

SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

**G.H.R EDUCATIONAL FOUNDATION SOCIETY`S G. H.
RAISONNI INSTITUTE OF BUSINESS MANAGEMENT,
JALGAON**

GAT NO. 57/1 , SHIRSOLI ROAD, AT POST MOHADI, JALGAON
425002

www.ghribmj.al.raisonni.net

SSR SUBMITTED DATE: 14-01-2018

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

January 2018

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Established in the year 2007, G H Raisoni Instt. Of Business Management, is affiliated to prestigious 'North Maharashtra University approved by AICTE and recognized by Govt. of Maharashtra. The institute offers flagship courses like MBA, MCA, MMS, BBA, BBM BCA, BCA (Integrated). The consistent placement record, a vibrant campus life and a pool of academic experts makes this institute as one of the most preferable institute for the students of the region, aspiring for quality education. Students, through smaller groups, manage much of their extracurricular and administrative responsibilities themselves; and also attempt to make some decent difference in the quality of life to the local community.

G. H. Raisoni Institute of Business Management, Jalgaon, is a NAAC accredited institute with **Track ID-MHCOGN21790** and score of 2.74 (**B+**), **in first cycle**. Based on the suggestion given by the 'NAAC Assessment Team', in first cycle, the institute has strived hard to achieve a new height within a span of 2 and half years (1st Cycle date of accreditation **10th March 2015**). Few heads on which the institute could achieve a decent growth includes:

- Overall enrollment ratio is achieved to 100%
- Strengthened Industry –Institute Interaction
- 50% of MBA Faculty members are Ph.D holder
- Structured Feedback Mechanism is in place
- Student Participation in Sports improved

Vision

“To achieve excellent standards of quality education by keeping pace with rapidly changing technologies and to create technical manpower of global standards with capabilities of accepting new challenges.”

Mission

“Our efforts are dedicated to impart quality and value based education to raise satisfaction level of all stake-holders. Our strength is directed towards creating competent professionals. Our endeavor is to provide all possible support to promote research and development activities.”

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

State of the art infrastructure, latest teaching aids

Institute`s faculty and students are engaged in research projects.

Majority of faculty members are in the process of getting their Ph.D. degree.

The faculty and students have bagged prizes and excelled in paper presentation and projects competitions.

The Institute`s students get ranks in the North Maharashtra University, Jalgaon.

Innovative Teaching Methods and integrating learning assessment pertinent to Industry requirements

Experiential learning in the classes and sharing of experience by Industry Guest Lectures.

The Institute`s faculty and students are members of professional bodies like CSI, AIMS, and AIMA etc.

The Institute has well developed digital library which has access to e-books, National & International Journals

The Institute regularly organizes National Conferences, Symposiums, Workshops and faculty training programs for researchers and faculty members.

The Institute is the Centre for various entrance examinations like GATE, MBA-CET, AIEEE, PET, and MCA-CET etc

The Institute has language Lab which helps to improve the communication skills of students.

The Institute carries out CSR activities like blood donation camps, visit to old age Homes and conducts workshops and training programs for various stakeholders in the society.

Faculty members are encouraged to upgrade their qualifications and take up research projects & also they are sponsored for pursuing their Ph.D. and higher studies.

Facilities for extra and co-curricular activities.

Excellent placement record.

Industrial visits are regularly organized to give practical exposure to the students.

Institutional Weakness

- Around 60% students lack in basic of Accounting & Statistics
- Lack of confidence in few students at times refrains them to be a part of active and confident students /group(s)
- Due to lack of air connectivity, it is difficult to attract good experts from industry and reputed academic institutes for sharing their expertise with the students.

Institutional Opportunity

- The institutes with excellent reputation in academics are comparatively less in the region and hence lies a potential opportunity for the institute
 - Synergy through partnering with internationally reputed business schools for faculty-student exchange
 - The Institute is building on a perpetually growing alumni Network across India
 - The demographic dividend of the country and growing awareness for higher education.
 - The Institute holds an edge of organizing faculty exchange programs and sharing the expertise with the other institutes under the umbrella of RGI.
-
- Industry's approach to hiring is now not only limited to TIER-I & TIER II cities but also open for

bright students at cities other than the aforesaid category.

- Career opportunity for bright students with the right attitude is at an all-time high.
- Ample scope for innovative and creative students.

Institutional Challenge

- The Institute has the challenge of continuously upgrading the quality to attract good students and qualified and experienced faculty.
- The Institute has the challenge of selecting appropriate new programs to meet the requirement of stakeholders.
- To attract and retain highly qualified and talented faculty members.
- The entry of new educational institutes in and around Jalgaon region

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

G. H. Raisoni Institute of Business Management attempts to deliver the “quality” that matches up to the spirit of organization’s Vision statement. GHRIBM Jalgaon follows a teaching pedagogy that bridges the gap between industry and Institute with learning opportunities which is mutually productive and beneficial.

What sets GHRIBM apart is its innovative approach at every step towards success. It is committed to provide practical oriented education combined with a strong academic focus, developed specifically to match the current industry needs. To understand the stakeholder’s sentiments and the expectation, the institute has well established feedback system. This effort has provided an opportunity to the students to become competent professionals by the end of programme which is possible by the highly motivated and dedicated faculty members. Besides, this a wide range of electives at the disposal of the students allow them to choose a subject of their interest and enriches the academic flexibility of the institute. In congruence with nation’s policy of “**Skill Development**” institute also provides different value added certification courses to the students to enrich various fields like advanced excel, GST based tally etc.

Faculty members take active interest in BOS, and keep extending their recommendations based on the feedback received from all stakeholders on Curriculum and evaluation system.

Teaching-learning and Evaluation

GHRIBM, is a Hindi Linguistic Minority Institute. Guidelines of Directorate of Technical Education (DTE), Govt. of Maharashtra are followed strictly for the admission process. Institute could attract good students with 100% enrollment, in the current academic year.

Students are validated at entry level through the various review process. Accordingly the students are categorized as Excellent, Good and Average.

· Various learning platforms are created for effective implementation of teaching learning process as per the quality standards. The faculty and staff members are trained frequently for performance excellence and meeting the requirement of stakeholders. The institute has a concrete teaching learning and monitoring system. Students are administered to identify slow learners. Such students are identified and :

- 1. Special tutorial lectures are taken for them.**
- 2. Remedial classes are conducted for students who have backlogs in any subjects.**
- 3. Remedial Classes are also provided on English language and Spoken communication to students from vernacular medium**

Apart from the regular teaching methodology the, the innovative teaching pedagogy includes Presentations, Case study based presentation etc.

We strive very hard to attain the learning outcomes and **Cos & Pos** defined for all the courses, through various experiential, collaborative and Participative learning methodologies. We Endeavor consistently to achieve a symbiosis of professional development and human values.

Research, Innovations and Extension

The research cell is actively contributing to encourage the research activities in the Institute. IQAC also takes care of various research initiatives by students and staff. 5 faculty members of the institute are registered for Ph.D programs, where 4 others have already been awarded Ph.D.

- Most of the faculty members have published their papers in peer reviewed journals.
- To promote research amongst the faculty members a fund of **Rs 25 lacs has been donated to affiliating University, through which , five deserving scholars get a sponsorship of Rs. 60,000 per year to carry out their research work.**
- The Institute was proud to host **the State level Research Festival “Avishkar”** in the academic year 2016, witnessing the participation of 1400 research scholars across university.

· Six faculty members are working on minor Research Project, sponsored by North Maharashtra University.

· The Institute is obliged regarding its responsibility towards the society. The endeavor for betterment of the weaker section of society is implemented by the Institute through its cell- “SAMARPAN” & Yuvashakti, where socially sensitive students perform various activities for upliftment of society. Students under Yuvashakti Foundation have become the new torch bearer of social leaders by contributing to a number of social upliftment projects on a regular basis.

Linkage with industries and social service organizations are formed by signing MOUs, for designing value added programs, enhancing research and consultancy, for providing hands-on experience and on-job training to the student.

Infrastructure and Learning Resources

The institute strives to provide infrastructure and facilities with the conducive learning environment.

Therefore, the institute has not only complied with regulatory requirement but exceeded the compliance. Moreover, it leads to fast adoption to corporate culture during the transition of the students from campus to corporate. The institute widely uses the latest technology in the classrooms as well as laboratories for effective teaching learning

- **Institute is spread across 1.5 acres with built-up area of 5436 Sq.m.**
 - The institute endorses the usage of Solar Campus & renewable energy although it has **65KV generator for power backup and also an UPS of 180 KVA capacity**
 - Hostels for boys and girls with best possible amenities are there for available.
 - The Institute has a well stocked library with a seating capacity of 50 members and is fully automated with subscription of many e-journals

· A dedicated Network administration and Maintenance Department ensures smooth functioning of networking and maintenance of IT infrastructure. The entire campus is under CCTV surveillance. **Moreover, the campus is equipped with a 24/7 Wi-Fi connection with a perpetual bandwidth of 50 mbps, video conferencing facility and virtual classrooms etc.**

· **Dedicated housekeeping staff** is available to ensure hygienic and healthy ambience for the entire campus and hostels.

The infrastructural facilities and the learning resources available at the institute make the institute as one of the leading institutes in the city to provide quality education.

Student Support and Progression

The institute has well established mentoring and support system. One such system is Mentor-Mentee scheme, under which every 15 **student mentees** are allotted under a **faculty mentor** to seek guidance on various career and behavioral guidance. A structured feedback mechanism is in place and the students are guided time to time

about their areas of improvement.

- **The student representative contributes actively on various Committees and administrative cells of the Institute.** To provide the natural justice to the students, the institute has the Grievance redressal cell and to safeguard the interest of the women faculty, staff and students, the institute has the Women Development Cell and College Complaint Committee.

Other committees includes: anti-ragging committee, unfair means committee and other student relevant committees. These arrangements at the institute have helped the students to get timely justice. Newly admitted students are provided with detailed orientation session.

The Institute pays special attention for the students who are at risk of failure and drop out. They are supported through additional coaching & Counseling. Further, special counseling sessions are organized with parents by respective teachers and by continuous counseling by mentor mentee meet.

Beyond curriculum activities, expert lecture, inter-collegiate activities etc are extensively conducted which gives them a clear idea about the program about its expectations & outcome. Moreover, a provision for seed money to promote entrepreneurship is made through EDP Cell and incubation center. It also involves all faculty members and external experts in this process.

Governance, Leadership and Management

The institute has well defined perspective plans and well planned strategy for its deployment .To comply with perspective plan, the institute's top management and the Director ensures the sustainable model for the institute by effective implementation of quality policy and plans. Management is strong believer of having transparency in administration and governance.

Quality Policy includes the institutional processes, management process and quality objectives and the effective utilization of the financial resources to make the education cost effective. As a result institute has 100% compliances of regulatory and statutory bodies, satisfied stakeholder and empowered faculty. The top management is regularly available for taking fast decision related to the infrastructure development, equipment and other academic needs. The progress of the institute is reviewed on regular basis for the effective implementation of quality policy and plans.

