YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution   NCRD'S STERLING INSTITUTE OF MANAGEMENT STUDIES

- Name of the Head of the institution   Dr. PRASHANT GUNDAWAR

- Designation   Director

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   02227702282

- Mobile no   9890127600

- Registered e-mail   director@ncrdsims.edu.in

- Alternate e-mail   gundawar@gmail.com

- Address   Plot No.93/ 93A Sector-19, Nerul (East) Navi Mumbai, Thane, Maharshtra Pin 400706

- City/Town   NERUL NAVI MUMBAI

- State/UT   MAHARASHTRA

- Pin Code   400706

2.Institutional status

- Affiliated /Constituent   Affiliated (Affiliated PG & Above college)

- Type of Institution   Co-education

- Location   Urban

- Financial Status   **Self-financing**

- Name of the Affiliating University   **University of Mumbai**

- Name of the IQAC Coordinator   **Prof. Rahul Wantmure**

- Phone No.   **02227702282**

- Alternate phone No.   **02227722290**

- Mobile   **9867222168**

- IQAC e-mail address   **iqac@ncrdsims.edu.in**

- Alternate Email address   **rahul_wan2003@yahoo.co.in**

3.Website address (Web link of the AQAR (Previous Academic Year)   www.ncrdsims.edu.in

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: http://ncrdsims.edu.in/site/views/pdfs/Acadamic%20Calender%202021-22%20MMS.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A+**	**3.3**	**March 3, 2023**	**03/03/2023**	**02/03/2028**

6.Date of Establishment of IQAC   **22/08/2017**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**0**

8.Whether composition of IQAC as per latest NAAC guidelines   **Yes**

- Upload latest notification of formation of   View File

IQAC

9.No. of IQAC meetings held during the year   4

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   Yes

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   No

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

1. Preparation and submission of NAAC IIQA & Self Study Repot (SSR)

2. Readiness for NAAC Accreditation and Peer Team Visit. A Mock Peer Team Visit was also organized prior to the actual visit by the NAAC team to refine the process.

3. Completion of the First Cycle of NAAC Accreditation

4. Blended Teaching and Leaning due to COVID-19 using ICT Tools

5. Keeping institutional best practices intact, organized various quality improvement programs for the holistic development of the students

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
IIQA & SSR Preparation & Submission	IIQA Submitted on 27/08/2021& SSR Submitted on 07/01/2022
Preparation for the NAAC Peer Team Visit	Institute geared up for the Peer Team Visit during March 2022 keeping all COVID related Protocols in place. A Mock Peer Team Visit was also organized to familiarize the stakeholders about the process
Preparation of Academic Calendar	Academic Calendar was prepared with exam schedule, curricular, co-curricular and extension activities as per the Terms of Arrangements prescribed by the affiliating University of Mumbai
Provision of ICT enabled facilities for the effective implementation and delivery of curriculum in online mode	Effective curriculum delivery using ICT tools and engaging students using participative teaching learning methods
Regular IQAC Meetings	IQAC Conducted 4 meetings in 2021-22 to plan & implement various academic & administrative activities
Online Conference and Expert Sessions/ Webinars/Workshops to be organized	One Day Online Conference was organized on 26th June 2021 on "Learning's from the Pandemic and Getting Ready for the Next One: Issues and Challenges" The IQAC organized numerous Expert Sessions, Webinars and Workshops in the Online as well as offline mode.
To conduct Institutional Social Responsibility (ISR) activities in collaboration with various bodies	To make our students socially responsible citizens, institute conducted more than 14 ISR activities with maximum student participation

13.Whether the AQAR was placed before statutory body?   No

- Name of the statutory body

Name	Date of meeting(s)
Nil	**Nil**

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	NCRD'S STERLING INSTITUTE OF MANAGEMENT STUDIES
• Name of the Head of the institution	Dr. PRASHANT GUNDAWAR
• Designation	Director
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02227702282
• Mobile no	9890127600
• Registered e-mail	director@ncrdsims.edu.in
• Alternate e-mail	gundawar@gmail.com
• Address	Plot No.93/ 93A Sector-19, Nerul (East) Navi Mumbai, Thane, Maharshtra Pin 400706
• City/Town	NERUL NAVI MUMBAI
• State/UT	MAHARASHTRA
• Pin Code	400706
2.Institutional status	
• Affiliated /Constituent	Affiliated (Affiliated PG & Above college)
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Self-financing
• Name of the Affiliating University	University of Mumbai

• Name of the IQAC Coordinator	**Prof. Rahul Wantmure**
• Phone No.	**02227702282**
• Alternate phone No.	**02227722290**
• Mobile	**9867222168**
• IQAC e-mail address	**iqac@ncrdsims.edu.in**
• Alternate Email address	**rahul_wan2003@yahoo.co.in**

3.Website address (Web link of the AQAR (Previous Academic Year)	www.ncrdsims.edu.in
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://ncrdsims.edu.in/site/views/pdfs/Acadamic%20Calender%202021-22%20MMS.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A+**	**3.3**	**March 3, 2023**	**03/03/2023**	**02/03/2028**

6.Date of Establishment of IQAC	**22/08/2017**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**0**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File
9.No. of IQAC meetings held during the year	**4**
• Were the minutes of IQAC meeting(s)	**Yes**

and compliance to the decisions have been uploaded on the institutional website?		
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**	
• If yes, mention the amount		

11.Significant contributions made by IQAC during the current year (maximum five bullets)

1. Preparation and submission of NAAC IIQA & Self Study Repot (SSR)

2. Readiness for NAAC Accreditation and Peer Team Visit. A Mock Peer Team Visit was also organized prior to the actual visit by the NAAC team to refine the process.

3. Completion of the First Cycle of NAAC Accreditation

4. Blended Teaching and Leaning due to COVID-19 using ICT Tools

5. Keeping institutional best practices intact, organized various quality improvement programs for the holistic development of the students

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
IIQA & SSR Preparation & Submission	IIQA Submitted on 27/08/2021& SSR Submitted on 07/01/2022
Preparation for the NAAC Peer Team Visit	Institute geared up for the Peer Team Visit during March 2022 keeping all COVID related Protocols in place. A Mock Peer Team Visit was also organized to familiarize the stakeholders about the process
Preparation of Academic Calendar	Academic Calendar was prepared with exam schedule, curricular, co-curricular and extension activities as per the Terms of Arrangements prescribed by the affiliating University of Mumbai
Provision of ICT enabled facilities for the effective implementation and delivery of curriculum in online mode	Effective curriculum delivery using ICT tools and engaging students using participative teaching learning methods
Regular IQAC Meetings	IQAC Conducted 4 meetings in 2021-22 to plan & implement various academic & administrative activities
Online Conference and Expert Sessions/ Webinars/Workshops to be organized	One Day Online Conference was organized on 26th June 2021 on "Learning's from the Pandemic and Getting Ready for the Next One: Issues and Challenges" The IQAC organized numerous Expert Sessions, Webinars and Workshops in the Online as well as offline mode.
To conduct Institutional Social Responsibility (ISR) activities in collaboration with various bodies	To make our students socially responsible citizens, institute conducted more than 14 ISR activities with maximum student participation

13.Whether the AQAR was placed before	No

statutory body?

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	20/12/2022

15.Multidisciplinary / interdisciplinary

NCRD's Sterling Institute of Management Studies offers 2 years full time Post Graduate Programs- Master in Management Studies (MMS) and Master of Computer Applications (MCA) affiliated to University of Mumbai. We follow the academic curriculum prescribed by the University of Mumbai. Our institute offers a curriculum in accordance with Choice Based Credit System. Through internships and projects, the MMS program provides experiential learning in the fields of marketing, finance, human resources, operations, systems, and social relevance. By way of regular hands-on computer lab practical, mini-projects, and semester-long internship, the MCA program also ensures experiential learning. All the students undertake value education through courses such as Ethics, Entrepreneurship Management, Developing Teams and Leadership Skills, Corporate Governance, Ethics and CSR, Green Computing, Cyber Security and Universal Human Values (UHV) etc. Many faculty members have completed Certification on UHV offered by AICTE to disseminate the knowledge to the budding managers. Students carry out certification courses from SWAYAM, NPTEL, MOOCS, Udemy and Coursera etc. The wide spectrum of courses and topics has ensured a holistic and multidisciplinary education for the MMS and MCA students. Institution aims to strengthen the social activities as part of NEP 2020. The institute follows the vision of 'Educating Rural Masses' that is imbibed from its parent body National Centre for Rural Development (NCRD) Trust. Institute is proactive in social causes through its Institutional Social Responsibility (ISR) activities such as Beach Cleaning, Blood Donation, Cloth Donation, A Day with Roti Ghar and Joy of Giving, Flag Collection Drive, Swachha BharatAbhiyan, Health Awareness Programs etc.

16.Academic bank of credits (ABC):

As per the new Education Policy -2020, Government of India has introduced an ABC Platforms (Academic Bank of Credits). ABC is a national level facility to promote flexibility of curriculum framework and provide academic mobility of students with appropriate credit transfer mechanism to choose their own learning path to attain a Degree/Diploma /PG Diploma, etc working on the principle of multiple entry – multiple exit as well as anytime, anywhere and any-level of learning.

Academic Bank of Credits has been established on the lines of the National Academic Depository (NAD), where the students' academic data are held and academic awards are stored. Our institute is intended to fulfill the requirements of Academic Bank of Credits as required by the University of Mumbai. SIMS faculty members participated in online workshop on "Educational Framework for Global Citizenship in Higher Education" and "Academic Bank of Credit and NAD / Digilocker" organized by UGC HRDC, University of Mumbai held on July 19, 2022. SIMS participated into ABC account creation of its students, as directed by the University of Mumbai in its circular no. DboEE/ICF/-23/14 dated 21st October 2022. As per the directives of the University of Mumbai, all students will register for the Academic Bank of Credits from the coming academic year. This would facilitate the incorporation of knowledge and experience into a credit-based system and promote student mobility among India's higher education institutions.

17.Skill development:

Professional Capability Development Program - The objective of this program is to enhance students capabilities and making them better prepared for campus recruitments SIMS organizes weekly training sessions related to Soft Skills, Numerical and Data interpretation skills, Email writing skills, Interviewing skills, Communication skills and CV writing skills to enhance of employability. This skill development program aims to develop their personality and problem solving skills.

Global Business Communication Skills Development (GBCSD) Program- The objective of this program is to improve the language skills of the students which include Business English- Reading, Writing, Listening and speaking skills. The English language proficiency that students get from this skill development program gives them a competitive edge in their studies and employment in the corporate world.

Technical Skill Development Program - This program aims to boost technical skills of staff members and to improve their efficiency at workplace. Under this program institute organized workshop on Advanced Excel for non -teaching staff members. Various topics related to advance excel were delivered to upgrade the technical abilities of admin staff.

Further students are also encouraged to complete various skill development courses by NPTEL available on SWAYAM portal of Government of India, MOOCS, Udemy and Coursera. Students are nurtured through various courses, expert sessions and workshops to get orientation on constitutional responsibilities and Universal Human Values to become a good human being.

The students are encouraged to practice and participate in yoga, fitness, sports and cultural activities. Regular mentoring sessions aims to improve students' personality and shape-up their professional skills. The various departments of the institute regularly invite industry experts for sharing contemporary business practices.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The institute advocates the use of Indian language, culture and value system. The institute undertakes various initiatives like Hindi Diwas, Shivswarajya Din, Marathi Diwas etc. to inculcate a sense of pride and respect towards our nation. Students are encouraged to participate in events like Traditional Day and Cultural Week. Institute has students from various background, culture and different strata. All students are free to adapt to each other's culture and celebrate their festivals together. Institute gives Holidays as per the list of holidays released by State and Central government. All cultural practices can be freely embraced by the students. The Days of National significance such as Ganesh festival, Dasara and Diwali Celebration, National Constitution Day, National Librarian Day, Dr. Babasaheb Ambedkar Jayanti, Gandhi Jayanti, Shivswarajya Jayanti, Independence Day and Republic Day are celebrated with zeal to instill spirit of belongingness and promote Indian culture among students and staff. Our institute promotes holistic development of students through various Indian Arts like Indian Classical singing, dancing and rangoli making. The institute ensures the holistic development of its students through various activities which integrates regional / Indian language and culture through curriculum, events, festivals etc. The events and

festivals are conducted with the participation of students in the regional language.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

SIMS strives to ensure outcome based learning through Course Outcomes (CO) Programme Outcomes (PO) alignment. The attainment of PO is achieved with the attainment of respective CO of all courses and co-curricular and extra-curricular activities conducted in a particular academic year. Attainments of different COs are evaluated by the department faculty members.

Faculty members use ICT tools to facilitate the teaching-learning process. These tools encompass a wide range of digital resources and technologies, including computers, smart boards, educational software, online platforms and internet-based resources. By integrating ICT into their teaching practices, teachers create a more engaging and interactive learning environment. Concurrent Internal Evaluations (CIE) is done using various methods such as Group Discussions, Quiz, Extempore, Essay Writing, Case Studies, Handwritten Assignments, Summer Internship Projects (SIP) and Presentations. Apart from CIEs, evaluation includes Term End Exams conducted by the University of Mumbai. Our institute publishes the PSOs, POs and COs on its website for all stakeholders and adheres to their realization through various teaching, learning and evaluation activities like classroom teaching, practical learning, laboratory practical's, project work etc. The institute has a well-defined feedback system to ensure outcome based education. The MMS and MCA departments maintain result analysis and take corrective measures for ensuring outcome based education.

