well informed about the activities of the department.
12. To monitor the daily attendance and lectures of all classes in the department.

Following Committees are functional in the institute for the quality assurance

LIST OF COMMITTEES FOR THE YEAR 2013-14.

Sr.No.	COMMITTEE	NAME OF THE MEMBERS.
1	CO-ORDINATORS	B.B.A. - Mr.R.H.Bhosale M.B.A. I - Mrs.R.M.Chavan M.B.A. II- Mr.S.D.Kore M.C.A. I - Mr.S.S.Patil M.C.A. II - Mrs.S.S.Patil (Rane) M.C.A.III - Mr.V.P.Kagale
2	ADMISSION COMMITTEE	Mr.S.S.Patil (M.C.A.) Mr.V.P.Kagale (M.C.A.) Mr.M.U.Makandar. (M.B.A.) Mr.R.A.Pawar (M.B.A.) Mrs.M.H.Desai (M.B.A.) Mr.R.H.Bhosale (B.B.A.) Mr.R.D.Magdum (O.S.) Mrs.S.S.Narveakr (Admin.Staff- M.C.A.) Mr.S.S.Adhav (Admin.Staff- M.B.A.) Mr.S.D.Patil (Admin. Staff- B.B.A.)
3	TIME TABLE & WORK DISTRIBUTION COMMITTEE	Mr.S.S.Patil

		Mr.S.D.Kore
		Mrs.R.M.Chavan
		Mr.R.H.Bhosale
		Mrs.M.H.Desai (M.B.A.)
		Mr.R.H.Bhosale (B.B.A.)
		Mr.R.D.Magdum (O.S.)
		Mrs.S.S.Narveakr (Admin.Staff- M.C.A.)
		Mr.S.S.Adhav (Admin.Staff- M.B.A.)
		Mr.S.D.Patil (Admin. Staff- B.B.A.)
4	TRAINING & PLACEMENT BROUCHER, CAREER DEVELOPMENT	Mr.K.A.Pol
		Mr.N.P.Shirgaonkar
		Mrs.AnithaKarumathil
5	CENTRAL EXAMINATION COMMITTEE	Mr.M.U.Makandar (Co-ordinator)
		Mr.S.D.Kore
		Mr.S.S.Patil
		Mr.R.H.Bhosale
		Mr.R.D.Magdum (O.S.)
		Mr.N.V.Kamble - Clerk (MBA & MCA)
		Mr.S.D.Patil - Clerk (BBA)
6	GATHERING & PRIZE DISTRUBUTION	Mr.S.D.Kore
		Mr.N.T.Patil

Self Study Report: NAAC - 1st Cycle

		Mr.V.P.Kagale
		Mr.N.P.Shirgaonkar
7	OVERALL DISCIPLINE COMMITTEE (PARKING, DRESS CODE, BUILDING PREMISES)	Mr.M.U.Makandar
		Mr.S.D.Kore
		Mr.S.S.Patil
		Mr.P.S.Jadhav
		Mr.R.D.Magdum (O.S.)
8	EVENTS & COMPETITIONS	Mr.P.S.Jadhav
		Mr.D.B.Desai
		Mrs.M.H.Desai
		Ms.S.S.Patil (Rane)
		Mr.VivekShinde
		Ms.N.P.Chougale
9	LADIES DEPARTMENT	Mrs.P.D.Bhosale
		Mrs.R.M.Chavan
		Miss.T.U.Bandiwadekar
10	SPORTS & OUTDOOR ACTIVITIES	Mrs.S.S.Narvekar (Admin.Staff)
		Mr.N.T.Patil (Asst.PhysicalEdu.Director)

Self Study Report: NAAC - 1st Cycle

11	PROJECT COMMITTEE	All Co-ordinators of BBA, MBA & MCA
12	RESEARCH & PUBLICATION COMMITTEE	Dr.S.B.Pandit
		Mr.S.M.Khadilkar
		Mr.D.B.Desai
13	LIBRARY COMMITTEE	Mr.S.M.Khadilkar
		Mr.P.S.Jadhav
		Mr.S.S.Patil
		Mr.R.K.Jambhale (Asst.Librarian)
14	ALUMNI & PARENTS MEET COMMITTEE	Mr.R.A.Pawar
		Mr.R.H.Bhosale
		Miss.S.D.More
15	PUBLICITY & PUBLIC RELATION COMMITTEE	Dr.V.S.Apte
		Mr.P.S.Jadhav
		Mr.D.V.Ulape
16	LEAD COLLEGE COMMITTEE	Mr.S.M.Khadilkar
		Mr.R.H.Bhosale
		Mr.D.B.Desai
		Mr.V.P.Kagale
17	INDUSTRIAL VISIT COMMITTEE	Co-ordinators
18	GUEST LECTURES	Director & All Faculty Members
Note	OTHER STATUTORY COMMITTEE AS PER RULE	Anti-Ragging Committee, Vishakha Committee

	LMC, Governing Council, Standing Committee, etc.
--	--

LIST OF COMMITTEES FOR THE YEAR 2014-15

Sr.No.	COMMITTEE	NAME OF THE MEMBERS
1	CO-ORDINATORS	M.B.A. PART I- Mr.M.U.Makandar
		M.B.A. PART II- Dr.S.B.Pandit
		B.B.A. - Mr.P.S.Jadhav
		M.C.A.- Mr.S.S.Patil
2	ADMISSION COMMITTEE	Mr.S.S.Patil (M.C.A.)
		Mr.V.P.Kagale (M.C.A.)
		Mr.M.U.Makandar (M.B.A.)
		Mr.R.A.Pawar (M.B.A.)
		Miss.S.D.More (M.B.A.)
		Mr.R.D.Magdum (O.S.)
		Mrs.S.S.Narvekar (Admin.Staff - M.C.A.)
		Mr.S.S.Adhav (Admin.Staff - M.B.A.)
		Mr.S.D. Patil (Admin.Staff- B.B.A.)
3	TIME TABLE & WORK DISTRIBUTION COMMITTEE	Mr.S.S.Patil
		Mr.S.D.Kore
		Mrs.R.M.Chavan
		Dr.S.M.Khadilkar
		Mr.M.U.Makandar
		Mr.P.S.Jadhav
		Mr.R.D.Magdum (O.S.)
		Mrs.S.S.Narvekar (Admin.Staff - M.C.A.)
		Mr.S.S.Adhav (Admin.Staff - M.B.A.)
		Mr.S.D. Patil (Admin.Staff- B.B.A.)
4	TRAINING & PLACEMENT	Mr.K.A.Pol

	BROUCHER, CAREER DEVELOPMENT	Mr.N.P.Shirgaonkar. Mrs.AnithaKarumathil
5	CENTRAL EXAMINATION COMMITTEE	Mr.P.S.Jadhav (Co-Ordinator) Mr.S.D.Kore Mr.S.S.Patil Mr.R.H.Bhosale Mr.M.U.Makandar Mr.R.D.Magdum (O.S.) Mr.S.D. Patil (Admin.Staff) Mr.N.V.Kamble (Admin.Staff)
		Mr.S.D.Kore
		Mr.N.T.Patil
		Mr.V.P.Kagale
		Mr.N.P.Shirgaonkar.
		Dr.S.B.Pandit
		Mr.M.U.Makandar
		Mr.S.S.Patil Mr.P.S.Jadhav Mr.R.D.Magdum (O.S.)
8	OVERALL DISCIPLINE COMMITTEE (PARKING, DRESS CODE, BUILDING PREMISES)	Mr.P.S.Jadhav Mr.S.S.Patil Mr.D.B.Desai Mr.R.H.Bhosale Mrs.S.A.Ghatge Miss.N.P.Chougale
		Mr.P.S.Jadhav
		Mr.S.S.Patil
		Mr.D.B.Desai
		Mr.R.H.Bhosale
		Mrs.S.A.Ghatge Miss.N.P.Chougale
9	LADEIS DEPARTMENT	Mrs.R.M.Chavan Miss.N.P.Chougale Mrs.S.S.Narvekar (Admin.Staff)
		Mr.N.T.Patil (Asst.PhysicalEdn.Director)
10	SPORTS & OUTDOOR ACTIVITIES	ALL Co-Ordinators(B.B.A., M.B.A. & M.C.A.)
11	PROJECT COMMITTEE	

12	RESEARCH & PUBLICATION COMMITTEE	Dr.S.M.Khadilkar Mrs.R.M.Chavan Mr.R.H.Bhosale
13	LIBRARY COMMITTEE	Dr.V.S.Apte Dr.S.M.Khadilkar Mr.S.S.Patil Mr.P.S.Jadhav Mr.R.K.Jambhale Mrs.A.A.Sawant Mr. R.R.Jadhav (G.S.)
14	ALUMNI & PARENTS MEET COMMITTEE	Mr.R.A.Pawar Mr.R.H.Bhosale Miss.S.D.More
15	PUBLICITY & PUBLIC RELATION COMMITTEE	Dr.V.S.Apte Mr.P.S.Jadhav
16	LEAD COLLEGE COMMITTEE	Dr.S.M.Khadilkar Mr.R.H.Bhosale Mr.D.B.Desai Mr. V.P.Kagale
17	INDUSTRIAL VISIT COMMITTEE	Co-Ordinators
18	GUEST LECTURES	Director & all Faculty Members
Note	OTHER STATUTORY COMMITTEE AS PER RULE	Anti-ragging Committee Internal Complaints Committee Local Managing Committee Govening Council Students' Council Standing Committee

LIST OF COMMITTEES FOR THE YEAR 2015-16

Sr.No.	COMMITTEE	NAME OF THE MEMBERS
1	CO-ORDINATORES	M.B.A. PART I- Mr.P.S.Jadhav
		M.B.A. PART II- Dr.S.M.Khadilkar
		B.B.A. - Ms.S.D.More
		M.C.A.- Mr.S.S.Patil
2	ADMISSION COMMITTEE	Mr.S.S.Patil (M.C.A.)
		Mr.V.P.Kagale (M.C.A.)
		Dr.S.M.Khadilkar (M.B.A.)
		Mr.R.A.Pawar (M.B.A.)
		Miss.S.D.More (M.B.A.)
		Mr.P.S.Deshpande (O.S.)
		Mrs.S.S.Narvekar (Admin.Staff - M.C.A.)
		Mr.S.S.Adhav (Admin.Staff - M.B.A.)
		Mr.S.D. Patil (Admin.Staff- B.B.A.)
3	TIME TABLE & WORK DISTRIBUTION COMMITTEE	Mr.S.S.Patil
		Dr.S.M.Khadilkar
		Mr.P.S.Jadhav
		Ms.S.D.More.
		Mr.P.M.Deshpande (O.S.)
		Mrs.S.S.Narvekar (Admin.Staff - M.C.A.)
		Mr.S.S.Adhav (Admin.Staff - M.B.A.)
		Mr.S.D. Patil (Admin.Staff- B.B.A.)
4	TRAINING & PLACEMENT BROUCHER, CAREER DEVELOPMENT	Mr.K.A.Pol
		Mr.N.P.Shirgaonkar.
		Mrs.G.D.Chavan
5	CENTRAL EXAMINATION COMMITTEE	Dr.S.M.Khadilkar
		Mrs.R.M.Chavan
		Mr.P.S.Jadhav
		Ms.S.D.More
		Mr.P.M.Deshpande (O.S.)
		Mr.S.D. Patil (Admin.Staff)
6	GATHERING & PRIZE	Mr.S.D.Kore

	DISTRIBUTION	Mr.N.T.Patil Mr.V.P.Kagale Mr.N.P.Shirgaonkar.
7	OVERALL DISCIPLINE COMMITTEE (PARKING, DRESS CODE, BUILDING PREMISES)	Dr.S.B.Pandit Mr.M.U.Makandar Mr.S.S.Patil Mr.P.S.Jadhav Mr.P.M.Deshpande (O.S.)
		Mr.P.S.Jadhav
		Mr.S.S.Patil
		Mr.D.B.Desai
		Mr.R.H.Bhosale Mrs.S.A.Ghatge Miss.N.P.Chougale
9	LADEIS DEPARTMENT	Mrs.R.M.Chavan Ms.S.D.More Miss.N.P.Chougale Mrs.S.S.Narvekar (Admin.Staff)
		Mr.N.T.Patil (Asst.PhysicalEdn.Director)
10	SPORTS & OUTDOOR ACTIVITIES	ALL Co-Ordinators(B.B.A., M.B.A. & M.C.A.)
11	PROJECT COMMITTEE	Dr.S.M.Khadilkar Mrs.R.M.Chavan Mr.R.H.Bhosale
12	RESEARCH & PUBLICATION COMMITTEE	Dr.S.M.Khadilkar Mr.S.S.Patil Mr.P.S.Jadhav Mr.R.K.Jambhale Mrs.A.A.Sawant
		Dr.S.M.Khadilkar
		Mr.S.S.Patil
		Mr.P.S.Jadhav
		Mr.R.K.Jambhale Mrs.A.A.Sawant
14	ALUMNI & PARENTS MEET COMMITTEE	Mr.R.A.Pawar Mr.R.H.Bhosale Miss.S.D.More
		Dr.V.S.Apte
		Mr.P.S.Jadhav
15	PUBLICITY & PUBLIC RELATION COMMITTEE	Dr.S.M.Khadilkar
		Mr.R.H.Bhosale
16	LEAD COLLEGE COMMITTEE	Dr.S.M.Khadilkar Mr.R.H.Bhosale

Self Study Report: NAAC - 1st Cycle

		Mr.D.B.Desai Mr.V.P.Kagale
17	INDUSTRIAL VISIT COMMITTEE	Co-Ordinators
18	GUEST LECTURES	Mr.S.D.Kore Mr.N.P.Shirgaonkar.
Note	OTHER STATUTORY COMMITTEE AS PER RULE	19)Anti-ragging Committee 20)Internal Complaints Committee 21)Local Managing Committee 22)Govening Council 23)Students' Council 24)Standing Committee
25	NAAC COMMITTEE	Mr.M.U.Makandar (Co-ordinator) Dr.S.B.Pandit (Co-ordinator)
26	DEPARTMENT ADVISORY BOARD	Dr. V. S. Apte (Director) HOD Students Industrialist
27	PROGRAM ASSESSMENT COMMITTEE	Dr. V. S. Apte (Director) Dr. S. B. Pandit (IQAC Head) HOD

Role of Coordinators

There are three coordinators- MBA I, MBA II and MCA. Following are the functions of coordinators

1. Preparing Subject allotment schedule in consultation with the director.
2. Preparing time table of each semester.
3. Preparing academic calendar in coordination with other colleagues.
4. Preparation of weekly, monthly and semester wise attendance report.
5. Monitoring the discipline of the class.
6. Adjustment of lectures whenever necessary.
7. Taking frequent feedback from students about syllabus.
8. Arranging class test.
9. Students counseling, mentoring and interaction with parents.

Role of Faculty

There are 24 faculty members presently working in the institute who are key to the quality creation, implementation and maintenance. Their role is as follows.

