YEARLY STATUS REPORT - 2022-2023

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	7506963335
• Registered e-mail	director@ncrdsims.edu.in
• Alternate e-mail	accounts@ncrdsims.edu.in
• 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:	https://ncrdsims.edu.in/site/views/pdfs/MMS-Academic-Calendar-for-AY-22-23.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)

• Various ISR activities were conducted where the students participated in diverse extension activities in collaboration with Non-Government Organisations.

• One Week Value Added Certification Training Program on Red Hat Certified Administrator in collaboration with Priar Technoworld, Mumbai.

• Awareness Campaign on Drug Abuse & Human Trafficking in association with Narcotic Department, Navi Mumbai.

• Certification Program on Employability Skills in association with Rubicon Skill Development Pvt. Ltd. for FYMMS and FYMCA students.

• Two day International Conference in Association with University of Mumbai on the theme "Transformation in Business and Social Practices: Creating a Sustainable Future".

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
Two days International Conference in Association with University of Mumbai	**Two day International Conference in Association with University of Mumbai was organized on 24th and 25th March 2023 on the theme "Transformation in Business and Social Practices: Creating a Sustainable Future". After peer review, 45 papers were published in UGC CARE Listed Journal.**
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**
One Week Value Added Certification Training Program	**One Week Value Added Certification Training Program on Red Hat Certified Administrator by Priar Technoworld, Mumbai**
To carryout Institutional Social Responsibility (ISR) initiatives	**Various activities were organized in association with NGO like Red Cross, Dreamalive Foundation etc. Students were made aware about the importance of social responsibilities through these activities.**
To conduct workshop to enhance students' employability skills	**Certification Program on Employability Skills in association with Rubicon Skill Development Pvt. Ltd. for FYMMS and FYMCA students**

13.Whether the AQAR was placed before statutory body?	**Yes**

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee (CDC)	04/12/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022	20/12/2022

15.Multidisciplinary / interdisciplinary

A two-year full-time Post-Graduate degree in Management Studies (MMS) and Computer Applications (MCA) is offered by NCRD's Sterling Institute of Management Studies. Both the programs are affiliated with the University of Mumbai.

We deliver the curriculum presrecibed by the University of Mumbai. In otrder to cater the diverse needs of students the institute allow them to choose the electvies of their choices. We comply with the rules and policies of the University.

16.Academic bank of credits (ABC):

As per the directives of the University of Mumbai, all the affiliated higher education institutes need to create ABC IDs of their students on the University portal..

Considering the significance of digital initiatives in the education sector, as well as following the guidelines of affiliating university, the Sterling Institute has generated ABC IDs of all its students. Depending upon the credits earned by the students, the University will issue their certificates in their Digi-Locker.

17.Skill development:

Institution has provided the students with the skills and resources they need to adapt for the ever-changing needs of the industry. With expert sessions, webinars, workshops, seminars, add-on/certificate courses and other events, the institution consistently seeks to develop a skilling ecosystem for the students. The institute has collaborated with reputed organizations to impart managerial/technical/life skills among students. Few programs are listed below-

- 30 Hours Certification Program on " Employability Skills" in association with Rubicon Skill Development Pvt. Ltd.

- Finbridge Expo by 5Paisa.com
- One Week Value Added Certification Training Program on Red Hat Certified Administrator by Priar Technoworld, Mumbai
- Cambridge B1 Business Preliminary Certification Course
- Seminar on "Get-Set-Go for Entrepreneurship" in association with Maharashtra Chamber of Commerce (MACCIA)
- Online Expert Session on "Disruptive Innovations & Product Development" by Dr. Vivek Arunachalam, Berlin School of Business & Innovation, Chicago
- Professional Capabilities Development Program for MMS & MCA Students (Aptitude & Soft Skill Training)
- Expert Session on "Data Science Bootcamp"

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

Sterling Institute promotes Indian tradition, culture and values. For classroom instruction and other activities, faculty uses a multilingual approach. Several programs are conducted at the institute premises to integrate Indian Knowledge system with the current curriculum.

Programs like Hindi Diwas, Marathi Diwas, Dances and Skits in regional languages and Traditional day. To foster appreciation for Indian culture among students, a number of activities are being planned and executed as per academic calendar. Students are encouraged to participate in these activities representing the institute within and outside the campus.

HEI is organizing conferences in which researchers are getting opportunities to present their research papers on interdisciplinary topics. Students are also encouraged to participate in research activities, projects and provide solutions on societal problems.

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

University of Mumbai focuses on Choice Based Credit Grading System (CBCGS) and designs the syllabus to equip the students with the strong foundation, necessary skills and latest tools and technology required for making a global impression. The syllabus is designed with the inclusion of Outcome based approach and project based learning approach, keeping in view the requirements of the Industry.

In addition to imparting knowledge, the emphasis is on developing higher order cognitive abilities, attitudes, and self-learning.

Consequently, every semester, skill-based laboratories, mini-projects, and self-learning subjects are added to the current curriculum. The program also provides MOOC courses to facilitate independent study. These skills further enable the students to take a full, active and responsible role in the corporate world.

20.Distance education/online education:

Online Education has become an integral part of today's education. The Institute offers online education through NPTEL, MOOC and SWAYAM courses. Faculty members prepare the e-content that is accessible to all students in e-classrooms. With the subscription of National Digital Library (NDL), databases such as ProQuest and Springer Nature, the Institute Learning Resource Center offers instant access to numerous study material and research studies to students and staff. Access to research papers, textbooks, reference books and a plethora of additional reading resources is available online in the digital library.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**96**

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

2.Student

2.1 Number of students during the year	**394**

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

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**96**

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

2.3	**148**
Number of outgoing/ final year students during the year	

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

3.Academic

3.1	**21**
Number of full time teachers during the year	

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

3.2	**21**
Number of sanctioned posts during the year	

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

4.Institution

4.1	**14**
Total number of Classrooms and Seminar halls	

4.2	**181.73268**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**180**
Total number of computers on campus for academic purposes	

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

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 inTeaching – 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 and feedback 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 etc. for continuous improvement.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR-2022-23/Criteria-1/1-1-1-Final-22-23-min.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 by Time Table committee 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/AQAR-2022-23/Criteria-1/1-1-2-Final-22-23-min.pdf

1.1.3 - Teachers of the Institution participate in **A. All of the above**
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

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)

4

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

880

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

8

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

280

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/AQAR-2022-23/Criteria-1/1-4-1-Final-22-23-min.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/AQAR-2022-23/Criteria-1/1-4-1-Final-22-23-min.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

250

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

236

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 were admitted through the Directorate of Technical Education's (DTE, Maharashtra), Centralized Admission Process.

1. **The learners were identified based on the percentage of marks obtained by them in their graduation, Entrance examination and in the Viva-Voce carried out at institute level. These parameters were correlated with each other. Learners were categories as Emerging Learner (Slow leaner) and High Achievers (Advance learner). The students scoring less than 50% were called as Emerging learner and more than 50% called as High achievers.**
2. **The class room performance of each student was then individually noted to assess their capabilities through a wide array of class tests, assignments, presentations and group discussions.**
3. **The institute conducted extra classes for the students who were unable to cope with academic requirements in some of the subject like Statistics and Financial Accounting. The Institute conducted mock viva, expert sessions, mock practicals and problem-solving sessions for enriching the performance of students.**
4. **The Institute conducted special programs for Advance and Emerging Learners throughout the year.**

File Description	Documents
Paste link for additional information	https://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-2/2-2-1-2022-23-Final.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
399	21

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

NCRD's SIMS believes in the adoption of students centric methods to enhance student involvement as a part of experiential learning, participative learning and problem solving methodology.