Director has been given the freedom for day to day functioning of the institute with regard to curricular, co-curricular and extra-curricular activities and ensures the sustainable growth of the institute. The institute has well established quality assurance system to become the institute of repute and preferred destination for campus placement.

The internal quality Assurance Cell (IQAC) has been introduced in accordance with NAAC regulations and works in close coordination with its objectives . The financial Accounts of the institution is subjected to regular internal and external audit.

Institutional Values and Best Practices

GHRIBM Jalgaon believes in minimizing the utilization of natural resources and re-cycling of available resources. The use of alternative sources of energy helps Institute to follow an environment friendly operation. The institute has gradually moved on from light bulbs to tube lights, slim lights, CFLs, LEDs, and the college also provides LCD Monitors thus energy conservation is done in many ways. Solar water heating system is installed in Girls and Boys hostels.

Institute takes the pride to maintain the campus clean and green. The institute through social forums creates the various awareness programmes and takes up the project related to environment. The whole campus is using solar energy extensively. Green Audit Certificate is also obtained by the Institute.

Continual improvement is the inherent characteristic of system which leads to innovation and best practices , resulting into effective teaching-learning and transformation in student`s personality.

Our Best Practices are based on the principle of experiential learning methodology, which also help students to integrate their theory knowledge with practical experience.

1. Raison Mandi ---- Learn to Sell and Sell to Learn

2. Network Lunch – Network or you don`t work

Yuva-Shakti – a forum of socially sensitive students

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	G.H.R Educational Foundation Society`s G. H. Raisoni Institute of Business Management, JALGAON
Address	Gat No. 57/1 , Shirsoli Road, At post Mohadi, Jalgaon
City	Jalgaon
State	Maharashtra
Pin	425002
Website	www.ghribmjal.raisoni.net

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Director	Preeti Agarwal	0257-2264881	9604010444	0257-2264884	ghribmjal@raisoni.net
IQAC Coordinator	Rajkumar Kankariya	0257-2264882	9011768391	0257-2264883	rajkumar.kankariya@raisoni.net

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	Yes
If Yes, Specify minority status	
Religious	Religious Minority
Linguistic	Hindi
Any Other	

Establishment Details				
Date of establishment of the college	01-01-2007			
University to which the college is affiliated/ or which governs the college (if it is a constituent college)				
State	University name	Document		
Maharashtra	North Maharashtra University	View Document		
Details of UGC recognition				
Under Section	Date			
2f of UGC	06-03-2013			
12B of UGC				
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
AICTE	View Document	10-04-2017	12	Zero deficiency

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	Yes
If yes, has the College applied for availing the autonomous status?	No

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Gat No. 57/1 , Shirsoli Road, At post Mohadi, Jalgaon	Rural	1.5	5436

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BBA,Management	36	HSC	English	240	199
UG	BCA,Computer Application	36	HSC	English	140	123
PG	MBA,Management	24	Any Graduate	English	120	99
PG	MMS,Management	24	Any Graduate	English	60	9
PG	MCA,Computer Application	60	HSC	English	180	91

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	1				2				31			
Recruited	0	1	0	1	0	2	0	2	10	21	0	31
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				12
Recruited	9	3	0	12
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	1	0	0	2	0	1	0	0	4
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	9	21	0	30

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	3		1		4

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Diploma	Male	9	0	0	0	9
	Female	10	0	0	0	10
	Others	0	0	0	0	0
UG	Male	233	2	0	0	235
	Female	87	0	0	0	87
	Others	0	0	0	0	0
PG	Male	147	3	0	0	150
	Female	61	2	0	0	63
	Others	0	0	0	0	0

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

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	5	6	11	18
	Female	4	4	2	1
	Others	0	0	0	0
ST	Male	0	1	5	2
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	35	57	74	98
	Female	39	37	44	37
	Others	0	0	0	0
General	Male	161	178	197	244
	Female	63	63	73	114
	Others	0	0	0	0
Others	Male	9	17	21	32
	Female	3	6	10	8
	Others	0	0	0	0
Total		319	369	437	554

3. Extended Profile

3.1 Programme

Number of courses offered by the institution across all programs during the last five years

Response : 06

Number of self-financed Programmes offered by college

Response : 06

Number of new programmes introduced in the college during the last five years

Response : 01

3.2 Student

Number of students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
437	369	319	298	285

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

2016-17	2015-16	2014-15	2013-14	2012-13
27	15	9	12	3

Number of outgoing / final year students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
107	94	104	92	114

Total number of outgoing / final year students

Response : 102

3.3 Academic

Number of teachers year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
35	33	26	26	24

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

2016-17	2015-16	2014-15	2013-14	2012-13
35	33	26	26	24

Number of sanctioned posts year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
35	33	26	26	24

Total experience of full-time teachers

Response : 375

Number of teachers recognized as guides during the last five years

Response : 14

Number of full time teachers worked in the institution during the last 5 years

Response : 45

3.4 Institution

Total number of classrooms and seminar halls

Response : 14

Total Expenditure excluding salary year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
67	71	94	79	95

Number of computers

Response : 180

Unit cost of education including the salary component(INR in Lakhs)

Response : 0.59205

Unit cost of education excluding the salary component(INR in Lakhs)

Response : 0.54149

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

The institution ensures effective curriculum delivery through a well planned and documented process.

The institute follows the curriculum prescribed by the North Maharashtra University (NMU).

The University follows semester pattern. Evaluation is carried through written examinations / Practical's and Viva- Voce. Besides this all the students of MBA, MCA, BBA, and BCA have to do industrial projects of 6 to 8 weeks as a part of their regular curriculum. University has provided flexibility in curriculum by introducing electives in the final year for MBA and BBA courses.

The text books and reference books are made available to the teachers quite at the beginning of academic year. The teachers are regularly sent to attend workshop on the revised syllabi organized by the Board of Studies, North Maharashtra University, Jalgaon.

All the faculty members make teaching plans for their respective subject and timely reviews of it is taken by academic monitoring committee constituted by IQAC. The meeting of all teachers and HOD is arranged with the Director to discuss various issues and measures related to curriculum delivery with the focus of achieving excellence in education.

Latest ICT tools and smart boards are being used for making teaching-learning effective. The surprise tests, tutorials, seminars, bridge course, group discussion, mock Interviews, and many co-curricular activities are arranged in order to attain the Pos & Cos designed by the Institute.

The regular structured feedback is taken and analyzed and submitted to IQAC and Governing body of the Institute and corrective measures are implemented accordingly to achieve the desired learning outcome.

- Director of the institute Dr. Preeti Agarwal is the Chairman of the **Board of Studies (BOS)** for Computer Management and also an active member of **Academic Council, Research Review Cell** and Quality assurance Cell of North Maharashtra University.
- Dr. Preeti Agarwal is the Chief Co-ordinator of **University –Industry Interaction Cell of NMU** and has conducted many Workshops and Seminars on Behalf of University, to bridge the academia-Industry Gap.
- Majority of the faculty members of the institute are also invitee members of **Board of Studies** and they actively contribute in **BOS**. They give their recommendations to **BOS**, based on feedback received from students, teaching faculty, Heads of Departments and inputs given by Industry.
- To bridge the academia -industry gap more practical exposure is given to the students by organizing

seminars, workshops, guest lectures and by introducing some value added certificate courses.

- The institute has very active **training and placement cell, entrepreneurship development cell** and **research cell**. Through these forums institution organizes various training and developmental activities and workshops to facilitate the overall development of the students. To impart moral and ethical values in the students, institute arranges many CSR activities, which help them to become socially sensitive. To support the development of teachers the institute has collaborated with ISO certified training academy i.e. "**G.H. Raisoni Academy for Human Excellence**", which shoulders the responsibility of training the teachers.

File Description	Document
Any additional information	View Document

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 10

1.1.2.1 Number of certificate/diploma programs introduced year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
3	2	2	2	1

File Description	Document
Any additional information	View Document
Details of the certificate/Diploma programs	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 475.69

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
34	32	24	24	23

File Description	Document
Any additional information	View Document
Details of participation of teachers in various bodies	View Document

1.2 Academic Flexibility

<p>1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years</p> <p>Response: 16.67</p>	
<p>1.2.1.1 How many new courses are introduced within the last five years</p> <p>Response: 1</p>	
File Description	Document
Details of the new courses introduced	View Document
Any additional information	View Document
<p>1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented</p> <p>Response: 40</p>	
<p>1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.</p> <p>Response: 2</p>	
File Description	Document
Name of the programs in which CBCS is implemented	View Document
Any additional information	View Document
<p>1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years</p> <p>Response: 78.17</p>	
<p>1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year wise during the last five years</p>	

2016-17	2015-16	2014-15	2013-14	2012-13
400	269	253	247	183

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

1.3 Curriculum Enrichment

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

Response:

Institution integrates cross-cutting issues relevant to Gender, Environment and sustainability, Human Values and Professional Ethics into the Curriculum through various courses.

The cross-cutting issues are addressed into the curriculum through various courses of Under Graduate as well as Post Graduate programs. The details are furnished in the table.

The cross-cutting issues are also addressed by conducting various activities beyond curriculum regularly. The details of activities are listed in the table.

Activities:

- Guest Lectures
- Seminars
- Workshops
- Social Activities
- Live Projects
- Poster Competitions
- Debate and Group Discussion

Sr. No	Program	Course Code	Course	Cross-Cutting issue
1	MBA	106	Organizational Behavior	Gender sensitization
	MPM	3.2	Labor Welfare & administration	
	BBA	A5.2	Soft Skills Development	
	BCA	BCA 52	Soft Skills Development	
2	MBA	107	Corporate Social Responsibility	Environment

	MPM	2.2	Corporate Social Responsibility	Sustainability
	BBA	5555	Environmental Studies	
	BCA	5555	Environmental Studies	
3	MBA	106	Organizational Behavior	Human Values
	MBA	102	Corporate Communication Skills	
	BBA	A5.2	Soft Skills Development	
	BCA	BCA 52	Soft Skills Development	
4	MBA	107	Corporate Social responsibility	Professional Ethics
	BBA	A3.2	Corporate Governance	
	IMCA	CA-6.5	Cyber Security	
	BCA	BCA44	Cyber Security and Law	

Cross-cutting issues Beyond Curriculum

Activities	Outcome	Cross-cutting Issues
<ul style="list-style-type: none"> • Programs like seminars debate group discussions for both boys and girls on a single platform • Workshop on: <ol style="list-style-type: none"> 1. Self-defense 2. Leadership 3. Women Empowerment Programmes like Beti Bachao Beti Padhao etc. 	<ul style="list-style-type: none"> • Equal learning opportunities for boys and girls • Ensuring safety for women • Developing leadership in boys & girls equally • Brings definite orientation in the thinking practices and approach of individuals concerning gender 	Gender
<ul style="list-style-type: none"> • Tree plantation programme • Save earth campaign • Nirmalya Sankalan activity • Poster competition • Use of renewable energy 	<ul style="list-style-type: none"> • Students become aware of their social responsibilities and duties towards the environment. 	Environment and Sustainability
<ul style="list-style-type: none"> • Blood donation camp • Swach Bharat Abhiyaan • Awareness programs in the nearby villages 	<ul style="list-style-type: none"> • Students become socially sensitive • Strong value system • Responsible citizen • Strengthening bonding with neighbourhood 	Human Moral, Social and Ethical

	community	
--	-----------	--

File Description	Document
Any Additional Information	View Document

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years
Response: 48

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years
 Response: 48

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document
Any additional information	View Document