1. For maintaining quality of teaching, faculty members prepare lesson plans in advance for their respective subjects.
2. They prepare notes, PPTs, Case Studies, Group exercise, test papers etc. to be used during the semester.
3. Faculty member refer various journals, websites, research papers, reference books, e-journals for preparing their lectures.
4. Faculty members give assignments to the students and evaluate them.
5. Faculty members attend conferences, write research papers and pursue higher studies like M.Phil. and Ph.D.s, National Eligibility Test and State Eligibility Test for teaching which not compulsory for MBA and MCA.
6. Faculty members plan various activities in the class like Role play, GDs paper presentation, etc.

What is the involvement of leadership in:

- Ensuring the policy statement and action plans for fulfillment of the stated mission.
- Formulation of action plans for all operations and incorporation of the schemes into the institutional strategic plan.
- Interaction with stockholders
- Proper support for the policy and planning through need analysis, research inputs and consultation with the stakeholders.
- Reinforcing the culture of excellence.
- Champion the organization change.
- The leadership ensures fulfilment of stated mission in the following manner.
 - By arranging interactions with stake holders on various occasions and taking their feedback.
 - Appointing experts for guidance and taking their suggestions.
 - Inviting experts from academics, industry and administration to work on various committees like LMC, IQAC, and Governing Council etc. and taking their suggestions.
 - Identifying the members of staff with relevant aptitude towards quality improvement and implementation.
 - Continuous interaction with the director for monitoring quality.
 - For reinforcing the culture of excellence, leadership appreciates the achievement of faculty, staff and students.
 - The leadership is constantly trying to bring modern practices of management in the institute. For example encouraging paperless communication, use of modern technology like Moodle, providing state of art infrastructure.

What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

- Board meetings are conducted every month for taking review of various academic and administrative activities.
- For the prompt decision making on important issues the board has authorized the Chairman, Vice Chairman and Trustee Director of IMER.
- Assigning Trustee Director to each of its unit is the initiative taken by Top Management for quality assurance.
- The role of Trustee Director is to closely monitor the smooth functioning of the unit.
- The meeting of LMC and Governing Council are conducted bi-annually for taking review of the activities.
- Meetings of various committees like Finance Committee, equipment committee, staff committee are conducted for taking decisions on relevant matters.
- The Director conducts staff meetings for conveying the decisions of top management to the members and for taking reviews of various functions.

Give the details of academic leadership provided to the faculty by top management.

- Top management takes review of results of all courses and all semesters. There is a discussion on the results of each faculty.
- Faculty is encourage and allowed to peruse higher studies for acquiring qualifications.
- Faculty is allowed and encouraged to take up academic responsibilities given by University authorities such as syllabus designing, external supervisors, evaluation experts, paper setting, viva expert, CAP director, squad visit etc.
- Top management takes keen interest in the quality improvement of teacher's academic performance through API system.
- With the support and encouragement from top management faculty members arrange various academic and supporting activities, programs and events which inculcate leadership in faculty.

How does the college groom leadership at various levels?

- Responsibilities are delegated in rotation to the faculty members such as coordinator of MBA I, II and MCA I, II, III.
- Head of various committees like admission committee, project committee, placement committee etc. who look after the activity all throughout the year.
- Various event coordinators are appointed from time to time and they in turn choose their support faculty & students.
- Over the years the junior most faculty members have taken up event coordinators role and there by performed various functions like fund raising, advertisement, event management and publicity.
- Following leadership posts are created in the institute.

Sr. No.	Committee	Co-ordinator	Chairman
1.	IQAC	Dr. S.B. Pandit	Director
2.	Research/Conference/Seminar/Publications	Dr. S. M. Khadilkar	Director
3.	NAAC Committee	Mr. M. U. Makandar	Director
4.	Computer network, systems and labs	Mr. S. S. Patil	Director
5.	Annual Gathering and Student activities	Mr. N. T. Patil	Director
6.	Internal and External examination	Mrs. R. M. Chavan	Director
7.	Magazines and Publicity	Mr. P. S. Jadhav	Director
8.	Guest Lectures and Industrial Visits	Mr. S. D. Kore Mr. N. P. Shirgaonkar	Director
9.	Training and Placement	Mr. K. A. Pol	Director
10.	Co-Curricular and Extra Curricular activities	Mr. R. H. Bhosale	Director
11.	Office administration	Mr. P.M. Deshpande	Director

- Each and every faculty member who is coordinator selects a team of students and trains them for taking up leadership

- The institute promotes leadership amongst the students through student's council and various committees as mentioned above.

6.1.7. How does the college delegates authority and provides operational autonomy to the departments / units of the institution and work towards decentralized governance system?

The governance of the college is decentralized with operational authority to each section

- There are separate MBA and MCA Co-ordinators/Heads.
- The heads of MBA and MCA dept. enjoys the autonomy to decide
 - Time Table
 - Use of Computer Labs
 - Allotment of ICT tools to faculty and students.
 - Setting the internal evaluation and teaching schedule.
- There are separate faculty rooms, labs and office staff assigned to them.
- The coordinator are given the autonomy to prepare time table, make adjustments of lecture if required decide and allot slots for extra lectures/ coaching, conduct class tests, allot internal marks and assignments.
- There are various committees for different sections of work in the Institution. Every academic year starts with the distribution of roles to the faculty members.
- Library has a separate Librarian, clerk and a peon. The librarian decides the schedules of book issuing, purchase of books, communication with publishers & book sellers, arranging book exhibitions, display, stacking and seating arrangement etc.
- There is an Office Superintendent who is an in-charge of administrative and accounting operations. He has the authority to distribute workload of non-teaching staff, sanctioning their leave, scrutiny of various bills.

Does the college promote a culture of participative management?

Yes, the college promotes the participative culture in the following manner.

- The stakeholders are involved wherever the decisions are related to them is to be taken for e.g. Students, Faculty, Non-teaching staff, Employers, Parents are invited as representatives on various committees
- Sometimes through informal system the participation is ensured. For example parents are contacted through telephone for discussion of students' progress; guests are invited through personal contacts of students and faculty.

- Student's proposals for organizing various smaller events like Friendships Day; tree plantation programs etc. are encouraged.

Strategy Development and Deployment

**Does the Institution have a formally stated quality policy?
How is it developed, driven, deployed and reviewed?**

The institute's quality policy is stated through its Vision, Mission, Culture and Values. It is developed by taking inputs from important stakeholders. It is driven and deployed through:-

- Innovative teaching methods like use of group learning exercises, arranging quiz and discussions, mini projects etc.
- Use of teaching aids such as Moodle, Films, Webinars, Videos etc.
- Organizing guest lectures of experts from various fields
- Appointing outside agencies to give trainings on advanced technologies such as, Android, PHP, IOS, SPSS, etc.
- Arranging FDP, Seminars and orientation programs etc.

Does the institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

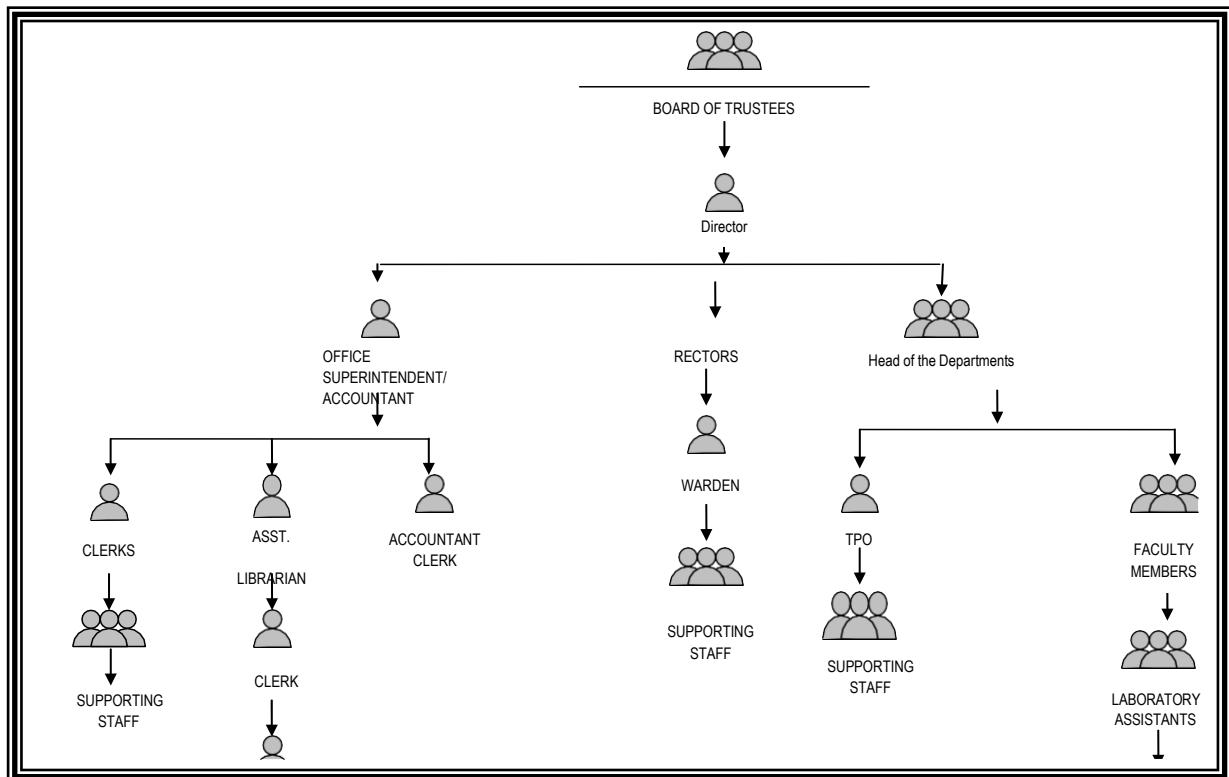
Yes, the institute has following activities to be done in the perspective plan.

- Bringing in advanced technology and infrastructure.
- Improving linkages with industry.
- Arranging skill development training programs for the students as per the needs of the various sectors of the economy.
- Perspective Plan
 - Year 2014-2015:
 - Applying for NAAC accreditation.
 - Maximizing industry interaction
 - Providing soft skill training to the students through external training agencies.
 - Achieving 100% placement targets.
 - Year 2015-2016:
 - Initiating MoUs with industries.
 - Starting faculty exchange program with other institutes.
 - Set-up a management research center.
 - Start a certificate program of family business management.
 - Year 2016-2017:
 - Obtaining permanent affiliation from Shivaji University and Autonomy.

Self Study Report: NAAC - 1st Cycle

- Starting various short term courses to suit the market requirement.
- Upgrading syllabus as per the new developments in the respective fields.
- Year 2017-2018:
 - Adding different specializations for MBA like (MBA with tourism, MBA with foreign trade, MBA in retailing, MBA in family business etc.) after availing proper permissions
 - Developing and designing management training programs.
 - Designing curriculum for the above.

Describe the internal organizational structure and decision making processes.



Decision Making Process

- At institute level all the operational decisions are taken by the Director. The Director after due consultation and discussion with coordinators, HOD's and office superintendent.
- Student related decisions are taken by Coordinators, and administrative decisions are taken by OS for routine matters.
- Director conducts meetings with all members in the beginning of each term and at the end of each term.

Give a broad description of the quality improvement strategies of the institution for each of the following.

- **Teaching and Learning**

For quality improvement in teaching learning following strategy is adopted

- The director conducts the SWOC analysis of the academic activity in the institute.
- The weaknesses are identified and corrective measures are taken.
- For example,
 - ✓ In the beginning of semester a test is conducted for identifying slow and advanced learners.
 - ✓ Extra coaching and practice is given to slow learners.
 - ✓ More challenging assignments are given to advanced learners
- Preparing lesson plan by every teacher for their respective subjects.
- Modification in resource material as per the changes in syllabus.
- Use of ICT for improvement in teaching and learning.
- For promoting the use of library by the students, teachers give them library based assignments

- **Research and Development**

For developing research experience of the faculty and for enhancement of faculty profile the members are encouraged to register for M.Phil

and Ph.D. and enroll for FDPs, orientation Programs, participate in conferences and write research papers.

Conferences and seminars are also organized in the Institute.

For facilitating the research efforts of the faculty institute provides them tools like, laptop, PC, regular journals and e-journals, wifi, CDs of important research material etc.

- **Community engagement**

KIT Management and Director encourage various programs of community involvement.

Blood donation camp, visits to orphanage and interactions and donations of necessary material to the inmates. Programs related to gender equality and ragging are arranged regularly. The students are encouraged to do social work through various organizations in society.

- **Human resource management**

In academic sector Human Resource is the prime resource. Quality Teaching is not possible in absence of quality staff therefore the three vital functions of HRM i.e. Recruitment, Selection and Training and Development are done as per the AICTE and University norms but while selecting the right candidate Management takes efforts of Prospecting and inviting the most suitable candidate for key positions in the Teaching and Administration.

The subsequent training and development of the selected candidates is also taken care of by making provisions in the budget for faculty development and skill upgradation.

More importantly the culture of the organization is such that employees help each other for learning the new jobs and skill acquisition.

- **Industry interaction**

- Institute invites eminent industrialists, Managing Directors, VP HR, Marketing etc. Consultants, CEOs, Regional Marketing Managers, Executives etc. for Guest Lectures, resource persons and key note speakers at conferences.
- The college is member of CII (confederation of Indian Industries). The Chairman of the KIT's Board of Trustees is an eminent Industrialist and active member of CII since many years and the Director of the Institute is in the Core committee of the local CII chapter. The faculty members are sent to participate in CII programs.

- Faculty members visit various industries in and around Kolhapur for surveying their requirements of manpower.
- The TPO regularly interacts with HR managers of various organizations along with a team of students.
- For the students of MBA it is compulsory to undergo SUMMER TRAINING for 50days. While for MCA it is compulsory to work for one term in the industry.
- The college provides these engagements to the students through its contacts and network.
- Students' industrial visits are arranged by the college.
- College takes assignments of small surveys which are delegated to the students.

6.2.5. How does the Head of the institution ensures that adequate information (from feedback and personal contacts etc.) is available for the Top Management and the stakeholders, to review the activities of the institution?

The Director collects the feedback from Faculty, students, alumnis, parents, associate, university officials on various occasions and meetings and reports it to the Top Management for getting guidance, directions, suggestions. The discussion with top management takes place on their routine visits to the institute, through telephonic conversations, through emails and SMS etc. On the matters of importance a written report is submitted to the Management and it is discussed in the Board Meeting. The director implements the directives of the Management and also deliberates over the suggestions and feedback received from other stake holders like teaching and non-teaching staff, parents and employers.

How does the management encourage and support involvement of the staff in improvement the effectiveness and efficiency of the institutional processes?

- The staff is given the liberty of planning and implementation of academic processes of the institute. Management takes review of their activities.
- The policy matters are decided by the management by taking suggestions and inputs from the staff.
- Management appreciates and rewards the staff for their dedication to work, achievements in academics and research activities.
- It is management policy to provide leave for higher studies, leave for attending courses and workshops, at premier institutes like IIT and IIM.
- Staff members are added as representatives on various committees such as LMC.

Enumerates the resolutions made by the Management Council in the last year and the status of implementation of such resolution.