1. Experiential Learning:

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

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

2. Certification Program on Employability Skills: Team-Building, Group Discussions, Resume Writing, Phone Etiquettes, E-mail Etiquettes and Mock Interviews were the integral part of this certification program.

3. Management Lessons through Movies & Videos: Movies were shown to impart management lessons.

4. Expert Session: Expert Sessions were organized for students on various contemporary issues to exposes students to corporate world.

2. Participative Learning:

Students were motivated to participate in various intra & inter collegiate events and competitions. Participative learning was ensured through-

1. Regular Sessions

2. Group Discussions

3. Group Projects

4. Seminars/Webinars/Workshops

5. Flip Class Room

6. Institute Social Responsibility

3. Problem Solving:

1. Case Study

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	https://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-2/2-3-1-0001.pdf

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

Following ICT Tools has been used in MMS and MCA Programs

- **Computer**
- **LCD Projector**
- **Ms- Office (Word, Excel, PowerPoint)**
- **Smart Board**
- **Web Camera**
- **Recorded Sessions**
- **Videos**

- **Headphone/ Microphone and Speakers**
- **Social Media**

Each classroom is well-equipped with the LCD projector and two classrooms have 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 Key Concepts was shared through Google Classrooms. Faculty members blended the theoretical classroom teaching with 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 encouraged 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

21

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

216

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 has been followed :

Both MMS and MCA Programs semester examinations were 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 were divided among Teaching & Non-Teaching staff members for the Centralized Assessment Process (CAP) and other examination administrative functions.

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

-In the MMS Program the exam committee obtained 2 sets of question papers for each subject and one was selected by the committee.

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

- In MCA Program, question papers were 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 has been used to evaluate subject specific knowledge.**
- **Skill tests like presentations and lab practical were conducted.**
- **Open book tests, Group and Individual Presentations, Quizzes**

etc. were often conducted.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-2/2-5-1.pdf

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

A. Mechanism to deal with Institute level Examinations –

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

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

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

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

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

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

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

8. Result analysis of internal examination was finalized and displayed for student's reference.

B. Mechanism to deal with University Level Examinations–

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

2. Institute followed 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	https://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-2/2-5-2.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 the first session.

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

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/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.

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 external term 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	https://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/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

136

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	https://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/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)

https://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-2/2-7-1-scan-0001.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)

Nil

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

Nil

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/AY-2022-23/Criteria-3/3-1-3-min.pdf

3.2 - Innovation Ecosystem

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

of knowledge

The institution offers an environment that is conducive for innovation and incubation. All required facilities were provided and Guidance was extended to the students. Students were actively involved in the entrepreneurial activities. Necessary support was extended for idea generation and setting up the Startups. Awareness Meets, Workshops, Seminars and Expert Sessions on Entrepreneurship were organized. Faculty consultation, industrial expertise, management and technical education assisted them in strengthening their competence.

Institute Initiatives for the Creation and Transfer of Knowledge:

Promoting Startups/Entrepreneurship –

Ms. Shushti Ahire of MMS Batch (2021-23) was keen on establishing a startup in finance domain. Her idea was further nurtured through E cell. She was well supported and guided to establish Sai Leela Udhyog Nidhi Limited. This is one of the leading organizations in Panvel (Raigad District , Maharashtra) dealing in Financial products and has a very satisfied customer base.

Mr. Anil Nhayade of MMS Batch (2021-23) was interested in establishing an Information Technology startup. To enhance his skills, Entrepreneur Cell provided him the necessary platform to initiate and start a new business entity. Anil started his venture named as Digistan.

Research and Publication Activities –

The research committee encouraged faculty and students for research and publications. In the Academic Year 2022-23 institute conducted an International Conference for two days. Institute has two annual online journals named as-NCRD's Business Review (ISSN: 2455-0264) and NCRD's Technical Review (ISSN: 2455-166X)

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-3/3-2-1-min.pdf

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

5

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

0

File Description	Documents
URL to the research page on HEI website	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-3/3-3-1-min.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

42

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

Extension activities were carried out in the neighborhood community, sensitizing students towards social issues. An array of initiatives and drives were carried out to educate students about social responsibilities. Faculty members promoted students participation in these social activities.

The institution conducted various extension activities in the neighborhood. These activities had a positive impact on the students and they developed a sense of community service and leadership skills. The following activities were conducted in the year 2022-23:-

Sr. No.

Year

Name of the Activity

1

2022-23

Joy of Giving

2

E-Waste Collection Drive

3

Vaccination Drive

4

Rakhi Celebration Drive

5

Meditation Session

6

Food Donation

7

Cloth Donation

8

Breast Cancer Awareness and Organ Donation

9

Blood donation Camp

10

Educational Kit Distribution

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-3/3-4-1-min.pdf
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

10

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

944

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

149

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

3

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 institute unquestionably possesses the necessary physical infrastructure and classrooms for instruction. There are twelve classroomsand computer labs equipped with more than 200 computers. All the twelve class rooms are of 100 square meters. Campus is furnished withlifts, ventilated and air-conditioned class rooms equipped withICT facility.

Learning Resource Centre is very spacious having 343 square meters area. Digital Library. Reprography facility is available for the students and staff.

Seminar Hallis enabled with a seating capacity of 120.

Cafeteria facility is avalaiblewithin the HEI campus. It maintains high level of hygiene and provides quality food for the students and staff at affordable rates.

Common Rooms for Boys and Girls are available.

First Aid Room has been provided within the campus.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/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.

For indoor games like carom, chess, table-tennis as well as cultural events like Aarohan ,Radiance etc. the institute has ample space. For Outdoor games like Cricket, Badminton, Volleyball etc. the institute has big play ground. Institute has a gym where student do workout to maintain their physical health

The institute auditorium is well equipped to host various cultural programs and events. Many Cultural and Religious festivals are celebrated by students and staff such as Diwali, Dandiya (Navratri), Ganesh Chaturthi, Eid, Christmas, Holi etc 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. All these activities nurtures unity in diversity.

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 in Campus

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/AY-2022-23/Criteria-4/04-1-2.pdf

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

14

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/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)

65

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)

SIMS library is fully automated. MasterSoft LIBMAN Cloud ERP Automation Software is available and used to manage Library without much effort. MasterSoft LIBMAN is an integrated, multi-user, user-friendly and compatible system for complete computerization of all Library operations. Library management software is intuitive, efficient, and flexible. Lib-Man is embedded with multilingual fonts, barcode, and QR code fonts. It supports all the latest technologies which include cloud hosting, Smartphone's, tablets, SMS, email, etc. It also supports a Smartphone app forbook search – M-OPAC. (Mobile -Online Public Access Catalogue).This LMS allows the HEI to manage all in-house operations of the library such as acquisition and cataloging, circulation, OPAC, serial control, newsletter, and utilities.

Salient Features for this LMS is as follows:

1) M-OPAC allows users to search for a book from anywhere.

2) Users can search books by different tags like Title, Author, Publisher, Subject and

Keywords.

3)Users are able to see information regarding the book like Author, Publishers,

Publish year, Accession numbers with Series code, ISBN, Call No, Book Number),

Quantity of Book etc.

Name of the ILSMS software: - LIBMAN (Cloud ERP Solution)

Designed & Developed: - Mastersoft ERP Solution Pvt. Ltd.