1.3.3 Percentage of students undertaking field projects / internships
Response: 126.77

1.3.3.1 Number of students undertaking field projects or internships
 Response: 554

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

1.4 Feedback System

1.4.1 Structured feedback on curriculum obtained from 1) Students 2) Teachers 3) Employers 4)

Alumni 5) Parents For design and review of syllabus semester wise/ year wise

A.Any 4 of the above

B.Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A.Any 4 of the above

File Description	Document
Any additional information	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback processes of the institution may be classified as follows:

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

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Any additional information	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 2.23

2.1.1.1 Number of students from other states and countries year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	7	8	10	9

File Description	Document
Institutional data in prescribed format	View Document
List of students (other states and countries)	View Document

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 59.41

2.1.2.1 Number of students admitted year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
229	182	146	145	79

2.1.2.2 Number of sanctioned seats year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
340	340	220	220	180

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

2.1.3 Average percentage of seats filled against seats reserved for various categories as per

applicable reservation policy during the last five years

Response: 100

2.1.3.1 Number of actual students admitted from the reserved categories year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
27	15	9	12	3

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

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

Institute takes diligent care to categorically find different capacities & capabilities of students existing in every course. Assessing all students on same parameters hinders the uniqueness of an individual visa vie kills the individual USP which every individual is blessed with hence; an individual is assessed based on a series of extensive behavioral and domain assessment. One such methodology is SWOT. Assessments of students are based on various abilities of the students like, Reading Skills, Writing Skills, Listening Skills & speaking Skills.

SWOT analysis of a student is done on dual dimensions viz.

1. **Assessment by the concerned faculty member and**
2. **Self -Assessment by the student himself.**

These assessments are done by the mentors and respective subject teachers. The assessment is based on various individual and group tasks like classroom assignments, presentation of given topic.

Note:- The different tools administerted to students to access their learning ability are attached to the additional information.

ADVANCED LEARNER:

Once, advanced learners are identified they are encouraged to take up various research oriented assignments and writing research papers and contribution in the capacity of a co-author. Further, assigning

various duties and responsibilities to all the students during college events to nurture leadership, team building within students of various categories. Tentative lists of various events are as follows:

- **IT Quiz**
- **Face painting**
- **Kal Ka Nayak**
- **Paper Presentation**
- **Poster presentation**
- **Case Study**
- **C/ C+ programming Contest**
- **Group Discussion**
- **Add-Mad show**
- **Bollywood Quiz**

SLOW LEARNER:

Generally, aforesaid events help to develop the capability of diverse thinking and creativity within the students. Whereas, students belonging to “**slow learners**” category are given remedial classes. These remedial classes address problems of diverse range and nature, right from developing the fundamental concepts about various courses and also a practice of rigorous bridge course is also in practice for students coming from diversified academic background to help them adapt to the certain professional courses they are admitted to. Meetings are arranged with the parents of the slow learners to share with them different methodologies via which they can contribute to the development of the slow learners.

Based on the level of the students, customized training programs are designed and delivered to ensure a decent amount of uniformity between all the students. The objectives of these training sessions are to transform slow learners into average learners and the average into advanced.

Assigning live projects to the students is yet another way to improve the existing level of the students to the immediate higher orbit of the level they belong to. Such projects help students to gain real-life insights and hands-on knowledge about the topic the project they are dealing with. Moreover, such practices also help them to have an opportunity to interact with people of various diverse background and eventually results in overall personality development of the students.

File Description	Document
Any additional information	View Document

2.2.2 Student - Full time teacher ratio

Response: 12.49

File Description	Document
Institutional data in prescribed format	View Document

2.2.3 Percentage of differently abled students (Divyangjan) on rolls	
Response: 0	
2.2.3.1 Number of differently abled students on rolls	
File Description	Document
Institutional data in prescribed format	View Document

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		
Response:		
Interactive Learning	Collaborative Learning	Independent Learning
<ul style="list-style-type: none"> • Communication Lab • Simulation Exercises • Well Equipped Classrooms and Labs • Video Lectures • Management Games 	<ul style="list-style-type: none"> • Raisoni Mandi • Network Lunch • Movie Club • Book Review • EDP Cell • Industrial Visits • Employability Skills • CSR Activities • Excel Workshop 	<ul style="list-style-type: none"> • Library Assignments • Projects • Poster Competitions • Summer Internships • PPT Presentations

Experiential learning

- The final year students work on live projects other than curriculum which helps them gain a real life experience for what they have been studying only as a theory. Thus, minimizing the gap between the industry expectation and the knowledge of the student.
- The students take active part in organizing various extra and co-curricular events which help them in developing their management skills. Special programs on, Independence day, women's day, International Yoga Day etc. are also conducted by them.
- Experts from industry share their experience with the students under the series of Guest lecturer right from orientation and induction programs .Many such guest lectures are conducted throughout the year to keep the students abreast of the ongoing changes and development in the industry.
- An opportunity to attend the Annual General Meeting of "Jain Irrigations Ltd" an Indian Multi-National , which prepares students for the real-time job scenario. Industrial Visits are also conducted for students to understand the work environment of different organizations
- Internships are an integral part of both UG and PG courses.

Interactive learning

- In interactive learning, the students get an opportunity to use various interactive learning tools and be a part of experiential learning pedagogy for example Communication Lab.
- The Communication Laboratory allows students to have a feel and learn via experiencing the actual process of communication and its various elements. Students get to perform various lessons via the interactive software used in the communication lab.
- Simulation exercises conducted to help the students to understand and gain a real-time feel of the subject. Video Lectures and Management games are another ways of ensuring the teaching-learning process to be more interactive. Quizzes are another tool for ensuring quick and interactive learning by developing an intergroup competition. Problem-solving methodologies via case study methods also constitutes a part of interactive learning methods.

Collaborative learning:

Students are empowered via learning methods like,

- **Raisoni Mandi**- an event designed to provide students with first-hand learning experiences in the market by sending various products procured by an NGO –“*Navnirmiti*”. The amount generated by the sales is donated back to the NGO so that it can be used for social good
- **Network lunch** -to develop the skills of interpersonal skills and networking
- **Movie Club**- to provide students with certain leadership and management lessons from movies

- **Book review** to instil reading habit and percolating learning therein.
- **EDP Cell-** To encourage the entrepreneurial acumen and inclination within the students
- **Employability Skills-** To transform students into industry ready resources
- **CSR-** The platform like “SAMARPAN” to inculcate the value of giving back to the society
- **Excel Workshop-** To develop the knowledge of Microsoft excel within the students
- **Tally Workshop-** To equip students with the knowledge of Tally software

File Description	Document
Any additional information	View Document

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 108.57

2.3.2.1 Number of teachers using ICT

Response: 38

File Description	Document
Any additional information	View Document
List of teachers (using ICT for teaching)	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 12.85

2.3.3.1 Number of mentors

Response: 34

File Description	Document
Year wise list of number of students, full time teachers and students to mentor ratio	View Document

2.3.4 Innovation and creativity in teaching-learning

Response:

Teaching-Learning

- **Preparation of Teaching Plan-** Teaching plan or lesson plan is formed by each faculty member of their respective subjects. It includes the details of week wise planning for the particular subject allotted for the entire semester.
- **Formal Lectures :** Based on the academic time table ,lectures are allotted to respective faculty members of various subjects under different courses
- **Value Added Programs :** Value added programs such as Employability Skills, Advanced Excel, Soft skills, SAP, Tally (now GST based version of Tally) etc are duly planned
- **Workshops:** Various workshops like Android , Java ,Tally, SAP, Excel , Power Point Presentation, GD , PI , Resume Writing, Soft skills etc are planned taking into consideration the academic calendar
- **Review by HOD & Director:** The entire process of teaching plan is reviewed by HOD of respective departments and finally by the Director

The Innovative learning methodologies consists following activities:

- Value Added Programs
- Group assignments
- Seminars
- Case Studies
- Simulation Games
- Movie Club etc
- Research Paper Presentation and Publications in Journals
- TED Talks
- MOOCS (Massive Open Online Courses)
- Raisoni Incubation & Training Centre
- Entrepreneurship Development Program
- Book Review
- Survey
- Active participation in Events
- Industrial Visits
- Visit to National/International Business Exhibition etc

File Description	Document
Any additional information	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 7.08

2.4.2.1 Number of full time teachers with Ph.D. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
4	4	1	1	1

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document

2.4.3 Teaching experience of full time teachers in number of years

Response: 10.71

File Description	Document
List of Teachers including their PAN, designation,dept and experience details	View Document

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 55.56

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
4	1	4	4	3

File Description	Document
Institutional data in prescribed format	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 0

2.4.5.1 Number of full time teachers from other states year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description

Document

List of full time teachers from other state and state from which qualifying degree was obtained

[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

The institute follows Continuous and Comprehensive Evaluation process of assessment. As a part of this system, students are evaluated through a series of curricular and extra-curricular evaluations along with academics. This helps the students to perform in academics as well as show their talent in other co-curricular activities. In the present system, due importance is given to **activity based learning** at all levels so as to make students acquainted with innovative modes of learning.

The major reforms in Examination/Evaluation reforms are

1. Curriculum Teaching-Learning and Evaluation is tuned to **Outcome Based Education (PEOs, POs and COs)**
2. Involvement of students in Examination Timetable preparation
3. Exams dates are finalized before the beginning of the semester and incorporated in the Academic Calendar
4. Uniform scheme of marking provided by faculty members
5. Declaration of Results in three working days
6. Paper showing facility with predefined schedule

7. Immediate Grievance handling

Examples of changes made in the evaluation management system are mentioned below:

1. Question paper audit to be done by senior subject expert
2. Before the beginning of the evaluation work of any course examination, faculties teaching the course to conduct meeting together so as to have uniformity in assessment.
3. Answer papers are shown in the classroom to students as per the schedule
4. Question paper pattern is not conventional. Rather it includes multiple choice questions along with descriptive type questions
5. Involvement of students in preparation of examination time table in coordination with controller of examination
6. The remarks by the evaluators are to be put on the answer sheet in support of the marks given

As an affiliated institution of North Maharashtra University (NMU), evaluation norms of the university are also followed. The university has adopted evaluation by introducing Credit based grading system and the institute has adopted the same. The institution has adopted a method of assessing the academic performance of the students on a continuous basis. Continuous assessment in theory subjects: As per the NMU regulations, the marks allotted for internal exams are 40 and to that of external exams are 60. In this framework, the college conducts the following components as part of internal exams.

Internal tests

Two internal tests of 10 Marks each are conducted by the subject teacher. The duration of each test is 60 minutes.