The resolutions passed in the Local Management Council meeting held on 18/11/2014 are presented herewith:

- The budget of KIT's IMER for the year 2014-2015 was considered and approved.
- The admission status of MBA-I and MCA-I for the year 2014-2015 was reviewed and the result of the exams held by Shivaji university in the month of May-June 2014 was reviewed.
- To consider starting Management Skill Development Center due to closure of BBA course.
- To consider and approve National conference under Lead College program/

Status of Implementation:

- Budget allotments are done as per the approval.
- To improve the number of 1st year admissions of MBA and MCA, awareness programs and canvassing sessions on various colleges were conducted.

Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

Yes, Shivaji University has a provision of awarding the status of autonomy to an affiliated institute.

- The institute has goal of becoming autonomous within next two years. The institute is established in 1994 by KIT which was functioning since 1983. KIT is pioneer of professional education through private, unaided college.
- The institute is preparing autonomy by applying for NAAC accreditation. In the next stage the institute will apply for permanent affiliation to the University. After fulfilling all the conditions of autonomy the institute will apply for the same.

How does the Institution ensure that grievance / complaints are promptly addressed to and effectively? Is there a mechanism to analyze the nature of grievance for promoting better stakeholder relationship?

- In general the institute has open door policy. The students, staff members and parents can directly approach the Director with their

grievances. The grievances resolved as early as possible through mutual consent.

- The institute also has a grievance redressal committee headed by the Director. The other members are Faculty Coordinators, Registrar and Students Representative. Meetings of the redressal committee are held at regular intervals.
- A suggestion box is made available for collection of suggestions from any stakeholder.

6.2.10.During the last four years, had there been any instance of court cases filed by and against the institute? Provide details on the issues and decision of the courts on these?

During last four years there are no cases against institute filed by any of its stakeholders.

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If ‘yes’ what was the outcome and response of the institution to such an effort?

Yes, the institute has mechanism of obtaining formal and informal feedback from students.

- During the students council meeting the Director asks each representative to give his/her feedback on infrastructure, teaching, and office administration.
- Corrective measures are taken if the feedback indicates so.

Faculty Empowerment Strategies

What are the efforts made by the institution to enhance the professional development of its teaching and non-teaching staff?

- The institute deputes the faculty to Orientation programs, refresher courses etc.
- The institute deputes the faculty to attend conferences, workshops and seminars etc.
- The institute organizes in-house FDPs, guest lectures, and skill development programs for enhancement of professional skills.
- Faculty is encouraged to take various university assignments such as CAP director, VIVA expert, Member of flying squad, Member of selection committee, external supervisor, Paper setter, Examiner, Resource Person for various programs etc.
- The institute provides all possible technical support, library support and information support for professional development of the faculty.

- For developing the teaching skills of faculty the institute insist on preparation of lesson plan, use of PPT's, use of case studies, online tests, etc.
- The institute motivates the librarian and non-teaching staff to attend relevant training programs.

What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employee for the roles and responsibilities they perform?

- Faculties are sent for orientation programs, refresher courses, FDPs etc.
- Workshops and guest lectures are also arranged for personality development, communication skill development, and technical skill development of the teaching staff.
- Training is also given through Webinars on academic and social topics.
- Senior faculty members encourage and motivate the newly recruited members.
- The institute has the atmosphere of free discussions, personal growth, and sharing.

Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

The performance appraisal system consists of self-appraisal and appraisal by the Head/Director

1. Performance appraisal system of the faculty:

- Annual Self-assessment of the performance is based on the format given by UGC wide notification of 30th June 2010 approved by Government of Maharashtra on 15th February 2011. The same is available on the University website.
- The faculty members also fill up the API form which captures all the aspects of evaluation of teaching staff.

2. Performance appraisal system of the non-teaching staff:

- Annual assessment of the performance of Non-teaching staff is done as per the guidelines by Government of Maharashtra.

What is the outcome of the review of the performance appraisal records by the management and major decisions taken? How are they communicated to the appropriate stakeholders?

For review of performance appraisal: The faculty members submit PBAS forms

The outcome: While completing PBAS each faculty member knows his/her score and therefore plans activities to improve the score.

Major decision taken: The faculty with low score is personally counseled by the Director

Communication with stakeholders: PBAS score of faculty is communicated to other stakeholders upon request/if necessary.

What are the welfare schemes available for teaching and non-teaching staff? What percentage of staff have availed the benefit of such schemes on the last 4 years?

The following welfare schemes are available:

1. The college is member of Employee Provident Fund Scheme, Pension Scheme and Gratuity.
2. The institute provides facility of direct deduction from salary towards LIC premium and KIT Credit Society loan.
3. The college provides NOC, salary certificate and other necessary documents for availing loans from banks.
4. The teaching faculty members are given experience certificate, salary certificate, NOC etc. on request.
5. Class 4th staff is provided uniforms and Diwali advance by the institute.
6. If the non-teaching staff uses their personal vehicle for college work, Conveyance allowance is paid and telephone allowance is paid to OS and TPO.
7. Compensatory off is given to the staff if they work on holidays.
8. Separate seating arrangement with table, chair, cupboard and PC is available to every staff member.
9. Centralized printers and photocopy machines are available to every staff member.
10. During the working hours two breaks of 20mins and 40mins are available.
11. Safe drinking water, proper parking facility, specialized security and guards are engaged by the institute.
12. Canteen facility is available on the campus.
13. Pantry facility is provided by the institute.

What are the measures taken by the institution for attracting and retaining eminent faculty?

- Two faculty members are with the institutions since 20 years.
- The institute gives scope and motivation for career development of the faculty.
- The faculty members are also assigned major responsibilities such as Director, Coordinator, and HOD etc. which give them opportunity to excel.
- Attractive pay packages offered to experienced and qualified faculty.
- The salary is deposited within the first week of every month.
- The overall atmosphere and facilities provided by the institute are useful in retaining the faculty.

Financial Management and Resource Mobilization

What is the institutional mechanism to monitor effective and efficient use of available financial resources?

- The main source of revenue for the institute is through students fees.
- There is a system of investing the money in F.D.s with PMC Bank and IDBI Bank.
- Provision is made for salary, allowances, overheads and contingencies through this F.D.s.
- A rigorous exercise of budget preparation is undertaken in the month of April for the coming Academic year. The requirements are obtained from MBA dept., MCA dept., Library and Office.
- Purchase of Computers, UPS, Library books, or any other costly equipment is made by the management through negotiations with the vendors. For all purchases quotations are invited from at least three vendors.
- There is a special budget meeting called by the management. Every department head and Director has to justify their demands. Management sanctions all the reasonable demands.
- After the admissions are over the institute also prepares a revised budget.
- The institution also explores additional sources of revenue generation like renting out the Labs for online exams conducted by external agencies.
- For various events, competitions, conferences funds are generated through sponsorships.
- At the end of the financial year a scrutinized and verified balance sheet is prepared.

What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

- A routine internal audit of daily transaction is done by accounts officer in the institute.
- The external audit is done by a reputed Chartered Accountant firm appointed by the management.
- Last external audit was conducted in the financial year 2014-2015.

Mechanism for monitoring the expenditure:

- The Institute maintains separate bank accounts for different categories of payments.

Sr. no	Bank Name	Purpose
1.	PMC Bank	Only Collection and deposits of receivables.
2.	PMC Bank	Salary and third party payments.
3.	PMC Bank	Single operated account in Director's Name
4.	State Bank of India	All Government receipts and payments.
5.	Bank of India	P.F., I.T., AICTE
6.	IDBI	Professional Tax and F.D.s

- The Director has authority to sanction expenditures up-to Rs. 10000/-
- Any cheque over and above that, require sanction from the top management and signature of Secretary or Chairman along with the Director.
- All expenses have to be within the budgeted amount.
- For every payment supporting documents such as bills, vouchers, sanction letters, P.O., quotations etc. are required to be attached.
- There is no payment without sanction.
- All payments above Rs.1000/- are made through cheques.

What are the major sources of institutional receipts/funding and how the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with institutions, if any.

- The college is self-financed, non-aided, private institution.
- The fees are determined by Shikshan Shulk Samiti of Government of Maharashtra.

Self Study Report: NAAC - 1st Cycle

- The only source of funding is through fees collected from the students.
- The land and entire building is provided by the KIT trust.
- The collective decision is taken by the Trustees if there is a deficit in any year.
- The Trust may raise a loan from the bank.
- Audited income and expenditure statement of last four years is provided in the annexure.

Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

The following are the ways of generating additional funds.

1. Raising sponsorship for the events
2. Renting out the labs

Getting Lead college funds from Shivaji University for conducting events

DETAILS OF YEAR WISE REVENUE GENERATION OTHER THAN FEES

YEAR	PRATICULARS	REVENUE	Total Amt
2011-12	LEAD COLLG	31500	31500
2012-13	LEAD COLLEGE	18000	98800
	LOGISTACK	80800	
2013-14	LOGISTACK	63200	277200
	LEAN SIX SIGMA Yellow Belt 2014 programme	214000	
2014-15	LOGISTACK	73600	189300
	ONLINE EXAM	21000	
	LEAD COLLEGE (Wrokshopcreatin performance driving culture)	25100	
	ANDROID WORKSHOP	69600	
2015-16	ONLINE EXAM	149700	307100
	LEAD COLLEGE (Conference on Resilience of Organisation Workshop)	39500	
	ANDROID WORKSHOP	74000	
	IMERGER RELODEAD-2015	43900	

Internal Quality Assurance System (IQAS)

Internal Quality Assurance Cell (IQAC)

a. Has the institute established an IQAC? If ‘yes’, what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

Yes, the institution has established IQAC

The institute gives at-most importance to the quality in each and every process. For maintaining quality of academic processes following actions are taken

- Preparation of academic plan and calendar.
- Execution of the academic plan through close monitoring by Coordinators and Director.
- Efficient internal assessment system.
- Continuous upgradation of teaching material, library resources and ICT.
- Mentoring of the students.

For maintaining quality in administrative systems following things are done

- Computerization of all administrative process.
- Enlisting of the entire administrative task, Delegation of responsibilities after grouping the tasks, in following manner
 - i. All finance and accounts operations are delegated to separate staff.
 - ii. All matters related to establishment (H.R. related work) are handled by separate person.
 - iii. University examinations and correspondence with external agencies
 - iv. MBA related work - admission process, attendance records, internal records, results, notices etc.
 - v. MCA related work - admission process, attendance records, internal records, results, notices etc.
 - vi. Library related work.
 - vii. AICTE report and DTE compliances.
 - viii. Lab assistant for lab maintenance, Wireman for electrical maintenance, Sweeper for Cleanliness and Sanitation.

In this way institutionalization of quality assurance processes takes place.

b. How many decision of the IQAC have been approved by the management / authorities for implementation and how many of them were actually implemented?

The IQAC has been recently formed in the institute. Two meeting have been held. There were ¾ suggestions given by the members of IQAC. They are-

- Strengthening the Alumni relationship with the institute. It was suggested that each student should be given UID (unique identification number) which remains his/her identity with the institute forever.
- Another suggestion given was assigning industry mentors to the students from the first semester itself. The purpose is to acquaint the student with the job market before he actually enters into it.
- Another suggestion given was creating houses like green house, red house in the college and allotting houses to the students and arranging inter house competitions in the college.
- All the three suggestions were accepted by the college and from next academic year they will be implemented

c. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them?

Yes, there are two external members on IQAC. They are

1. Mr. B. S. Shimpukade,
2. Mr. Samir Patil, Director Samir Casting Pvt. Ltd.

All the suggestions mentioned in b. were given by external IQAC members.

d. How do students and alumni contribute to the effective functioning of the IQAC?

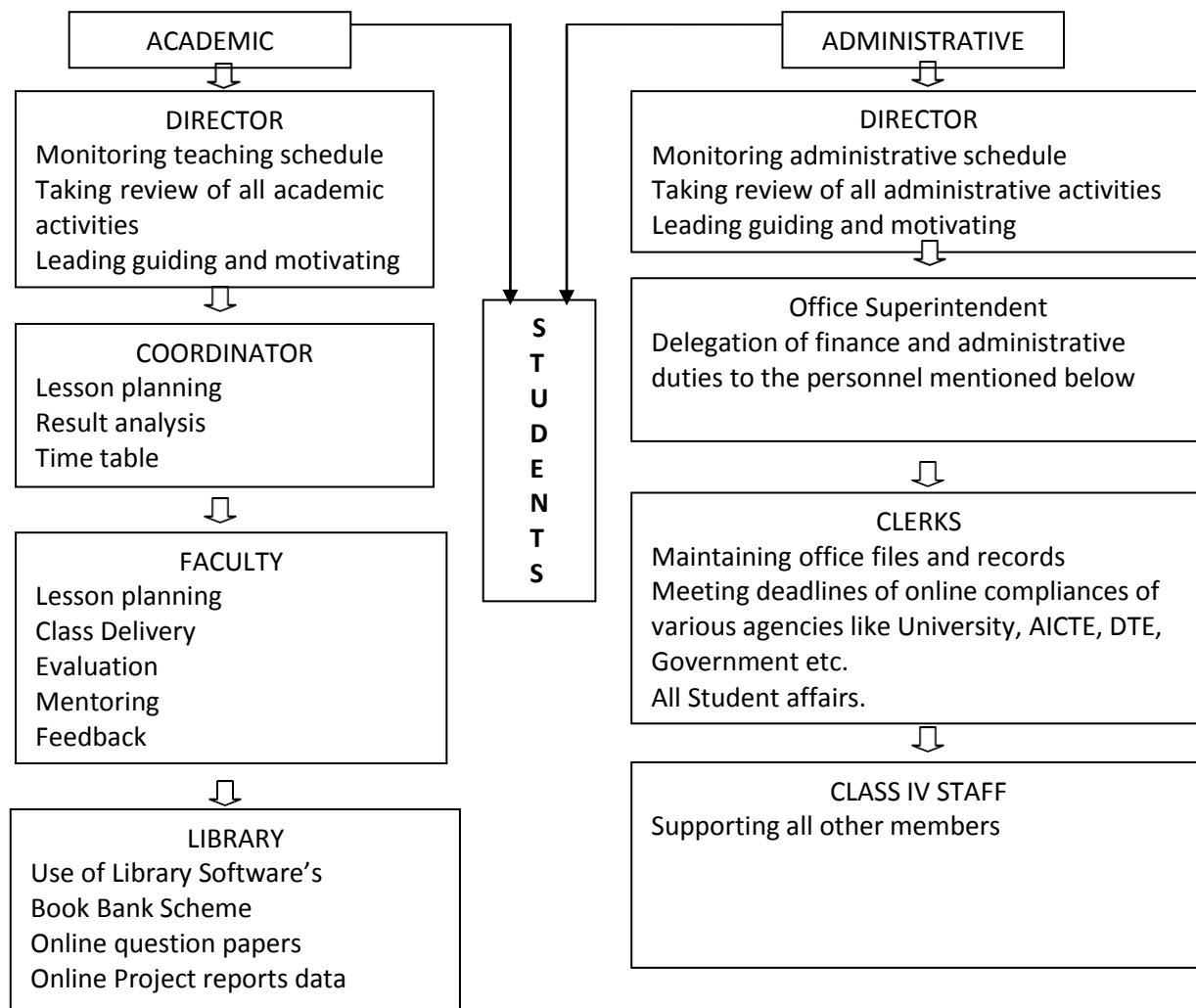
The alumni take keen interest in the functioning of the institute. They visit the institute and arrange alumni meet. They give sponsorship to students for their programs. They participate in seminar, conference etc.

e. How does IQAC communicate and engage staff from different constituents of the institution?