Year of Purchased:- 2022-23

Link:- https://libcloud.mastersofterp.in/

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/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)

8.51

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

20

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 computer center with LAN connectivity. Every staff member has a separate computer with LAN connectivity. SIMS has an Internet Lease Line facility with 100 Mbps speed which is gradually updated time to time as per institute requirements and norms prescribed by AICTE. Campus is Wi-Fi enabled with 10 Mbps speed. Considering the changes in technology institute has been constantly upgrading itself in terms of Software and Hardware.

Licensedsoftware:Institute has varioussoftwaresrequired for academic purpose like Oracle, Visual Studio Professional, Microsoft Office, Tallyetc.

Firewall/Security:SIMS uses firewall service from Sophos-XG250and the support license is valid up to March 2025.

ERP System:MasterSoft ERP is used for various academics and administrative purposes.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-4/4-3-1.pdf

4.3.2 - Number of Computers

203

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

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

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)

116.47

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 per requirements.

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 subject to approval from management.

Institute has appointed external agencies for maintenance of infrastructure, equipment and other facilities.

Deadstock is maintained on regular basis.

The Librarian and its support staff maintain order in the library.

Regularly pest control is carried out in campus.

SIMS campus is looked after by NCRD Trust.

Infrastructural requirements are put forward to NCRD for finalization. Feedback on Infrastructure facilities is sought from stakeholders ; according improvements are being made.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/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

176

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	https://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/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

149

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

149

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

75

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 university/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 acted as a liaison body between the management and students. Ensuring the welfare and active participation of students was the primary goal of the student council.

Selection Process: - Student Representative in council was selected through Self nomination or Class Coordinators forwarded these students nominations to the HODs and then HODs in consultation with the Director finalized 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, NCRD's SIMS constituted SC/ST committee. Committee members addressed the student's grievance and took necessary actions.
- College Development Committee: NCRD's SIMS has College

Development Committee as per Maharashtra Public Universities Act 2016. Participation and representation of students was ensured.

- **Industry Institute Interaction Committee:** It has student volunteers who worked as members along with faculty members.
- **Internal Complaints Committee–** NCRD's SIMS constituted 'Internal Complaint Committee' for speedy redressal of grievances. This committee has been constituted as per the guidelines of Hon'ble Supreme Court.
- **Anti-Ragging Committee –** NCRD's SIMS constituted • Anti-Ragging Committee as per Maharashtra Prohibition of Ragging Act 1999 which ensured ragging within or outside the institute campus was prohibited.

File Description	Documents
Paste link for additional information	https://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/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

8

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

The institute has a registered Alumni Association with charity commissioner (Registration No. 1402/2018) w.e.f. 24th July 2018. The Alumni Association functions through institutional endorsement. The alumni association members met regarding Grand Alumni Meet to be held in the month of September 2023. Director, HoDs and Alumni sat together and discussed on various quality initiatives to be implemented to strengthen the industry- institute interaction.

Significant Contribution:

• Career Guidance & Counseling Sessions: Alumni of SIMS conducted various Career Guidance Sessions for students in which they shared 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 provided Summer Internships and Final Placements opportunities.

• Entrepreneurship Development: Some of our Alumni Entrepreneurs visited the campus to guide budding entrepreneurs.

• ISR Activities: Alumni of SIMS provided support for conducting ISR activities through NGOs they are associated with. "Joy of Giving" in association with Sukarma Charitable Trust was conducted on 19th June 2022. "Food Donation Drive" in association with Dream Alive Relief Foundation was conducted on 10th December 2022. "Cloth Donation Drive" in association with Dream Alive Relief Foundation was conducted on 24th December 2022.

• Admissions: Alumni recommended the institute to their siblings and friends for admission in SIMS.

Alumni of SIMS have contributed in kind for the development of the institute. Steps are being taken to strengthen the alumni association.

File Description	Documents
Paste link for additional information	https://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-5/5-4-1.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 primary goal of NCRD's SIMS Governance is to provide a systematic framework for constantly enhancing the quality of management and technical education. Stakeholder participation and the hierarchy of the institute guarantee decentralized governance through participatory management.

Director of the Institute is bestowed with necessary powers for smooth functioning of the Institute towards achieving its mission.

Our main goal is the growth of our students. We follow Student-centric approach. Throughout the year we conduct various Curricular, Co-curricular and Extra-curricular activities for the comprehensive development of our students.

Activities like 'Joy of Giving' and 'Food Donation Drive' develops sense of social responsibility. Through Industrial visits students are exposed to corporate world. Seminars like "Get-Set-Go for Entrepreneurship" aimed towards developing the students' entrepreneur skills.

The Director involved HoDs and staff members in planning, implementation and evaluation of all activities by delegating responsibilities. They were authorized to work as coordinators /member-secretary of various Curricular, Co-curricular and

extracurricular committees. Thus decision making was carried out through formation and functioning of various committees that held meetings at regular intervals.

File Description	Documents
Paste link for additional information	https://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-6/6-1-1-SP-new.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 ensured a Democratic and Participative style of leadership, soliciting the total participation and active involvement of both teaching and non-teaching staff. The Director initiated, guided as well as advised the staff members and students to actively involve themselves in realizing the goals and objectives of the Institute.

Case Study:

Two Day International Conference on "Transformation in Business and Social Practices: Creating a Sustainable Future" on 24th& 25th March 2023.

Aim and Objective:

This conference provided a platform to students, academicians and industry professionals to find out ways to create sustainable future.

Execution:

The conference was executed successfully through participative management.

Esteemed Guests:

Chief Guest: Prof. Dr. A. K. Sinha, Vice Chancellor, Chhatrapati Shivaji Maharaj University, Navi Mumbai

Guest of Honors : Dr. Anil Rao Paila, Pro Vice Chancellor, Vijaybhoomi University, Dr. Shrinivas Chundru , ED, Piramal Housing

and Mr. Salil Pradhan, Head-HR, Welspun Group

Publications:

TOJDEL: The Online Journal of Distance Education and e-Learning, UGC CARE Listed Journal, (ISSN 2147-6454), Volume 11, Issue 1 & 2

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

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

Book: "Transformation in Business and Social Practices: Creating a Sustainable Future" (ISBN: 978-93-5737-520-7)

Outcome

During the two-day International Conference, 164 research papers on various domains were received and published in journals and book bearing ISBN.

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-6/6-1-2-min.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)

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. The sessions were conducted separately for MMS and MCA students. Over 150 students benefited from this initiative.

The instruction was designed to help students perform better during interviews and hiring procedures. The students received instruction in different verticals such as technical abilities, interview preparation, quantitative aptitude, and verbal ability. Additionally, they received individualized input on the CV writing,

interview attire. Students received one-on-one feedback based on 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.

As part of the training, students practiced various exercises and test papers to improve their performance. This training program started in the month of September 2022, for MMS students it was for 30 hours and for MCA students it was of 70 hours.

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/AY-2022-23/Criteria-6/6-2-1-0001-min.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 process is practiced at NCRD's SIMS. BOG and College Development Committees 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	https://www.ncrdsims.edu.in/site/views/pdfs/Process-HandBook.pdf
Link to Organogram of the institution webpage	https://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

NCRD's SIMS effectively implemented various welfare schemes for its teaching and Non-teaching staff members. The institute makes arrangements for availing all the government schemes such as Gratuity, Provident Fund and Maternity Leave. Permission to attend Staff Development Programs like Orientation Programs, Short Term Courses for the career development and progression of the teaching and non-teaching staff.