Continuous and Comprehensive Evaluation

10 Marks are allotted for Continuous Evaluation through regular Attendance and overall discipline & behavior. 10 Marks for activities like Case Study, Live Project, Active participation in Events

Laboratory work

To improve the outcome of laboratory work done in a semester, day-to-day work in the laboratory is evaluated for 10marks and internal examination for practical are evaluated for 10 marks conducted by the concerned laboratory faculty member.

Practical training or live project

Each student has to undergo a practical training or live project as per the requirement of the programme. The topic should be decided with consultation and guidance of internal guide of the Institute. The Project shall be necessarily Research oriented and Innovative.

File Description	Document
Any additional information	View Document

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

Assessment is a vital part of successful teaching. There is complete transparency in the internal assessment. The criterion adopted is as directed by the university. The marks for each test are displayed on notice board within three days of conducting the test. It is mandatory to show the answer sheets of all tests to the students on demand. All the students are familiar with the transparency in the internal assessment.

Plan

- At the beginning of the semester, the internal assessment test schedules are prepared by involving student representatives.
- The schedule is communicated to the students well in advance.
- The faculty members inform the students about the various components in the assessment process during the semester.
- Two units are covered for each of the continuous assessment examination.

Conduct

- A meeting of faculty members is called to discuss components and process of assessment. All the faculty members give focus on attainment of the POs and COs
- The examination department conducts all the internal assessment tests as per the schedule.
- The examination department circulates the invigilation duty chart for the faculty members.
- Two internal assessment tests are conducted for the courses.
- The faculty members should provide the results of the assessment within 03 days from the date of completion of the internal assessment test.
- At the end of each semester, after submitting the final internal assessment marks, all the faculty members deposit all the papers and mark list to the examination committee who retains its custody on behalf of the Institute, for a minimum period as indicated by the North Maharashtra University.

Semester Examination is conducted as per North Maharashtra University Schedule.

Control:

As part of the measurement and monitoring mechanisms of the teaching process,

- Each faculty member is allocated special roles and responsibilities, which they have to perform in addition to the teaching activity.
- The monthly attendance and performance of students in these examinations are monitored by HoDs & Director.
- It is mandatory to show the answer sheets to students
- The evaluation data is recorded and is analyzed.
- Weak Students are counseled and remedial classes are arranged.
- IQAC examines the result analysis and discusses with faculty members
- If the performance of the students is not up to the mark, the examination committee coordinator will address the weak students and in certain cases, the Director also addresses the students.
- There are various parameters in Assessment Examination which include

§ Case Study

§ Live Project

§ Active participation in Events

§ Survey

§ Book Review

§ Workshop & Seminar Participation

§ Industrial Visit & Guest Lecture

§ Quiz

or the internal assessment, 40 marks are as categorized as

Heads	Marks	Evaluating Authority
Internal test-I	10	Concerned Faculty
Internal test-II	10	
Attendance and Behavior	10	
Comprehensive Evaluation	10	
Total	40	

File Description	Document
Any additional information	View Document

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

Response:

The students are the main stakeholders in any institution imparting education, and it's our endeavor to make all efforts to ensure transparency in all the activities at different stages. Taking this spirit into consideration the institute has decided to provide a mechanism to students for redressal of their grievances as under:

The Grievances may broadly include the following complaints of the aggrieved students

1. Academic
2. Grievance related to Assessment
3. Grievance related to Attendance
4. Grievance regarding conducting Examinations
5. Harassment by colleague students or the teachers etc.

There is a Grievance Redressal Committee at the Institute level to deal with the grievances of the students.

The committee is as under:

1. Chairman- Senior Faculty Member
2. Upto five faculty Members nominated by Director

This committee will deal with the Grievance related to Academic and Administrative matters of the Department/Area concerned

This committee will deal with all the Grievances directly which is related to the common problems at Institute level both Academic and Administrative. In addition, Director of the institute can also entertain the appeal filed by the student against the decision of the committee.

Procedure for Redressal of Grievances (RoG)

1. An aggrieved student who has the Grievance or Grievances at the Department level shall make an application first to the HoD/ Faculty member. The HoD/ Faculty member, after verifying the facts will try to redress the grievance within a reasonable time, preferably within a week of the receipt of application of the student. If the student is not satisfied with the verdict or solution of the HoD/ Faculty member, then the same should be placed before the committee.
2. If the student is not satisfied with the decision of the committee, he/she can submit an appeal to the Institute level (to the Director) within three days from the date of the receipt of the reply from the committee.
3. The Head of Institute, after verifying the facts and the papers concerned and having a discussion within the Chairman committee will place the matter before the Director which shall either endorse the decision of the committee or shall pass appropriate order in the best possible manner within a reasonable time, preferably within a week of receipt of application.

Powers of Committee

- In case of any grievance, the members of the committee are empowered to sort out the problems at their level through discussion with students.

- In case the members fail to find out any solution then the matter is referred to committee.

- Considering the nature and depth of the grievances due inquiry is made by the members of the committee and through personal discussion, the matter is solved. If anybody is found to be guilty a strict disciplinary action can be taken with due consideration with the director.

Institute Level Grievance Redressal Committee

1. Prof. Deepak Sharma- Chairman

2. Prof. Makarand Wath- Member

3. Prof. Rafik Shaikh-Member

4. Prof. Raj Kankariya- Member

5. Prof. Kalyani Neve-Member

File Description	Document
Any additional information	View Document

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

The Academic Calendar of the institute serves as an information source and an academic radar to for students, faculty members, and both the department viz. a) Management & b) Computer Application, as well as for the University.

The calendar includes

Session commencement dates for every forthcoming semester

Class start date

Exam dates and

Holidays in the semester

Information pertaining to various

Co-curricular

Extra –Curricular and

Cultural activities

Workshops

The institute follows a continuous system of students evaluation based on a series of different co-curricular and extracurricular activities. This serves to put forth the innate abilities and capabilities of the students related to their curriculum and other than curriculum topics.

All the activities within an academic year are strictly followed adhering to “*Academic Calendar*” which needs to be designed before the commencement of the semester. Any change or variation in the planned course of action is decided via competent authority in consultation with the departmental heads.

File Description	Document
Any additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered

by the Institution are stated and displayed on website and communicated to teachers and students

Response:

The Institute has implemented Outcome-Based Education (OBE) methodology wherein the Program Educational Objectives (PEOs) & Program Specific Outcomes (PSOs) for each program offered by the Institute and the Course Outcomes (COs) for every course taught are established well in advance. The graduate attributes of the institution are clearly articulated in our vision and mission statement. They are aligned with the vision statements of the Institute, the departments and program specific criteria of affiliated university.

The Institute has clearly stated, the learning objectives in terms of Program Educational Objectives (PEOs) and learning outcomes (in term of Program Specific Outcomes (PSOs)). PEOs define the capabilities, the students of the institute are expected to achieve over a period of 3 years and 2 years of their graduation and masters respectively.

The PSOs define the capabilities, of students, is expected to achieve during the time of graduation in line with 12 Graduate Attributes prescribed by National Board of Accreditation, India.

PEOs, POs and COs are made available to respective stakeholders by following means.

- The outcomes are reviewed in IQAC meetings at the beginning of every academic year.
- The faculty members explain the outcomes expected from the students in the orientation classes.
- The Program educational outcomes expected from the students out of various programme are displayed at prominent places in the department/ department building.
- Both PEOs and POs are exhibited on-
 1. Institutional Website (www.ghribmjral.raisoni.net)
 2. Laboratories
 3. Classrooms
 4. HoD Cabin
- The PEOs and POs are communicated to the faculty members and students by:
 1. Orientation program for students & faculty members
 2. In various staff meetings & mentor-mentee meets
 3. Event conducted by college or departments like professional society, parents meet, alumni meet, co-curricular & extracurricular activities etc.
- POs are met through the attainment of course outcomes of all courses concerned with the program. The syllabus uploaded on the website, which is accessible to students, contains these Course objectives & Outcomes in detail.

Some of the learning outcomes that institute aims to achieve are:

- 1.Strong sense of Entrepreneurship and commitment to excellence.
- 2.Nurturing Values and developing emotional maturity.
- 3.Developing creativity amongst the students.
- 4.Leadership and Team Building spirit.
- 5.Developing excellent communication skills.
- 6.Understanding the changing global context.
- 7.Application of knowledge in an innovative way to meet organizational challenges.
- 8.Practices Life Long learning.
- 9.Self-disciplined and quick decision maker.

File Description	Document
Any additional information	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

- Outcome-based Assessment is followed by the institute to check the level of attainments of the outcomes specifies at the course and program level.

OBA ensures that a graduate not only possesses a sound knowledge in the specific program they also can have a global mobility and acceptance.

- In order to attain the program outcome the curriculum for the program is designed by the affiliating University, in a manner that the students get trained in a holistic manner.

- The courses are taught to the students by various teaching methodologies like classroom teaching, laboratory experiments, seminar, and projects.

- Each course is designed with specific CO's and each CO is mapped to the PO. The attainment of CO's is quantified by assessing students.

- Their performance is tabulated and analyzed using MS Excel software.

- The direct quantification methodology is used and tables for PO and CO attainment are derived.

- Thus considering continuous internal evaluation data and the End Semester University Examination one can measure the attainment of CO and the PO for a batch of students.

- The level of attainment also can be easily varied based on the level of the course and efficiency of the student.

File Description	Document
Any additional information	View Document

2.6.3 Average pass percentage of Students	
Response: 86.42	
2.6.3.1 Total number of final year students who passed the university examination	
Response: 541	
2.6.3.2 Total number of final year students who appeared for the examination	
Response: 626	
File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process	
Response:	
File Description	Document
Database of all currently enrolled students	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years

Response: 5

3.1.1.1 Total Grants for research projects sponsored by the government/non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0	1	2	1	1

File Description	Document
e-copies of the grant award letters for research projects sponsored by non-government	View Document
Any additional information	View Document
List of project and grant details	View Document

3.1.2 Percentage of teachers recognised as research guides at present

Response: 40

3.1.2.1 Number of teachers recognised as research guides

Response: 14

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

3.1.3 Average number of research projects per teacher funded by government and non government agencies during the last five years

Response: 0.78

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 7	
File Description	Document
List of research projects and funding details	View Document
Supporting document from Funding Agency	View Document
Funding agency website URL	View Document

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

3.2.1 NAAC Guidelines: Institution has created an ecosystem for innovations, incubation center and other initiatives for creation and transfer of knowledge. Upload a description of the available incubation center for innovation and evidence of its activity in not more than 500 words