- IQAC includes 4 senior faculty members apart from the Director.
- It also includes librarian. IQAC members give important suggestions to the librarian for improvement of library.
- The interaction that takes place in the meeting helps the faculty members in their quality initiatives.

Dose the institution have integrated framework for the quality assurance of the academic and administrative activities? If 'yes', give the details on its operationalization.

Yes the integrated framework of academic and administrative activities is as shown below



Does the institute provide training to its staff for effective implementation of the quality assurance procedures? If 'yes', give details enumerating its impact.

- The institute provides On the Job Training while the staff is performing its duties.
- Certain programs aiming at skill development, knowledge expansion and upgradation are organized.

Does the institution undertake Academic audit or the external review of the academic provision? If ‘yes’, how are the outcomes used to improve the institutional activities?

- The academic audit is conducted in following manner
 - The director collects information about students attendance and syllabus completion of each subject and co-ordinator
 - Director and senior faculty members give one to one suggestions on teaching methodology and relevant activities to the respective faculty members
- The outcome of academic audit
 - The syllabus is completed satisfactorily within the given time
 - The students with high absenteeism get a chance to improve their examination performance because of the corrective measures taken.

How are the internal quality assurance mechanisms aligned with the requirement of the relevant external quality assurance agencies/regulatory authorities?

- The internal quality assurance mechanism is aligned with the external regulatory authority like Shivaji University through exam results.
- Secondly the internal quality assurance mechanism ensures that employers get properly trained employees.
- The quality maintained while recruiting faculty fulfills the norms of external agencies i.e. university and AICTE.
- For quality upgradation the library is equipped with E-journals, latest books, Journals & Magazine and library software which is aligned with the expectations of AICTE.

What institutional mechanism are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcomes?

- The Director, HODs, Coordinators take a continuous review of teaching learning process.
- Once in a month Director engages every class and takes oral feedback from students on teaching and related activities.
- The coordinator submits weekly and monthly attendance reports to the director.
- All faculty members mentor the students regarding their problems and difficulties.

Outcome:

- Faculty members get feedback on their performance and hence can improve the quality of teaching.
- Individual attention is given to the students and their needs are satisfied whenever possible.

How does the institution communicate its quality assurance policies, mechanism and outcomes to the various internal and external stakeholders?

Internal Stakeholders:

- A vision mission statement is displayed at the entrance of the college
- During the faculty meetings, Director communicates it to the staff members; faculty members communicate it to the students in the class.

External Stakeholders:

- The vision mission statement is uploaded on the website of the institute.
- It is included in brochures, placement booklet etc. and therefore it is communicated to external agencies through that.

CRITERION-VII

**INNOVATIONS AND BEST
PRACTICES**

CRITERION-VII: INNOVATIONS AND BEST PRACTICES

ENVIRONMENTAL CONSCIOUSNESS:

Institute of Management Education and Research is very much conscious about environmental issues. It has been creating awareness about environmental issues among the stakeholders since its inception. The institute has adopted certain practices to make the campus eco friendly and activities to increase the consciousness about contemporary environmental problems and issues are part of the institutional functioning. The institute follows energy conservation practices, effective waste management and plantation for making the campus clean, green and in the pink.

Does the Institute conduct a Green Audit of its campus and facilities?

A natural light audit of the building of the Institute was carried out in the year 2011-12 by Prof. S. S. Varur, KIT's College of Engineering. The status and gaps in existing light energy situation of the Institute were recognized. All the class-rooms, computer labs, staff rooms, office and other amenity areas were audited for light fixtures and their efficiencies, availability of day light or the lack of it, comprising with Indian standard norms for good visual lighting. The Institute architecture has provided sufficient room for reducing excessive burden on electricity bills as it has provided ample sun light through well designed windows and premises. Other factors contributing to lighting were studied and suitable remedial measures were suggested.

1. The old lighting system is progressively changed to more efficient LED bulb lighting.
2. Power efficient ceiling fans are being fitted
3. Computer monitors are being changed to LED monitors.

What are the initiatives taken by the Institute to make the campus eco-friendly?

Energy Conservation:

1. Effective monitoring and control of energy consumption is regular practice of the institute. A committee is formed for consistent recording and evaluating the energy consumption. The committee looks into the aspects like electricity consumption, light bills, etc.
2. The UPS batteries are maintained in good condition which reduces energy for charging of batteries. The institute has maintained a detailed record of its routine maintenance, actions taken. Provision of centralized printing facility is one among the many practices the institute has followed.

3. Awareness about Energy conservation is being spread among the students and staff through regular meetings and campaigns.

a) Environmental Awareness Campaigns:

Organization and celebration of Environmental Awareness programmes is a regular fixture at the campus. Every year the Institute arranges the following programs.

i) Vasundhara (Earth) Day:

World Earth day is celebrated every year all across the world. To achieve the goal of creating awareness regarding tree plantation, water conservation, every year various competitions, different programs are organized which includes Poster presentation, Rangoli drawing, tree plantations, speeches etc. on the theme of earth day. Pledge about commitment towards earth is taken by every participant. This will help in carbon neutrality also.

ii) Ozone Day:

16th September is being celebrated as the international Ozone day, as per the declaration of United Nations General Assembly for preservation of the ozone layer. The Institute organizes various activities in line with the objectives of ozone day, which includes speeches by guest lecturers, pledge by all to become a responsible citizen.

iii) Earth Hour Day:

For creating awareness and uniting people to protect the planet -Earth hour day is organized by the institute every year. It is celebrated on every 29th March between 8:30-9:30 PM. The Institute follows one hour shutdown of light strictly in entire campus. The Institute motivates its students too to celebrate the earth hour day as a noble cause.

b) Rain Water Harvesting

Institute campus has large built up area to conserve and harvest the rainwater. Step by step Rainwater harvesting is being done in the campus. As one of the activities the Roof of Boys hostel building is used as the catchment area for rain harvesting. It is proposed to implement rain harvesting in Girls hostel on the same line, KIT's IMER building etc. The current system in Boys hostel consists of collection of rainwater from the top of and discharging it in the nearby existing lake which subsequently will percolate. The lake volume is increased by digging it up to two meters deep. Rise in the water level is observed in the well as a result of this water harvesting which exists in the campus.

c) Check dam construction

As the Institute is having very good site topography for watershed development. By using different soil and water conservation techniques huge quantity of rainwater is conserved. Construction of contour bunds, check dams and other soil moisture conservation practices helps in Land and water conservation within the Institute campus. This also protects the ground water recharge, reduces land degradation, improve soil health and increase soil-moisture availability. Two streams are flowing in the campus having total length of about 600 to 700 m. During rainy season it flows to full capacity. As a part of conservation and ground water recharging initiative was taken by the Institute with the help of the KIT trust.

d) Efforts for Carbon neutrality

Carbon Sequestration Carbon footprint is relates to the amount of greenhouse gases produced in day-to-day lives through burning fossil fuels for electricity, heating and transportation, etc. It is a measure of the impact of our activities on the environment, and in particular climate change.

Case of KIT's Institute of Management Education and Research

Total Area= 6 acres

Among which there is 1.8 acres green cover is present.

Following are the two sources which act as a sink for reduction in CO₂ level in the atmosphere.

1. Tree plantation- The Institute has various types of trees in its campus. Tree plantation is done mainly near IMER building, KIT girls' hostel, boys' hostel, and periphery of the Institute play ground.
2. Periodic tree plantation as well as Environmental Awareness programs being conducted by Institute.

e) e-waste management:

E-waste is generated in the Institute in the form of C.P.U.s. , Hard Disk Drives, Monitors damaged C.Ds, Keyboards, Cables, Cartridges, etc. This e-waste is collected together and handed over to an external e-waste recycling agency. The institute organizes e-waste collection camp in association with Mahalaxmi e-recycler Pvt. Ltd. on 15th of August 2015 as a part of -Swachh Bharat Mission॥

INNOVATIONS:

Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the Institute.

A) The Institute has formed Innovation Cell comprising of Faculties, staff and students.

Objectives of Innovation cell –

The Cell aims at value addition in teaching learning process through designing and implementation of unique practices and programs.

The institute has come up with following practices and programs:

i) Case study bank: Understanding of contemporary issues in business can be learnt better with the help of understanding and solving real life cases. Thus cases pertaining to various subjects are collected in the form of Case Study Bank.

ii) Suggestion Scheme: the institute has a well designed suggestion scheme which helps in identifying areas for improvement. Suggestions are solicited from all the stake holders so as to refine the education process in the institute. Following are the outcomes of the suggestion schemes:

a) Use of one sided paper: To reduce the wastage of stationary in the form use of one sided papers wherever possible is done. Draft letters, rough documentations are made using these papers.

b) Centralized printers: Through this suggestion usage of printers is optimized. Printers are connected to a group of computers so as to reduce the cost of idle printers and its maintenance. Areas are identified on the basis of location and usage of printers.

c) Offering Tree saplings to the guests: Whenever there is any program in the form of guest lecture or seminars etc. we used to greet the guests by offering flowers. One of the suggestions received during this process was related to increasing awareness about tree plantation by offering tree saplings instead of flowers. This unique suggestion has helped in reducing wastage and increasing tree plantation.

d) Use of thin client PCs: It was found that for certain assignments, practical work thin client PCs can be used which can reduce the cost of buying CPUs for each and every computing unit.

e) Wi Fi campus: The institute is Wi Fi connected since 2014. This has led to introduction of various unique practices which can help in imparting quality education such as MOODLE.

BEST PRACTICES:

Elaborate on any two best practices in the given format at page no. 98, which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the Institute.

A) Best Practice No.1:

1) Title of the Practice: Preparing students for best performance in external project viva-voce

2) Goal:

To train the students for interviews, so that they can present themselves confidently before the external interview panels for Viva-Voce.

3) The Context:

The institute has designed a program which enables the final years MBA, MCA course to face interviews conducted by external panel of University. This is essential since many students lack the confidence in presenting themselves correctly before the panel members during interviews. Students face interviews for presenting their project work so that they can highlight the activities effectively.

4) The Practice:

To achieve the stated goal the institute has devised a mechanism wherein a committee comprising teachers from MBA and MCA is formed every year. This committee conducts mock interviews of each and every student and evaluates their performance. Later on they are trained by their guide to improve up on their short comings. so that they get prepared for the actual task of interview. The mock interviews are conducted before the University VIVA-VOCE.

5) Evidence of Success:

Students of MBA and MCA have been benefitted greatly with this method. This has shown positive change in their performance. Students have shown excellence in VIVA-VOCE. This is observed repeatedly for last many years.

6) Problems Encountered and Resources Required:

In the initial phase institute did face some glitches in designing the program since requirements of MBA and MCA courses differ but subsequently the matters were sorted out by refining the programming.

7) Future Plans:

The institute plan to conduct such programs starting from initial semester so that students will be trained in the phased manner.

B) Best Practice No.2: 1.

Title of the Practice: Using inhouse resources and talents for design and development of software, advertisement material and information brochures.

2. Goal:

To encourage students to use in house facilities for designing and development of IT soft ware for administrative excellence under the guidance of faculty.

3. The Context:

Through this practice IMER motivates the students to develop IT software's which can be used for speeding up the administrative work of IMER. The aim is to inculcate management practices among these students as well as optimum utilization of the available resources. The advertisement, posters and banners are designed by creative students under the guidance of faculty.

4. The Practice:

The institute since its inception has promoted the practice of involving the students in institutional administrative work to some extent. This is to provide them hands on training as well as improving the administrative efficiency student's involvement. The students of MCA are encouraged to design and develop various IT software which has helped the institute. The designing of visual material is done by our faculty Mr.Ranjeet Bhosale, using photoshop, coral draw etc. by involving students.

5. Evidence of Success:

The students have developed following software:

- 1. IMER web site**
- 2. MOODLE**
- 3. All the advertisements and information brochures are designed within the departments.**

Students also have helped the institute in designing brochures, leaflets, promotional material, etc. This has helped the institute in reducing the cost and also has helped students to get real life task.

6. Problems Encountered and Resources Required:

Problems Encountered:

Certain advanced software's need sophisticated technical set up.

Resources Required:

Technical staff, licensed copies of state of the art software.

EVALUATIVE REPORT OF THE DEPARTMENTS

EVALUATIVE REPORT OF THE DEPARTMENTS

- 1. Name of the department: MBA**
- 2. Year of Establishment: 1994**
- 3. Names of Programmes offered (UG, PG, etc.)**

NAME OF THE PROGRAM	PG/UG
Master of business administration	PG

- 4. Names of Interdisciplinary courses and the departments/units involved:**

Sr.No.	Name of Interdisciplinary courses	Department involved
1	IT for management	MCA
2	Management information system	MCA
3	System specializations	MCA

- 5. Annual/ semester/choice based credit system (Programme wise):**

Choice based Credit System (CBCS)

6. Participation of the department in the courses offered by other departments:

Sr. No.	Subject/courses offered	Department
1	Accounts for managers	MCA
2	Communication skills	MCA
3	Principles and practices of management	MCA

7. Courses in collaboration with other universities, industries, foreign institutions, etc.

Nil

8. Details of courses/programmes discontinued (if any) with reasons:

Nil

9. Number of Teaching posts:

Post	Sanctioned	Filled
Professors	2	1
Associate Professors	4	2
Asst. Professors	10	7

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./ M. Phil. etc.,)

Sr.No	Dept.	Name	Designation	Qualification
1	M.B.A	Dr.Mrs.Vishaka S.Apte	Director	B.Com. M.A. M.B.A. M.Phil. Ph.D.
2	M.B.A	Dr.Suryakant B.Pandit	Asso.Professor	B.E. M.B.A. Ph.D.
3	M.B.A	Dr.Sujay M.Khadilkar	Asst.Professor	B.E. M.B.A. Ph.D.
4	M.B.A	Dr.P.S.Lobo	Asso.Professor	B.Sc., L.L.B., M.B.A., Ph.D.
5	M.B.A	Mr.Mujir U.Makandar	Asst.Professor	M.Sc. M.B.A.
6	M.B.A	Mrs.Ranjana M.Chavan	Asst.Professor	M.A. M.B.A. M.Phil
7	M.B.A	Dr.Shashikant D.Kore	Asst.Professor	M.Com. M.Phil. M.B.A.PhD
8	M.B.A	Mr.Pravin S.Jadhav	Asst.Professor	M.Com. M.B.A. M.Phil
9	M.B.A	Mr.Kiran A. Pol	Asst.Professor	B.Sc. M.B.A.
10	M.B.A	Ms.Seem D. More	Asst.Professor	B.C.A. M.B.A.
11	M.B.A	Mr.Ranjeet H.Bhosale	Asst.Professor	B.B.A. M.B.A.M.Phil
12	M.B.A	Mr.Rohit A.Pawar	Asst.Professor	B.Sc. M.B.A. M.Phil.
13	M.B.A	Mrs.Shivali A.Ghatge	Asst.Professor	B.Sc. M.B.A.M.Phil. M.A.
14	M.B.A	Mrs.Gauri D.Chavan	Asst.Professor	B.Com. M.B.A.
15	M.B.A	Mrs.Reena A. Joshi	Asst.Professor	B.E. M.B.A.