20.Distance education/online education:

In the academic year 2021-22, COVID 19 Pandemic was prevailing. Through online mode, sessions were conducted. SIMS faculty members used ERP and Google Classroom to share syllabus, teaching materials, maintain attendance and evaluate the students' performance. Online sessions were conducted through Google Meet for curriculum delivery and evaluation. Sessions were conducted in synchronous mode. E-content was shared through Google Classroom prepared by faculty members for their respective courses. Social media platform like WhatsApp was used regularly to share teaching-learning materials, notices, Time Tables and other important academics concerns. The faculty members and students of our institute were provided with education domain email addresses. The institute digital library provides easy

access to numerous resources at the click of a button. Reference books, research journals and a lot of supplementary reading materials could be accessed very easily. Efforts were made by faculty members to integrate internet content more effectively as supplemental learning tools to improve students' learning. Students were encouraged to enroll for online courses and after successful completion they submitted their certificate. This enabled our students in enhancing their learning, based on their aptitude and interests.

Extended Profile

1.Programme

1.1	**256**
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	[View File](#)

2.Student

2.1	**362**
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2	**72**
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	[View File](#)

2.3	**204**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	[View File](#)

3.Academic	
3.1 Number of full time teachers during the year	**22**

File Description	Documents
Data Template	<u>View File</u>

3.2 Number of sanctioned posts during the year	**22**

File Description	Documents
Data Template	<u>View File</u>

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**12**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**207.83734**
4.3 Total number of computers on campus for academic purposes	**115**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The Institute is affiliated to University of Mumbai and follows the curriculum prescribed by the university. Institute has a well-planned and a structured Five-Step Mechanism that includes,

1.Preparation

2.Planning

3.Implementation

4.Review and

5.CO-PO Attainment and Continuous Improvement.

Preparation

Director and HoDs receive the input from various bodies like Governing Body, College Development Committee etc. CO-PO Mapping is carried out by faculty members before delivering curriculum.

Planning

The Institute prepares its own Academic Calendar in alignment with the University of Mumbai's Terms of Arrangement. The faculty members submit the Intention to Teach to HoDs. Preparation of Time Tables, allocation of infrastructure is followed by evaluation plan to confirm the effectiveness Teaching – Learning process.

Implementation

The curriculum delivery is supported by thorough planning in terms of formulating Semester wise Academic Plans, Subject allocations and Course plan. During the induction program high achievers and emerging learners are identified and necessary actions are initiated.

Review

The academic review is carried out by HOD and Director to ensure the effective curriculum delivery

Result Analysis and Continuous Improvement

It is done to analyze students' performance as well as to initiate the corrective measures. All students and faculty members attend workshops, seminars and conferences for continuous improvement.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-1/1-1-1-Final.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous

Internal Evaluation (CIE)

MMS and MCA Programs are affiliated to the University of Mumbai. Every Year University declares the term arrangement dates well in advance. On that basis institute prepares the academic calendar for both the programs. Time Tables are prepared in consultation with all faculty members. Each Faculty prepares and submit teaching plan to HOD before commencement of each semester. The departmental review meetings are conducted to ensure the effectiveness of academic calendar. For MMS Program, University of Mumbai has prescribed the scheme of 60:40 for student's evaluation. For MCA Program: University of Mumbai has prescribed the scheme of 80:20 for student's evaluation. The examination committee ensures fair and transparent conduct of Examinations. Results are prepared and declared with utmost accuracy by the Examination Committee. In MMS Program for Semester I and Semester II results are prepared by Examination Committee. For Semester III and Semester IV few subjects are assessed by University, so results for Internal Assessment Subjects are prepared and sent to University of Mumbai for compilation and declaration of results. In MCA Program all the subjects in all the semesters are as assessed by the University of Mumbai along with the declaration of Results.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-1/1-1-2-Final.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

2

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

3

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

417

File Description	Documents
Any additional information	[View File](#)
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View File](#)

1.3 - Curriculum Enrichment

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

Institute has provision of various committee activities which contribute towards sensitizing students for cross-cutting issues as described below:

1.Gender : The curriculum of MMS and MCA programs is designed and time-to-time revised by university to incorporate subjects directly addressing these cross-cutting concerns. Subject like Organizational Behaviour, Entrepreneurship Management are the subjects which address the Gender-related issues. The Institute has Women Development Cell to promote and encourage female students and employees for their overall development.

All these efforts lead to sensitize students towards gender equality.

2. Environment and Sustainability: In addition to the syllabus, Institute regularly conducts a variety of lectures and seminars. Institute has also organized fire safety mock drill, tree plantation drive, energy conservation day that shows the concern for environmental sustainability.

Institute ground has a specially built up pit that collects the dry waste and convert it into a bio degradable matter. Institute continuously strives to achieve the objective of plastic - free campus through campaigns.

3. Professional Ethics: Institute highly believes in rigorous implementation of professional ethics; students are made aware of the significance of proper referencing in assignments, intellectual property rights issues, consequently discouraging any kind of plagiarism.

File Description	Documents
Any additional information	[View File](#)
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View File](#)

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

10

File Description	Documents
Any additional information	[View File](#)
Programme / Curriculum/ Syllabus of the courses	[View File](#)
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	[View File](#)
MoU's with relevant organizations for these courses, if any	[View File](#)
Institutional Data in Prescribed Format	[View File](#)

1.3.3 - Number of students undertaking project work/field work/ internships

275

File Description	Documents
Any additional information	[View File](#)
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

A. All of the above

**from the following stakeholders Students
Teachers Employers Alumni**

File Description	Documents
URL for stakeholder feedback report	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-1/1-4-1-Summary-Final.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-1/1-4-1-Summary-Final.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

155

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of

supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

46

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Process of Learner's Identification :

Students at NCRD's SIMS, Nerul are admitted through the Directorate of Technical Education's (DTE, Maharashtra), Centralized Admission Process.

1. **The learners are identified based on the percentage of marks obtained by them in their graduation, the Entrance examination and also in the VIVA and are correlated with each other. Learners are categories as Emerging Learner (Slow leaner) and High Achievers (Advance learner). The students scoring less than 50% are called as Emerging learner and more than 50% called as High achievers.**
2. **The class room performance of each student is then individually noted to assess their capabilities through a wide array of class tests, assignments & presentations, and group discussion**
3. **The institute conducts extra classes for the students who are unable to cope with academic requirements in some of the subject like Statistics, Economics, Financial Accounting and communications skills. The Institute conducts mock viva, guest lectures, mock practical and problem-solving sessions for enriching the performance of students.**

4.The Institute conducts special programs for Advance and Emerging Learners every year

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-2/2-2-1-Slow-Advanced-Lerners.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
362	22

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

1.Experiential Learning:

Apart from traditional chalk and board learning, students are encouraged for experiential learning through:

1 Learning through events like Aarohan, Food Festival helps students to develop managerial skills.

2. Campus to Corporate: This provides an opportunity to invite distinguished personalities from

industry to inspire, share and guide students.

3. Management Lessons through Movies & Videos: Movies are shown as these are best way to

teach and learn management lessons.

4. Guest Lecture: Guest lectures are organized for students on subject related topics. It exposes

students to real-world life experiences from the position of someone who has been there.

2. Participative Learning:

Students are motivated to participate in various intra & inter collegiate events and competitions based on curricular, co-curricular, extracurricular, sports and research.

1. Regular Sessions

2.Group Discussion

3.Project work in groups

4. Seminars/Webinars/Workshops

5. Flip Class Room

6. Institute Social Responsibility

3. Problem Solving:

1. Case study method

2. Research Papers

3. Assignments

4. Students are advised to solve Previous Year question papers.

File Description	Documents
Upload any additional information	[View File](View%20File)
Link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQA R2021-22/Criteria-2/2-3-1.pdf

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Following ICT Tools are used in MMS and MCA Programs

- **Computer**
- **LCD Projector**
- **Ms- Office (Word, Excel, PowerPoint)**
- **Smart Board**

- Web Camera
- G-Suite - Google Meet for virtual meeting and online sessions
- Google Classroom
- Recorded Sessions
- Videos
- Headphone/ Microphone and Speakers
- Social Media

Each classroom is well-equipped with the LCD projector and two classrooms have German made smart boards. Institute has Computer Labs and Language Lab with internal LAN, Leased Line and Broadband Internet connection. All faculty members are well versed with all the latest ICT tools.

Subject related Power Point Presentations (PPT) focusing on Fundamental / Key Concepts are uploaded on institute website. Faculty members efficiently blends the theoretical classroom teaching and practical exposure through the YouTube videos, Web References ,Videos etc. To keep our students and teachers pace with the changing scenario, library is regularly updated with online resources.

The institution encourages faculty members to attend various Short Term Training Programs (STTPs), Workshops, Seminars, Webinars, Faculty Development Programs (FDPs) and Conferences related to the ICT use or innovation in teaching-learning. Institute is affiliated with IIT-Bombay for SWAYAM and NPTEL as a local chapter to provide students and teachers some additional online courses.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

20

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

22

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

8

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

210

File Description	Documents
Any additional information	[View File]
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File]

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

A.Transparency A structured mechanism for internal assessment is followed:

Both MMS and MCA Programs semester examinations are conducted abiding the rules and regulations of the University of Mumbai. For MMS and MCA Program institute has established a separate examination sections for timely and effective conduction of examination and evaluation process. These responsibilities are divided among Teaching & Non-Teaching staff members for the Centralized Assessment Process (CAP) and other examination administrative functions.

Answer sheets of internal class tests are shown and discussed with students for performance improvement in end term examination.

In the MMS Program the exam committee obtains 2 sets of question papers for each subject and one is selected by the committee.

The answer sheets are evaluated and moderated by the teachers as per University rule

In MCA Program, question papers are obtained from the University 20 minutes before the exam.

B. Frequency and Variety

Robustness in terms of frequency can be observed through variety of tests being conducted in both MMS and MCA Programs.

- Paper –Pen test is used to evaluate subject specific knowledge.
- Skill tests like presentations and lab practical are

conducted.
- **Open book tests , Group and Indiividual Presentations, Quizes etc. are often used.**

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-2/2-5-1.pdf

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

A.Institute level –

1. Examination Committee is formed to ensure smooth functioning of exams.

2. Students are communicated about the assessment methods at the beginning of each semester.

3. Examination committee prepares and finalizes time table referring the Academic Calendar, with approval of Head of the Department and Director.

4. Exam time table is communicated well in advance to faculty members and students.

5. As per time table faculty members communicates the syllabus for examination well in time.

6. After the assessment of answer sheets they are given to the students and individual performance is discussed.

7. Students having any grievances about evaluation are free to personally discuss with respective faculty members in the given time period

8. Once the grievances (if any) are resolved, result analysis of internal examination is finalized and displayed for student's reference.

B. University Level –

1. Redressal of grievances is permitted by University of Mumbai

only for end semester examinations.

2. Institute follows rules, regulations and ordinances laid by University of Mumbai from time to time.

3. Students can apply for photo copy/ revaluation of their answer sheets.

4. Students can approach the competent authority of university, in case of any grievances beyond institute's scope. Such cases are dealt separately by the exam section of University.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-2/2-5-2-Final.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The course outcomes reflect the competencies needed to meet the challenges of the course. They are comprehensive set of learning goals for describing, understanding of the concept, application of concepts and acquisition of knowledge and skills related to subject.

Program Outcomes and Course Outcomes for MMS& MCA programs have been clearly defined by the University of Mumbai.PO's, PSO's & CO's are displayed on website, prominent places in & out of campus as well as communicated to teachers and students.

All faculty members of both the programs are sensitized to the course outcomes, during the beginning of the semester during departmental meeting. The faculty members are also encouraged to attend lectures of eminent scholars, corporate for knowing emerging challenges and opportunities in management and technology.

Every session plan contains the Learning Outcomes of each course, which is shared with the students in the very first session.

Every faculty member correlates the learning outcomes of the

course offered during the semester.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-2/2-6-1.pdf
Upload COs for all Programmes (exemplars from Glossary)	[View File](#)

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The attainment calculation helps students strive to attain more sophisticated levels of understanding and abstraction in the course. The students are evaluated throughout the semester, both continuous and end-term/ semester, in each of the program and courses.

This system is tasked with assessing the extent to which students have been able to achieve the prescribed learning outcomes and competencies in order to gauge the attainment of overall POs, PSOs, and COs. The PSOs are related to the COs, which are then linked to the overall POs.

The following steps are adopted to calculate the CO-PO attainment.

1. The course outcomes (CO) are linked to overall Program Outcomes (PO).

Attainment of Cos are done throughcontinuous internal assessment and externalterm end examinations. The three target levels are Low-41-50%, Moderate-51-60%, High-61% and above for direct and indirect methods

MMS Program

MCA Program

(40% of Internal Assessment) + (60% of External Assessment)

(20% of Internal Assessment) + (80% of External Assessment)

Program outcomes will be attained through direct and indirect methods.