Salient measures are listed below-

Financial Welfare Measures

- Provident Fund

- Gratuity

- Insurance
- Financial Support for Staff Development Programs

Material Benefits

- Two sets of Uniforms for Teaching and Non-teaching staff members
- Free Wi-Fi facility to the staff in the campus
- Staff Picnic for rejuvenation
- Institute grants a maternity leave of 3 months to female staff members.
- Teaching and non-teaching staff is provided with the benefit of Earned Leaves and Duty Leaves as per norms.
- Doctor on Call Facility
- Vaccination: Precautionary dose of Covid Vaccine was organized on 25th July 2022 in association with Navi Mumbai Muncipal Corporation.

Emotional Wellbeing

- Institute grants Holidays and Vacation to teaching and non-teaching staff as per the norm and guidelines of University of Mumbai
- Staff Grievance Redressal Cell to address the issues and grievances of the staff
- Availability of Professional Counsellor
- Indoor games facility and gymnasium
- Institute grants extended medical leave to its staff members in case of medical emergency.

Recognition and Rewards

- All the teaching and non-teaching staff were honored with certificates and gifts for their performance

Career Development and Progression

- Staff Development Programs: FDP, Workshops, and Conferences

for the comprehensive development of Teaching and Non-teaching staff members

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-6/6-3-1-0001-min.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

8

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

10

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

15

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

The institute's most valued human resource is its teaching and non-teaching employees. NCRD's SIMS is committed to march ahead on the path of excellence with a vision for quality education. Performance Appraisal Management System at NCRD's SIMS is well defined and well-structured. It is implemented to measure the actual performance of the employees i.e. the work done by the employees during the

specified period of time.

Performance Appraisal for Teaching and non-teaching Staff is carried out in two phases - Self Appraisal followed by Appraisal by the Director

Appraisal Criteria for the faculty members:

Criterion No.

Type of Category

Weightage Marks

% Weightage Marks

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 achieve in Academic Involvement and Student Development for every faculty member. On the basis of performance valuation, annual increments are given to all the teaching and non-teaching staff members.

A separate 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/AY-2022-23/Criteria-6/6-3-5-0001-min.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

NCRD's SIMS has a established mechanism for internal and external audits to ensure financial compliance. These audits facilitate effective internal checks and controls and inspection of the accuracy and authenticity of financial Statements. It also verifies the Books of Accounts and Internal Audit Reports

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

5.Opening and Closing Balances of different Accounts

6.Internal Audit Report

7.Various taxes

Finalization of Financial Statements and Auditor's Report

Internal Audit

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. Various taxes 7.Vouchers Checking: Bank and Cash Vouchers

8.Monthly Salary Statement and Deductions

9.Yearly Budget

10.Fee Regulatory Authority

11.University of Mumbai

File Description	Documents
Paste link for additional information	https://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-6/6-4-1-0001.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)

Nil

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/AY-2022-23/Criteria-6/6-4-3-min.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

Internal Quality Assurance Cell (IQAC) of NCRDs SIMS carries out

quality initiatives to ensure comprehensive development of its students.

The IQAC at NCRDs SIMS was constituted on 22nd August 2017. Since then it has been working towards continuous improvement in teaching-learning process, best practices, Staff Development Initiatives, ISR Initiatives and promoting research culture amongst students and staff.

IQAC has been meeting regularly on quarterly basis.

IQAC Initiatives:

- Annual Quality Assurance Report (AQAR)
- Self-Study Report of NAAC
- Performance Based Appraisal System
- Stakeholder's feedback
- Action Taken Reports
- New Programs as per NEP 2020

Significant Contribution of IQAC

- Various ISR activities were conducted where the students participated in diverse extension activities in collaboration with Non-Government Organizations.
- One Week Value Added Certification Training Program on Red Hat Certified Administrator in collaboration with Priar Technoworld, Mumbai.
- Awareness Campaign on Drug Abuse & Human Trafficking in association with Narcotic Department, Navi Mumbai.
- Certification Program on Employability Skills in association with Rubicon Skill Development Pvt. Ltd. for FYMMS and FYMCA students.
- Two day International Conference in Association with University of Mumbai on the theme "Transformation in Business and Social Practices: Creating a Sustainable Future".

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-6/IQAC-report-6-0001-min.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 reviewed its teaching learning process, methodologies of operations and learning outcomes through IQAC.

The academic process of institute is directed by Academic Planning, Time Table and Feedback Committee where IQAC gave suggestions for development and enrichment of Teaching-learning process.

IQAC coordinator is key member of Academic Planning and Feedback Committee which ensures linkage between academic planning, execution and improvement.

Academic Initiatives:

1.Academic-Calendar

2.Time-Table

3.Session-Plan

4.Extra Lectures

5. Remedial Sessions

6. Bridge Course

7.Certification-Courses

8.Assignments

9.Library Session

10.Computer Lab Sessions

11. Career-Guidance and counseling

Evaluation of Academic-Process

1. Teaching Plan: The session plans were prepared by concerned subject teacher, suggestions were given for quality improvement.

2. Evaluation: IQAC along with Examination Committee ensured that evaluation was carried out as per guide lines of University of

Mumbai.

3.Feedback System: Teaching feedback was collected at the end of the semester, which was 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/AY-2022-23/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)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-6/AnnualReport-min.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

Promotion of gender equity is ensured through sound infrastructure as well as dedicated activities.

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. Male and female security guards are posted 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 campus.

Counseling & Mentoring

The Institute has full-time counselor for students' welfare. Regular counseling sessions are scheduled as well as one on one counseling is provided when any student faces problem. Teachers are the mentors who ensure academic and personal growth of their mentees. Each faculty member has 15-20 students as mentees to maintain efficiency and effectiveness.

Common Room

The institute has separate common room for boys and girls. It is well equipped with dressing mirrors, news-papers and notice boards etc. Girl's common room is made available with resting facilities. Housekeeping staff has both gents and lady members.

File Description	Documents
Annual gender sensitization action plan	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-7/7-1-1-link1.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/AY-2022-23/Criteria-7/7-1-2-link2.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 boasts 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.

E-waste campaign was carried out in association with Rashmi Joshi, Environment Consultant from 4th to 18th July 2022.

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 A. Any 4 or all of the above

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

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 of reading material, screen   reading

A. Any 4 or all of the above

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 various activities.

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 annual student festivals and gatherings, including Radiance, Food Festival etc. These events bring together students from diverse communities and backgrounds. Notably, students also organize a welcoming Fresher's party for new students as part of these engaging activities.
2. Nationalistic Endeavors: Both students and staff enthusiastically celebrate Republic Day, Independence Day and Maharashtra Day. The National Anthem holds a central place, resonating through major functions and gatherings, as a mark of unity and patriotism.
3. Institutional Social Responsibility: Seminar on breast cancer awareness and saving life through CPR, A day with rotighar kids, cloth donation in association with Khushiyaan Foundation, Health Check-up camps etc. were organized to ensure institute social responsibility.

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. The Institute commemorated birth anniversaries, death anniversaries of great Indian personalities like Chhatrapati Shivaji Maharaj, Mahatma Gandhi, Dr. Babasaheb Ambedkar, Dr. Radhakrishnan

and others.

Distinguish speakers, faculty members as well as Director invoked national values through their deliberations The Institute celebrated National festivals with great enthusiasm and zeal. Such activities inspire the students with national values like patriotism, brotherhood, equality, nationality, love, humanity and likewise.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-7/7-1-9-link1-link2.pdf
Any other relevant information	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-7/7-1-9-link1-link2.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 world known 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 celebrated national and international commemorative days, events and festivals with great enthusiasm. To pay tribute to National hero's institute celebrated their Jayanti's and Punyateethi's. The institute organized activities on these days of national importance to recall the events or contribution of our leaders in building the nation.