11. List of senior visiting faculty: Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

- 30%

13. Student -Teacher Ratio (programme wise): 1:16

14. Number of academic support staff (technical) and administrative Staff; sanctioned and filled:

Academic Support Staff (Technical)-

Sanctioned: 2

Filled 2

Administrative Staff

Sanctioned: 12

Filled 12

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ M.Phil/PG./MASLP

Sr.No.	Qualification	Number of faculty
1	PhD	5
2	M Phil	5
3	PG	5

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

National, International funding agencies: Nil Total grants received: Nil

17. Departmental projects funded by DST-FIST; UGC, DBT,

ICSSR, etc. and total grants received: Nil

18. Research Centre /facility recognized by the University: No

19. Publications:

DETAILS OF FACULTY PUBLICATIONS

Sr.No.	Name of the faculty	National	International	Total
1	Dr.Mrs.V.S.Apte			
2	Dr.S.B.Pandit	05	-	05
3	Dr.S.M.Khadlikar	03	-	03
4	Prof.M.U.Makandar	04	05	09
5	Prof.R.M.Chavan	03	02	05
6	Prof.P.S.Jadhav	08	01	09
7	Prof.S.D.Kore	11	-	11
8	Prof.R.A.Pawar	02	-	02
9	Mr.R.H.Bhosle	06	-	06
10	Ms.S.D.More	03	-	03
11	Mrs.S.A.Ghatge	04	-	04
12	Mr.K.A.Pol	01	-	01
13	Mrs.G.D.Chavan	01	-	01

20. Areas of consultancy and income generated: Nil

**21. Faculty as members in a) National committees b)
International Committees c) Editorial Boards :** Nil

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental /programme: **Nil**
- b) Percentage of students placed for projects in organizations outside the Institution i.e.in Research laboratories/Industry/other agencies: **100%**

23. Awards/ Recognitions received by faculty and students:

- **Purushuttam Karandak championship**

Year	Name	Course	%	University Rank
2013	Mr.Patil Amar Shankar	M.B.A.	74.65	5
2015	Ms.JeswaniAartiRamchand	M.B.A.	70.65	1
2015	Ms.JeswaniAartiRamchand	M.B.A.	70.65	1
2015	Ms.Oswal Neha Himmat	M.B.A.	69.63	3

24. List of eminent academicians and scientists/ visitors to the department:

The following resource persons have visited the institute

Sr.No	Name of the eminent personality	Date	Position
1	Mr.Mothilalsa Meharwade	21.10.2011	Oracle Database Administrator
2	Dr.B.M.Hirdekar	15.01.2012	Ex.Controller of Exam, SU, Kolhapur
3	Dr.U.M.Deshmukh	15.01.2012	Reader & Head, Dept.of Operations Mgt. CSIBER
4	Dr.Manjusha Deshpande	09.03.2012	Director, Center for Community Dev., SU
5	Adv.Mrs.Geetanjali Deshmukh	20.08.2012	Advocate (Professional), Kolhapur
6	Dr.M.S.Padmini	30.08.2012	H.O.D. Dept.of Education, SU. Kolhapur
7	Mr.Suhas Joshi	14.10.2012	Security, Specialist with Congnizant, Bangalore
8	Mr.Rajeshkumar Pandey	14.10.2012	Professor, S.P.College, Kolhapur

Self Study Report: NAAC - 1st Cycle

9	Mr.Prashant Dongare	20.01.2013	Tech.Director, Goldmen Sachs, USA
10	Dr.M.A.Shaikh	16.02.2013	Principal (Retd.) Rayat Shikshan Santha, Satara
11	Mr.Kumendra Raheja	16.02.2013	Indira School of Business Studies, Pune
12	Dr.R.V.Kulkarni	16.02.2013	CSIBER, Kolhapur
13	Mr.Pravin Shetye	16.02.2013	Govt.College of Engg.Karad
14	Mr.Ajinkya Jagoje (CA)	03.03.2013	FCA, Kolhapur
15	Dr.Akalpita Arvindekar	08.03.2013	Dept.of Bio Chemistry, SU, Kolhapur
16	Mrs.Anagha Bhosale	08.03.2013	Asst.Gen.Manager, BSNL
17	Dr.Bharati Abhyankar	08.03.2013	Professional- Doctor
18	Dr.A.M.Gurav	25.07.2013	Shivaji University, Kolhapur
19	Mrs.Amita Jadhav	26.07.2013	Communication Trainer, Kolhapur
20	Mr.Charudatta Joshi	27.07.2013	Editor, B Channel, Kolhapur
21	Dr.N.K.Buva	30.07.2013	Professor, SU, Kolhapur
22	Mr.Nikhil Jocob	30.07.2013	Brand Mgr. Hindustan Unilever, Mumbai
23	Dr.Mangala Badadre-Patil	04.08.2013	Principal, Law College, Bharati Vidyapeeth, Kolhapur
24	Prof.Rajeshkumar Pandey	01.09.2013	Professor, S.P.College, Kolhapur
25	Mr.V.N.Deshpande	19.10.2013	Industrialist, Sound Castings, Kolhapur

Self Study Report: NAAC - 1st Cycle

26	Dr.S.B.Pandit	19.09.2013	Professor, KIT IMER
27	Mr.Sandeep Patil	Feb-14	Sr.Tech.Mgr, Philips, Bagalore
28	Mr.Narendra Kulkarni	Mar-14	Team Leader, Seed Infotech, Pune
29	Mr.Prasad Gawade	Mar-14	Sr.Tech. Assistant, Orcale Corp. Bangalore
30	Mr.Uttam Pawar	28.02.2014	Consulting Partner, KP Solutions, Kolhapur
31	Dr.Neeta Narake	08.03.2014	Cosmetologist, Face & Figure, Kolhapur
32	Mrs.Anuradha Kadam	08.03.2014	Sr.Corrrespondent, Maharashtra Times
33	Mr.Shirish Sapre	09.03.2014	Yash Metalics
34	Mr.Swapnil Choudhari & Mr.Girish Mahindrakar	09.03.2014	Expert Hub Industry Skill Dev.Center
35	Mr.Prashant Shinde	03.08.2014	Asst.RTO, Kolhapur
36	Mrs. Tanuja Shippurkar	05.08.2014	Social Worker
37	Mr.Akshay Shinde	07.08.2014	Alumni.
38	Mr.Darshan Shippurkar	08.08.2014	Ghatge Patil Inudstries, Kolhapur
39	Prof.Mrs.Sadhana Zadbuke	08.08.2014	Social Worker
40	Mr.Uday Bhosale	23.08.2014	Head HR, Brembo Brakes, Pune
41	Mr.Rajanish Vishwakarma	13.09.2014	Technophilia Systems, Robotics & Computer Applications
42	Mr.Harshvardhan Bhurke	21.01.2015	Br.Head, Star Union Dai Ichi, Life Insurance, Kolhapur

Self Study Report: NAAC - 1st Cycle

43	Mr.Sangram Patil	21.02.2015	COGNIZANT TECHNOLOGY, Pune
44	Mr.Deepak Chougule,	29.07.2015	Industrialist & Trustee Director, KIT IMER
45	Mr.Indrajeet Deshmukh.	30.07.2015	Additional Ceo, ZP, Kolhapur
46	Mr.Shashikant Pawar	01.08.2015	Marketing Mgr. Daily Pudhari
47	Mrs.P.P.Kulkarni	04.08.2015	A.P. KIT's College of Engg.Kolhapur
48	Mr.Manoj Mehata	14.08.2015	CMD, Mahalaxmi Re-cycles Pvt.Ltd.
49	Mr.Amar Kumbhar	29.08.2015	Sr.Tech. City Corpn. Pune

25. Seminars/ Conferences/Workshops organized and the source of funding

- a) National
- b) International

Sr.No.	Program	Year	National/ International	Source of funding
1	Faculty Development Program	2012	National	KITIMER and Shivaji University
2	Faculty Development Program	2013	National	KITIMER and Shivaji University
3	National Conference on -Tracks of Globalization	2014	National	KITIMER and Shivaji University
4	One day workshop on -Creating Performance driven culture in the companies	2014	National	Self
5	Six Sigma Yellow Belt Certification Workshop	2014	National	Self
6	National conference on -Resilience	2015	National	Self

26. Student profile programme/course wise:

Name of the course/program Year (MBA)	Application received	Selected	Enrolled		Pass percentage
			M	F	
2012-13	120	120	87	33	85%
2013-14	120	120	77	43	86.66%
2014-15	87	87	59	28	90.80%
2015-16	91	91	58	33	----

*M=Male F=Female

27. Diversity of Students (Data to be filled centrally)

Name of the course Year (MBA)	% of students from the same state	% of students from the other state	% of students from abroad
2012-13	100%	--	--
2013-14	100%	--	--
2014-15	100%	--	--
2015-16	100%	--	--

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc? :

Sr.No	Name of Student	Course	Designation and Name of Department
1.	Miss.RhutikaChougle	M.B.A.	SBI.,Kolhapur.
2.	Mr.AmitMagdum	M.B.A.	RBL,Kolhapur
3.	Miss.ManishaNaik	M.B.A.	SBI,Solhapur
4.	Mr.AvinashKharat	M.B.A.	NET.
5.	Mr.SadashivSadanande	M.B.A.	Agricultural Officer.

29. Student progression

Students progression	Against % enrolled
UG to PG	90%
PG to M.Phil	10%
PG to Ph.D	10%
Ph.D to Post-Doctoral	Nil
Employed	
Campus selection	20-30%
Other than campus	50%
Entrepreneurship/ Self employed	30%

30. Details of Infrastructural facilities

a) Library- 268 square meter space available including reading room.

b) Internet facilities for staff and students-

- 20Mbps internet connectivity through BSNL under the NMEICT Project, Funded by MHRD, Government of India.
- 30 MBPS Leased line over optical Fiber cable shared with KIT's COEK
- Round the clock wifi facility.

c) Class rooms with ICT- 4

d) Laboratories-1

31. Number of students receiving financial assistance from College, university, government or other agencies

Year	Financial assistance	Number of students
2012-13	Schoarship,Freeship	64
	EBC	42
	Minority	15
	Merit	2
2013-14	Schoarship,freeship	42
	EBC	51
	Minority	12
	Merit	1
2014-15	Scholarship,freeship	26
	EBC	50
	Minority	4
	Merit	2

32. Details on student enrichment programmes (special lectures / workshops / seminars) with external experts

Sr.No.	Date	Name of the Speaker	Position	Topic
1	21.10.2011	Mr.Mothilalsa Meharwade	Oracle Database Administrator	Oracle Application Development'
2	15.01.2012	Dr.B.M.Hirdekar	Ex.Controller of Exam, SU, Kolhapur	Communication Skills for Teachers in Professional Courses
3	15.01.2012	Dr.U.M.Deshmukh	Reader & Head, Dept.of Operations Mgt. CSIBER	Case Study Method in Mgt.Education
4	09.03.2012	Dr.Manjusha Deshpande	Director, Center for Community Dev., SU	Gender Issues & Mgt.Carrer
5	20.08.2012	Adv.Mrs.Geetanjali Deshmukh	Advocate (Professional), Kolhapur	Prevention & Prohibition of Ragging in Educational Institutes
6	30.08.2012	Dr.M.S.Padmini	H.O.D. Dept.of Education, SU. Kolhapur	Sexual Harrassment Prevention in Edu.Institutes'
7	14.10.2012	Mr.Suhas Joshi	Security, Specialist with Congnizant, Bangalore	Information Security'
8	14.10.2012	Mr.Rajeshkumar Pandey	Professor, S.P.College, Kolhapur	Talent Management
9	20.01.2013	Mr.Prashant Dongare	Tech.Director, Goldmen Sachs, USA	Data Center & Scenario'
10	16.02.2013	Dr.M.A.Shaikh	Principal (Retd.) Rayat Shikshan Santha, Satara	Excellence In Professional Teaching
11	16.02.2013	Mr.Kumendra Raheja	Indira School of Business Studies,	Green Marketing

Self Study Report: NAAC - 1st Cycle

			Pune	
12	16.02.2013	Dr.R.V.Kulkarni	CSIBER, Kolhapur	Research In I.T.
13	16.02.2013	Mr.Pravin Shetye	Govt.College of Engg.Karad	Augmented Reality
14	03.03.2013	Mr.Ajinkya Jagoje (CA)	FCA, Kolhapur	Budget 2013'
15	08.03.2013	Dr.Akalpita Arvindekar	Dept.of Bio Chemistry, SU, Kolhapur	Challenges Before Women in Professional Fields'
16	08.03.2013	Mrs.Anagha Bhosale	Asst.Gen.Manager, BSNL	Pursusing Different Carrers
17	08.03.2013	Dr.Bharati Abhyankar	Professional-Doctor	Medical Awareness among Working Women'
18	25.07.2013	Dr.A.M.Gurav	Shivaji University, Kolhapur	Managers for Future
19	26.07.2013	Mrs.Amita Jadhav	Communication Trainer, Kolhapur	Effective way of Communcation
20	27.07.2013	Mr.Charudatta Joshi	Editor, B Channel, Kolhapur	Management Of Media
21	30.07.2013	Dr.N.K.Buva	Professor, SU, Kolhapur	Importance Foreign Languages For Future Managers
22	30.07.2013	Mr.Nikhil Jocob	Brand Mgr. Hindustan Unilever, Mumbai	Ponds Workshop
23	04.08.2013	Dr.Mangala Badadre-Patil	Principal, Law College, Bharati Vidhyapeeth, Kolhapur	Anti-ragging
24	01.09.2013	Prof.Rajeshkumar Pandey	Professor, S.P.College, Kolhapur	Talent Management & Alumni Talk

Self Study Report: NAAC - 1st Cycle

25	19.10.2013	Mr.V.N.Deshpande	Industrialist, Sound Castings, Kolhapur	Globalization
26	19.09.2013	Dr.S.B.Pandit	Professor, KIT IMER	Creativity & Innovation
27	Feb-14	Mr.Sandeep Patil	Sr.Tech.Mgr, Philips, Bagalore	Microsoft Technology
28	Mar-14	Mr.Narendra Kulkarni	Team Leader, Seed Infotech, Pune	C ++ Programming
29	Mar-14	Mr.Prasad Gawade	Sr.Tech. Assistant, Orcale Corp Bangalore	Oracle Database
30	28.02.2014	Mr.Uttam Pawar	Consulting Partner, KP Solutions, Kolhapur	
31	08.03.2014	Dr.Neeta Narake	Cosmetologist, Face & Figure, Kolhapur	Technology & Beauty Science
32	08.03.2014	Mrs.Anuradha Kadam	Sr.Corrospondent, Maharashtra Times	Status of Women in Social media
33	09.03.2014	Mr.Shirish Sapre	Yash Metalics	Six Sigma Yellow Belt Certification Workshop
34	09.03.2014	Mr.Swapnil Choudhari & Mr.Girish Mahindrakar	Expert Hub Industry Skill Dev.Center	Six Sigma Yellow Belt Certification Workshop
35	03.08.2014	Mr.Prashant Shinde	Asst.RTO, Kolhapur	Student Awareness about Road Safety
36	05.08.2014	Mrs. Tanuja Shippurkar	Social Worker	Social Work Importance for Mgt.Studies
37	07.08.2014	Mr.Akshay Shinde	Alumni.	Event Management Skills (Alumni Talk)
38	08.08.2014	Mr.Darshan	Ghatge Patil Inudstries,	Export Marketing