Direct Program Outcome Attainment

Indirect Program Outcome Attainment

= (Sum of the Average attainment level of the Course Outcomes mapped to a PO)/ Total Number of Courses

Feedback from Students, Faculty, Alumni, Employers

Final PO attainment is computed as = 80% of Direct attainment + 20% Indirect attainment .

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-2/2-6-2.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

204

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-2/2-6-3.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://www.ncrdsims.edu.in/site/views/pdfs/SSS.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

4

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

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-3/3-1-3.pdf

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

At NCRD's SIMS, we go above and beyond to prepare students for careers in their fields. Their competence is honed with the help of fundamental management training, faculty supervision, and industry knowledge. The institute has developed the necessary eco-system for students' creativity, innovative thinking, research, leadership, and problem-solving abilities in order to harness their entrepreneurial skills. The following activities are carried out by the institution covered by the innovation ecosystem:

Projects Undertaken –

MSDA LLP Project: Students and teachers from the institute worked on a project to estimate real estate sales using Python as part of the MOU between the MSDA LLP Company and the institute.

Promoting startups/Entrepreneurship –

Mr. Mohinish Shende 2019-21 was interested in having a startup in Steel Industry. To enhance his further skills, Entrepreneur Cell provided him the necessary platform to initiate and start a new organization. Mohinish started the Startup Laksas Steel Company.

Research and PublicationActivities –

Our institution's research committee offers academic and staff members to explore novel concepts in the area of research and development. For the academic year 2021-22 during covid time institute has conducted an online International Conference. Institute has the following online journals:

NCRD's Business Review (ISSN: 2455-0264)

NCRD's Technical Review (ISSN: 2455-166X)

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://assessmentonline.naac.gov.in/public/index.php/admin/get_file?file_path=eyJpdiI6InBWTldaa3vQ1ljNUhYRHZvb3JhZmc9PSIsInZhbHVlIjoiRXVEVlRpVEJkTldsYnF2eURkSXJIdlRnMDdLL0oveDlpMlh6TnFiUnZNMWWFFL2V1WnI5YUo5VnlBUHM3K2hweiIsIm1hYyI6IjqxNjMwNWI5MDMyZTM4ZWQ1MWMxZGJjZjZhNjAzNDlhODdiTk1OWFmYTNkNDNlMjk3MDNjNWQ5NDk4OWFkNTYiLCJ0YWciOiIifQ==

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

4

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

2

File Description	Documents
URL to the research page on HEI website	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-3/3-3-1.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

0

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

30

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The Institution supports the development of community service by organizing a range of events and initiatives to educate students

about social issues. Faculty members are crucial in this and promote students participation in social activities.

The institution organizes a number of extension activities to promote institute-neighborhood community to sensitize the students towards community needs. The students of our institution actively participate in social service activities leading to their overall development. Faculty members maintain track of all activities, including goals, budgets, outcomes, and initiatives, in collaboration with students.

Through these units, the institution undertakes various extension activities in the neighborhood community. The mentioned activities have a positive impact on the students, and they develop community relationships, leadership skills, and self-confidence. The following actions were taken throughout the year.

Sr. No.

Year

Name of the Activity

1

2021-22

Webinar on "Seed Ball Making"

2

Save the Flag

3

Webinar on "Emotional Stabilty- A Geeta Way

4

Webinar on "Awareness on Organ Donation"

5

RakshaBandan with Rakshak

6

Webinar on "POSH"

7

A Day with Rotighar Kids

8

Cloth Donation

9

Tree Plantation

10

Webinar on "How to Beat Stress and Maintain yourself Healthy in these Covid Times"

11

Health Check Up

File Description	Documents
Paste link for additional information	https://assessmentonline.naac.gov.in/public/index.php/admin/get_file?file_path=eyJpdiI6ImdTVHlEWldIUXBMUUlzMWtQZnJBRGc9PSIsInZhbHVlIjoiVmVhOEF5S1MrTGVnOXljTkpqS0d4SDFiOGhFL0t2RlF1VXVmeTVmeUEyOG94OGprN2JyVmdYcFE3Wk81cHQleSIsIm1hYyI6IjFiZmQ1MzhmYjVjOTkwZGM1NDI2NzYzZTE4ODdkNmMyZTUzYTRmMDg5NjMxN2U1YjVlMDNmODI0OTA1YWU0Y2QiLCJ0YWciOiIifQ==
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

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

0

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

11

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1034

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

207

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

NCRD's Sterling Institute Management Studies, Nerul, Navi Mumbai has State-of-the-art infrastructure and learning resources as per the guidelines and norms laid down by the All India Council for Technical Education (AICTE), Directorate of Technical Education (DTE) and University of Mumbai.

The Institute possess well equipped Instructional and related areas for learning of students.

The details are as follows:-

1. Classrooms: All the class rooms of 100 square meter each They are well lit, ventilated and provided with air-conditioners as well as audiovisual teaching aids i.e. White Board, LCD Projector, Desktop, etc. Wi-Fi internet access has been made available in each Campus. Smart class rooms have been provided as per the norms laid down by All India Council for Technical Education (AICTE).

2. Computer Lab: A 150 square meter full-fledged Computer Center with 55 computers and latest equipment's. Internet connectivity: Leased line of 100 Mbps plus 50 Mbps Broad band has been provided.

4. Library: 343 square meters Library is equipped with both physical and digital Library. Library being the Information Resource Center has deployed the best cutting-edge technology to proactively meet the evolving needs of faculty and students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-4/4-1-1.pdf

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

NCRD's SIMS is committed towards an education that enables Savarangin Vikas i.e., comprehensive development of students

through a balance of five aspects viz. physical, practical, creative, moral and intellectual. Extra-curricular activities like sports, outdoor and indoor games, gymnasium, cultural activities, communication skills development, yoga, sessions on health and hygiene etc. are being conducted for students on regular basis. Cultural and Religious festivals are celebrated by students and staff, cutting across all faiths and communities. Diwali, Dandiya (Navratri), Ganesh Chaturthi, Eid, Christmas, Holi, Onam, and Women's Day are being celebrated with great enthusiasm. Traditional Day is also celebrated with great passion by all the students and staff, where everyone come dressed in their regional attire and speaks about their culture and values.

Summary Table of Sport Facilities Available:

Sr. No.

Facility

Details

Land Available in m2

Location

1

Indoor Games

Chess , Carom, Table Tennis

15 m2

Sport Room

2

Outdoor Games

Cricket, Football, Volleyball, Tug of War

4898 m2

Ground

3

Gymnasium

Gym Equipment

45 m2

Sport Room

4

Yoga Center

Meditation ,Yoga

170 m2

Auditorium

Summary Table of Cultural Facilities available

Sr. No

Facility

Details

Land Available in m2

1

Auditorium

Cultural activities

240.454 m2

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-4/4-1-2.pdf

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

12

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-4/4-1-3.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

110.48

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

MKCL's Libreria Software

Library has facilities such as MKCL's Libreria software and OPAC (Online Public Access Catalogue) which is used by students &and faculty for search of books by title/ author name etc. All the work related to the issue and return has been computerized. All books are bar-coded. MKCL's Libreria is a totally partially automated software package encompassing all aspects of the library management System. This software covers all areas within the preview of the MKCL's Libreria for efficient Information Management and at the same time provides a precious tool to all its members to have access to these resources at his Easy search for finding books and resources anywhere in your library on various fields and different parameters.

Modules / Features of MKCL's Libreria:-

- Interactive and Dynamic Dashboard
- Masters, Book Management
- Accessioning
- Membership Management
- Circulation
- OPAC
- Catalogue
- .Reports
- System Administration

Details of MKCL's LIBRERIA Software:-http://libreria.org.in/SIMS/

Name of ILMS Software

Nature of Automation (Fully or Partially)

Version

Years of Automation

MKCL's Libreria

Partially Automated

Internet Explorer isIE 7.0, Firefox 3.0

2021-22

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-4/4-2-1.pdf

4.2.2 - The institution has subscription for the A. Any 4 or more of the above
following e-resources e-journals e-
ShodhSindhu Shodhganga Membership e-
books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

7.55

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

75

File Description	Documents
Any additional information	[View File](#)
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

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

SIMS has well-equipped & well-facilitated computer center with LAN connectivity. Every staff member has a separate computer with LAN connectivity. SIMS has a Internet Lease Line facility which was gradually updated from the academic year 2014-15 from 10 Mbps lease line to 100 Mbps lease line. This up-gradation was done from time to time as per the norms prescribed by AICTE and institute requirements. From 2021 Wi-Fi services is available for student with 10 Mbps speed. Currently SIMS has 115 computers and 2 laptops. Considering the changes in technology institute has constantly updated itself by discarding old PCs and procuring new PCs.

Licensed Software:Institute has various softwares needed for academic purposes which include Oracle, Visual Studio Professional, Orell, apart from basic software likeOffice, Tallyetc.

Firewall/Security:SIMS uses firewall service from Sophos-XG250 and the support license is up to March 2025.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-4/4-3-1-IT-Infrastructure.pdf

4.3.2 - Number of Computers

115

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

108.47

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The Institution has well established system and procedure for maintaining and utilization of physical, academic and support facilities. Maintenance is carried out throughout the year and as and when required.The infrastructure is also made available for government and non-government agencies for the social welfare activities. For the maintenance of these facilities, a systematic policy is adopted through making budgetary provision and subjected

approval of local management committee. Institute has appointed external agencies for maintenance of infrastructure, equipment and other facilities.

- ○ **Process Details**

- Central need analysis of the infrastructural requirements from stakeholders.
- Approval for procurement by Governing Council.
- Preparing annual budget for infrastructural (Capital and Maintenance) expenses
- Quotations are invited by the purchase committee of the institute which further prepares the comparative statement and forward the same to NCRD Head Office for further procurement. and placing the purchase order.
- Quality assurance and testing of procured material / infrastructural items is also done by NCRD Head Office.
- Entering the procured material in dead stock register
- Repair and maintenance of damaged equipment in-house as well as outsource depending upon the need.
- Analysis of infrastructural facilities available and feedback from stakeholders is taken annually.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-4/4-4-2.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

177

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-5/5.1.3.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

207

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

207

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

103

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

0

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

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

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

0

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at unive rsity/state/national/international level (During the year) (Data Template)	View File

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

Student council acts as a liaison body between the management and students. Student council operates with the objective of ensuring student welfare and active engagement of the students.

Selection Process: - Student Representative in council is selected through Self nomination or Class Coordinators nominate the students to HOD and HOD in consultation with the Director finalizes student members.

Key Role:

- To enhance bonding among students, management, faculty and parents.
- To successfully organize various students oriented activities

Academic and Administrative bodies:

- SC/ST Committee – According to the UGC Guidelines of 1998, SIMS has constituted SC/ST committee. The SC/ST/OBC students can approach to committee head/members for redressal of any

grievance regarding academic, administrative or social problems. Committee will meet the concerned students, understand their problem and take necessary action.
- College Development Committee: Maharashtra Public Universities Act 2016 mandates every college to have duly constituted College Development Committee. Participation and representation of students is ensured.
- Industry Institute Interaction Committee: It has student volunteers who work as members along with faculty members.
- Internal Complaints Committee– As per the guidelines of Hon'ble Supreme Court, SIMS has constituted 'Internal Complaint Committee' for speedy redressal.
- Anti-Ragging Committee – Maharashtra Prohibition of Ragging Act 1999, ragging within or outside the institute campus is prohibited. Objective is to eliminate ragging.

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-5/5-3-2.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

6

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

Registration of Alumni Association: The institute has registered Alumni Association with charity commissioner (Registration No. 1402/2018) w.e.f. 24th July 2018.

Alumni are an important pillar of the Institution and play a significant role in connecting the academia with industry. NCRD's SIMS, Nerul Alumni Cell gives a platform for the alumni to network and interact with the students; faculty members and the management, thereby enhancing the educational experience

Significant Contribution-

·Career Guidance & Counseling sessions: Organizes and conducts Career Guidance Session and Counseling session for current students in which they share their real life corporate experiences, so as to make the students well acquainted with the challenges and opportunities of corporate world.

·Summer internship & final placement: Alumni of SIMS contribute by way of providing opportunities for summer internships and final placements of current students.

·Entrepreneurship Development: Some of our alumni who are entrepreneurs keep on visiting campus to interact and guide students for encouraging them to become entrepreneurs.

·ISR Activities: Alumnus provides support through NGO for conducting different ISR activities.

·Contribution towards Institute admission: Many alumni recommend the Institute to their siblings, friends during admissions.

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-5/5-4-1-Summary-sheet.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)   E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The main objective of NCRD's SIMS Governance is to achieve continuous improvement in quality of technical education through structured framework. Decentralized governance participative management is ensured through institute's hierarchy as well as with the involvement of stakeholders. Director of the Institute is bestowed with necessary powers for smooth functioning of the Institute towards achieving its mission.