National and International Commemorative Days celebrated-

Marathi Language Day , International Women's Day , Hindi Diwas, World Environment Day, National Yoga Day, Teacher's Day,Independence Day, Gandhi Jayanti, Republic Day and others

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 :

a.To enhance the logical reasoning, critical thinking skills and problem solving skills.

b. This program aims to develop students' capabilities and prepare them for campus recruitments.

Every year HEI organizes PCDP for final year students.

Evidence of success: The PCDP saw 156 students from SYMMS and SYMCA who had undergone this training program in the year 2022.

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

Resource Persons: Mrs. Nidhi Shah and Mr. Krishna - Trainers

2. Global Business Communication Skills Development (GBCSD)

Objectives:

a. To improve the oral and written communication skills of the students.

GBCSD is recognized by employers of top multinational corporations for the recruitment process. BEC Exam conducted by Cambridge is executed on a universal date for all the centers on 21st April, 2023 for both MCA and MMS programs of HEI. Students got the Certificate after clearing the exam and passing in all the 4 modules respectively.

Evidence of success: In 2023, 242 students were enrolled for BEC examination out of which 220 students appeared for the exam and 200 students scored good grades.

Problems Encountered: As most of our students are from vernacular background, they need to put a lot of efforts to improve their communication skills.

File Description	Documents
Best practices in the Institutional website	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-7/7.2-BestPractice.pdf
Any other relevant information	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-7/7.2-BestPractice.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

7.3 Institutional Distinctiveness

Title- Leadership Development: Career and Life

With our vision in focus HEI conducts the following programs:-

Career Guidance Program: For promotion of higher education at

undergraduate colleges, Faculty of HEI acts as resource person for Career Guidance sessions.

Free CET Coaching: HEI make students participate from all walks of society for higher education. SIMS undertakes career guidance sessions for students from far off places and remote villages. SIMS conducts Free CET Coaching for all students from different rural and semi urban background. SIMS has a unique geographical advantage of being accessible to both rural and urban students, with the most prominent Mumbai industrial belt nearby.

Skill Development: Various events are organized by student council to trigger leadership qualities in the students. HEI conducted "Vigilance Awareness Week" activities in association with BPCL.

Mentor-Mentee: HEI has 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. Faculty Mentor conducts meetings with mentees to understand their strength and weaknesses for their holistic development.

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

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 inTeaching – 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 and feedback 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 etc. for continuous improvement.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://ncrdsims.edu.in/site/views/pdfs/AQAR-2022-23/Criteria-1/1-1-1-Final-22-23-min.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 by Time Table committee 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/AQAR-2022-23/Criteria-1/1-1-2-Final-22-23-min.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	A. All 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)

4

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

880

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

8

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

280

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/AQAR-2022-23/Criteria-1/1-4-1-Final-22-23-min.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/AQAR-2022-23/Criteria-1/1-4-1-Final-22-23-min.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

250

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

236

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 were admitted through the Directorate of Technical Education's (DTE, Maharashtra), Centralized Admission Process.

1. **The learners were identified based on the percentage of marks obtained by them in their graduation, Entrance examination and in the Viva-Voce carried out at institute level. These parameters were correlated with each other. Learners were categories as Emerging Learner (Slow leaner) and High Achievers (Advance learner). The students scoring less than 50% were called as Emerging learner and more than 50% called as High achievers.**
2. **The class room performance of each student was then**

individually noted to assess their capabilities through a wide array of class tests, assignments, presentations and group discussions.

3. The institute conducted extra classes for the students who were unable to cope with academic requirements in some of the subject like Statistics and Financial Accounting. The Institute conducted mock viva, expert sessions, mock practicals and problem-solving sessions for enriching the performance of students.

4. The Institute conducted special programs for Advance and Emerging Learners throughout the year.

File Description	Documents
Paste link for additional information	https://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-2/2-2-1-2022-23-Final.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
399	21

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

NCRD's SIMS believes in the adoption of students centric methods to enhance student involvement as a part of experiential learning, participative learning and problem solving methodology.

1. Experiential Learning:

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

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

2. Certification Program on Employability Skills: Team-Building, Group Discussions, Resume Writing, Phone Etiquettes, E-mail Etiquettes and Mock Interviews were the integral part of this certification program.

3. Management Lessons through Movies & Videos: Movies were shown to impart management lessons.

4. Expert Session: Expert Sessions were organized for students on various contemporary issues to exposes students to corporate world.

2. Participative Learning:

Students were motivated to participate in various intra & inter collegiate events and competitions. Participative learning was ensured through-

1. Regular Sessions

2. Group Discussions

3. Group Projects

4. Seminars/Webinars/Workshops

5. Flip Class Room

6. Institute Social Responsibility

3. Problem Solving:

1. Case Study

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	https://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-2/2-3-1-0001.pdf

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

Following ICT Tools has been used in MMS and MCA Programs

- **Computer**
- **LCD Projector**
- **Ms- Office (Word, Excel, PowerPoint)**
- **Smart Board**
- **Web Camera**
- **Recorded Sessions**
- **Videos**
- **Headphone/ Microphone and Speakers**
- **Social Media**

Each classroom is well-equipped with the LCD projector and two classrooms have 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 Key Concepts was shared through Google Classrooms. Faculty members blended the theoretical classroom teaching with 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 encouraged 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

21

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

216

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 has been followed :

Both MMS and MCA Programs semester examinations were 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 were divided among Teaching & Non-Teaching staff members for the Centralized Assessment Process (CAP) and other examination administrative functions.

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

-In the MMS Program the exam committee obtained 2 sets of question papers for each subject and one was selected by the committee.

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

- In MCA Program, question papers were 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 has been used to evaluate subject specific knowledge.
- Skill tests like presentations and lab practical were conducted.
- Open book tests, Group and Individual Presentations, Quizzes etc. were often conducted.

File Description	Documents
Any additional information	View File
Link for additional information	https://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-2/2-5-1.pdf

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

A. Mechanism to deal with Institute level Examinations –

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

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

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

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

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

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

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

8.Result analysis of internal examination was finalized and displayed for student's reference.

B. Mechanism to deal with University Level Examinations-

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

2. Institute followed 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	https://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-2/2-5-2.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 the first session.

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

File Description	Documents
Upload any additional information	[View File]
Paste link for Additional information	https://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/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.

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 external term 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	https://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/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

136

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	https://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/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)

https://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-2/2-7-1-scan-0001.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)

Nil

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

Nil

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/AY-2022-23/Criteria-3/3-1-3-min.pdf

3.2 - Innovation Ecosystem

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

The institution offers an environment that is conducive for innovation and incubation. All required facilities were provided and Guidance was extended to the students. Students were actively involved in the entrepreneurial activities. Necessary support was extended for idea generation and setting up the Startups. Awareness Meets, Workshops, Seminars and Expert Sessions on Entrepreneurship were organized. Faculty consultation, industrial expertise, management and technical education assisted them in strengthening their competence.

Institute Initiatives for the Creation and Transfer of Knowledge:

Promoting Startups/Entrepreneurship –

Ms. Shushti Ahire of MMS Batch (2021-23) was keen on establishing a startup in finance domain. Her idea was further nurtured

through E cell. She was well supported and guided to establish Sai Leela Udhyog Nidhi Limited. This is one of the leading organizations in Panvel (Raigad District , Maharashtra) dealing in Financial products and has a very satisfied customer base.