Self Study Report: NAAC - 1st Cycle

		Shippurkar	Kolhapur	
39	08.08.2014	Prof.Mrs.Sadhana Zadbuke	Social Worker	Prevention of Sexual Harrassment
40	23.08.2014	Mr.Uday Bhosale	Head HR, Brembo Brakes, Pune	Creative Performance Driven Culture
41	13.09.2014	Mr.Rajanish Vishwakarma	Technophilia Systems, Robotics & Computer Applications	Anroid Application Development
42	21.01.2015	Mr.Harshvardhan Bhurke	Br.Head, Star Union Dai Ichi, Life Insurance, Kolhapur	Glories of Marketing
43	21.02.2015	Mr.Sangram Patil	COGNIZANT TECHNOLOGY, Pune	Web Technology
44	29.07.2015	Mr.Deepak Chougule,	Industrialist & Trustee Director, KIT IMER	Inaugural Speech, Induction Prog.
45	30.07.2015	Mr.Indrajeet Deshmukh.	Additional Ceo, ZP, Kolhapur	Todays' Youth & Personality Development
46	01.08.2015	Mr.Shashikant Pawar	Marketing Mgr. Daily Pudhari	Marketing & Anumni
47	04.08.2015	Mrs.P.P.Kulkarni	A.P. KIT's College of Engg.Kolhapur	Ragging & Sexual Harrassment
48	14.08.2015	Mr.Manoj Mehata	CMD, Mahalaxmi Re-cycles Pvt.Ltd.	E-Waste Management
49	29.08.2015	Mr.Amar Kumbhar	Sr.Tech. City Corpn. Pune	Java Technology

33. Teaching methods adopted to improve student learning:

- Multimedia Presentation.
- Use of ICT
- White Board Flipped Class
- Over Head Projector (OHP)
- Group Discussions
- Case study
- Seminars
- Management games

34. Participation in Institutional Social Responsibility (ISR) and Extension activities.

- Arrangement of blood donation camps in the institute
- Visiting to NGOs to give donation
- Visiting the orphanage to give donations on first week of August, 15th August or 26th January
- Rotary Club collaboration
- Gathering in local area
- Purchases or services from local area

35. SWOC analysis of the department and future

plans

Strengths

a) Faculty:

Well qualified and experienced faculty belonging to all cadres with diversified specializations form the backbone of the Institute's academic environment. The institute has maximum number of faculties having corporate experience in Engineering as well as Managerial field. Out of 23 faculties 6 faculties have corporate experience, 11 faculties are having more than 10 years work experience and all are having postgraduate and higher degrees. The institute has four Ph.D. holders and along with it four other faculty members have registered for Ph.D. out of which 1 has submitted their work. This makes our institute as institute with strong faculty base.

b) Infrastructure:

A well-developed infrastructure with a built-up area of m² comprising of Well furnished Lecture Rooms, Syndicate Rooms, Common Rooms, Well Equipped Library and Reading Room and Independent Computer Labs. This is the major strengths of the Institute;

c) Trusted Brand :

Institute of Management Education and Research has emerged as a brand of quality higher education in Western Maharashtra, making the Institute a preferred choice of students and parents. We have a track record of becoming the institute of first choice since inception. The number of companies visiting our campus for placement is growing year by year.

d) Effective teaching learning pedagogy :

The institute has a unique teaching learning program based on contemporary industrial requirements. Our trustees are keen to inculcate relevant and contemporary knowledge to students. This has in formation of innovative teaching learning program wherein students not only get theoretical knowledge but are aware about recent trends in management and technology.

Weakness

To understand the weaknesses the institute conducted brainstorming at different levels involving the management a in it, at latter stage. Mainly the institute lags in research work it is observed. Though one third of the faculties have either completed their Doctorate or in the last phase of their research work the institute could not demonstrate its ability to carry out research for corporate, job providers. This observation is alarming.

Opportunities

There is a growing demand for management graduates who possess sound management knowledge, problem-solving skills, and ability to work in heterogeneous groups. The economic, industrial, and academic environment offers a number of opportunities to develop the Institute as a centre of educational excellence.

Challenges

The changing external environments pose certain challenges to the Institute's functioning and development. First, there is an increase in severity of competition from new and upcoming unaided institutes in the region. Also, student catchment is shrinking geographically as a result of upcoming institutes in different parts of the state in specific, and country in general. This has led to diminishing input quality and diversity of incoming students.

Future plan:

- To organize an international conference every alternate year and national conference every year.
- To start a management development center where workshop, skill development and training programs will be organized for persons from industry, trade, service and academics.
- To go for autonomy after completing mandatory conditions of university.
- To start short term programs in new and developing fields such as digital marketing, family managed business, office staff skill development etc.

EVALUATIVE REPORT OF THE DEPARTMENTS

1. Name of the department: MCA
2. Year of Establishment: 2009
3. Names of Programmes offered (UG, PG, etc.)

NAME OF THE PROGRAM	PG/UG
Master of Computer Application	PG

4. Names of Interdisciplinary courses and the departments/units involved:

Sr.No.	Name of Interdisciplinary courses	Department involved
1	Accounts for managers	MBA
2	Principles and practices of management	MBA
3	Communication skills	MBA

5. Annual/ semester/choice based credit system (Programme wise):
Choice based Credit System (CBCS)

6. Participation of the department in the courses offered by other departments:

Sr. No.	Subject/courses offered	Department
1	IT for management	MBA
2	Management information system	MBA
3	System specializations	MBA

7 Courses in collaboration with other universities, industries, foreign institutions, etc.

Nil

8. Details of courses/programmes discontinued (if any) with reasons:

Nil

9. Number of Teaching posts:

Post	Sanctioned	Filled
Professors	1	0
Associate Professors	3	0
Asst. Professors	8	2

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./ M. Phil. etc.,)

Sr.No	Name	Qualification	Designation	No. of years of Experience
1	Mr.Sunil S.Patil	B.Sc. M.C.A.	Asst.Professor	13
2	Mr.Nitin P.Shirgaonkar	B.Sc. M.C.A.	Asst.Professor	3
3	Mr.Vinayak P.Kagale	B.Sc. M.C.A.	Asst.Professor	5
4	Mr.Deelip B.Desai.	B.A. M.C.M. M.C.A. M.Phil	Asst.Professor	14
5	Ms.Navni P.Chougale	B.C.S. M.C.A.	Asst.Professor	3
6	Mrs.Mrudula K.Patkar	B.Sc. M.C.A. M.Phil	Asst.Professor	8
7	Miss.Ankita J. Naik	B.C.S. M.C.A.	Asst.Professor	2
8	Mr.Vinod A. Patil	B.Sc. M.C.A.	Asst.Professor	3
9	Miss.Pratiksha P. Kamble	B.C.S. M.C.A.	Asst.Professor	2

11. List of senior visiting faculty: Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 60%

13. Student -Teacher Ratio (programme wise): 1:20

14. Number of academic support staff (technical) and administrative Staff; sanctioned and filled:

staff	Sanctioned	Filled
Academic Support Staff (Technical)	2	2
Administrative Staff	12	12

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ M.Phil/PG./MASLP

Sr.No.	Qualification	Number of faculty
1	PhD	0
2	M Phil	2
3	PG	7

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

National, International funding agencies: Nil Total grants received: Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: Nil

18. Research Centre /facility recognized by the University: No

19. Publications:

Details of faculty publications

Sr.No.	Name of faculty	National	International	Total
1	Prof.S.S.Patil	02	-	02
2	Prof.V.P.Kagale	03	-	03
3	Prof.D.B.Desai	02	01	03
4	Ms.N.P.Chougule	02	-	02
5	Mrs.M.K.Patkar	-	04	04

20. Areas of consultancy and income generated: Nil

**21. Faculty as members in a) National committees b)
International Committees c) Editorial Boards : Nil**

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental /programme:
100%
- b) Percentage of students placed for projects in organizations outside the
Institution i.e.in Research laboratories/Industry/other agencies:
100%
(MCA III Semester VI students undergo Internship Project)

23. Awards/ Recognitions received by faculty and students:

Year	Name	Course	Percentage	University Rank
2012	Ms.Bharmagonda Priyanka S.	M.C.A.	78.68	2
2012	Mr.Karee Chandan Shreehari	M.C.A.	78.28	3
2012	Mr.Nadaf Amin Ali.	M.C.A.	77.58	4
2015	Ms.Patil Kalyani Janardan	M.C.A.	81.20	1
2015	Mr.Kadam Suraj Kumar	M.C.A.	79.50	2
2015	Mr.Joshi Chintan Vivek	M.C.A.	78.48	4
2015	Mr.Desai Vinayak Tanaji	M.C.A.	77.13	8

24. List of eminent academicians and scientists/ visitors to the department:

The following resource persons have visited the institute

Sr.No	Name of the eminent personality	Date	Position
1	Mr.Mothilalsa Meharwade	21.10.2011	Oracle Database Administrator
2	Dr.B.M.Hirdekar	15.01.2012	Ex.Controller of Exam, SU, Kolhapur
3	Dr.U.M.Deshmukh	15.01.2012	Reader & Head, Dept.of Operations Mgt. CSIBER
4	Dr.Manjusha Deshpande	09.03.2012	Director, Center for Community Dev., SU
5	Adv.Mrs.Geetanjali Deshmukh	20.08.2012	Advocate (Professional),Kolhapur
6	Dr.M.S.Padmini	30.08.2012	H.O.D. Dept.of Education, SU. Kolhapur
7	Mr.Suhas Joshi	14.10.2012	Security, Specialist with Congnizant, Bangalore
8	Mr.Rajeshkumar Pandey	14.10.2012	Professor, S.P.College, Kolhapur
9	Mr.Prashant Dongare	20.01.2013	Tech.Director, Goldmen Sachs, USA
10	Dr.M.A.Shaikh	16.02.2013	Principal (Retd.) Rayat Shikshan Santha, Satara
11	Mr.Kumendra Raheja	16.02.2013	Indira School of Business Studies, Pune
12	Dr.R.V.Kulkarni	16.02.2013	CSIBER, Kolhapur
13	Mr.Pravin Shetye	16.02.2013	Govt.College of Engg.Karad

Self Study Report: NAAC - 1st Cycle

14	Mr.Ajinkya Jagoje (CA)	03.03.2013	FCA, Kolhapur
15	Dr.Akalpita Arvindekar	08.03.2013	Dept.of Bio Chemistry, SU, Kolhapur
16	Mrs.Anagha Bhosale	08.03.2013	Asst.Gen.Manager, BSNL
17	Dr.Bharati Abhyankar	08.03.2013	Professional- Doctor
18	Dr.A.M.Gurav	25.07.2013	Shivaji University, Kolhapur
19	Mrs.Amita Jadhav	26.07.2013	Communication Trainer, Kolhapur
20	Mr.Charudatta Joshi	27.07.2013	Editor, B Channel, Kolhapur
21	Dr.N.K.Buva	30.07.2013	Professor, SU,Kolhapur
22	Mr.Nikhil Jocob	30.07.2013	Brand Mgr. Hindustan Unilever, Mumbai
23	Dr.Mangala Badadre-Patil	04.08.2013	Principal, Law College, Bharati Vidhyapeeth, Kolhapur
24	Prof.Rajeshkumar Pandey	01.09.2013	Professor, S.P.College, Kolhapur
25	Mr.V.N.Deshpande	19.10.2013	Industrialist, Sound Castings, Kolhapur
26	Dr.S.B.Pandit	19.09.2013	Professor, KIT IMER
27	Mr.Sandeep Patil	Feb-14	Sr.Tech.Mgr, Philips, Bagalore
28	Mr.Narendra Kulkarni	Mar-14	Team Leader, Seed Infotech, Pune
29	Mr.Prasad Gawade	Mar-14	Sr.Tech. Assistant, Orcale Corp. Bangalore
30	Mr.Uttam Pawar	28.02.2014	Consulting Partner, KP Solutions, Kolhapur

Self Study Report: NAAC - 1st Cycle

31	Dr.Neeta Narake	08.03.2014	Cosmetologist, Face & Figure, Kolhapur
32	Mrs.Anuradha Kadam	08.03.2014	Sr.Corrospondent, Maharashtra Times
33	Mr.Shirish Sapre	09.03.2014	Yash Metalics
34	Mr.Swapnil Choudhari & Mr.Girish Mahindrakar	09.03.2014	Expert Hub Industry Skill Dev.Center
35	Mr.Prashant Shinde	03.08.2014	Asst.RTO, Kolhapur
36	Mrs. Tanuja Shippurkar	05.08.2014	Social Worker
37	Mr.Akshay Shinde	07.08.2014	Alumni.
38	Mr.Darshan Shippurkar	08.08.2014	Ghatge Patil Inudstries, Kolhapur
39	Prof.Mrs.Sadhana Zadbuke	08.08.2014	Social Worker
40	Mr.Uday Bhosale	23.08.2014	Head HR, Brembo Brakes, Pune
41	Mr.Rajanish Vishwakarma	13.09.2014	Technophilia Systems, Robotics & Computer Applications
42	Mr.Harshvardhan Bhurke	21.01.2015	Br.Head, Star Union Dai Ichi, Life Insurance, Kolhapur
43	Mr.Sangram Patil	21.02.2015	COGNIZANT TECHNOLOGY, Pune
44	Mr.Deepak Chougule,	29.07.2015	Industrialist & Trustee Director, KIT IMER
45	Mr.Indrajeet Deshmukh.	30.07.2015	Additional Ceo, ZP, Kolhapur
46	Mr.Shashikant Pawar	01.08.2015	Marketing Mgr. Daily Pudhari
47	Mrs.P.P.Kulkarni	04.08.2015	A.P. KIT's College of Engg.Kolhapur

48	Mr.Manoj Mehata	14.08.2015	CMD, Mahalaxmi Re-cycles Pvt.Ltd.
49	Mr.Amar Kumbhar	29.08.2015	Sr.Tech. City Corpn. Pune

25. Seminars/ Conferences/Workshops organized and the source of funding

- a) National
- b) International

Sr.No.	Program	Year	National/ International	Source of funding
1	Faculty Development Program	2012	National	KITIMER and Shivaji University
2	Faculty Development Program	2013	National	KITIMER and Shivaji University
3	National Conference on -Tracks of Globalization	2014	National	KITIMER and Shivaji University
4	One day workshop on -Creating Performance driven culture in the companies	2014	National	Self
5	Six Sigma Yellow Belt Certification Workshop	2014	National	Self
6	National conference on -Resilience	2015	National	Self