The development of students is our prime focus. We follow Student-centric approach. Throughout the year we conduct various Curricular, Co-curricular and Extra-curricular activities for the holistic development of our students. Webinars on "Emotional Stability-A Geeta Way" and "How to beat stress and maintain yourself Healthy in this COVID Times" focused to help our students in stress management. Seminars like " What I have Learnt from My Failures in My Entrepreneurial Journey" aimed towards developing the students' entrepreneur skills. Seminar on "The Everyday and Beyond" focused on building ethical leaders.

The Director involves HoDs and staff members in planning, implementation and evaluation of all activities by delegating responsibilities. They are authorized to work as coordinators / member-secretary of various Curricular, Co-curricular and extra-curricular committees. Thus decision making is carried out through formation and functioning of various committees that hold meetings at regular intervals.

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-6/6-1-1.pdf
Upload any additional information	View File

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

The institute Director ensures a Democratic and Participative style of leadership, soliciting the total participation and active involvement of both teaching and non-teaching staff. The Director initiates, guides as well as advice the staff members and students to actively involve themselves in realizing the goals and objectives of the Institute.

CaseStudy:

One Day Online Conferenceon "Learning's from the Pandemic and getting ready for the next one: Issues & Challenges", Saturday, 26th June 2021.

Aim and Objective:

This conference is an open platform for industry professionals and

academicians to uncover the issues and challenges faced by all of us.

Execution:

The conference was executed successfully through the work delegation to various committees comprising of staff members and students.

Esteemed Guests:

Chief Guest

Prof. Dr. Satish Sharma

Guest of Honour

Prof. Dr. Kuldip S Charak

Dr. Ashish Chandra Swami

Prof. Dr. DivyaVerma Gakhar

Summary of Conference Participants:

- Pool of Participants was from all over India as well as from

Kuwait
- **Total Participants: 91**
- **Total Papers Received : 45**
- **Total Papers Accepted: 41**
- **Total Paper Presented: 31**

Publications:

Volume 6, Issue 1 of two annual Peer Reviewed E-Journals:

- **NCRD's Business Review (ISSN: 2455-0264)**
- **NCRD's Technical Review (ISSN: 2455-166X)**

Outcome

As the outcome, the online conference, we received 45 research papers from various fields and were published in online journal bearing ISSN number.

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-6/6-1-2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Professional Capabilities Development Program (PCDP) for MMS and MCA students is an initiative based on Strategic Plan. It was implemented successfully in accordance with Institute Strategic Plan. This was a specialized training and conducted to prepare the students for their placements in corporates.The sessions wereconducted seperatelyfor MMS and MCA students.More than 200students got benefittedfrom this program.

The instruction was designed to help students perform better during interviews and hiring procedures. The students received instruction in a variety of areas, including technical abilities, interview preparation, quantitative aptitude, and verbal ability. Additionally, they received individualized input on the CV, interview attire, and one-on-one mock interviews.A diverse team of facilitators led a variety of sessions to meet the needs of different learning modules.

The training included various modules which most of the companies consider while conducting aptitude tests, assessing quantitative abilities, verbal, logical reasoning, etc. Professional Capabilities Development Program makes sure that every module is mastered by the student which leaves them with no option than qualifying the aptitude duringthe recruitment process. As part of the training, students get practice exercises and test papers for each test module followed by the comprehensive tests on the pattern of the tests conducted by major companies.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-6/6-2-1.pdf
Upload any additional information	View File

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

Participative Management and decentralization in execution of all the processis practiced at NCRD's SIMS. BOG and College Development Committee are the highest authority that governs the Institute by making higher management decisions. Various Statutory and institutional committees are formed in the Institute for the smooth and efficient management of activities.

The committees are constituted by the Director in consultation with HOD's. The Organizational Structure, Administrative Setup, Policies , procedures refer to Administrative and Academic Process Handbook.

Executive Committee: The Executive Committee is a parent authority of entire NCRD's SIMS .

Board of Governors (BOG) and College Development Committee (CDC): These committees plan the academic, administrative and infrastructural growth.

Chief Administrative Officer: CAO is the trust representative and liasoning officer between Trust and institute.

Director is responsible for implementation of strategic plans and

initiating innovation related to sustainability and growth of an institution.

IQAC initiates plan and supervise various activities .

HOD acts as a link between Director and students, faculty and staff members.

Administrative Office, Library, Training & Placement, Examination and Students Council they all work under the guidance of IQAC and Director.

File Description	Documents
Paste link for additional information	http://www.ncrdsims.edu.in/site/views/pdfs/Process-HandBook.pdf
Link to Organogram of the institution webpage	http://www.ncrdsims.edu.in/index.php/about-us#chart
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Institution has great concern towards welfare of teaching and non-teaching staff. Following are the welfare measures provided by the

Institute and management.

Financial Welfare Measures:

- Provident Fund: All Teaching and Non-teaching staff member gets benefit of Employee Provident Fund as per Government rules.
- Gratuity: Gratuity benefits are made applicable to all teaching and non-teaching staff as per provisions of Payment of Gratuity Act 1972.
- Insurance: Institute provides Accidental and Health insurance to all Teaching and Non-Teaching staff members.
- Staff Development Programs: Institute regularly organizes various FDP, Workshops, and Conferences for the comprehensive development of Teaching and Non-teaching staff members.
- Financial Support for Staff Development Programs:

Holidays and Vacation: Institute grants Holidays and Vacation to teaching and non-teaching staff as per the norm and guidelines of University of Mumbai

Maternity Leave: Institute grants a maternity leave of 3 months to female staff members. Extended Medical Leave: Institute grants extended medical leave to its staff members in case of medical emergency.

Compensatory Leave: Institute grants compensatory leaves to all teaching and non-teaching staff members for work done on holidays.

Earned Leave: Teaching and non-teaching staff is provided with the benefit of earned leave as per norms.

Doctor on Call Facility: Health is a state of complete harmony of the body, mind and spirit. Staff member's health is prime concern for the institute. Doctor and Medical help is available on call whenever required. For this institute has done tie-up with Apollo Hospitals Doctor on call facility is available through Apollo Hospitals.

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-6/6-3-1new-0001.pdf
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

3

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

6

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

8

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

An institute's human resources are a crucial component of providing high-quality higher education. The institute's most valued human resource is its teaching and non-teaching employees. NCRD's SIMS is committed to move on the path of excellence with a

clear vision for quality education.

Performance Appraisal Management System at NCRD's SIMS is well defined and well-structured. It is implemented to measures the actual performance of the employees i.e. the work done by the employees during the specified period of time. Performance Appraisal Method for Teaching and non teaching Staff 1] Self Appraisal. 2] Appraisal by the Director-

Appraisal Criteria for the faculty members:

Criterion No.

Type of Category

Weight

age

% weight

age

Self-

Appraisal

1

Academic Involvement

400

40

2

Student Development

200

20

3

18-10-2023 09:59:49

Institutional Development

200

20

4

Professional Development

100

10

5

Competency Mapping

100

10

Total

1000

100%

Minimum 50% of the total score is required to achievein Academic involvement and Student development for every faculty member. On the basis of performanceevaluation, annual increments are given to all the teaching and non-teaching staff members. A seperate form is designed for teaching and non teaching staff members.

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-6/6-3-5-new-0001.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Objectives of Audit:

1.To setup effective internal check and control.

2.To inspect the accuracy and authenticity of financial statements

3.To verify the Books of Accounts and Internal Audit Reports

External Audit:

Name of External Auditor: L. W. Kale & Company, Mumbai

Frequency of Audit: Annual

Scope of External Audit: The institute regularly conducts external audit and all account books are maintained by the accountant as per the guidelines of the Institute of Chartered Accountants of India Accounting Formats. The accounts of the institute are audited by Chartered Accountant appointed by the NCRD Trust on regular basis.

1.Income and Expenditure Statement

2.Receipt and Payment Account

3.Balance Sheet

4.Depreciation of Fixed Assets

5.Opening and Closing Balance of Total Fees collection, Salaries, Fees outstanding and Student and Social Welfare

6.Internal Audit Report

7.Professional Tax, Income Tax, TDS, GST and Provident Fund returns

Finalization of Financial Statements and Auditor's Report

Name of Internal Auditor: CA. Abhijit Shinde

Frequency of Audit: Annual

Scope of Internal Audit:

1. Income Receipts and other Income Receipts with linkage to Bank.

2. Bank Receipts

3.Bank Reconciliations Statement

4.Cash Book

5.Tally Entries

6.Professional Tax, Income Tax, TDS, GST and Provident Fund

7.Vouchers Checking: Bank and Cash Vouchers

8.Monthly Salary Statement and Deducstions

9.Yearly Budget

10.Fee Regulatory Authority (FRA) for Fee Approval

11.University of Mumbai Fees (Affiliation Fee, Exam Fee, Enrolment Fee, Eligibility Fee, Pro-rata and Student Welfare Fee)

12.Availability of Sanctions from Trust for Expenses.

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-6/matrix-6-4-1.pdf
Upload any additional information	View File

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

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

0

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

1. Student tuition fees are the main source of income. The Maharashtra Government Unaided Private Professional Educational Institutions Act of 2015 established the Fee Regulation Authority, or FRA, which is responsible for regulating tuition costs.

2.Three different resource categories are managed by the institute: Human resources, equipment and material resources, and infrastructure resources. The Institute makes ensuring that qualified personnel is hired in accordance with the standards of the relevant regulating body, such as the AICTE.

3. Student admissions play a important role in the budget's financial inflow. The mobilization strategy is carried out in order to make sure that the maximum number of seats are filled relative to the sanctioned intake.

4.The institute intends to launch a research centre and take on consulting assignments in the near future.

Funds Utilization Plan

1.Salary to Staff

2.Student Development

3.Placements

4.Staff Development Programs

5.Office & Administrative Expenses

6.Capital Expenditure – Purchase of Equipment's, etc.

7.ICT Facility

8.Library Resources

9.Infrastructure Development & Maintenance The management reviews and approves the budget.

The Institute follows standard procedure for bill settlement and payments.

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-6/6-4-3.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The Sterling Institute of Management Studies at NCRD seeks to develop, implement, and sustain a quality culture for comprehensive quality improvement.

IQAC Contribution

IQAC conducts various academic, co-curricular and extra-curricular activities for continuous quality improvement.To improve qualityoutcomes, IQAC has taken many initiatives and institutionalized quality systems and processes in the areas of teaching-learning process, student evaluation, academic administration and institutional best practices.

IQAC of institute supervise and suggest Academic Planning, Time Table and Feedback.It also advice and ensurethe execution of add-on / certification courses for the students.

Activities Initiatives by IQAC

1. Faculty members are encouraged to pursue Ph.D.
2. Faculty members are provided with financial support for attending National and International Conferences / Seminars / FDP / Workshops and Paper Publications.
3. Faculty members are supported with infrastructure, library, human resources, and assistance to carry out research activities.
4. Add-on and Certification Courses for students.
5. Refine Teaching-Learning Process.
6. Activity/Event report.
7. Co-curricular activities.
8. Preparing students for the final placements.
9. Student performance in examinations.
10. Strengthen Industry Institute Interaction.
11. Current Industry Trends.
12. Support for Summer and Final Placements.

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-6/organized-2-IQAC-6-5-1.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities.

The academic process of institute is directed by Academic Planning, Time Table and Feedback Committee where IQAC gives suggestions for development and enrichment of Teaching-learning process. At NCRD's SIMS one of head of Academic Planning, Time Table and Feedback Committee is member of IQAC to maintain the proper link between the both committees. Initiation of Academic Process

1.Academic-Calendar

2.Time-Table

3.Session-Plan

4.Extra Lectures

5.Certification-Courses

6.Assignments

7.Library Session

8.Lab Sessions

9.Career-Guidance

Evaluation of Academic-Process

1.Teaching Plan: The session plan which is prepared by concerned subject teacher is time to time checked and evaluated by HOD and accordingly suggestions are given to faculty to improve their teaching skill.

2. Evaluation: The evaluation is done by the subject teacher as per guide lines of University of Mumbai.

3.Feedback System: Teaching feedback is collected at the end of the semester, which is analyzed by Academic Planning, Time Table and Feedback Committee for further improvements.

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-6/6-5-2.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international   **C. Any 2 of the above**

agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-6/SIMS-Annual-Report-NCRD-AR-21-22.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Safety and Security

The Institute campus has CCTV surveillance, professionally trained security persons day and night, enough lights are there in building and around the playground,staff male and female security guards are placed on every floor. Institute has Tie-up with Apollo Hospitals,Navi Mumbai for timely medical assistance. The Emergency contact numbers, floor layouts are displayed to guide the students as well as visitors inside the institute building.

Counseling

The Institute has full-time counselor for mentoring and welfare for Students; Regular sessions of counseling are scheduled, one to one discussion if they are facing any problem, 15-20 students are paired with a faculty mentor who can monitor their progress and offer advice as needed for academic and personal development.

Common Room

The institute has separate common room for boys and girls. It is well ventilated and has dressing mirrors, news-papers and notice boards. Girl's common room is made available with resting facilities for the entire female students. Housekeeping staff

comprises oflady members too. A separate suggestion box is kept in girls' common room. Regular visits to the common room are made by female administrative and teaching staff.