Key Objectives	Create more entrepreneurs in the institute
Key Outcome	Providing an incubation center in the Institute
Process Description	
Key Activities	Description
Creating Eco System for entrepreneurs	GHRIBM has taken various initiatives to develop ecosystem for transferring Knowledge
	The institute encourages all the faculty members and students to share their ideas. Those worth, being shared, is then discussed with the experts to explore the possibilities of nurturing the ideas
	The institute organizes business plan competition and rewards the best ideas
	The institute has signed extensive MOUs (memorandum of understanding) with various corporate houses to encourage, educate and nurture the business ideas of faculty members
	Senior faculty members are sponsored with seed money to participate in various programs related to research and research tools.
	Institute Conducts entrepreneurship awareness programs in various forums like MITCON & MCED (Maharashtra Centre for Entrepreneurship Development)
	Institute supports students for making projects
	Institute encourages students to showcase projects within the institute

	institute as well	
Establishing Mentor Bank	The institute invites experts from industry to judge the potential of a	
Establishing Incubation Centre	The institute has a functional EDP cell which includes mentors, con and experts for promotion and incubation of entrepreneurial ideas. Selective ideas are incubated to developing prototype models. The laboratory for encouraging creative ideas and giving a concrete shape	
Executing Activities	The institute's Mentors and monitoring students to create new ideas	
	Mentors help the students to refine business plans	
	Seed funding of around 10 Lakhs rupees can be given to the wor and models	
	The institute conducts various EDP	
	The institute also maintains a list of alumni who are entreprene activities in consultation with them. College Development Comm alumni who are entrepreneurs	
Key Outputs	Creating Entrepreneurs	

File Description	Document
Any additional information	View Document

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 31

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
12	3	5	6	5

File Description	Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

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

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: Yes

File Description	Document
List of Awardees and Award details	View Document
e- copies of the letters of awards	View Document

3.3.3 Number of Ph.D.s awarded per teacher during the last five years

Response: 0.29

3.3.3.1 How many Ph.Ds awarded within last five years

Response: 4

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document
URL to the research page on HEI web site	View Document

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 3.19

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
13	7	34	25	13

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 4.97

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
24	13	30	37	39

File Description

Document

List books and chapters in edited volumes / books published

[View Document](#)

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

The Institute encourages the faculty and students to initiate, participate and implement the programs which contribute to societal awareness for various issues. There are different student clubs/associations in the college monitored by faculty coordinator & students volunteers.

The activities of institute social outreach programs include organization of awareness programs (for environment, water conservation, computer education etc), organ donation awareness programs, blood donation camps, educating rural populace, competitions of school children for the development of soft/drawing/analytical skills, tree plantation etc. These are in tune to activities of North Maharashtra University. It is also active in organizing activities which address societal problems.

GHRIBM has a dedicated cell for conducting Extension and CSR activities working under two heads-

1 Samarpan

2 Yuva Shakti

Major Activities in the sphere of extension activities and Institutional Social Responsibility are as given below:

Institutional Social Responsibility Activities 2013-14 to 2017-18

Sr #	Year	Date	Event
1	2013-14	5-Jun-14	World Environment Day-Poster Competition & Tree P
2		28-Aug-14	Ek mutthi anaj -Donating Foodgrains
3		4-Feb-14	Blood Donation Camp
4		19-Feb-14	Shiv Jayanti Mahotsav
5		13-Mar-14	“I Will Vote Campagin”-Voting awareness initiative
6	2014-15	1-Jun-14	Distribution of Footwear to the Underprivileged o Donated
7		5-Jun-14	World Environment Day-Poster Competition & Tree
8		2-Oct-14	Social Responsibility Cultivation Program -Prime M Abhiyan
9		31-Oct-14	Run for Unity -Sardar Patel Jayanti-social cause
10		4-Feb-15	Blood Donation Camp
11		19-Feb-15	Shiv Jayanti Mahotsav
12	2015-16	5-Jun-15	World Environment Day-Poster Competition & Tree

13		15-Jul-15	World Youth Skills Day-At Gandhi Research Fo System Ltd. At Kantai Hall Jalgaon	
14		27-Jul-15	Tribute to Missile Man - Ex President Dr APJ Abdul	
15		15-Sep-15	Formation of Youth Inspirator Network group	
16		15-Oct-15	Celebration of Reading Day in the memories of hon India Dr A J Abdul Kalam	
17		20-Oct-15	Poster Competition- Theme: Beti Bacho Beti Padhao	
18		4-Feb-16	Blood Donation Camp	
19		19-Feb-16	Shiv Jayanti Mahotsav	
20	2016-17	1-Jun-16	Workshop on Women Empowerment(ISR)- Comput training Program to the girls of underprivilege caste.- Chief Guests: 1.Mrs Sapna Kabra 2.Miss Sonia Kabra-Hulk Foundation of Ex-President Award Winner	
21		5-Jun-16	World Environment Day-Poster Competition & Tree	
22		26-Jun-16	Donation of Cloths - SR Activity	
23		30-Jul-16	Leadership Excellence Award-Mr. Shirish Chaudhar Jalgaon	
24		25-Dec-16	CSR- at Bal sudhar gruha Jalgaon	
25		26-Jan-17	Donation of Cloths ,Sweaters,Food	
26		4-Feb-17	Blood Donation Camp	

27		19-Feb-17	Shiv Jayanti Mahotsav	
28	2017-18	5-Jun-17	World Environment Day-Poster Competition & Tree	
29		8-Aug-17	Tree Plantation at Landore Khori Park Jalgaon Chief Guests: Mr.Prashant Sonawane-Forest Officer and other Corp	
30		5-Sep-17	Nirmalya Sankalan Abhiyan Collector Office Jalgaon	
31		01/09/2017 15/09/2015	toSwacchata Pakhwada-As per AICTE Circular	
32		31-Oct-17	Oath of Unity Run for Unity-On the Occasion of National Integrity	
33		15-Sep-17	Foot Ball Matches-As per Govt of Maharashtra Circu	
34		20-Sep-17	Boston Marathon for Women	
35		2-Nov-17	Visit to Orphanage in Jalgaon	

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 9

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	4	1	2

File Description	Document
e-copy of the award letters	View Document
Number of awards for extension activities in last 5 years	View Document

3.4.3 Number of extension and outreach programs conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc., during the last five years

Response: 17

3.4.3.1 Number of extension and outreach programs conducted in collaboration with industry,community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc.,year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
6	3	4	4	0

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 100

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
437	369	319	298	285

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document

3.5 Collaboration

<p>3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years</p> <p>Response: 16</p> <p>3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years</p> <table border="1"> <thead> <tr> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> <th>2012-13</th> </tr> </thead> <tbody> <tr> <td>15</td> <td>1</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>					2016-17	2015-16	2014-15	2013-14	2012-13	15	1	0	0	0
2016-17	2015-16	2014-15	2013-14	2012-13										
15	1	0	0	0										
File Description	Document													
Any additional information	View Document													
Number of Collaborative activities for research, faculty etc.	View Document													

<p>3.5.2 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. during the last five years (only functional MoUs with ongoing activities to be considered)</p> <p>Response: 16</p> <p>3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the last five years</p> <table border="1"> <thead> <tr> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> <th>2012-13</th> </tr> </thead> <tbody> <tr> <td>15</td> <td>1</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>					2016-17	2015-16	2014-15	2013-14	2012-13	15	1	0	0	0
2016-17	2015-16	2014-15	2013-14	2012-13										
15	1	0	0	0										

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc. during the last five years	View Document

NAAC

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The policy of the institute is to provide infrastructure strictly as per the norms. In addition to the infrastructure the institute adds state of the art educational facilities for students in terms of extra software and equipment in the laboratories.

- **Class Rooms:** The institution has sufficient number of well-furnished, spacious class rooms with LCD projectors, internet connectivity and audio-visual facilities. Class Rooms are designed in a way that cross ventilation, and proper lighting is naturally available. Institute also has smart class rooms & seminar Halls.
- **Examination control room:** Examination control room is exclusively allotted for all exam related work, all the activities related to internal evaluation and external university examination. Examination control room is fully equipped with state of the art facilities like CCTV, mandatory softwares required for the exam & adequate numbers of computers.
- **Staff Rooms:** Adequate number of staff rooms & HOD rooms available in the campus. All the faculty members are provided with laptops and separate work stations connected with intranet and internet facilities. In addition to this, printers are available in each department.
- **Library:** Library is well equipped with sufficient number of Titles, Volumes, National and International Journals. OPAC and Multimedia facility is available.
- **Computer Labs:** There are 4 computer labs with state of the art facilities and 180 computers put together. These labs are well equipped with Internet & Wi-Fi facility. All computers are installed with required software which are updated on a regular basis.
- **Software & Licenses:** The institute has a campus agreement with Microsoft where all the Microsoft products can be easily downloaded from the campus and sufficient space for hosting all academic activities.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response:

Games & Sports

- **Sports room:** Sports room is available with facilities for indoor games such as chess, carom, and table tennis room.
- **Outdoor Games:** A spacious play ground is available for outdoor games like Cricket, football, Basketball, Volleyball, Kabaddi, Kho-Kho, Horse riding etc. within the campus.
- **Gymnasium:** A fully equipped Gymnasium is available in the institute, which can be accessed without any fee by the students and faculty members alike. The gym also has a professionally trained trainer to provide required assistance during the workout.
- **Recreational facilities, gym, yoga center, etc.** – Lush-green open space ground for out-door recreation and audio visuals aids (TV, music player, games, etc.) for in-door recreation are provided by the institute. Arrangement for gymnasium is also made available in the hostel. A special hall is made available in the hostel where the students can do Yoga and meditation.

Cultural activities

- **Hobby Club:** Hobby club is yet another add on facility for student's recreation and learning .Students take active participation in hobby classes for playing various musical instruments, learning different dance forms and develop their innate abilities in various creative fields like Drama, Mime , One act plays etc. Qualified trainers from related fields are provided for this purpose.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 14

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 0.88

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year wise during the last five

years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
1	0.50	0.50	0.50	1

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document

4.2 Library as a Learning Resource

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

Response:

Library of the institute is fully automated to serve day to day requirement of the institute, faculty members and students. The Library operates on an “**Open Access**” Principle and the users of the Library are directed to the required book/ resource via **DDC (Dewel Decimal Classification)** System. The entire issuance and return of books are managed by **ILMS** Software.

- Name of the ILMS software: **SoftLib by Synchronik software Inc.**
- Nature of automation (fully or partially): **Fully Automated**
- Version: **5.2**
- Year of automation: **24th July 2007 and regularly updated.**

The SoftLib Software developed by Synchronik software Inc. ensures very fast, prompt and well-managed services to everyone concerned. The software is so user friendly that, not only the working staff but also the users feel themselves very comfortable & at ease.

The circulation cycle of resources/ books are presented via following chart:-

? User ID With Barcod ? Location of the Required material via OPAC ? Issuance of the Book.

In case of returns a books of library are allocated with unique Id via Barcode. Hence, the user merely needs to submit the book at the Librarian Counter. The Book is then shelved back and user’s account is updated with the return of that particular book.

Various routine features available in the software like,

- Accession

- Bar-coding
- Circulation
- Photo ID cards with Barcode
- Institute information
- Master entry
- Graphical presentation
- All reports
- Web enabled
- OPAC Service is also available. In that we can search all the details about the book like as title, author, publication etc.

The technology used for this is .Net as front end and Oracle 10g as backend, which is very reliable for handling very high end data and web application with full security.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

The Rare Book Society of India is the first of its kind - it is a virtual space for rare book collectors and history buffs to read, discuss, rediscover and download lost books.