26. Student profile programme/course wise:

Name of the Programme - M.C.A.	Applications Received	Selected	Enrolled		Passed	Pass Percentage
			Male	Female		
2011-12	60	60	38	22	59	98.33
2012-13	60	60	41	19	58	96.66
2013-14	67	67	27	40	61	91.04
2014-15	48	48	27	21	43	89.58
2015-16	49	49	29	20	--	--

27. Diversity of Students (Data to be filled centrally)

Name of the Programme - M.C.A.	Total Admissions	% of students from the same state	% of students from the Other state	% of students from abroad
2011-12	60	98.33 (59)	1.67 (1)	0
2012-13	60	98.33 (59)	1.67 (1)	0
2013-14	67	98.50 (66)	1.50 (1)	0
2014-15	48	97.91 (47)	2.09 (1)	0
2015-16	49	97.96(48)	2.04 (1)	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc? :

Nil

29. Student progression

Students progression	Against % enrolled
UG to PG	Nil
PG to M.Phil	Nil
PG to Ph.D	Nil
Ph.D to Post-Doctoral	Nil
Employed	
Campus selection	20-30%
Other than campus	60%
Entrepreneurship/ Self employed	5%

30. Details of Infrastructural facilities

a) Library- Library with Web OPAC and e-resources like J-gate, EBSCO and IEEE e-journals.

b) Internet facilities for staff and students-

- 20Mbps internet connectivity through BSNL under the NMEICT Project, Funded by MHRD, Government of India.
- 30 MBPS Leased line over optical Fiber cable shared with KIT's COEK
- Round the clock wifi facility.

c) Class rooms with ICT- 3classrooms are equipped with ICT facility

d)Laboratories- 3 Computer labs with latest configuration

31. Number of students receiving financial assistance from College, university, government or other agencies

Year	Financial assistance	Number of students
2012-13	Schoarship, Freeship	54
	EBC	54
	Minority	15
	Merit	2
2013-14	Schoarship, freeship	52
	EBC	57
	Minority	12
	Merit	1
2014-15	Scholarship,freeship	44
	EBC	59
	Minority	4
	Merit	2

32. Details on student enrichment programmes (special lectures / workshops / seminars) with external experts

Sr.No.	Date	Name of the Speaker	Position	Topic
1	21.10.2011	Mr.Mothilalsa Meharwade	Oracle Database Administrator	Oracle Application Development‘
2	15.01.2012	Dr.B.M.Hirdekar	Ex.Controller of Exam, SU, Kolhapur	Communication Skills for Teachers in Professional Courses
3	09.03.2012	Dr.Manjusha Deshpande	Director, Center for Community Dev., SU	Gender Issues & Mgt.Carrer
4	20.08.2012	Adv.Mrs.Geetanjali Deshmukh	Advocate (Professional), Kolhapur	Prevention & Prohibition of Ragging in Educational Institutes

Self Study Report: NAAC - 1st Cycle

5	30.08.2012	Dr.M.S.Padmini	H.O.D. Dept.of Education, SU. Kolhapur	Sexual Harrassment Prevention in Edu.Institutes‘
6	14.10.2012	Mr.Suhas Joshi	Security, Specialist with Congnizant, Bangalore	Information Security‘
7	14.10.2012	Mr.Rajeshkumar Pandey	Professor, S.P.College, Kolhapur	Talent Management
8	20.01.2013	Mr.Prashant Dongare	Tech.Director, Goldmen Sachs, USA	Data Center & Scenario‘
9	16.02.2013	Dr.M.A.Shaikh	Principal (Retd.) Rayat Shikshan Santha, Satara	Excellence In Professional Teaching
10	16.02.2013	Dr.R.V.Kulkarni	CSIBER, Kolhapur	Research In I.T.
11	16.02.2013	Mr.Pravin Shetye	Govt.College of Engg.Karad	Augmented Reality
12	03.03.2013	Mr.Ajinkya Jagoje (CA)	FCA, Kolhapur	Budget 2013‘
13	08.03.2013	Dr.Akalpita Arvindekar	Dept.of Bio Chemistry, SU, Kolhapur	Challenges Before Women in Professional Fields‘
14	08.03.2013	Mrs.Anagha Bhosale	Asst.Gen.Manager, BSNL	Pursusing Different Carrers
15	08.03.2013	Dr.Bharati Abhyankar	Professional-Doctor	Medical Awareness among Working Women‘
16	25.07.2013	Dr.A.M.Gurav	Shivaji	Managers for

Self Study Report: NAAC - 1st Cycle

			University, Kolhapur	Future
17	26.07.2013	Mrs.Amita Jadhav	Communication Trainer, Kolhapur	Effective way of Communication
18	27.07.2013	Mr.Charudatta Joshi	Editor, B Channel, Kolhapur	Management Of Media
19	04.08.2013	Dr.Mangala Badadre-Patil	Principal, Law College, Bharati Vidyapeeth, Kolhapur	Anti-ragging
20	01.09.2013	Prof.Rajeshkumar Pandey	Professor, S.P.College, Kolhapur	Talent Management & Alumni Talk
21	19.10.2013	Mr.V.N.Deshpande	Industrialist, Sound Castings, Kolhapur	Globalization
22	19.09.2013	Dr.S.B.Pandit	Professor, KIT IMER	Creativity & Innovation
23	Feb-14	Mr.Sandeep Patil	Sr.Tech.Mgr, Philips, Bagalore	Microsoft Technology
24	Mar-14	Mr.Narendra Kulkarni	Team Leader, Seed Infotech, Pune	C ++ Programming
25	Mar-14	Mr.Prasad Gawade	Sr.Tech. Assistant, Orcale Corp. Bangalore	Oracle Database
26	28.02.2014	Mr.Uttam Pawar	Consulting Partner, KP Solutions, Kolhapur	Recent trends in technology
27	08.03.2014	Dr.Neeta Narake	Cosmetologist, Face & Figure,	Technology & Beauty

Self Study Report: NAAC - 1st Cycle

			Kolhapur	Science
28	08.03.2014	Mrs.Anuradha Kadam	Sr.Corrospondent, Maharashtra Times	Status of Women in Social media
29	03.08.2014	Mr.Prashant Shinde	Asst.RTO, Kolhapur	Student Awareness about Road Safety
30	08.08.2014	Mr.Darshan Shippurkar	Ghatge Patil Inudstries, Kolhapur	Export Marketing
31	08.08.2014	Prof.Mrs.Sadhana Zadbuke	Social Worker	Prevention of Sexual Harrassment
32	23.08.2014	Mr.Uday Bhosale	Head HR, Brembo Brakes, Pune	Creative Performance Driven Culture
33	13.09.2014	Mr.Rajanish Vishwakarma	Technophilia Systems, Robotics & Computer Applications	Anroid Application Development
34	21.02.2015	Mr.Sangram Patil	COGNIZANT TECHNOLOGY, Pune	Web Technology
35	29.07.2015	Mr.Deepak Chougule,	Industrialist & Trustee Director, KIT IMER	Inaugural Speech, Induction Prog.
36	30.07.2015	Mr.Indrajeet Deshmukh.	Additional Ceo, ZP, Kolhapur	Todays' Youth & Personality Development
37	04.08.2015	Mrs.P.P.Kulkarni	A.P. KIT's College of Engg.Kolhapur	Ragging & Sexual Harrassment
38	14.08.2015	Mr.Manoj Mehata	CMD, Mahalaxmi Re-cycles	E-Waste Management

			Pvt.Ltd.	
39	29.08.2015	Mr.Amar Kumbhar	Sr.Tech. City Corp. Pune	Java Technology
40	02.10.2015 to 09.10.2015	Mr. Dhahanjay Padalkar	Director, Vishwanet Computers, Kop	Android Technology

33. Teaching methods adopted to improve student learning:

- Multimedia Presentation.
- Use of ICT
- White Board Flipped Class
- Group Discussions
- Case study
- Seminars

34. Participation in Institutional Social Responsibility (ISR) and Extension activities.

- Arrangement of blood donation camps in the institute
- Visiting to NGOs to give donation
- Visiting the orphanage to give donations on first week of August, 15th August or 26th January
- Rotary Club collaboration
- Gathering in local area

35. SWOC analysis of the department and future plans

Strengths

- Experienced and well qualified team of faculty members.
- The infrastructural support offered by the Institute to the students can be compared with the best.
- The teacher-student ratio makes possible for teachers to successfully address individual needs of the students.
- State of art technology with PC's, server and Wi-Fi enabled environment.
- Members of faculty in the department are Dedicated and Committed.
- Department has the consistency in achieving the pass percentage of 90% and above in the university semester exams.

Weakness

- Industry – institution interaction to be strengthened further.
- Consultancy activities need improvement.
- Activities contributing to research still need improvement.

Opportunities

- To provide need based training, research and consultancy.
- Further encourage student's literacy activities by initiating new publication.
- Value Added Programme aiding them for placement through on-campus and off-campus as well as for self-employment.
- Introduce courses with Industry Certification to benefit students.

Challenges

- To impress upon students, the need to new technologies for enhancing their employability.
- Increasing the number of students employed through campus placement.
- Students with diverse background with diverse needs.
- Building leadership qualities among the students.

Future plan:

- To establish Industry – institution interaction to enhance job opportunities
- Consultancy activities need improvement
- To establish language laboratory for improving the communication and writing skills
- To organize an national and international conference every year.
- More autonomy in admission procedure to attract international students.

Self Study Report: NAAC - 1st Cycle

R.S. No. 200 B, Gokul Shirgaon,
Kolhapur - 416 234.
Maharashtra, INDIA.
Tel. +91 - 231-2636266, 2639176
Fax +91 - 231-2639176
Visit us at : www.kit-imer.com
E-Mail : kitimer@dataone.in



(Approved by Govt. of Maharashtra & AICTE, Affiliated to Shivaji University, Kolhapur)

Declaration by the Head of the Institution

I certify that the data included in this Self-study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions and no part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

Place: Kolhapur



V.S.Apte
Dr. Vishakha S.Apte.
Director.
KIT-IMER

Date: 29th December, 2015

Self Study Report: NAAC - 1st Cycle



Estd : 1962

"A" Re-accredited by
NAAC (2014) With
CGPA-3.16

SHIVAJI UNIVERSITY, KOLHAPUR - 416 004 MAHARASHTRA

PHONE: EPBX - 2609000 FAX: 0091-0231-2691533 & 0091-0231-692333

शिवाजी विद्यापीठ, कोल्हापूर - ४१६ ००४ महाराष्ट्र

दूरध्वनी इंफीवीएक्स- २६०९००० संलग्नता टी-२ विभाग दूरध्वनी -०२३१ - २६०९०९९
संचालक. वी.री.यु.डी. कार्यालय, दूरध्वनी : (थेट) ०२३१ - २६०९०७०

संदर्भ क्र.संलग्नता/टी-२/ज्ञोटीडी/विद्यापरिषद विषय क्र.६३/दि. १७/०७/२०१४/ वि.

प्रति,

वा. संचालक,

कोल्हापूर इन्स्टिट्युट ऑफ टेक्नोलॉजीचे,
इन्स्टिट्युट ऑफ मैनेजमेंट एज्युकेशन ऑण्ड रिसर्च,
गोकुळ शिरगाव, कोल्हापूर.

१०४४५२८ १७ JUL 2018

दिष्य :- आपल्या महाविद्यालयाच्या खालील अभ्यासक्रमांच्या संलग्नीकरण प्रकारावावत विद्यापीठाची
मान्यता.

संदर्भ :- आपला जा. क्र. कैआयटी/आयएमझार/१९३, दि.१६/०८/२०१४ चा प्रस्ताव.

महोदय,

उपरोक्त विषय व संदर्भानुसार आपणास कळविण्यात येते की, आपल्या महाविद्यालयाकडून जून, २०१५
पासून मान्यतेसाठी खालील संलग्नीकरण प्रकाराचे व अभ्यासक्रमाचे प्रस्ताव प्राप्त झाले होते. या प्रस्तावाचा
च्यानिक चौकशी समितीने व छाननी समितीने घातलेल्या खालील अटी पुरतीच्या अधीन राहून विद्यापीठाने
पुढीलप्रमाणे मान्यता दिली आहे.

अ.क्र.	संलग्नीकरणाचा प्रकार	अभ्यासक्रम/शाखा	विषय	विद्यापीठाची मान्यता
१.	नुतनीकरण	वी.वी.ए. भाग - २, ३	संपूर्ण अभ्यासक्रम	जून, २०१५ पासून एका शैक्षणिक वर्षासाठी (एक (०१) वर्षासाठी)
		एम. वी. ए. भाग - १,२	संपूर्ण अभ्यासक्रम	
		एम.सी.ए. भाग - १,२ व ३	संपूर्ण अभ्यासक्रम	

च्यानिक चौकशी समितीने व छाननी समितीने नमूद केलेल्या अटी खालीलप्रगाणे आहेत.

अ)	वी.वी.ए. भाग - २, ३	शैक्षणिक वार्वीविषयी -
१	ग्रंथपाल यांची विद्यापीठ निवड समितीगाफ्त नियुक्ती करावी.	
२	शारीरिक शिक्षण संचालक यांची विद्यापीठ निवड समितीगाफ्त नियुक्ती करावी.	
३	तीन सहाय्यक रिक्तपदे भरावीत.	
ब)	भांतिक सुविधांविषयी -	
१	महाविद्यालयाचे संकेतरथळ अपडेट करावे.	
क)	शिक्षक शिक्षकेतर कर्मचारी व विद्यार्थ्यांच्या कागदपत्राविषयी -	
१	सवागुरुसंकेत ठेण्यात यावीत.	
२	एम.सी.ए. भाग - १,२ व ३	
अ)	शैक्षणिक वार्वीविषयी -	
१	१ प्रोफेसर, ३ असोसिएट प्रोफेसर व ६ अरिस्टर्ट प्रोफेसर ही पदे विद्यापीठ निवड समितीगाफ्त भरावीत.	
२	ग्रंथपाल व शारीरिक शिक्षण संचालक ही पदे विद्यापीठ निवड समितीगाफ्त भरावीत.	
ब)	भांतिक सुविधांविषयी -	
१	रु. ५०,०००/- ची पुस्तके खरेदी करावीत.	३७७

२

-२-

Self Study Report: NAAC - 1st Cycle

-२-

क)	शिक्षक शिक्षकेतर कर्मचारी व विद्यार्थ्यांच्या कागदपत्राविषयी -
१	रोवापुस्तके अद्यावत ठेवावीत.
	एम. बी. ए. भाग - १,२
अ)	शैक्षणिक तारीखिकी -
१	१ प्राच्यापक, २ सहर्योगी प्राच्यापक आणि ३ महार्यक प्राच्यापक याची विद्यापीठ निवड समितीमार्फत नेमणूक करणेत यावी.
२	ग्रंथपात्र याची विद्यापीठ समितीमार्फत नेमणूक करणेत यावी.
३	शास्रीरिक शिहण रायातक याची विद्यापीठ समितीमार्फत नेमणूक करणेत यावी.
ब)	भौतिक रुचिपांचिपणी -
१	रु. ५०,०००/- पर्यंतची पुस्तके खरेवी करणेत यावी.
क)	शिक्षक शिक्षकेतर कर्मचारी व विद्यार्थ्यांच्या कागदपत्राविषयी -
१	सर्व सेवकांची रोवापुस्तके अद्यावत ठेवणेत यावीत.
२	शिक्षक व शिक्षकेतर कर्मचारी याना प्रचलित दराने महागाई भर्ता अदा करणेत यावा.