Mr. Anil Nhayade of MMS Batch (2021-23) was interested in establishing an Information Technology startup. To enhance his skills, Entrepreneur Cell provided him the necessary platform to initiate and start a new business entity. Anil started his venture named as Digistan.

Research and Publication Activities –

The research committee encouraged faculty and students for research and publications. In the Academic Year 2022-23 institute conducted an International Conference for two days. Institute has two annual online journals named as-NCRD's Business Review (ISSN: 2455-0264) and NCRD's Technical Review (ISSN: 2455-166X)

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-3/3-2-1-min.pdf

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

5

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

0

File Description	Documents
URL to the research page on HEI website	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-3/3-3-1-min.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

42

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

Extension activities were carried out in the neighborhood community, sensitizing students towards social issues. An array of initiatives and drives were carried out to educate students about social responsibilities. Faculty members promoted students participation in these social activities.

The institution conducted various extension activities in the neighborhood. These activities had a positive impact on the students and they developed a sense of community service and leadership skills. The following activities were conducted in the year 2022-23:-

Sr. No.

Year

Name of the Activity

1

2022-23

Joy of Giving

2

E-Waste Collection Drive

3

Vaccination Drive

4

Rakhi Celebration Drive

5

Meditation Session

6

Food Donation

7

Cloth Donation

8

Breast Cancer Awareness and Organ Donation

9

Blood donation Camp

10

Educational Kit Distribution

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-3/3-4-1-min.pdf
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

10

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

944

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

149

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

3

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 institute unquestionably possesses the necessary physical infrastructure and classrooms for instruction. There are twelve classroomsand computer labs equipped with more than 200 computers. All the twelve class rooms are of 100 square meters. Campus is furnished withlifts,

ventilated and air-conditioned class rooms equipped withICT facility.

Learning Resource Centre is very spacious having 343 square meters area. Digital Library. Reprography facility is available for the students and staff.

Seminar Hallis enabled with a seating capacity of 120.

Cafeteria facility is avalaiblewithin the HEI campus. It maintains high level of hygiene and provides quality food for the students and staff at affordable rates.

Common Rooms for Boys and Girls are available.

First Aid Room has been provided within the campus.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/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.

For indoor games like carom, chess, table-tennis as well as cultural events like Aarohan ,Radiance etc. the institute has ample space. For Outdoor games like Cricket, Badminton, Volleyball etc. the institute has big play ground. Institute has a gym where student do workout to maintain their physical health

The institute auditorium is well equipped to host various cultural programs and events. Many Cultural and Religious festivals are celebrated by students and staff such as Diwali, Dandiya (Navratri), Ganesh Chaturthi, Eid, Christmas, Holi etc 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. All these activities nurtures unity in diversity.

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 in Campus

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/AY-2022-23/Criteria-4/04-1-2.pdf

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

```
14
```

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/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)

65

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)

SIMS library is fully automated. MasterSoft LIBMAN Cloud ERP Automation Software is available and used to manage Library without much effort. MasterSoft LIBMAN is an integrated, multi-user, user-friendly and compatible system for complete computerization of all Library operations. Library management software is intuitive, efficient, and flexible. Lib-Man is embedded with multilingual fonts, barcode, and QR code fonts. It supports all the latest technologies which include cloud hosting, Smartphone's, tablets, SMS, email, etc. It also supports a Smartphone app forbook search – M-OPAC. (Mobile -Online Public Access Catalogue).This LMS allows the HEI to manage all in-house operations of the library such as acquisition and cataloging, circulation, OPAC, serial control, newsletter, and utilities.

Salient Features for this LMS is as follows:

1) M-OPAC allows users to search for a book from anywhere.

2) Users can search books by different tags like Title, Author, Publisher, Subject and

Keywords.

3)Users are able to see information regarding the book like Author, Publishers,

Publish year, Accession numbers with Series code, ISBN, Call No, Book Number),

Quantity of Book etc.

Name of the ILSMS software: - LIBMAN (Cloud ERP Solution)

Designed & Developed: - Mastersoft ERP Solution Pvt. Ltd.

Year of Purchased:- 2022-23

Link:- https://libcloud.mastersofterp.in/

File Description	Documents
Upload any additional information	[View File]()
Paste link for Additional Information	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/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)

8.51

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

20

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 computer center with LAN connectivity. Every staff member has a separate computer with LAN connectivity. SIMS has an Internet Lease Line facility with 100 Mbps speed which is gradually updated time to time as per institute requirements and norms prescribed by AICTE. Campus is Wi-Fi

enabled with 10 Mbps speed. Considering the changes in technology institute has been constantly upgrading itself in terms of Software and Hardware.

Licensedsoftware:Institute has varioussoftwaresrequired for academic purpose like Oracle, Visual Studio Professional, Microsoft Office, Tallyetc.

Firewall/Security:SIMS uses firewall service from Sophos-XG250and the support license is valid up to March 2025.

ERP System:MasterSoft ERP is used for various academics and administrative purposes.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-4/4-3-1.pdf

4.3.2 - Number of Computers

203

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)

116.47

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 per requirements.

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 subject to approval from management.

Institute has appointed external agencies for maintenance of infrastructure, equipment and other facilities.

Deadstock is maintained on regular basis.

The Librarian and its support staff maintain order in the library.

Regularly pest control is carried out in campus.

SIMS campus is looked after by NCRD Trust.

Infrastructural requirements are put forward to NCRD for finalization. Feedback on Infrastructure facilities is sought from stakeholders ; according improvements are being made.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/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

176

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	https://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/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

149

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

149

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

75

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 university/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 acted as a liaison body between the management and students. Ensuring the welfare and active participation of students was the primary goal of the student council.

Selection Process: - Student Representative in council was selected through Self nomination or Class Coordinators forwarded these students nominations to the HODs and then HODs in consultation with the Director finalized 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, NCRD's SIMS constituted SC/ST committee. Committee members addressed the student's grievance and took necessary actions.**
- **College Development Committee: NCRD's SIMS has College Development Committee as per Maharashtra Public Universities Act 2016. Participation and representation of students was ensured.**
- **Industry Institute Interaction Committee: It has student volunteers who worked as members along with faculty members.**
- **Internal Complaints Committee- NCRD's SIMS constituted**

> **'Internal Complaint Committee'** for speedy redressal of grievances. This committee has been constituted as per the guidelines of Hon'ble Supreme Court.
> - **Anti-Ragging Committee – NCRD's SIMS constituted • Anti-Ragging Committee as per Maharashtra Prohibition of Ragging Act 1999 which ensured ragging within or outside the institute campus was prohibited.**

File Description	Documents
Paste link for additional information	https://ncrdsims.edu.in/site/views/pdfs/AY -2022-23/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

8

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

The institute has a registered Alumni Association with charity commissioner (Registration No. 1402/2018) w.e.f. 24th July 2018. The Alumni Association functions through institutional endorsement. The alumni association members met regarding Grand

Alumni Meet to be held in the month of September 2023. Director, HoDs and Alumni sat together and discussed on various quality initiatives to be implemented to strengthen the industry-institute interaction.

Significant Contribution:

• Career Guidance & Counseling Sessions: Alumni of SIMS conducted various Career Guidance Sessions for students in which they shared 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 provided Summer Internships and Final Placements opportunities.

• Entrepreneurship Development: Some of our Alumni Entrepreneurs visited the campus to guide budding entrepreneurs.