File Description	Documents
Annual gender sensitization action plan	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-7/7-1-1-2021-22.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-7/7-1-1-2021-22.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid Waste Management: Solid waste is systematically sorted into two main categories: dry waste and wet waste. The waste management division of the Navi Mumbai Municipal Corporation (NMMC) undertakes daily collection of this waste. Each floor is equipped with large dust bins.

Liquid Waste Management:Liquid waste is efficiently managed through various measures. Every floor within the campus has filtered purified drinking water facility, catering to both students and staff. To curb any wastefulness of drinking water, a monitoring and control system is in place. Furthermore, the campus has an efficient drainage system that effectively serves all building floors.

E-waste Management:E-waste is minimally generated within the Institute. Used batteries and malfunctioning computers are appropriately disposed of through external agencies whenever necessary. Awareness posters regarding E-waste management are strategically positioned at designated locations.

Waste Recycling System:

1. Cleaning staff gathers dry leaves from the surroundings and lets them sun-dry until moisture is fully removed.
2. The dried leaves are then crushed.
3. Grass collected from the playground, obtained by lawn, is included in the recycling pit.
4. A layer of composting culture is added, and the mixture is regularly stirred on a weekly basis.
5. This nutrient-rich compost is subsequently utilized as garden manure.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered

vehicles
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies

A. Any 4 or all of the above

of reading material, screen   reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

NCRD's Sterling Institute of Management Studies prioritizes the promotion of principles like tolerance and harmony through the education it provides to its students.

One of the notable aspects of NCRD's SIMS is its diverse student and faculty composition. The institution boasts a multicultural and multilingual student and faculty, which comes from various parts of the country and different socioeconomic backgrounds. By fostering tolerance and harmony and bringing together students and faculty from various backgrounds, the institution likely provides a unique and enriching educational experience for its students.

Initiatives are:

1. Annual Gathering: NCRD's SIMS hosts a range ofstudent festivals and gatherings, including Aarohan, Radiance etc., These events bring together students from diverse communities and backgrounds. Studentsorganize a welcoming Fresher's party for newly admittedstudents as part of these engaging activities.
2. Nationalistic Endeavors:Both students and staff enthusiastically celebrate Republic Day, Independence Day,Maharashtra Day, etc. The National Anthem holds a central place, resonating through major functions and gatherings, as a mark of unity and patriotism.
3. Institutional Social Responsibility: Webinar on seed ball making, organ donation, a day with rotighar kids, cloth donation in association with Khushiyaan Foundation. Health

Check-up camps, Stress Management was organized to serve the community.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The birth and death anniversaries of great Indian personalities, Freedom Fighters, Social reformers, Educationists are commemorated in the campus. Every year the Institute commemorates birth anniversaries, death anniversaries of great Indian personalities like Chhatrapati Shivaji Maharaj, Mahatma Gandhi, Lokmanya Tilak, Mahatma Phule, Dr. Babasaheb Ambedkar, Dr. Radhakrishnan Pillai, Savitribai Phule, Dr. A.P.J. Abdul Kalam and others. The Management members and Director address the students and the teachers on national values. The Institute regularly organizes a National festival which also aligns with the goals and mission of the Institute regarding value-based education. Such activities inspire the students with national values like patriotism, brotherhood, equality, nationality, love, humanity and likewise. On these occasionsguest lectures are arranged for the students to recall the memories of great Indian personalities and their contribution in Indian Independence Movement.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-7/7-1-9.pdf
Any other relevant information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-7/7-1-9.pdf

**7.1.10 - The Institution has a prescribed code   A. All of the above
of conduct for students, teachers,
administrators and other staff and conducts
periodic programmes in this regard. The
Code of Conduct is displayed on the website**

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

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

India is renowned for its cultural diversity. The institute helps student to relate with the cultural heritage and connect with their roots, by inculcating the importance of protection, preservation and propagation of Indian culture. Institute celebrates National and International commemorative days, events and festivals with great enthusiasm. To pay tribute to our National heroes, Institute celebrates their Jayantis and Punyateethis. The institute organizes activities on these days of national importance to recall the events or contribution of our leaders in building the nation and imbibe moral and ethical behaviour of students in their professional and personal lives.

International Commemorative Days –

1. Marathi Language Day – 27th February

2. International Women's Day – 8th March

3. International Mother Earth Day – 22nd April

4. Hindi Diwas – 14th September

5. World Environment Day – 6th June

6. International Day of Non-Violence – 2nd October

7. National Yoga Day – 21st June

8.Teacher's Day- 5th September

9. Independence Day-15th August

10. Birth anniversary of Dr. B.R. Ambedkar-14th April

11. Gandhi Jayanti-2nd October

12. Republic Day-26th January

13.Savitribai Phule Jayanti-3rd January

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

1. Professional Capabilities Development Program (PCDP)

Objective :To access the logical reasoning, critical thinking skills and problem solving skills.

This program aims to enhance students' capabilities and prepared for campus recruitments.Every year NCRD SIMS organizes PCDP for final year students.

The students are given the foresight, and anticipate potential problems.

Evidence of success: In the year 2021, around 151 students from SYMMS and TYMCA took advantage of PCDP.

Problems Encountered: Students from vernacular medium faced cultural hurdle to integrate with the system.

Resource Required: Dr. Ela Goel and Dr. Mahendra Gupta – Trainers

2. Global Business Communication Skills Development (GBCSD)

Objectives:To improve the language skills of the students

GBCSDis recognized by employers of top multinational corporations. Business English Communication (BEC) Certification was conducted on 22nd & 23rd April 2022 for FYMCA and FYMMS students. This exam is conducted by Cambridge University on a universal date for all the centers. Students received BEC Certificate after successful completion of BEC exam.

Evidence of success: In 2022, 157 students were enrolled for (BEC), Out of 157 students 128 appeared for the exam108 students scored good grades.

Problems Encountered: Most of our students are from vernacular background.

File Description	Documents
Best practices in the Institutional website	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/06.pdf
Any other relevant information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/06.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Institutional Distinctiveness

Leadership Development: Career and life with our vision "SIMS envisions to be nationally and internationally accredited institution with a center of excellence in the development of professional leaders for various sectors of business organizations and society".

Career Guidance Program: To make students participation from all

the walks of society in higher education, we at SIMS, under take career guidance sessions for students from far off places and remote villages. To ensure that institute become excellent in developing future leaders in their career and life.

SIMS conducts Free CET Training for all students from different rural and semi urban background. All events are organized by student council trigger leadership qualities in the students. Also we have conducted "Vigilance Awareness Week" activities in association with BPCL. We have taken on learner centric pedagogy where the focus is on "Mentor-Mentee" approach with the faculty acting as a friend and guide to the students. SIMS has a unique geographical advantage of being accessible to both rural and urban students, with the most prominent Mumbai industrial belt nearby.

Institute received "A" grade B-School by Competition Success Review-GHRDC B-school survey 2020. Certificate of Appreciation from BPCL. Director of the institute has won many awards and accolades.

Part B
CURRICULAR ASPECTS
1.1 - Curricular Planning and Implementation
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The Institute is affiliated to University of Mumbai and follows the curriculum prescribed by the university. Institute has a well-planned and a structured Five-Step Mechanism that includes,

1.Preparation

2.Planning

3.Implementation

4.Review and

5.CO-PO Attainment and Continuous Improvement.

Preparation

Director and HoDs receive the input from various bodies like Governing Body, College Development Committee etc. CO-PO Mapping is carried out by faculty members before delivering curriculum.

Planning

The Institute prepares its own Academic Calendar in alignment with the University of Mumbai's Terms of Arrangement. The faculty members submit the Intention to Teach to HoDs. Preparation of Time Tables, allocation of infrastructure is followed by evaluation plan to confirm the effectiveness Teaching – Learning process.

Implementation

The curriculum delivery is supported by thorough planning in terms of formulating Semester wise Academic Plans, Subject allocations and Course plan. During the induction program high achievers and emerging learners are identified and necessary actions are initiated.

Review

The academic review is carried out by HOD and Director to ensure the effective curriculum delivery

Result Analysis and Continuous Improvement

It is done to analyze students' performance as well as to initiate the corrective measures. All students and faculty members attend workshops, seminars and conferences for continuous improvement.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-1/1-1-1-Final.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

MMS and MCA Programs are affiliated to the University of Mumbai. Every Year University declares the term arrangement dates well in advance. On that basis institute prepares the academic calendar for both the programs. Time Tables are prepared in consultation with all faculty members. Each Faculty prepares and submit teaching plan to HOD before commencement of each semester. The departmental review meetings are conducted to ensure the effectiveness of academic calendar. For MMS Program, University of Mumbai has prescribed the scheme of 60:40 for student's evaluation. For MCA Program: University of Mumbai has prescribed the scheme of 80:20 for student's evaluation. The examination committee ensures fair and transparent conduction of Examinations. Results are prepared and declared with utmost accuracy by the Examination Committee. In MMS Program for Semester I and Semester II results are prepared by Examination Committee. For Semester III and Semester IV few subjects are assessed by University, so results for Internal Assessment Subjects are prepared and sent to University of Mumbai for compilation and declaration of results. In MCA Program all the subjects in all the semesters are as assessed by the University of Mumbai along with the declaration of Results.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-1/1-1-2-Final.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

2

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

3

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

417

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

1.3 - Curriculum Enrichment

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

Institute has provision of various committee activities which contribute towards sensitizing students for cross-cutting issues as described below:

1.Gender : The curriculum of MMS and MCA programs is designed and time-to-time revised by university to incorporate subjects directly addressing these cross-cutting concerns. Subject like Organizational Behaviour, Entrepreneurship Management are the subjects which address the Gender-related issues. The Institute has Women Development Cell to promote and encourage female students and employees for their overall development.

All these efforts lead to sensitize students towards gender equality.

2. Environment and Sustainability: In addition to the syllabus,

Institute regularly conducts a variety of lectures and seminars. Institute has also organized fire safety mock drill, tree plantation drive, energy conservation day that shows the concern for environmental sustainability.

Institute ground has a specially built up pit that collects the dry waste and convert it into a bio degradable matter. Institute continuously strives to achieve the objective of plastic - free campus through campaigns.

3. Professional Ethics: Institute highly believes in rigorous implementation of professional ethics; students are made aware of the significance of proper referencing in assignments, intellectual property rights issues, consequently discouraging any kind of plagiarism.

File Description	Documents
Any additional information	[View File](#)
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View File](#)

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

10

File Description	Documents
Any additional information	[View File](#)
Programme / Curriculum/ Syllabus of the courses	[View File](#)
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	[View File](#)
MoU's with relevant organizations for these courses, if any	[View File](#)
Institutional Data in Prescribed Format	[View File](#)

1.3.3 - Number of students undertaking project work/field work/ internships

275

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above

File Description	Documents
URL for stakeholder feedback report	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-1/1-4-1-Summary-Final.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-1/1-4-1-Summary-Final.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

155

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

46

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Process of Learner's Identification :

Students at NCRD's SIMS, Nerul are admitted through the Directorate of Technical Education's (DTE, Maharashtra), Centralized Admission Process.

1. **The learners are identified based on the percentage of marks obtained by them in their graduation, the Entrance examination and also in the VIVA and are correlated with each other. Learners are categories as Emerging Learner (Slow leaner) and High Achievers (Advance learner). The students scoring less than 50% are called as Emerging learner and more than 50% called as High achievers.**
2. **The class room performance of each student is then individually noted to assess their capabilities through a**

wide array of class tests, assignments & presentations, and group discussion

3. The institute conducts extra classes for the students who are unable to cope with academic requirements in some of the subject like Statistics, Economics, Financial Accounting and communications skills. The Institute conducts mock viva, guest lectures, mock practical and problem-solving sessions for enriching the performance of students.

4.The Institute conducts special programs for Advance and Emerging Learners every year

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-2/2-2-1-Slow-Advanced-Lerners.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
362	22

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

1.Experiential Learning:

Apart from traditional chalk and board learning, students are encouraged for experiential learning through:

1 Learning through events like Aarohan, Food Festival helps students to develop managerial skills.

2. Campus to Corporate: This provides an opportunity to invite distinguished personalities from

industry to inspire, share and guide students.

3. Management Lessons through Movies & Videos: Movies are shown as these are best way to

teach and learn management lessons.

4. Guest Lecture: Guest lectures are organized for students on subject related topics. It exposes

students to real-world life experiences from the position of someone who has been there.

2. Participative Learning:

Students are motivated to participate in various intra & inter collegiate events and competitions based on curricular, co-curricular, extracurricular, sports and research.

1. Regular Sessions

2. Group Discussion

3. Project work in groups

4. Seminars/Webinars/Workshops

5. Flip Class Room

6. Institute Social Responsibility

3. Problem Solving:

1. Case study method

2. Research Papers

3. Assignments

4. Students are advised to solve Previous Year question papers.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-2/2-3-1.pdf

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Following ICT Tools are used in MMS and MCA Programs

- **Computer**
- **LCD Projector**
- **Ms- Office (Word, Excel, PowerPoint)**
- **Smart Board**
- **Web Camera**
- **G-Suite - Google Meet for virtual meeting and online sessions**
- **Google Classroom**
- **Recorded Sessions**
- **Videos**
- **Headphone/ Microphone and Speakers**
- **Social Media**

Each classroom is well-equipped with the LCD projector and two classrooms have German made smart boards. Institute has Computer Labs and Language Lab with internal LAN, Leased Line and Broadband Internet connection. All faculty members are well versed with all the latest ICT tools.