संलग्नीकरणाच्या नुतनीकरणाची मान्यता ही रथानिक चौकशी समितीने व छाननी समितीने घातलेल्या अटी पूर्ततेच्या अवीन राहून केली असल्याने आपल्या महाविद्यालयाने रादरच्या सर्व अटीची पूर्ता करून संवयित कागदपत्रांच्या सत्यप्रतीसह अटीपूर्तता अहवाल या पत्राच्या दिनांकापारासून दोन महिन्यात विद्यापीठास सादर करावा. त्या अटीची पूर्तता केल्यानंतर व त्यास विद्यापरिषदेने मान्यता दिल्यानंतरच सदरच्या संलग्नीकरणाच्या नुतनीकरणाची मान्यता कायम केली जाईल याची कृपया नोंद घ्यावी.

तरोच उपरोक्त मान्यतेचा कालावधी लक्षात घेऊन पुढीत मान्यतेचा प्ररताव विहीत शुल्कग्राहक विद्यापीठास पुढीत सादर करण्याची योग्य ती दक्षता घ्यावी.

कळावे,

आपला विश्वासऱ्या

३१

रांचीतक

प्राविद्यालय व विद्यापीठ विकास मंडळ

प्रत :- १. पात्रता विभाग,

४. अभ्यास मंडळे विभाग

२. संवयित परीक्षा विभाग,

३. परीक्षक नियुक्ती विभाग,

४. संलग्नता (शिक्षक मान्यता) विभाग.

Self Study Report: NAAC - 1st Cycle

SU/PG/Affi/ 3255

Date 7

6 JUL 19

The Chairman,
Kolhapur Institute of Technology's
Institute of Management,
Education & Research, Kolhapur.

Sub :- Affiliation/ for teaching Post-Graduate Courses.

Ref :- No. KIT/MBA/171 dt. 7-6-94.

Sir,

With reference to the subject and reference noted above, I am directed to inform you that the KITS Institute of Management, Education & Research, Kolhapur has been granted affiliation for teaching the following Post-Graduate course for a period of one year from the academic year 1994-95 only (i.e. for the 1994-95) on a No grant Basis pending approval from the Government.

FACULTY

Commerce

SUBJECT

M.B.A. Part-I

The conditions mentioned below shall have to be fulfilled by the College before starting these Courses.

- 1) The Institute should appoint Principal/Director and other teaching and non-teaching staff as per the AICTE and Shivaji University Rules.
- 2) The Institute should purchase necessary books & periodicals before the commencement of the classes.
- 3) The Management should provide the necessary financial assistance to the course and when required.

TRUE COPY

P.T.O.



V.S. Apte
Dr. Vishakha Apte
Director
KIT's Institute of Mgt. Education
& Research, KOLHAPUR

Self Study Report: NAAC - 1st Cycle

- 4 -
- 4) The Management should create a endowment Fund of Rs. 10 Lakh.
 - 5) A separate Governing Council should be constituted as per the guidelines of AICTE.

Please note that if the above mentioned course could not be started for any reason, the affiliation granted shall stand automatically cancelled.

The College shall have to submit fresh application for affiliation as per provision laid down in O.151A.

I am directed to request you to submit a compliance report about fulfilment of the conditions mentioned above by 30-7-94. The list of books purchased should be forwarded mentioning the accession numbers of the books.

Please note that unless the full compliance report is submitted to the University and prior permission of the University is obtained no students should be admitted for the above mentioned courses.

Yours faithfully,

S. R. REGISTRAR.

O/C - hastu
A-7

O/C
A-7

M. H. S.
A-7

Self Study Report: NAAC - 1st Cycle



B+(*****)
Accredited by
NAAC

SHIVAJI UNIVERSITY, KOLHAPUR 416 004, MAHARASHTRA
PHONE : EPABX - 2609000 GRAM : UNISHIVAJI
शिवाजी विद्यापीठ, कोल्हापूर - ४१६ ००४, महाराष्ट्र
दूरध्वनी : (ईपीएनीएफ) २६०९००० Affiliation - २६०९०८९ / ९९३६
तार : गुनेशिवाजी फँक्स : ००९१-२३१-२६९९५३३ व ००९१-२३१-२६९९२३३३

जा.क्र. एसयु/पीजी/ऑफि/एसएसपी/ ७६५४ ,

दिनांक: ५

प्रति,
मा.अध्यक्ष/सचिव,
कोल्हापूर इन्स्टिट्यूट ऑफ टेक्नॉलॉजीचे
इन्स्टिट्यूट ऑफ मैनेजमेंट एज्युकेशन
अॅण्ड रिसर्च, (आयएमईआर),
गोकुळ शिरगांव, जि.कोल्हापूर.

17 OCT 2008

विषय:- एम.सी.ए. हा नवीन पदव्युत्तर अभ्यासक्रम सुरु करण्याबाबत...

- संदर्भ: १. आपले जा.क्र.केआयटी/आयएमईआर/२२५ दि.२५/०९/२००८ चे पत्र.
२. ए.आय.सी.टी.ई., नवी दिल्ली याचे ४३१-२७-४०/MCP (M) ९४
दि.१४/०८/२००८ चे पत्र.

महोदय,

उपरोक्त विषय संदर्भीय पत्रान्वये आपण ए.आय.सी.टी.ई., नवी दिल्ली यांनी एम.सी.ए. हा नवीन पदव्युत्तर अभ्यासक्रम संरथेत शैक्षणिक वर्ष २००८-०९ पासून सुरु करण्यास मान्यता दिलेली आहे व सदरचा अभ्यासक्रम सुरु करण्यास विद्यापीठाची परवानगी मिळावी, अशी विनंती केलेली आहे.

यासंदर्भात आपणांस आदेशान्वये कळविण्यात येते की, एम.सी.ए. हा पदव्युत्तर अभ्यासक्रम संरथेत शैक्षणिक वर्ष २००८-०९ पासून सुरु करण्यास ए.आय.सी.टी.ई., नवी दिल्ली यांनी मान्यता दिलेली आहे. तथापी सदर अभ्यासक्रमास महाराष्ट्र शासनाची मान्यता नसल्याने एम.सी.ए. हा पदव्युत्तर अभ्यासक्रम संरथेत शैक्षणिक वर्ष २००८-०९ मध्ये सुरु करण्यास मान्यता देता येत नाही, याची नोंद घ्यावी.

तसेच एम.सी.ए. हा पदव्युत्तर अभ्यासक्रम शैक्षणिक वर्ष २००९-१० पासून संरथेत सुरु करण्यासाठी तातडीने दि.३१/१०/२००८ पूर्वी विहीत शुल्क व विहीत नमुन्यात १० प्रतीसह प्रस्ताव विद्यापीठास सादर करण्यात याया.

कळावे.

मुख्यमंत्री ता. १८/१०/२००८:

मुख्यमंत्री
२१ अक्टूबर २००८
संचालक
ग्रन्थालय व विद्यापीठ विकास मंडळ

आपला विश्वासू

संचालक

RECEIVED	
1005	
22 OCT 2008	
For KIT's I.M.E.R. Kolhapur	

Self Study Report: NAAC - 1st Cycle

आंखिल शिक्षण परिषद्
तकनीकी शिक्षा परिषद्
प्रधान मंत्री के द्वारा स्वीकृत
विभाग अधिकारी कार्यालय, बैठा-10-1002
गोपी बाजार, बैंगलोर, कर्नाटक
फ़ोनमें: 3326673, 324492



ALL INDIA COUNCIL FOR
TECHNICAL EDUCATION
(A STATUTORY BODY OF THE GOVERNMENT OF INDIA)
India Gate Sports Complex, 11th Avenue
New Delhi - 110 002
Phone: 3326673, 3326689

F.No.27-NYBII/BOS (M)/94/2181

Registered
March 31st 1994

To,

Secretary
Department of Higher & Technical Education
Govt. of Maharashtra
Mantralaya Annex
Bombay - 400 032

Subject: Approval to the Kit's Institute of Management Education
& Research, Kolhapur to conduct the course MBA.

Sir,
I am directed to state that on the recommendations of
the Task Force for Management Education the All India Council for
Technical Education, New Delhi has accorded approval to the
conduct of following programmes at the Kit's Institute of
Management Education & Research, Kolhapur of KIT Trust.

Course:

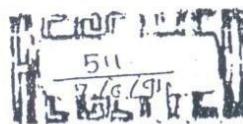
Master in Business Administration

Annual Intake:

60 (Full Time-2 yrs)

Period of Approval:

1994-95



The approval is subject to the fulfillment of the conditions
as per Annexure.

You are requested to kindly take necessary action in the
matter and keep the Western Region, AICTE, Bombay and this office
informed of the progress made in this regard.

Yours faithfully,

Shefali Gautam
(Shefali Gautam)
Assistant Director

To be discussed with ch/bz

Call no. 715

Seen by [Signature]
7/5/94

TRUE COPY



Vishakha Apte
Dr. Vishakha Apte
Director
KIT's Institute of Mgt. Education
& Research, KOLHAPUR

Self Study Report: NAAC - 1st Cycle



All India Council for Technical Education
(A Statutory body under Ministry of HRD, Govt. of India)

7th Floor, Chandralok Building, Janpath, New Delhi- 110 001
PHONE: 23724151/52/53/54/55/56/57 FAX: 011-23724183 www.aicte-india.org

F.No. Western/1-2453964704/2015/EOA

Date: 07-Apr-2015

To,
The Secretary,
Tech. & Higher Education Deptt.
Govt. of Maharashtra, Mantralaya,
Annexe Building, Mumbai-400032

Sub: Extension of approval for the academic year 2015-16

Ref: Application of the Institution for Extension of approval for the academic year 2015-16

Sir/Madam,

In terms of the provisions under the All India Council for Technical Education (Grant of Approvals for Technical Institutions) Regulations 2012 notified by the Council vide notification number F-No.37-3/Legal/2012 dated 27/09/2012 and norms standards, procedures and conditions prescribed by the Council from time to time, I am directed to convey the approval to

Regional Office	Western	Application Id	1-2453964704
		Permanent Id	1-4264463
Name of the Institute	KITS INSTITUTE OF MANAGEMENT EDUCATION AND RESEARCH., KOLHAPUR	Institute Address	200 B GOKUL SHIRGAON, KOLHAPUR, MAHARASHTRA, PIN - 416234, KOLHAPUR, KOLHAPUR, Maharashtra, 416234
Name of the Society/Trust	KOLHAPUR INSTITUTE OF TECHNOLOGY, KOLHAPUR	Society/Trust Address	GOKUL SHIRGAON, TAL: KARVEER, DIST. KOLHAPUR,GOKUL SHIRGAON,KOLHAPUR,Maharashtra,416234
Institute Type	Unaided - Private		

Opted for change from Women to Co-ed	No	Opted for change of name	No	Opted for change of site	No
Change from Women to Co-ed approved	Not Applicable	Change of name Approved	Not Applicable	Change of site Approved	Not Applicable

To conduct following courses with the intake indicated below for the academic year 2015-16

Application Number: 1-2453964704*

Page 1 of 3

Note: This is a Computer generated Letter of Approval.No signature is required.

Letter Printed On:13 April 2015

Printed By : AE3039861

Self Study Report: NAAC - 1st Cycle



All India Council for Technical Education
(A Statutory body under Ministry of HRD, Govt. of India)

7th Floor, Chandralok Building, Janpath, New Delhi- 110 001
PHONE: 23724151/52/53/54/55/56/57 FAX: 011-23724183 www.aicte-india.org

Application Id: 1-2453964704			Course	Full/Part Time	Affiliating Body	Intake 2014-15	Intake Approved for 15-16	NRI Approval status	PIO Approval status	Foreign Collaboration Approval status
Program	Shift	Level								
MANAGEMEN T	1st Shift	POST GRADUA TE	MASTERS IN BUSINESS ADMINISTRATION	FULL TIME	Shivaji University, Kolhapur	120	120	NA	NA	NA
MCA	1st Shift	POST GRADUA TE	MASTERS IN COMPUTER APPLICATIONS	FULL TIME	Shivaji University, Kolhapur	60	60	NA	NA	NA

Note: Validity of the course details may be verified at www.aicte-india.org/departments/approvals

The above mentioned approval is subject to the condition that KITS INSTITUTE OF MANAGEMENT EDUCATION AND RESEARCH., KOLHAPUR shall follow and adhere to the Regulations, guidelines and directions issued by AICTE from time to time and the undertaking / affidavit given by the institution along with the application submitted by the institution on portal.

In case of any differences in content in this Computer generated Extension of Approval Letter, the content/information as approved by the Executive Council / General Council as available on the record of AICTE shall be final and binding.

Strict compliance of Anti-Ragging Regulation:- Approval is subject to strict compliance of provisions made in AICTE Regulation notified vide F. No. 37-3/Legal/AICTE/2009 dated July 1, 2009 for Prevention and Prohibition of Ragging in Technical Institutions. In case Institution fails to take adequate steps to Prevent Ragging or fails to act in accordance with AICTE Regulation or fails to punish perpetrators or incidents of Ragging, it will be liable to take any action as defined under clause 9(4) of the said Regulation.

Dr. Avinash S Pant
Actg Chairman, AICTE

Copy to:

1. **The Regional Officer,**
All India Council for Technical Education
Industrial Assurance Building
2nd Floor, Nariman Road
Mumbai - 400 020, Maharashtra
2. **The Director Of Technical Education,**
Maharashtra

Application Number: 1-2453964704*

Page 2 of 3

Note: This is a Computer generated Letter of Approval.No signature is required.

Letter Printed On:13 April 2015

Printed By : AE3039861

Self Study Report: NAAC - 1st Cycle



All India Council for Technical Education
(A Statutory body under Ministry of HRD, Govt. of India)

7th Floor, Chandralok Building, Janpath, New Delhi- 110 001
PHONE: 23724151/52/53/54/55/56/57 FAX: 011-23724183 www.aicte-india.org

3. **The Registrar,**
Shivaji University, Kolhapur
4. **The Principal / Director,**
KIT'S INSTITUTE OF MANAGEMENT EDUCATION AND RESEARCH., KOLHAPUR
200 B GOKUL SHIRGAON,
KOLHAPUR,
MAHARASHTRA,
PIN - 416234.
KOLHAPUR,KOLHAPUR,
Maharashtra,416234
5. **The Secretary / Chairman,**
KOLHAPUR INSTITUTE OF TECHNOLOGY, KOLHAPUR
GOKUL SHIRGAON, TAL: KARVEER,
DIST. KOLHAPUR,
GOKUL SHIRGAON,KOLHAPUR,
Maharashtra,416234
6. **Guard File(AICTE)**

Application Number: 1-2453964704*

Page 3 of 3

Note: This is a Computer generated Letter of Approval.No signature is required.

Letter Printed On:13 April 2015

Printed By : AE3039861