• ISR Activities: Alumni of SIMS provided support for conducting ISR activities through NGOs they are associated with. "Joy of Giving" in association with Sukarma Charitable Trust was conducted on 19th June 2022. "Food Donation Drive" in association with Dream Alive Relief Foundation was conducted on 10th December 2022. "Cloth Donation Drive" in association with Dream Alive Relief Foundation was conducted on 24th December 2022.

• Admissions: Alumni recommended the institute to their siblings and friends for admission in SIMS.

Alumni of SIMS have contributed in kind for the development of the institute. Steps are being taken to strengthen the alumni association.

File Description	Documents
Paste link for additional information	https://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-5/5-4-1.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 primary goal of NCRD's SIMS Governance is to provide a systematic framework for constantly enhancing the quality of management and technical education. Stakeholder participation and the hierarchy of the institute guarantee decentralized governance through participatory management.

Director of the Institute is bestowed with necessary powers for smooth functioning of the Institute towards achieving its mission.

Our main goal is the growth of our students. We follow Student-centric approach. Throughout the year we conduct various Curricular, Co-curricular and Extra-curricular activities for the comprehensive development of our students.

Activities like 'Joy of Giving' and 'Food Donation Drive' develops sense of social responsibility. Through Industrial visits students are exposed to corporate world. Seminars like "Get-Set-Go for Entrepreneurship" aimed towards developing the students' entrepreneur skills.

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

File Description	Documents
Paste link for additional information	https://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-6/6-1-1-SP-new.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 ensured a Democratic and Participative style of leadership, soliciting the total participation and active involvement of both teaching and non-teaching staff. The Director initiated, guided as well as advised the staff members and students to actively involve themselves in realizing the goals and objectives of the Institute.

Case Study:

Two Day International Conference on "Transformation in Business and Social Practices: Creating a Sustainable Future" on 24th& 25th March 2023.

Aim and Objective:

This conference provided a platform to students, academicians and industry professionals to find out ways to create sustainable future.

Execution:

The conference was executed successfully through participative management.

Esteemed Guests:

Chief Guest: Prof. Dr. A. K. Sinha, Vice Chancellor, Chhatrapati Shivaji Maharaj University, Navi Mumbai

Guest of Honors : Dr. Anil Rao Paila, Pro Vice Chancellor, Vijaybhoomi University, Dr. Shrinivas Chundru , ED, Piramal Housing and Mr. Salil Pradhan, Head-HR, Welspun Group

Publications:

TOJDEL: The Online Journal of Distance Education and e-Learning, UGC CARE Listed Journal, (ISSN 2147-6454), Volume 11, Issue 1 & 2

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

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

Book: "Transformation in Business and Social Practices: Creating a Sustainable Future" (ISBN: 978-93-5737-520-7)

Outcome

During the two-day International Conference, 164 research papers on various domains were received and published in journals and book bearing ISBN.

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-6/6-1-2-min.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)

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. The sessions were conducted separately for MMS and MCA students. Over 150 students benefited from this initiative.

The instruction was designed to help students perform better during interviews and hiring procedures. The students received instruction in different verticals such as technical abilities, interview preparation, quantitative aptitude, and verbal ability. Additionally, they received individualized input on the CV writing, interview attire. Students received one-on-one feedback based on 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.

As part of the training, students practiced various exercises and test papers to improve their performance. This training program started in the month of September 2022, for MMS students it was for 30 hours and for MCA students it was of 70 hours.

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/AY-2022-23/Criteria-6/6-2-1-0001-min.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 process is practiced at NCRD's SIMS. BOG and College Development Committees 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	https://www.ncrdsims.edu.in/site/views/pdfs/Process-HandBook.pdf
Link to Organogram of the institution webpage	https://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

NCRD's SIMS effectively implemented various welfare schemes for its teaching and Non-teaching staff members. The institute makes arrangements for availing all the government schemes such as Gratuity, Provident Fund and Maternity Leave. Permission to attend Staff Development Programs like Orientation Programs, Short Term Courses for the career development and progression of the teaching and non-teaching staff.

Salient measures are listed below-

Financial Welfare Measures

- Provident Fund

- Gratuity

- Insurance
- Financial Support for Staff Development Programs

Material Benefits

- Two sets of Uniforms for Teaching and Non-teaching staff members
- Free Wi-Fi facility to the staff in the campus
- Staff Picnic for rejuvenation
- Institute grants a maternity leave of 3 months to female staff members.
- Teaching and non-teaching staff is provided with the benefit of Earned Leaves and Duty Leaves as per norms.
- Doctor on Call Facility
- Vaccination: Precautionary dose of Covid Vaccine was organized on 25th July 2022 in association with Navi Mumbai Muncipal Corporation.

Emotional Wellbeing

- Institute grants Holidays and Vacation to teaching and non-teaching staff as per the norm and guidelines of University of Mumbai
- Staff Grievance Redressal Cell to address the issues and grievances of the staff
- Availability of Professional Counsellor
- Indoor games facility and gymnasium
- Institute grants extended medical leave to its staff members in case of medical emergency.

Recognition and Rewards

- All the teaching and non-teaching staff were honored with certificates and gifts for their performance

Career Development and Progression

- Staff Development Programs: FDP, Workshops, and Conferences for the comprehensive development of Teaching and Non-teaching staff members

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-6/6-3-1-0001-min.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

8

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

10

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

15

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

The institute's most valued human resource is its teaching and non-teaching employees. NCRD's SIMS is committed to march ahead on the path of excellence with a vision for quality education. Performance Appraisal Management System at NCRD's SIMS is well

defined and well-structured. It is implemented to measure the actual performance of the employees i.e. the work done by the employees during the specified period of time.

Performance Appraisal for Teaching and non-teaching Staff is carried out in two phases - Self Appraisal followed by Appraisal by the Director

Appraisal Criteria for the faculty members:

Criterion No.

Type of Category

Weightage Marks

% Weightage Marks

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 achieve in Academic Involvement and Student Development for every faculty member. On the basis of performance valuation, annual increments are given to all the teaching and non-teaching staff members.

A separate 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/AY-2022-23/Criteria-6/6-3-5-0001-min.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

NCRD's SIMS has a established mechanism for internal and external audits to ensure financial compliance. These audits facilitate effective internal checks and controls and inspection of the accuracy and authenticity of financial Statements. It also verifies the Books of Accounts and Internal Audit Reports

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

5.Opening and Closing Balances of different Accounts

6.Internal Audit Report

7.Various taxes

Finalization of Financial Statements and Auditor's Report

Internal Audit

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. Various taxes 7.Vouchers Checking: Bank and Cash Vouchers

8.Monthly Salary Statement and Deductions

9.Yearly Budget

10.Fee Regulatory Authority

11.University of Mumbai

File Description	Documents
Paste link for additional information	https://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-6/6-4-1-0001.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)

Nil

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/AY-2022-23/Criteria-6/6-4-3-min.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

Internal Quality Assurance Cell (IQAC) of NCRDs SIMS carries out quality initiatives to ensure comprehensive development of its students.

The IQAC at NCRDs SIMS was constituted on 22nd August 2017. Since then it has been working towards continuous improvement in teaching-learning process, best practices, Staff Development Initiatives, ISR Initiatives and promoting research culture amongst students and staff.

IQAC has been meeting regularly on quarterly basis.