Subject related Power Point Presentations (PPT) focusing on Fundamental / Key Concepts are uploaded on institute website. Faculty members efficiently blends the theoretical classroom teaching and practical exposure through the YouTube videos, Web References ,Videos etc. To keep our students and teachers pace with the changing scenario, library is regularly updated with online resources.

The institution encourages faculty members to attend various Short Term Training Programs (STTPs), Workshops, Seminars, Webinars, Faculty Development Programs (FDPs) and Conferences related to the ICT use or innovation in teaching-learning. Institute is affiliated with IIT-Bombay for SWAYAM and NPTEL as a local chapter to provide students and teachers some

additional online courses.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

20

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

22

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

8

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

210

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

A.Transparency A structured mechanism for internal assessment is followed:

Both MMS and MCA Programs semester examinations are conducted abiding the rules and regulations of the University of Mumbai. For MMS and MCA Program institute has established a separate examination sections for timely and effective conduction of examination and evaluation process. These responsibilities are divided among Teaching & Non-Teaching staff members for the Centralized Assessment Process (CAP) and other examination administrative functions.

Answer sheets of internal class tests are shown and discussed with students for performance improvement in end term examination.

In the MMS Program the exam committee obtains 2 sets of question papers for each subject and one is selected by the committee.

The answer sheets are evaluated and moderated by the teachers as per University rule

In MCA Program, question papers are obtained from the University 20 minutes before the exam.

B. Frequency and Variety

Robustness in terms of frequency can be observed through variety of tests being conducted in both MMS and MCA Programs.

- Paper –Pen test is used to evaluate subject specific knowledge.
- Skill tests like presentations and lab practical are conducted.
- Open book tests , Group and Indiividual Presentations, Quizes etc. are often used.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-2/2-5-1.pdf

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

A.Institute level –

1. Examination Committee is formed to ensure smooth functioning of exams.

2. Students are communicated about the assessment methods at the beginning of each semester.

3. Examination committee prepares and finalizes time table referring the Academic Calendar, with approval of Head of the Department and Director.

4. Exam time table is communicated well in advance to faculty members and students.

5. As per time table faculty members communicates the syllabus for examination well in time.

6. After the assessment of answer sheets they are given to the students and individual performance is discussed.

7. Students having any grievances about evaluation are free to personally discuss with respective faculty members in the given time period

8. Once the grievances (if any) are resolved, result analysis of internal examination is finalized and displayed for student's reference.

B. University Level –

1. Redressal of grievances is permitted by University of Mumbai only for end semester examinations.

2. Institute follows rules, regulations and ordinances laid by University of Mumbai from time to time.

3. Students can apply for photo copy/ revaluation of their answer sheets.

4. Students can approach the competent authority of university, in case of any grievances beyond institute's scope. Such cases are dealt separately by the exam section of University.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-2/2-5-2-Final.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The course outcomes reflect the competencies needed to meet the challenges of the course. They are comprehensive set of learning goals for describing, understanding of the concept, application of concepts and acquisition of knowledge and skills related to subject.

Program Outcomes and Course Outcomes for MMS& MCA programs have been clearly defined by the University of Mumbai.PO's, PSO's & CO's are displayed on website, prominent places in & out of campus as well as communicated to teachers and students.

All faculty members of both the programs are sensitized to the course outcomes, during the beginning of the semester during departmental meeting. The faculty members are also encouraged to attend lectures of eminent scholars, corporate for knowing emerging challenges and opportunities in management and technology.

Every session plan contains the Learning Outcomes of each course, which is shared with the students in the very first session.

Every faculty member correlates the learning outcomes of the course offered during the semester.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-2/2-6-1.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The attainment calculation helps students strive to attain more sophisticated levels of understanding and abstraction in the course. The students are evaluated throughout the semester, both continuous and end-term/ semester, in each of the program and courses.

This system is tasked with assessing the extent to which students have been able to achieve the prescribed learning outcomes and competencies in order to gauge the attainment of overall POs, PSOs, and COs. The PSOs are related to the COs, which are then linked to the overall POs.

The following steps are adopted to calculate the CO-PO

attainment.

1. The course outcomes (CO) are linked to overall Program Outcomes (PO).

Attainment of Cos are done throughcontinuous internal assessment and externalterm end examinations. The three target levels are Low-41-50%, Moderate-51-60%, High-61% and above for direct and indirect methods

MMS Program

MCA Program

(40% of Internal Assessment) + (60% of External Assessment)

(20% of Internal Assessment) + (80% of External Assessment)

Program outcomes will be attained through direct and indirect methods.

Direct Program Outcome Attainment

Indirect Program Outcome Attainment

= (Sum of the Average attainment level of the Course Outcomes mapped to a PO)/ Total Number of Courses

Feedback from Students, Faculty, Alumni, Employers

Final PO attainment is computed as = 80% of Direct attainment + 20% Indirect attainment .

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-2/2-6-2.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

204

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://ncrdsims.edu.in/site/views/pdfs/AQ AR2021-22/Criteria-2/2-6-3.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://www.ncrdsims.edu.in/site/views/pdfs/SSS.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

4

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

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-3/3-1-3.pdf

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

At NCRD's SIMS, we go above and beyond to prepare students for careers in their fields. Their competence is honed with the help of fundamental management training, faculty supervision, and industry knowledge. The institute has developed the necessary eco-system for students' creativity, innovative thinking, research, leadership, and problem-solving abilities in order to harness their entrepreneurial skills. The following activities are carried out by the institution covered by the innovation ecosystem:

Projects Undertaken –

MSDA LLP Project: Students and teachers from the institute worked on a project to estimate real estate sales using Python as part of the MOU between the MSDA LLP Company and the

institute.

Promoting startups/Entrepreneurship –

Mr. Mohinish Shende 2019-21 was interested in having a startup in Steel Industry. To enhance his further skills, Entrepreneur Cell provided him the necessary platform to initiate and start a new organization. Mohinish started the Startup Laksas Steel Company.

Research and PublicationActivities –

Our institution's research committee offers academic and staff members to explore novel concepts in the area of research and development. For the academic year 2021-22 during covid time institute has conducted an online International Conference. Institute has the following online journals:

NCRD's Business Review (ISSN: 2455-0264)

NCRD's Technical Review (ISSN: 2455-166X)

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://assessmentonline.naac.gov.in/public/index.php/admin/get_file?file_path=eyJpdiI6InBWTldaa3kvQ1ljNUhYRHZvb3JhZmc9PSIsInZhbHVlIjoiRXVEVlRpVEJkTldsYnF2eURkSXJId1RnMDdLL0oveDlpMlh6TnFiUnZMMWWFFL2V1WnI5YUo5VnlBUHM3K2hweiIsIm1hYyI6IjgxNjMwNWI5MDMyZTM4ZWQ1MWMxZGJjZjZhNjAzNDlhODdiNTk1OWFmYTNkNDNlMjk3MDNjNWQ5NDk4OWFkNTYiLCJ0YWciOiIifQ==

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

4

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

2

File Description	Documents
URL to the research page on HEI website	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-3/3-3-1.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

0

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and

papers in national/ international conference proceedings year wise during year

30

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The Institution supports the development of community service by organizing a range of events and initiatives to educate students about social issues. Faculty members are crucial in this and promote students participation in social activities.

The institution organizes a number of extension activities to promote institute-neighborhood community to sensitize the students towards community needs. The students of our institution actively participate in social service activities leading to their overall development. Faculty members maintain track of all activities, including goals, budgets, outcomes, and initiatives, in collaboration with students.

Through these units, the institution undertakes various extension activities in the neighborhood community. The mentioned activities have a positive impact on the students, and they develop community relationships, leadership skills, and self-confidence. The following actions were taken throughout the year.

Sr. No.

Year

Name of the Activity

1

2021-22

Webinar on "Seed Ball Making"

2

Save the Flag

3

Webinar on "Emotional Stabilty- A Geeta Way

4

Webinar on "Awareness on Organ Donation"

5

RakshaBandan with Rakshak

6

Webinar on "POSH"

7

A Day with Rotighar Kids

8

Cloth Donation

9

Tree Plantation

10

Webinar on "How to Beat Stress and Maintain yourself Healthy in these Covid Times"

11

Health Check Up

File Description	Documents
Paste link for additional information	https://assessmentonline.naac.gov.in/public/index.php/admin/get_file?file_path=eyJpdiI6ImdTVHlEWldIUXBMUUlzMWtQZnJBRGc9PSIsInZhbHVlIjoiVmVhOEF5S1MrTGVnOXljTkpqS0d4SDFiOGhFL0t2RlF1VXVmeTVmeUEyOG94OGprN2JyVmdYcFE3Wk81cHQ1eSIsIm1hYyI6IjFjFiZmQ1MzhmYjVjOTkwZGM1NDI2NzYzZTE4ODdkNmMyZTUzYTRmMDg5NjMxN2U1YjVlMDNmODI0OTA1YWU0Y2QiLCJ0YWciOiIifQ==
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

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

0

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

11

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1034

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

207

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries,

| corporate houses etc. during the year |

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

NCRD's Sterling Institute Management Studies, Nerul, Navi Mumbai has State-of-the-art infrastructure and learning resources as per the guidelines and norms laid down by the All India Council for Technical Education (AICTE), Directorate of Technical Education (DTE) and University of Mumbai.

The Institute possess well equipped Instructional and related areas for learning of students.

The details are as follows:-

1. Classrooms: All the class rooms of 100 square meter each They are well lit, ventilated and provided with air-conditioners as well as audiovisual teaching aids i.e. White Board, LCD Projector, Desktop, etc. Wi-Fi internet access has been made available in each Campus. Smart class rooms have been provided as per the norms laid down by All India Council for Technical Education (AICTE).

2. Computer Lab: A 150 square meter full-fledged Computer Center with 55 computers and latest equipment's. Internet connectivity: Leased line of 100 Mbps plus 50 Mbps Broad band has been provided.

4. Library: 343 square meters Library is equipped with both physical and digital Library. Library being the Information Resource Center has deployed the best cutting-edge technology to proactively meet the evolving needs of faculty and students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-4/4-1-1.pdf

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

NCRD's SIMS is committed towards an education that enables Savarangin Vikas i.e., comprehensive development of students through a balance of five aspects viz. physical, practical, creative, moral and intellectual. Extra-curricular activities like sports, outdoor and indoor games, gymnasium, cultural activities, communication skills development, yoga, sessions on health and hygiene etc. are being conducted for students on regular basis. Cultural and Religious festivals are celebrated by students and staff, cutting across all faiths and communities. Diwali, Dandiya (Navratri), Ganesh Chaturthi, Eid, Christmas, Holi, Onam, and Women's Day are being celebrated with great enthusiasm. Traditional Day is also celebrated with great passion by all the students and staff, where everyone come dressed in their regional attire and speaks about their culture and values.

Summary Table of Sport Facilities Available:

Sr. No.

Facility

Details

Land Available in m2

Location

1

Indoor Games

Chess , Carom, Table Tennis

15 m2

Sport Room

2

Outdoor Games

Cricket, Football, Volleyball, Tug of War

4898 m2

Ground

3

Gymnasium

Gym Equipment

45 m2

Sport Room

4

Yoga Center

Meditation ,Yoga

170 m2

Auditorium

Summary Table of Cultural Facilities available

Sr. No

Facility

Details

Land Available in m2

1

Auditorium

Cultural activities

240.454 m2

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-4/4-1-2.pdf

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

12

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-4/4-1-3.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

110.48

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

MKCL's Libreria Software

Library has facilities such as MKCL's Libreria software and OPAC (Online Public Access Catalogue) which is used by students &and faculty for search of books by title/ author name etc. All the work related to the issue and return has been computerized. All books are bar-coded. MKCL's Libreria is a totally partially automated software package encompassing all aspects of the library management System. This software covers all areas within the preview of the MKCL's Libreria for efficient Information Management and at the same time provides a precious tool to all its members to have access to these resources at his Easy search for finding books and resources anywhere in your library on various fields and different parameters.