Importantly, it aims to highlight the understanding that there is always more than one truth in history! Sourcing from digital libraries such as The Internet Archive, Google Books and the online collections of various museums around the world, RBSI has curated these rare books and images, and presented them in a context that gives them relevance and shows each piece as a part of a grander whole.

Many of these books might be considered to be history, opinion or plain propaganda - but the aim is to show that there is no wasteful source in the study of history, and there is only an added perspective. More importantly, by reading more than one version of a historical event at this site we begin to understand that there is more than one truth in history, and that in order to learn history, one must also first learn to unlearn.

The institute has a decent collection of rare books, special reports and other knowledge resources for library enrichment.

A detail description is attached as additional information.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc.	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 1.75

4.2.4.1 Annual expenditure for purchase of books and journals year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0.97	0.73	0.79	0.55	5.70

File Description	Document
Audited statements of accounts	View Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document

4.2.5 Availability of remote access to e-resources of the library	
Response: Yes	
File Description	Document
Details of remote access to e-resources of the library	View Document
Any additional information	View Document

4.2.6 Percentage per day usage of library by teachers and students	
Response: 27.97	
4.2.6.1 Average number of teachers and students using library per day over last one year	
Response: 132	
File Description	Document
Details of library usage by teachers and students	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi			
Response:			
<p>Institute always depicts its willingness in the IT infrastructure up-gradation. Institute usually purchases the computer systems with latest configuration available. The Institute is advanced in its initiatives to develop the IT infrastructure by upgradations of Wi-Fi facility with latest configuration network solution. The bandwidth of the Internet connectivity is increased to 50 mbps from 5 mbps in order to meet the latest demand. All the computers are connected through LAN facility with 100 Mbps speed. Many computers have upgraded from Intel Dual core processors to Lenovo i3 systems and assembled i5 and i7 systems to match the changing needs. The WiFi adapters in the institute have been revised upto 300 Mbps to get the maximum coverage with Internet speed. This WiFi facility is also available for the students in hostel. MAC address filtration is implemented to provide the security to WiFi facility. Institute has recently brought 5 laser printers and one I Card printer. The institute has purchased few licensed software and downloaded some open source softwares which are listed below:</p>			
Sr. No.	Licensed Software	Type(System/Application)	Da

1	Windows Xp Professional	MCLA(License Id-5697434)	
2	Windows 7 Professional		
3	windows sever 2003		
4	windows sever 2008		
5	Office 2007		
6	Office 2007		
7	Visual Basic		
8	Visual studio 2008		
9	SQL Server 2008		
10	Fedora Linux	Open Source	
11	Java/Netbeans	Open Source	
12	C & C++	Open Source	
13	Adobe Reader 10	Open Source	
14	7 Zip	Open Source	
15	WinPcap	Open Source	
16	Wireshark	Open Source	
17	Weka 3.6.10	Open Source	
18	FreeMAT	Open Source	
19	Scilab	Open Source	
20	Sage	Open Source	
21	Rational Rapsody	Open Source	
22	Zybro Language Lab S/w	License 30+1	
23	Cero S/w	License 20	
24	Quack Heal Total Security 10 Pc/3yr	License –key-2f982-Aj4r1-53060-B1b05	
25	ISM S/W	License-KBD-DV-797	
26	TALLY EPR9 SILVER TO GOLD UPGRADE		

27	GENEVA E2C S/W	License S.No-E2C20R2828
----	----------------	-------------------------

UPDATE - New Assembled computers – 5 no. in year 2015-16

2 systems of Lenovo i3 purchased in 2013-2014

2 Assembled systems of i5 and i7 processors purchased in year 2013-2014

WiFi adapters revised to 300 Mbps in year 2015-2016

Laser printer and I card printer purchased in year 2016

Details of the Computing facilities and infrastructure

Total Number of Computers for students Access: 170

Total Number of Computers for admin office Access: 10

Total Number of Computers for faculty Access: 20 laptop

Internet Band Width/Speed: 40 Mbps idea, 10 mbps BSNL

Total : 50 MBPS Data cards on subsidized rate are given to faculty members

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.3.2 Student - Computer ratio

Response: 2.43

File Description	Document
Student - Computer ratio	View Document

4.3.3 Available bandwidth of internet connection in the Institution (Lease line) <5 MBPS

5-20 MBPS

20-35 MBPS

35-50 MBPS

Response: >=50 MBPS

File Description	Document
Any additional information	View Document
Details of available bandwidth of internet connection in the Institution	View Document

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: Yes

File Description	Document
Any additional information	View Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document
Link to photographs	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 100

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
67	71	94	79	95

File Description	Document
Audited statements of accounts.	View Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document

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.

Response:

Repairs and Maintenance of equipment.

1. Key Objectives:

- 1.1 To have all equipment, instruments, machinery always in working condition.
- 1.2 To avoid academic loss of students because of faulty equipment.
- 1.3 To obtain correct results of experiments.
- 1.4 To provide preventive maintenance to avoid future heavy repairs.

2. Key Prerequisites:

- 2.1 Predefined annual maintenance contracts for some items.
- 2.2 List of various dealers who are dealing with repairs of equipment.
- 2.3 List of faulty equipment to be repaired.

3. Areas Covered under Standard Operating Procedure:

3.1 This Standard Operating Procedure mainly covers repairs and maintenance of equipment, instruments, and machinery used in the laboratories such as

- Equipment used in classrooms for teaching purpose such as LCD, Digital

Boards, TVs etc.

- Xerox machines, Water Coolers, Ros, etc.
- Generators, Motors

4. Areas Not Covered under Standard Operating Procedure:

4.1 For following items existing procedure of repairs and maintenance carried out by

HQ teams will continue.

- Building Maintenance such as Plumbing, Electrical, Civil items.
- Computers, Peripherals.
- Air Conditioners.

Key Activities:

5. Grouping of faulty equipment:

5.1 HoDs prepare a list of faulty equipment in each laboratory

5.2 List of all laboratories is compiled by HoD.

5.3 Computer department includes common equipment like Computer, Printer etc.

5.4 Grouping of equipment is done based on nature of repairs

6. Identifying dealers:

6.1 HoDs identify at least 2-3 local dealers for each group.

6.2 Dealers are not available locally, dealers from other places are also identified.

7. Call quotations:

7.1 HoDs prepare the list of equipment which needs repair.

7.2 Dealers are invited to inspect faulty equipment and also submit their quotations.

7.3 Equipment wise quotations is collected.

7.4 Comparative statement is prepared.

7.5 To maintain uniformity a committee of 2-3 senior faculty for negotiations with dealers is formed.

8. Issuance of work order:

8.1 Once the rates are finalized, work order is issued by Director.

9. Authority:

9.1 Proposal shall be initiated by Head of the Department.

9.2 It finalized by the Director of the institute.

10. Passing the bill:

10.1 The bills are submitted to the Principal.

10.2 HoD shall complete all formalities.

10.3 Bill should be thoroughly scrutinized.

10.4 Payment shall be made as early as possible.

10.5 Bills are accompanied by a certificate

11. Movement Register:

11.1 Things to be sent outside for repairs is issued on gate pass only.

11.2 Objects sent outside is brought back within a reasonable timelimit.

11.3 Maximum time allowed for repair is 15 days.

11.4 Regular follow up is taken by HoD towards objects sent outside.

12. Six monthly Reviews.

12.1 Review of faulty equipment is taken by HoD in May and October.

12.2 Repairing is done before the commencement of classes

12.3 However, repairs process may be ongoing throughout the year.

13. Financial Provision:

13.1 Initially an amount of Rs. 1.0 lakh is placed at the disposal of Director of Institute

14. Key outcome:

14.1 Good Condition of Equipment

14.2 Restricting Academic loss.

14.3 Result improvement.

14.4 Improved Customer satisfaction

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 25.36

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
78	77	77	85	101

File Description

Document

Upload self attested letter with the list of students sanctioned scholarships

[View Document](#)

Any additional information

[View Document](#)

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 36.82

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
113	154	181	152	25

File Description

Document

Number of students benefited by scholarships and freeships besides government schemes in last 5 years

[View Document](#)

Any additional information

[View Document](#)

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: A. 7 or more of the above

File Description	Document
Details of capability enhancement and development schemes	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 45.9

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

2016-17	2015-16	2014-15	2013-14	2012-13
240	175	148	134	102

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 58.28

5.1.5.1 Number of students attending VET year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
249	231	197	167	154

File Description

Document

Details of the students benefited by VET

[View Document](#)

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description

Document

Details of student grievances including sexual harassment and ragging cases

[View Document](#)

Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee

[View Document](#)

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 54.92

5.2.1.1 Number of outgoing students placed year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
61	46	51	60	62

File Description	Document
Any additional information	View Document
Details of student placement during the last five years	View Document
Self attested list of students placed	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 54.21

5.2.2.1 Number of outgoing students progressing to higher education

Response: 58

File Description	Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: NET/SLET/GATE/ GMAT/CAT, GRE/ TOFEL/ Civil Services/State government examinations)

Response: 26.67

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/SLET/GATE/GMAT/CAT, GRE/TOFEL/Civil Services/State government examinations) year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	3	1	0	1

5.2.3.2 Number of students who have appeared for the exams year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
8	9	4	7	2

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

5.3 Student Participation and Activities

<p>5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.</p> <p>Response: 16</p>				
<p>5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years</p>				
2016-17	2015-16	2014-15	2013-14	2012-13
7	3	3	2	1
File Description	Document			
e-copies of award letters and certificates	View Document			
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document			

<p>5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution</p> <p>Response:</p> <p>The Student Council is formed as per the Rules and Regulations of North Maharashtra University. The Director of the Institute believes in 360 Degree Development of the students. Hence with the intension of empowering students to develop leadership qualities and other administrative skills, the institute has an active student council.</p> <p>One Student Representative is the member of IQAC.</p> <p>Structure of Student Council:</p> <ul style="list-style-type: none"> • University Representative • Class Representative • Cultural representatives 				
---	--	--	--	--

- Sports representatives
- Class Representatives

These representative members again are members of various Committees and administrative cell viz:

- Cultural Committee
- Student Grievance
- Sports Committee
- Social Responsibility Cell & Yuva Shakti
- Women Cell
- Research Cell
- EDP cell
- Placement cell
- Editorial Committee
- Movie Club
- Rotaract Club
- Reading Club and Creative Corner Club

Through these committees, the faculty members connect with the students regarding syllabus/ projects, Co-curricular & Extra Curricular activities, their academic & other difficulties. They also help the institute to at times raise funds for social events, community projects and college reforms. Various events like seminars, cultural events etc are also organized by these students under the council.

File Description	Document
Any additional information	View Document

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 17

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
19	18	16	17	15

File Description	Document
Report of the event	View Document
Any additional information	View Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

Response:

Alumni Association

The institution has a registered Alumni association which was incorporated on 2nd November 2011 under section 25 of the Companies Act, 1956 (No. 1 of 1956) (Corporate Identity Number: CIN: U93030MH2011NPL223577. All the Alumni activities are conducted by G H Raisoni Foundation of Alumni (GHRAF)

G H Raisoni Alumni Foundation (GHRAF) has been created to provide a platform for its alumni base and to connect, engage and benefit the Raisoni alumni, students and staff. The institute has formed the Alumni Committee.