IQAC Initiatives:

- Annual Quality Assurance Report (AQAR)
- Self-Study Report of NAAC
- Performance Based Appraisal System
- Stakeholder's feedback
- Action Taken Reports
- New Programs as per NEP 2020

Significant Contribution of IQAC

- Various ISR activities were conducted where the students participated in diverse extension activities in collaboration with Non-Government Organizations.
- One Week Value Added Certification Training Program on Red Hat Certified Administrator in collaboration with Priar Technoworld, Mumbai.
- Awareness Campaign on Drug Abuse & Human Trafficking in association with Narcotic Department, Navi Mumbai.
- Certification Program on Employability Skills in association with Rubicon Skill Development Pvt. Ltd. for FYMMS and FYMCA students.
- Two day International Conference in Association with University of Mumbai on the theme "Transformation in Business and Social Practices: Creating a Sustainable Future".

File Description	Documents
Paste link for additional information	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-6/IQAC-report-6-0001-min.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 reviewed its teaching learning process, methodologies of operations and learning outcomes through IQAC.

The academic process of institute is directed by Academic Planning, Time Table and Feedback Committee where IQAC gave suggestions for development and enrichment of Teaching-learning process.

IQAC coordinator is key member of Academic Planning and Feedback Committee which ensures linkage between academic planning, execution and improvement.

Academic Initiatives:

1.Academic-Calendar

2.Time-Table

3.Session-Plan

4.Extra Lectures

5. Remedial Sessions

6. Bridge Course

7.Certification-Courses

8.Assignments

9.Library Session

10.Computer Lab Sessions

11. Career-Guidance and counseling

Evaluation of Academic-Process

1. Teaching Plan: The session plans were prepared by concerned subject teacher, suggestions were given for quality improvement.

2. Evaluation: IQAC along with Examination Committee ensured that evaluation was carried out as per guide lines of University of Mumbai.

3.Feedback System: Teaching feedback was collected at the end of the semester, which was 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/AY-2022-23/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)	**D. Any 1 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-6/AnnualReport-min.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

Promotion of gender equity is ensured through sound infrastructure as well as dedicated activities.

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. Male and female security guards are posted 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 campus.

Counseling & Mentoring

The Institute has full-time counselor for students' welfare. Regular counseling sessions are scheduled as well as one on one counseling is provided when any student faces problem. Teachers are the mentors who ensure academic and personal growth of their mentees. Each faculty member has 15-20 students as mentees to maintain efficiency and effectiveness.

Common Room

The institute has separate common room for boys and girls. It is well equipped with dressing mirrors, news-papers and notice boards etc. Girl's common room is made available with resting

facilities. Housekeeping staff has both gents and lady members.

File Description	Documents
Annual gender sensitization action plan	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-7/7-1-1-link1.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/AY-2022-23/Criteria-7/7-1-2-link2.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 boasts 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.

E-waste campaign was carried out in association with Rashmi Joshi, Environment Consultant from 4th to 18th July 2022.

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

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 various activities.

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 annual student festivals and gatherings, including Radiance, Food Festival etc. These events bring together students from diverse communities and backgrounds. Notably, students also organize a welcoming Fresher's party for new students as part of these engaging activities.
2. Nationalistic Endeavors: Both students and staff enthusiastically celebrate Republic Day, Independence Day and Maharashtra Day. The National Anthem holds a central place, resonating through major functions and gatherings, as a mark of unity and patriotism.
3. Institutional Social Responsibility: Seminar on breast

cancer awareness and saving life through CPR, A day with rotighar kids, cloth donation in association with Khushiyaan Foundation, Health Check-up camps etc. were organized to ensure institute social responsibility.

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. The Institute commemorated birth anniversaries, death anniversaries of great Indian personalities like Chhatrapati Shivaji Maharaj, Mahatma Gandhi, Dr. Babasaheb Ambedkar, Dr. Radhakrishnan and others.

Distinguish speakers, faculty members as well as Director invoked national values through their deliberations The Institute celebrated National festivals with great enthusiasm and zeal. Such activities inspire the students with national values like patriotism, brotherhood, equality, nationality, love, humanity and likewise.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-7/7-1-9-link1-link2.pdf
Any other relevant information	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-7/7-1-9-link1-link2.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	**A. All of the above**

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 world known 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 celebrated national and international commemorative days, events and festivals with great enthusiasm. To pay tribute to National hero's institute celebrated their Jayanti's and Punyateethi's. The institute organized activities on these days of national importance to recall the events or contribution of our leaders in building the nation.

National and International Commemorative Days celebrated-

Marathi Language Day , International Women's Day , Hindi Diwas, World Environment Day, National Yoga Day, Teacher's Day,Independence Day, Gandhi Jayanti, Republic Day and others

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 :

a.To enhance the logical reasoning, critical thinking skills and problem solving skills.

b. This program aims to develop students' capabilities and prepare them for campus recruitments.

Every year HEI organizes PCDP for final year students.

Evidence of success: The PCDP saw 156 students from SYMMS and SYMCA who had undergone this training program in the year 2022.

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

Resource Persons: Mrs. Nidhi Shah and Mr. Krishna – Trainers

2. Global Business Communication Skills Development (GBCSD)

Objectives:

a. To improve the oral and written communication skills of the students.

GBCSD is recognized by employers of top multinational corporations for the recruitment process. BEC Exam conducted by Cambridge is executed on a universal date for all the centers on

21st April, 2023 for both MCA and MMS programs of HEI. Students got the Certificate after clearing the exam and passing in all the 4 modules respectively.

Evidence of success: In 2023, 242 students were enrolled for BEC examination out of which 220 students appeared for the exam and 200 students scored good grades.

Problems Encountered: As most of our students are from vernacular background, they need to put a lot of efforts to improve their communication skills.

File Description	Documents
Best practices in the Institutional website	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-7/7.2-BestPractice.pdf
Any other relevant information	http://ncrdsims.edu.in/site/views/pdfs/AY-2022-23/Criteria-7/7.2-BestPractice.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

7.3 Institutional Distinctiveness

Title- Leadership Development: Career and Life

With our vision in focus HEI conducts the following programs:-

Career Guidance Program: For promotion of higher education at undergraduate colleges, Faculty of HEI acts as resource person for Career Guidance sessions.

Free CET Coaching: HEI make students participate from all walks of society for higher education. SIMS undertakes career guidance sessions for students from far off places and remote villages. SIMS conducts Free CET Coaching for all students from different rural and semi urban background. SIMS has a unique geographical advantage of being accessible to both rural and urban students, with the most prominent Mumbai industrial belt nearby.

Skill Development: Various events are organized by student council to trigger leadership qualities in the students. HEI

conducted **"Vigilance Awareness Week"** activities in association with BPCL.

Mentor-Mentee: HEI has 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. Faculty Mentor conducts meetings with mentees to understand their strength and weaknesses for their holistic development.

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 programs. HEI will provide BEC Certification in association with Burlington English. HEI will also participate in Vigilance Awareness Week in association with BPCL and in Hackathon etc.

Alumni: HEI planned to involve alumni cell in the institute and student development activities to enhance skills and employability of the students.

Entrepreneurship Cell Development: Institute will expand various activities under Institution Innovation Council (IIC) to support entrepreneurship culture in Association with Maharashtra Chamber of Commerce Industry Agriculture (MACCIA).

Research & Development: HEI will conduct Research Conferences, Workshops, Seminars, Faculty Development Programs (FDP) and will promote quality initiatives such as Intellectual Property Rights(IPR) awareness programs etc.

ISR activities: HEI's ISR committee will continue to contribute towards activities like Swatch Bharat Abhiyan, Tree plantation, Food and Cloth donation, Blood donation camp, Visit to Oldage homes and Orphanage. HEI will organize various awareness program on Save Environment and sustainable development.