Modules / Features of MKCL's Libreria:-

- Interactive and Dynamic Dashboard
- Masters, Book Management
- Accessioning
- Membership Management
- Circulation
- OPAC
- Catalogue
- .Reports
- System Administration

Details of MKCL's LIBRERIA
Software:-http://libreria.org.in/SIMS/

Name of ILMS Software

Nature of Automation (Fully or Partially)

Version

Years of Automation

MKCL's Libreria

Partially Automated

Internet Explorer isIE 7.0, Firefox 3.0

2021-22

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-4/4-2-1.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

`7.55`

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

`75`

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

4.3 - IT Infrastructure

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

`SIMS has well-equipped & well-facilitated computer center with LAN connectivity. Every staff member has a separate computer with LAN connectivity. SIMS has a Internet Lease Line facility which was gradually updated from the academic year 2014-15 from 10 Mbps lease line to 100 Mbps lease line. This up-gradation was done from time to time as per the norms prescribed by AICTE and institute requirements. From 2021 Wi-Fi services is available for student with 10 Mbps speed. Currently SIMS has 115 computers and 2 laptops. Considering the changes in technology institute has constantly updated itself by discarding old PCs and procuring new PCs.`

`Licensed Software:Institute has various softwares needed for academic purposes which include Oracle, Visual Studio Professional, Orell, apart from basic software likeOffice, Tallyetc.`

`Firewall/Security:SIMS uses firewall service from Sophos-XG250 and the support license is up to March 2025.`

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-4/4-3-1-IT-Infrastructure.pdf

4.3.2 - Number of Computers

115

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

108.47

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The Institution has well established system and procedure for maintaining and utilization of physical, academic and support facilities. Maintenance is carried out throughout the year and as and when required.The infrastructure is also made available for government and non-government agencies for the social welfare activities. For the maintenance of these facilities, a systematic policy is adopted through making budgetary provision and subjected approval of local management committee. Institute has appointed external agencies for maintenance of infrastructure, equipment and other facilities.

- ○ **Process Details**

- • **Central need analysis of the infrastructural requirements from stakeholders.**
- • **Approval for procurement by Governing Council.**
- • **Preparing annual budget for infrastructural (Capital and Maintenance) expenses**
- • **Quotations are invited by the purchase committee of the institute which further prepares the comparative statement and forward the same to NCRD Head Office for further procurement. and placing the purchase order.**
- • **Quality assurance and testing of procured material / infrastructural items is also done by NCRD Head Office.**
- • **Entering the procured material in dead stock register**
- • **Repair and maintenance of damaged equipment in-house as well as outsource depending upon the need.**
- • **Analysis of infrastructural facilities available and feedback from stakeholders is taken annually.**

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	<u>http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-4/4-4-2.pdf</u>

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

177

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<u>View File</u>
Upload any additional information	<u>View File</u>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-5/5.1.3.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

207

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

207

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent

A. All of the above

mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

103

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

0

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

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

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

0

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at uni versity/state/national/internatio nal level (During the year) (Data Template)	View File

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

Student council acts as a liaison body between the management and students. Student council operates with the objective of ensuring student welfare and active engagement of the students.

Selection Process: - Student Representative in council is selected through Self nomination or Class Coordinators nominate the students to HOD and HOD in consultation with the Director finalizes student members.

Key Role:

- **To enhance bonding among students, management, faculty and parents.**
- **To successfully organize various students oriented activities**

Academic and Administrative bodies:

- **SC/ST Committee – According to the UGC Guidelines of 1998, SIMS has constituted SC/ST committee. The SC/ST/OBC students can approach to committee head/members for redressal of any grievance regarding academic, administrative or social problems. Committee will meet the concerned students, understand their problem and take necessary action.**
- **College Development Committee: Maharashtra Public Universities Act 2016 mandates every college to have duly constituted College Development Committee. Participation and representation of students is ensured.**
- **Industry Institute Interaction Committee: It has student**

> volunteers who work as members along with faculty members.
>
> - **Internal Complaints Committee- As per the guidelines of Hon'ble Supreme Court, SIMS has constituted 'Internal Complaint Committee' for speedy redressal.**
> - **Anti-Ragging Committee – Maharashtra Prohibition of Ragging Act 1999, ragging within or outside the institute campus is prohibited. Objective is to eliminate ragging.**

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-5/5-3-2.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

6

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

Registration of Alumni Association: The institute has registered Alumni Association with charity commissioner (Registration No. 1402/2018) w.e.f. 24th July 2018.

Alumni are an important pillar of the Institution and play a

significant role in connecting the academia with industry. NCRD's SIMS, Nerul Alumni Cell gives a platform for the alumni to network and interact with the students; faculty members and the management, thereby enhancing the educational experience

Significant Contribution-

·Career Guidance & Counseling sessions: Organizes and conducts Career Guidance Session and Counseling session for current students in which they share their real life corporate experiences, so as to make the students well acquainted with the challenges and opportunities of corporate world.

·Summer internship & final placement: Alumni of SIMS contribute by way of providing opportunities for summer internships and final placements of current students.

·Entrepreneurship Development: Some of our alumni who are entrepreneurs keep on visiting campus to interact and guide students for encouraging them to become entrepreneurs.

·ISR Activities: Alumnus provides support through NGO for conducting different ISR activities.

·Contribution towards Institute admission: Many alumni recommend the Institute to their siblings, friends during admissions.

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-5/5-4-1-Summary-sheet.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The main objective of NCRD's SIMS Governance is to achieve continuous improvement in quality of technical education through structured framework. Decentralized governance participative management is ensured through institute's hierarchy as well as with the involvement of stakeholders. Director of the Institute is bestowed with necessary powers for smooth functioning of the Institute towards achieving its mission.

The development of students is our prime focus. We follow Student-centric approach. Throughout the year we conduct various Curricular, Co-curricular and Extra-curricular activities for the holistic development of our students. Webinars on "Emotional Stability-A Geeta Way" and "How to beat stress and maintain yourself Healthy in this COVID Times" focused to help our students in stress management. Seminars like " What I have Learnt from My Failures in My Entrepreneurial Journey" aimed towards developing the students' entrepreneur skills. Seminar on "The Everyday and Beyond" focused on building ethical leaders.

The Director involves HoDs and staff members in planning, implementation and evaluation of all activities by delegating responsibilities. They are authorized to work as coordinators / member-secretary of various Curricular, Co-curricular and extra-curricular committees. Thus decision making is carried out through formation and functioning of various committees that hold meetings at regular intervals.

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-6/6-1-1.pdf
Upload any additional information	View File

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

The institute Director ensures a Democratic and Participative style of leadership, soliciting the total participation and

active involvement of both teaching and non-teaching staff. The Director initiates, guides as well as advice the staff members and students to actively involve themselves in realizing the goals and objectives of the Institute.

CaseStudy:

One Day Online Conferenceon "Learning's from the Pandemic and getting ready for the next one: Issues & Challenges", Saturday, 26th June 2021.

Aim and Objective:

This conference is an open platform for industry professionals and

academicians to uncover the issues and challenges faced by all of us.

Execution:

The conference was executed successfully through the work delegation to various committees comprising of staff members and students.

Esteemed Guests:

Chief Guest

Prof. Dr. Satish Sharma

Guest of Honour

Prof. Dr. Kuldip S Charak

Dr. Ashish Chandra Swami

Prof. Dr. DivyaVerma Gakhar

Summary of Conference Participants:

- Pool of Participants was from all over India as well as from Kuwait
- Total Participants: 91
- Total Papers Received : 45
- Total Papers Accepted: 41

- **Total Paper Presented: 31**

Publications:

Volume 6, Issue 1 of two annual Peer Reviewed E-Journals:

- **NCRD's Business Review (ISSN: 2455-0264)**
- **NCRD's Technical Review (ISSN: 2455-166X)**

Outcome

As the outcome, the online conference, we received 45 research papers from various fields and were published in online journal bearing ISSN number.

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-6/6-1-2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Professional Capabilities Development Program (PCDP) for MMS and MCA students is an initiative based on Strategic Plan. It was implemented successfully in accordance with Institute Strategic Plan. This was a specialized training and conducted to prepare the students for their placements in corporates.The sessions wereconducted seperatelyfor MMS and MCA students.More than 200students got benefittedfrom this program.

The instruction was designed to help students perform better during interviews and hiring procedures. The students received instruction in a variety of areas, including technical abilities, interview preparation, quantitative aptitude, and verbal ability. Additionally, they received individualized input on the CV, interview attire, and one-on-one mock interviews.A diverse team of facilitators led a variety of sessions to meet the needs of different learning modules.

The training included various modules which most of the companies consider while conducting aptitude tests, assessing quantitative abilities, verbal, logical reasoning, etc.

Professional Capabilities Development Program makes sure that every module is mastered by the student which leaves them with no option than qualifying the aptitude duringthe recruitment process. As part of the training, students get practice exercises and test papers for each test module followed by the comprehensive tests on the pattern of the tests conducted by major companies.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-6/6-2-1.pdf
Upload any additional information	View File

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

Participative Management and decentralization in execution of all the processis practiced at NCRD's SIMS. BOG and College Development Committee are the highest authority that governs the Institute by making higher management decisions. Various Statutory and institutional committees are formed in the Institute for the smooth and efficient management of activities.

The committees are constituted by the Director in consultation with HOD's. The Organizational Structure, Administrative Setup, Policies , procedures refer to Administrative and Academic Process Handbook.

Executive Committee: The Executive Committee is a parent authority of entire NCRD's SIMS .

Board of Governors (BOG) and College Development Committee (CDC): These committees plan the academic, administrative and infrastructural growth.

Chief Administrative Officer: CAO is the trust representative and liasoning officer between Trust and institute.

Director is responsible for implementation of strategic plans and initiating innovation related to sustainability and growth

of an institution.

IQAC initiates plan and supervise various activities .

HOD acts as a link between Director and students, faculty and staff members.

Administrative Office, Library, Training & Placement, Examination and Students Council they all work under the guidance of IQAC and Director.

File Description	Documents
Paste link for additional information	http://www.ncrdsims.edu.in/site/views/pdfs/Process-HandBook.pdf
Link to Organogram of the institution webpage	http://www.ncrdsims.edu.in/index.php/about-us#chart
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Institution has great concern towards welfare of teaching and non-teaching staff. Following are the welfare measures provided by the Institute and management.

Financial Welfare Measures:

- **Provident Fund:** All Teaching and Non-teaching staff member gets benefit of Employee Provident Fund as per Government rules.
- **Gratuity:** Gratuity benefits are made applicable to all teaching and non-teaching staff as per provisions of Payment of Gratuity Act 1972.
- **Insurance:** Institute provides Accidental and Health insurance to all Teaching and Non-Teaching staff members.
- **Staff Development Programs:** Institute regularly organizes various FDP, Workshops, and Conferences for the comprehensive development of Teaching and Non-teaching staff members.
- **Financial Support for Staff Development Programs:**

Holidays and Vacation: Institute grants Holidays and Vacation to teaching and non-teaching staff as per the norm and guidelines of University of Mumbai

Maternity Leave: Institute grants a maternity leave of 3 months to female staff members. Extended Medical Leave: Institute grants extended medical leave to its staff members in case of medical emergency.

Compensatory Leave: Institute grants compensatory leaves to all teaching and non-teaching staff members for work done on holidays.

Earned Leave: Teaching and non-teaching staff is provided with the benefit of earned leave as per norms.

Doctor on Call Facility: Health is a state of complete harmony of the body, mind and spirit. Staff member's health is prime concern for the institute. Doctor and Medical help is available on call whenever required. For this institute has done tie-up with Apollo Hospitals Doctor on call facility is available through Apollo Hospitals.

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-6/6-3-1new-0001.pdf
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

3

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

6

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

8

File Description	Documents
IQAC report summary	<u>View File</u>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<u>View File</u>
Upload any additional information	<u>View File</u>
Details of teachers attending professional development programmes during the year (Data Template)	<u>View File</u>

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

An institute's human resources are a crucial component of providing high-quality higher education. The institute's most valued human resource is its teaching and non-teaching employees. NCRD's SIMS is committed to move on the path of excellence with a clear vision for quality education.

Performance Appraisal Management System at NCRD's SIMS is well defined and well-structured. It is implemented to measures the actual performance of the employees i.e. the work done by the employees during the specified period of time. Performance Appraisal Method for Teaching and non teaching Staff 1] Self Appraisal. 2] Appraisal by the Director-

Appraisal Criteria for the faculty members:

Criterion No.

Type of Category

Weight

age

% weight

age

Self-

Appraisal

1

Academic Involvement

400

40

2

Student Development

200

20

3

Institutional Development

200

20

4

Professional Development

100

10

5

Competency Mapping

100

10

Total

1000

100%

Minimum 50% of the total score is required to achievein Academic involvement and Student development for every faculty member. On the basis of performanceevaluation, annual increments are given to all the teaching and non-teaching staff members. A seperate form is designed for teaching and non teaching staff members.

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-6/6-3-5-new-0001.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Objectives of Audit:

1.To setup effective internal check and control.

2.To inspect the accuracy and authenticity of financial statements

3.To verify the Books of Accounts and Internal Audit Reports

External Audit:

Name of External Auditor: L. W. Kale & Company, Mumbai

Frequency of Audit: Annual

Scope of External Audit: The institute regularly conducts external audit and all account books are maintained by the accountant as per the guidelines of the Institute of Chartered Accountants of India Accounting Formats. The accounts of the institute are audited by Chartered Accountant appointed by the NCRD Trust on regular basis.