It provides core programs such as **reunions, get-togethers, alumni directory**, informational publications, career support services, continued learning opportunities, administration of benefits and other fundamental services to Alumni.

Key Objectives of GHRAF

- Connect Alumni
- Engage Alumni
- Benefit Alumni

Alumni Contribution-

The alumni contributes to the development of the institute through financial and non financial means.

Alumni Guest lectures and Coffee Cup Meets: The institute regularly organizes guest lectures and Coffee Cup Meets of alumni working in industry.

Alumni Entrepreneurship Development Programmes: The alumni entrepreneurs are invited to share their expertise for with an objective to inculcate the spirit of entrepreneurship among the students.

Involvement of alumni in the College Development Committee: As per the Maharashtra Universities General Rules 97 (1), the College Development Committee (CDC) should comprise of alumni and other stakeholders. The Alumni of the institute has the representation of Alumni in the Committee. Through this channel, the alumni actively participate in the general, academic and administrative activities of the institute.

Alumni's contribution in Training, internship & Placements: The alumni are invited to conduct training programmes in various areas like employability skills, technical topics, leadership, team building etc.

Alumni also help the placement cell to provide internship and placements to students.

Alumni Portal- The GHRAF is having its portal on which the passing out students have to register mandatorily. Once the alumni are registered, he/she becomes life member of the alumni association. Through this, institute ensures lifelong connectivity with its alumni.

Institute-Alumni MOUs: The institute has signed MOUs with the Alumni's organizations with an objective to enhance Institute-Industry interaction and Institute-Alumni relationship. It includes assistance from Alumni for internships, training, placements, industrial visits etc.

File Description	Document
Any additional information	View Document

5.4.2 Alumni contribution during the last five years <1 Lakh

1 Lakh - 3 Lakhs

3 Lakhs - 4 Lakhs

4 Lakhs - 5 Lakhs

Response: <1 Lakh

File Description	Document
Alumni association audited statements	View Document
Any additional information	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 15

5.4.3.1 Number of Alumni Association /Chapters meetings held year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
4	3	3	3	2

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document
Any additional information	View Document
Report of the event	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

Our Vision

“To achieve excellent standards of quality education by keeping pace with rapidly changing technologies and to create technical manpower of global standards with capabilities of accepting new challenges.”

Our Mission

“Our efforts are dedicated to impart quality and value based education to raise satisfaction level of all stakeholders. Our strength is directed towards creating competent professionals. Our endeavor is to provide all possible support to promote research and development activities.”

The vision and mission of the Institute define the Institute’s values in terms of all its stakeholders: students, parents, faculty members, non teaching staff members, alumni, industry and governing body/College Development Committee.

The Institute has developed a set of strategic objectives in order to meet the mission and goals. The entire process is undertaken with active participation of the faculty members. GHRIBM, Jalgaon is a firm believer of participative management and faculty empowerment.

In order to achieve its mission, all stakeholders are given due place of involvement in all important decisions as part of governing and executing the plans of the institution.

The Governing Body/College Development Committee comprises of Experts from various sectors viz. Academics, Industry, Research, Social Service, etc. and representatives of stakeholders namely faculty members, representative of Management, alumni etc. The committee meets at regular intervals to discuss the prospective plans of the institute and design and monitor the policies related to it.

There are concerted initiatives by the Institute’s leadership to ensure involvement of faculty and staff members with decisions impacting the Institute by participation in deliberations, meetings and panel discussions. The regular meetings enable an open discussion on initiatives taken at the Institute level and encourage solicitation of alternate views for improvement.

The faculty members and staff members are given the autonomy in their roles to engage with their responsibilities from the perspective of how they contribute to the Institute’s vision and mission.

The academic coordinator with the IQAC & Research cell undertakes various curricular and co-curricular activities and they are assessed. The management is very supportive towards the growth of its employees and provides encouragement for research by way of providing training related to research & grants study leave for doctoral research.

The Standard Operating Practices are designed by the management in consultation of all. The Institute follows a fair, transparent and evolving process for all matters pertaining to performance appraisal, recruitment and promotion.

The following values with corresponding practices are embedded in the Institute's culture

Flexibility: The institute exhibits flexibility in its policies, rules and regulations.

Joint Decision Making: The leader invites ideas from subordinates and includes them in the decision-making process.

Delegation: The head empowers the subordinates by involving them into decision making.

Self Responsibility: All individuals take responsibility of their jobs, and they are always accountable for the work they are doing.

Open and two ways Communication: Individual communication is open, honest, and transparent. Institute practices two ways communication.

File Description	Document
Any additional information	View Document

6.1.2 The institution practices decentralization and participative management

Response:

Response: The institute firmly believes in participative management. The governance of the institute is decentralized. The institute also believes in autonomy for the smooth functioning of all its activities.

A) **Administrative autonomy:** In view to meet the immediate needs of the Departments, financial freedom is given to the Director and the Head of departments. Head of departments have the authority to place requisition for equipments, material, stationery etc. for their respective departments as per the guidelines. The budget of the departments is prepared by the HODs by involving the faculty members. The system administrator and lab in-charge are authorized to prepare the requisition of equipments, hardware and software required for the labs.

B) **Academic autonomy:** The Head of departments prepare the work load plan and distribute the work load to the faculty members of their respective departments. The Head of departments in consultation with the faculty members identify the contents beyond syllabus and implement the same for the development of students. The event calendar of the institute is prepared by involving faculty members and students. The Head of the institute gives liberty to Head of departments and faculty members to organize and conduct various programmes.

The Raisoni Academic Monitoring System (RAMS) provides autonomy to head of department, RAMS coordinator at institute and department level, faculty members and students. Rights have been granted to

RAMS coordinator to prepare the time table, upload departmental lesson plans, adjustment of lectures, planning of remedial classes and extra lectures. The faculty members have the authority to upload study material, assignment of their respective subjects, internal assessment of students etc. Students can access the study material & give feedback about teaching.

The Academic Institute Management System (AIMS) – Various departments like student section, admission cell, inventory, finance department operate their functions through AIMS.

The College Development Committee (CDC)

The College Development Committee comprises of Experts from various sectors viz. Academics, Industry, Research, and Social Service, etc. and representatives of Management, faculty members, administrative staff, alumni etc. The objective is to upgrade the quality of education. The committee meets at regular interval to discuss the plans of the institute and design and monitor the policies related to it. The committee meets atleast 2 to 3 times a year. Discussions and decisions pertaining to purchase of books, stock, co-curricular and extracurricular activities, appointment of staff members, feedback of stakeholders etc. are made jointly by all committee members. The committee gives its suggestions and recommendations for academic, administrative and developmental activities of the institute. Minutes of the meetings are recorded.

The Director and Head of departments meet once in a week to discuss the various Academic/Co-Curricular/Extra Curricular activities. The various activities such as Annual Social gathering, Sports week etc are organized with the involvement of Head of departments, faculty members and students.

Every month department meetings are being held wherein all internal issues of the department are discussed. The Director addresses and resolves issues (if any) immediately.

File Description	Document
Any additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

Response:

The Institute's strategic plan presents a clear, compelling path to a future of greater institutional distinction.

Our Mission:

“Our efforts are dedicated to impart quality and value based education to raise satisfaction level of all stakeholders. Our strength is directed to create competent professionals. Our endeavor is to provide all possible support to promote research and development activities.’

Strategic Plan: To enhance institute-industry interface.

As a part of the strategy, it was decided to enhance institute-industry interface by working closely with industry.

In view of this following modes were adopted:

- including industry experts in governing body
- joint efforts for inculcating entrepreneurship among the students
- providing internships & placements
- collaboration for training the students
- joint seminars
- boosting Alumni interaction
- MOUs with industries
- industrial visits for professional enrichment
- knowledge sharing

The institute has active MOUs with some companies of the region to enhance the institute-industry interface.

1	Jain Irrigations Systems Ltd.
2	Navjeevan Supershop
3	Shakti Polymers
4	Padma Plast
5	Softaid Computers
6	Softanic Solutions Pvt. Ltd.
7	Trader's Pavillion
8	Vasant Supershop
9	Winley Polymers
10	Gopal Polymers
11	Kogta Dal Mill

Our Objectives

1. To promote and enhance academic-Industry interaction between the Institute and industry.
2. To support & enhance entrepreneurial skills in young graduates.
3. To allow the students of institute for Field Projects.
4. To provide 4 to 8 weeks Internship Programme to the students of the Institute.

5.To share the expertise and experiences through sessions and Entrepreneurship Development programmes organized by the institute.

Outcome received

- 1.Students got insight into Industrial environment.
- 2.Exposure to the practices followed by Industries.
- 3.Opportunities to work with managerial staff and to understand the work culture.
- 4.Students developed managerial skills such as team work, leadership, time management etc.
- 5.Students developed conceptual skills as they get opportunities to experiment with innovative ideas.
- 6.Students understood the organization structure of Industries, Departmental Responsibilities, Scope, Functions and Job responsibilities in various departments of an organization.

File Description	Document
Strategic Plan and deployment documents on the website	View Document
Link for Additional Information	View Document

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

Response:

The College Development Committee formed as per the as per the directives of University General Rules, 2016 97(1) monitors the academic, administrative and developmental activities of the institute. The decision making procedures are made at appropriate levels in the organizational hierarchy. Bodies such as IQAC, Anti ragging Cell etc., as per the university/government guidelines are also included in the organizational structure of the institution.

There are different bodies that give academic and administrative leadership to the institution. Decision making is decentralized at different levels. The head of departments, faculty members and other stakeholders are involved in the decision making process. Frequent meetings are held at all these levels to ensure a seamless and hierarchical process.

Every process in the Institute has been mapped, and the Standard Operating Practices (SOPs) have been designed and implemented.

The IQAC set-up as an overarching body for the Institute keeps an overview of the functioning of these various organizational instruments and bodies.

Grievance Redressal Mechanism: The Institution aims at maintaining good stakeholder relationship by

maintaining an exclusive Grievances Redressal Cell to develop a responsive and accountable attitude among all the stakeholders in order to maintain a harmonious educational atmosphere in the Institute.

The mechanism to analyze the grievances is as follows:

- The grievances/complaints can be expressed to the members of the Grievances Redressal Cell as & when they come across such situations, either orally or in writing.
- The members segregate the grievance / complaint received on the basis of the nature of the grievance / complaint.
- The members of the cell formally meets to review all the cases, collect the related information, analyze, receive the opinion from other members and provide positive feedback to the stakeholder.
- If the feedback is not accepted by the stakeholder the grievance / complaint will be escalated to the Head of the Institute for final decision.

Service rules: The services rules are well defined and maintained by the HR department.

Recruitment policy: The recruitment policy adheres to the norms and guidelines of AICTE and University.