1.Income and Expenditure Statement

2.Receipt and Payment Account

3.Balance Sheet

4.Depreciation of Fixed Assets

5.Opening and Closing Balance of Total Fees collection, Salaries, Fees outstanding and Student and Social Welfare

6.Internal Audit Report

7.Professional Tax, Income Tax, TDS, GST and Provident Fund returns

Finalization of Financial Statements and Auditor's Report

Name of Internal Auditor: CA. Abhijit Shinde

Frequency of Audit: Annual

Scope of Internal Audit:

1. Income Receipts and other Income Receipts with linkage to Bank.

2. Bank Receipts

3.Bank Reconciliations Statement

4.Cash Book

5.Tally Entries

6.Professional Tax, Income Tax, TDS, GST and Provident Fund

7.Vouchers Checking: Bank and Cash Vouchers

8.Monthly Salary Statement and Deducstions

9.Yearly Budget

10.Fee Regulatory Authority (FRA) for Fee Approval

11.University of Mumbai Fees (Affiliation Fee, Exam Fee, Enrolment Fee, Eligibility Fee, Pro-rata and Student Welfare Fee)

12.Availability of Sanctions from Trust for Expenses.

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-6/matrix-6-4-1.pdf
Upload any additional information	View File

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

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

0

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

1. Student tuition fees are the main source of income. The Maharashtra Government Unaided Private Professional Educational Institutions Act of 2015 established the Fee Regulation Authority, or FRA, which is responsible for regulating tuition

costs.

2.Three different resource categories are managed by the institute: Human resources, equipment and material resources, and infrastructure resources. The Institute makes ensuring that qualified personnel is hired in accordance with the standards of the relevant regulating body, such as the AICTE.

3. Student admissions play a important role in the budget's financial inflow. The mobilization strategy is carried out in order to make sure that the maximum number of seats are filled relative to the sanctioned intake.

4.The institute intends to launch a research centre and take on consulting assignments in the near future.

Funds Utilization Plan

1.Salary to Staff

2.Student Development

3.Placements

4.Staff Development Programs

5.Office & Administrative Expenses

6.Capital Expenditure – Purchase of Equipment's, etc.

7.ICT Facility

8.Library Resources

9.Infrastructure Development & Maintenance The management reviews and approves the budget.

The Institute follows standard procedure for bill settlement and payments.

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-6/6-4-3.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The Sterling Institute of Management Studies at NCRD seeks to develop, implement, and sustain a quality culture for comprehensive quality improvement.

IQAC Contribution

IQAC conducts various academic, co-curricular and extra-curricular activities for continuous quality improvement.To improve qualityoutcomes, IQAC has taken many initiatives and institutionalized quality systems and processes in the areas of teaching-learning process, student evaluation, academic administration and institutional best practices.

IQAC of institute supervise and suggest Academic Planning, Time Table and Feedback.It also advice and ensurethe execution of add-on / certification courses for the students.

Activities Initiatives by IQAC

1. Faculty members are encouraged to pursue Ph.D.
2. Faculty members are provided with financial support for attending National and International Conferences / Seminars / FDP / Workshops and Paper Publications.
3. Faculty members are supported with infrastructure, library, human resources, and assistance to carry out research activities.
4. Add-on and Certification Courses for students.
5. Refine Teaching-Learning Process.
6. Activity/Event report.
7. Co-curricular activities.
8. Preparing students for the final placements.
9. Student performance in examinations.
10. Strengthen Industry Institute Interaction.

11. **Current Industry Trends.**
12. **Support for Summer and Final Placements.**

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-6/organized-2-IQAC-6-5-1.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities.

The academic process of institute is directed by Academic Planning, Time Table and Feedback Committee where IQAC gives suggestions for development and enrichment of Teaching-learning process. At NCRD's SIMS one of head of Academic Planning, Time Table and Feedback Committee is member of IQAC to maintain the proper link between the both committees. Initiation of Academic Process

1.Academic-Calendar

2.Time-Table

3.Session-Plan

4.Extra Lectures

5.Certification-Courses

6.Assignments

7.Library Session

8.Lab Sessions

9.Career-Guidance

Evaluation of Academic-Process

1.Teaching Plan: The session plan which is prepared by concerned subject teacher is time to time checked and evaluated by HOD and accordingly suggestions are given to faculty to improve their teaching skill.

2. Evaluation: The evaluation is done by the subject teacher as per guide lines of University of Mumbai.

3.Feedback System: Teaching feedback is collected at the end of the semester, which is analyzed by Academic Planning, Time Table and Feedback Committee for further improvements.

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-6/6-5-2.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-6/SIMS-Annual-Report-NCRD-AR-21-22.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Safety and Security

The Institute campus has CCTV surveillance, professionally trained security persons day and night, enough lights are there in building and around the playground,staff male and female security guards are placed on every floor. Institute has Tie-up with Apollo Hospitals,Navi Mumbai for timely medical assistance. The Emergency contact numbers, floor layouts are displayed to guide the students as well as visitors inside the institute building.

Counseling

The Institute has full-time counselor for mentoring and welfare for Students; Regular sessions of counseling are scheduled, one to one discussion if they are facing any problem, 15-20 students are paired with a faculty mentor who can monitor their progress and offer advice as needed for academic and personal development.

Common Room

The institute has separate common room for boys and girls. It is well ventilated and has dressing mirrors, news-papers and notice boards. Girl's common room is made available with

resting facilities for the entire female students. Housekeeping staff comprises oflady members too. A separate suggestion box is kept in girls' common room. Regular visits to the common room are made by female administrative and teaching staff.

File Description	Documents
Annual gender sensitization action plan	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-7/7-1-1-2021-22.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-7/7-1-1-2021-22.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid Waste Management: Solid waste is systematically sorted into two main categories: dry waste and wet waste. The waste management division of the Navi Mumbai Municipal Corporation (NMMC) undertakes daily collection of this waste. Each floor is equipped with large dust bins.

Liquid Waste Management:Liquid waste is efficiently managed through various measures. Every floor within the campus has filtered purified drinking water facility, catering to both students and staff. To curb any wastefulness of drinking water, a monitoring and control system is in place. Furthermore, the

campus has an efficient drainage system that effectively serves all building floors.

E-waste Management:E-waste is minimally generated within the Institute. Used batteries and malfunctioning computers are appropriately disposed of through external agencies whenever necessary. Awareness posters regarding E-waste management are strategically positioned at designated locations.

Waste Recycling System:

1. Cleaning staff gathers dry leaves from the surroundings and lets them sun-dry until moisture is fully removed.
2. The dried leaves are then crushed.
3. Grass collected from the playground, obtained by lawn, is included in the recycling pit.
4. A layer of composting culture is added, and the mixture is regularly stirred on a weekly basis.
5. This nutrient-rich compost is subsequently utilized as garden manure.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for	A. Any 4 or All of the above

greening the campus are as follows:

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path,	**A. Any 4 or all of the above**

lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment   5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

NCRD's Sterling Institute of Management Studies prioritizes the promotion of principles like tolerance and harmony through the education it provides to its students.

One of the notable aspects of NCRD's SIMS is its diverse student and faculty composition. The institution boasts a multicultural and multilingual student and faculty, which comes from various parts of the country and different socioeconomic backgrounds. By fostering tolerance and harmony and bringing together students and faculty from various backgrounds, the institution likely provides a unique and enriching educational experience for its students.

Initiatives are:

1. Annual Gathering: NCRD's SIMS hosts a range of student festivals and gatherings, including Aarohan, Radiance etc., These events bring together students from diverse communities and backgrounds. Students organize a welcoming Fresher's party for newly admitted students as part of these engaging activities.

2. **Nationalistic Endeavors:Both students and staff enthusiastically celebrate Republic Day, Independence Day,Maharashtra Day, etc. The National Anthem holds a central place, resonating through major functions and gatherings, as a mark of unity and patriotism.**

3. **Institutional Social Responsibility: Webinar on seed ball making, organ donation, a day with rotighar kids, cloth donation in association with Khushiyaan Foundation. Health Check-up camps, Stress Management was organized to serve the community.**

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The birth and death anniversaries of great Indian personalities, Freedom Fighters, Social reformers, Educationists are commemorated in the campus. Every year the Institute commemorates birth anniversaries, death anniversaries of great Indian personalities like Chhatrapati Shivaji Maharaj, Mahatma Gandhi, Lokmanya Tilak, Mahatma Phule, Dr. Babasaheb Ambedkar, Dr. Radhakrishnan Pillai, Savitribai Phule, Dr. A.P.J. Abdul Kalam and others. The Management members and Director address the students and the teachers on national values. The Institute regularly organizes a National festival which also aligns with the goals and mission of the Institute regarding value-based education. Such activities inspire the students with national values like patriotism, brotherhood, equality, nationality, love, humanity and likewise. On these occasionsguest lectures are arranged for the students to recall the memories of great Indian personalities and their contribution in Indian Independence Movement.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-7/7-1-9.pdf
Any other relevant information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/Criteria-7/7-1-9.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**A. All of the above**

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

India is renowned for its cultural diversity. The institute helps student to relate with the cultural heritage and connect with their roots, by inculcating the importance of protection, preservation and propagation of Indian culture. Institute celebrates National and International commemorative days, events and festivals with great enthusiasm. To pay tribute to our National heroes, Institute celebrates their Jayantis and

Punyateethis. The institute organizes activities on these days of national importance to recall the events or contribution of our leaders in building the nation and imbibe moral and ethical behaviour of students in their professional and personal lives.

International Commemorative Days –

1. Marathi Language Day – 27th February

2. International Women's Day – 8th March

3. International Mother Earth Day – 22nd April

4. Hindi Diwas – 14th September

5. World Environment Day – 6th June

6. International Day of Non-Violence – 2nd October

7. National Yoga Day – 21st June

8.Teacher's Day- 5th September

9. Independence Day-15th August

10. Birth anniversary of Dr. B.R. Ambedkar-14th April

11. Gandhi Jayanti-2nd October

12. Republic Day-26th January

13.Savitribai Phule Jayanti-3rd January

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC

format provided in the Manual.

```
1. Professional Capabilities Development Program (PCDP)

Objective :To access the logical reasoning, critical thinking
skills and problem solving skills.


This program aims to enhance students' capabilities and
prepared for campus recruitments.Every year NCRD SIMS organizes
PCDP for final year students.

The students are given the foresight, and anticipate potential
problems.

Evidence of success: In the year 2021, around 151 students from
SYMMS and TYMCA took advantage of PCDP.

Problems Encountered: Students from vernacular medium faced
cultural hurdle to integrate with the system.

Resource Required: Dr. Ela Goel and Dr. Mahendra Gupta -
Trainers

2. Global Business Communication Skills Development (GBCSD)

Objectives:To improve the language skills of the students

GBCSDis recognized by employers of top multinational
corporations. Business English Communication (BEC)
Certification was conducted on 22nd & 23rd April 2022 for FYMCA
and FYMMS students. This exam is conducted by Cambridge
University on a universal date for all the centers. Students
received BEC Certificate after successful completion of BEC
exam.

Evidence of success: In 2022, 157 students were enrolled for
(BEC), Out of 157 students 128 appeared for the exam108
students scored good grades.

Problems Encountered: Most of our students are from vernacular
background.
```

File Description	Documents
Best practices in the Institutional website	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/06.pdf
Any other relevant information	http://ncrdsims.edu.in/site/views/pdfs/AQAR2021-22/06.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Institutional Distinctiveness

Leadership Development: Career and life with our vision "SIMS envisions to be nationally and internationally accredited institution with a center of excellence in the development of professional leaders for various sectors of business organizations and society".

Career Guidance Program: To make students participation from all the walks of society in higher education, we at SIMS, under take career guidance sessions for students from far off places and remote villages. To ensure that institute become excellent in developing future leaders in their career and life.

SIMS conducts Free CET Training for all students from different rural and semi urban background. All events are organized by student council trigger leadership qualities in the students. Also we have conducted "Vigilance Awareness Week" activities in association with BPCL. We have taken on learner centric pedagogy where the focus is on "Mentor-Mentee" approach with the faculty acting as a friend and guide to the students. SIMS has a unique geographical advantage of being accessible to both rural and urban students, with the most prominent Mumbai industrial belt nearby.

Institute received "A" grade B-School by Competition Success Review-GHRDC B-school survey 2020. Certificate of Appreciation from BPCL. Director of the institute has won many awards and accolades.

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

7.3.2 - Plan of action for the next academic year

Academics & Student's Development: SIMS will continue organizing workshops and seminars on gender equity and understanding towards multi cultural issues. SIMS will be providing training in Employability Skill in association with Rubicon Skill Development and Red Hat certification training program.We will provide BEC Certification in association with Cambridge University. We will participate in Vigilance Awareness Week in association with BPCL as every year.

Alumni: In order to improve students' employability, we have planned to involve alumni in the creation of the institute and student development activities.

Entrepreneurship Cell Development: Institute will expand various activities under Institution Innovation Council (IIC) to support entrepreneurship culture in Association with MACCIA. We will be participating in Hackathon Competition by Governing body.

Research & Development: The SIMS will also continue to work on for organizing research conferences, workshops, Seminars, promoting quality initiatives such as intellectual property rights awareness programs and supporting resaerch activities.

ISR activities: We will continue contribution in Swatch Bharat Abhiyan, other Social activities like food and clothes donation to oldage homes and orphanages under ISR Committee. We'll set up a campaign to raise awareness of the environmental movement.

Strengthening IQAC:- SIMS intends to strengthen our IQAC by holding educational events around NEP 2020.

18-10-2023 09:59:50