Promotion Policy: The promotion policy of the institute is fair and transparent.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2.3 Implementation of e-governance in areas of operation: 1.Planning and Development 2. Administration 3. Finance and Accounts 4. Student Admission and Support 5.Examination

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: A. All 5 of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP Document	View Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

Response: Activity successfully implemented based on the Minutes of the meeting of IQAC.

Description of resolution in the IQAC Meeting:	Action taken
In the IQAC Meeting held on 15 January 2017 agenda no. 3/9, it was discussed by the members that based on the employers' feedback and in view to enhance the employability of the students, skill based training program should be conducted for the students.	<p>1. A workshop on advanced excel was organized for the M & 12th November 2017. Mr. Ravi Achliya- Corporate training resource person to conduct the training programme.</p> <p>Objective: To enhance employability skills of the students equipped with advance excel functions.</p> <p>Contents</p> <ul style="list-style-type: none"> • Working with Functions in Excel • Data Validations • Working with Templates • Sorting and Filtering Data • Working with Reports <p>Outcome: Students got acquainted with Advance excel functions and deploy Advanced Excel techniques to increase productivity and streamlining the workflow.</p>

2. 5 Days Android Application Workshop was conducted students of in the ComputerApplications Dept. from 8th to Vikrant Pawaskar from Mumbai was invited toconduct the work

Objective: To provide students an opportunity to learn and Android Technology with a hands-on experience.

Contents:

- Basic structure of Android
- Activity life cycle of Android
- Basic syntax
- Demonstration of logical operations
- Database connectivity

Total 96 students of the Computer Application department attend

Outcome: Students are able to make interactive user i requirement, employ attractive features/functionality in their widgets and components effectively.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

A) Welfare measures for teaching staff

- **Teaching staff**, who have completed one year service at institute, get 8 CL (Casual Leave) & 8 ML (Medical Leave) from 1st July to 30th June. Teaching staff who have not completed one year of service are entitled to get 8 CL. No Medical Leave is provided to such faculty members.
- **Study Leave:** - It will be granted to the sponsored staff for pursuing Higher Qualification viz. Ph.D. etc.
- **Duty leave** will be granted for Central Assessment process (CAP) of university & other board meetings at university.
- Incentives and paid leaves are offered for publications in referred journals & attending workshop/seminars.
- Sponsorship is provided for International & National Conferences.
- Laptop is provided with data card.
- Appreciation through the Triggering Techno & Campus Buzz.
- Induction program for newly joined faculty members.
- Summer vacation of 15 days & winter vacation of 7 days is granted to the faculty members.

B) Welfare measures for non teaching staff

- All employees are entitled for 5 days of casual leave per quarter amounting to 20 leaves each year which will be in cashed at the end of quarter.
- **Sick leave** of 10 days in cashed in the month of April paid in May.
- **Study leave** will be granted to non teaching staff for enhancing qualifications on the day of examination only. The concession in fees is also granted.
- The initiatives taking **LIC policy** to indemnify employee against unfortunate domestic calamity wherein RGI bears the share of premium up to Rs 4000/-.
- All Non teaching employees are being provided with two pairs of **Uniforms** and casual wear-T shirts.
- The wards of staff members are given **scholarships up to Rs 5000/-** per year.
- The staff members are provided the Personal Accident Policy.
- Personal Loan & Salary advances & festival advances are provided to the staff.
- The employees staying far from colleges are provided with bus facility at concessional rates.

C) Common Welfare measures for teaching & non teaching staff

- **Maternity Leave:** Maternity Leave of 90 days is provided to all categories of female employees after completion of two years of service in the Organization; restricted to maximum 2 occasions.
- **Special leave:** 3 days Special leave is granted to all categories of employees for the occasions like **self- marriage** or the **demise of the nearest blood relation**.
- **Salary account** for the staff members is operative in Canara Bank.
- **Holidays-**The establishment shall remain closed on account of National and festival holidays. These holidays would be paid holidays for calendar year; the list of holidays would be as per the university's academic calendar.
- **COMPENSATORY OFF (C-Off):-** One full day C-off is granted, provided an employee has worked for more than 5 hours over and above his normal 8 hours of duty. Half day compensatory off will be provided if employee has worked for more than 3 hours over and above his normal 8 hours duty on any working day or for 3 hours in case he/she has worked on weekly-off or declared holiday.

File Description	Document
Any additional information	View Document

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

Response: 68.83

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

2016-17	2015-16	2014-15	2013-14	2012-13
30	25	23	18	6

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 9.6

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
10	13	09	09	07

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document
Any additional information	View Document

6.3.4 Average percentage of teachers attending professional development programmes viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programme during the last five years

Response: 92.3

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
33	30	24	24	22

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document
IQAC report summary	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

A well defined performance appraisal format is adopted by institute.

A) Performance Appraisal for teaching staff:

At the end of each semester, a filled-in feedback form is collected from the students about the faculty engaging the class, which evaluates about teaching methodology, creativity and level of understanding.

The self-appraisal forms are filled in by the faculty members.

The following parameters are considered for the performance appraisal.

- Teaching
- Results analysis
- Books and papers published
- Conferences, seminars, workshops, training programmes, attended
- Research work
- Consultancy
- Participation in funding projects
- Achievements
- Academic administration carried out during the academic year.

In the appraisal form, the Head of the Institute gives feedback about the overall performance of the faculty

members on the basis of the information provided by the staff members in their self-appraisal form and also through regular presentations where the faculty members contribute to improvement through their ideas.

The institution utilizes such evaluations to improve teaching and research of the faculty members. The Information helps the faculty members to know the areas of improvement. They are further motivated to attend Faculty Development Programmes, Management Development Programmes and encouraged to conduct and participate in National and International Conferences, Seminars and Workshops. The institute utilizes these reports to carry out the process of performance appraisal of the faculty members.

The performance appraisal of non teaching staff is done on the following parameters

- Knowledge & Skills
- Organizing skills
- Cooperation
- Communication
- Interpersonal skills
- Initiative and Adoptability
- Quality of work
- Attendance
- Supervisory ability
- Achievement of objectives/outcomes

The performance appraisal is self assessed by the employee and it is also assessed by his respective supervisor/head.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Response:

The Institute has the mechanism for internal and external audit as per details given below:

Internal audit:

- An internal approval system for all expenses is in place.
- Accordingly, every expense voucher is recommended by the head of the department and approved by the Director.
- All vouchers are audited by an Internal Auditor on a routine basis.

External Audit:

- The accounts of the college are audited by the External qualified Chartered Accountant appointed by the Institute before 31st March regularly as per the Government rules.
- Books of accounts are prepared as per statutory requirement and audited annually by external qualified Chartered Accountants.
- The auditor ensures that all payments are duly authorized. The auditor conducts statutory audit at the end of financial year. After the audit, the report is sent to the Management for review.
- The qualified remarks given by the auditor are taken into consideration in the forth coming years.

Mechanisms for Settling Audit objections:

- Auditor raises query regarding insufficient supporting documents. The said documents are later made available to the auditor.
- Auditor observation regarding Wrong Account Head accounting is complied with rectification of the said entry.
- Auditor observation regarding excess/short payment to supplier is complied with recovery/payment to said supplier; in case of non-recovery, respective staff is held responsible.

File Description	Document
Any additional information	View Document

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Response:

Institute has the policy of following the norms of regulating authorities regarding fund mobilization because the institute is under self-financed institution category.

The major resources of finance are in the form of fees collected from students which is as per the fixation of fee regulation authority. Institute does not receives any grant. Institute avails the loan from financial institutions for managing expenses.

With respect to optimal utilization of funds, institute prepares budget based on the expenditure on various heads. The expenditures are planned and executed in an optimal way so that expenditures are met with the available fund resources.

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

Response:

The primary aim of the IQAC is to develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution. It aims at fulfillment of the mission and the vision of the Institute in the light of its quality policy.

IQAC initiatives for quality assurance strategies and processes :-

- Development and application of quality benchmarks/parameters for various academic and administrative activities of an institution;
- Organization of workshops, seminars on quality related themes and promotion of best practices for teaching & learning;
- Documentation of the various programmes / activities leading to quality improvement;
- Created Standard Operating Practices (SOPs) through IQAC;
- Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on the quality parameters. So far the Institute has submitted two AQAR (2015-16 & 2016-17) after NAAC Accreditation of Cycle 1.
- Initiatives for Academic and Administrative Audit of MBA and MCA Departments;
- Measures taken for creating Guidance and Placement facilities;
- Measures to promote quality enhancement among faculty and students through Mentor-Mentee Meets;
- Pedagogy Improvement initiatives for both MBA & MCA departments;
- Student, Industry, Parent & other Stakeholder's feedbacks are collected at regular intervals and necessary actions are taken through IQAC.

File Description	Document
Any additional information	View Document

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

Response:

- IQAC takes feedback from students, industry persons, employers and parents.
- Institute arranges unit Test, retest and preliminary examination and IQAC analyzes its results.
- HODs and senior faculty members are advised to attend classes and practicals of other faculty members and if required gives suggestions for improvements.
- The faculty members give presentations to HOD and Director of the institute on the study material, assignment prepared for teaching learning.
- The Program Outcomes and Course Outcomes are monitored through IQAC.
- Institute monitors University ranks and results and evaluates the teaching learning process.
- Feedback committee collects feedback from students every semester and reports to the Director. The Institute adopted academic audit system recently which will be carryout by IQAC. Head of the Institute regularly interacts with students and teachers to fill the gap in teaching – learning process. IQAC closely monitors and provides expert advice as and when requires.

File Description	Document
Any additional information	View Document

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 9.4

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
15	12	11	9	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document

6.5.4 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual**

Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements

2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: B. Any 3 of the above

File Description	Document
e-copies of the accreditations and certifications	View Document
Details of Quality assurance initiatives of the institution	View Document

6.5.5 Incremental improvements made during the preceding five years (in case of first cycle) Post accreditation quality initiatives (second and subsequent cycles)

Response:

Sr. No	NAAC Recommendation in Cycle 1	Post Accreditation Quality initiatives
1.	More faculties may acquire PhD qualification.	-Out of 8 Faculty Members of MBA I qualified faculty number has increased f of PG Faculty is Now Ph.I
2.	Faculty may publish research papers in peer Reviewed journals providing extra incentives.	-In Last three Years, the Research Paper ISBN No. have increase -6 Faculty Members have got Research R Research Promotion Scheme for th
3.	Use of library services may be improved.	To increase the use of Library Book Rev

		<p>Book Exam, Article and Journal Review organised. Video and Audio CDs are prepared. TED Talks and Expert Videos, Soft-Skills.</p> <p>As a result of that, the footfall in the library has increased considerably.</p>
4.	<p>Collaborative linkages should be developed with industries and institutions of higher learning for better learning, practical training and placements.</p>	<p>In order to build strong Linkage with Industries, signed Memorandum of Understanding with various industries. As a result of which the placements have increased to an impressive number. From reputed industries frequently share their budding Entrepreneurs and Managers for EDP Cell activities. Students are working on various Projects in RSIT.</p>
5.	<p>Use of language laboratory may be enhanced to improve placements.</p>	<p>Language Labs are now the part of the curriculum resulting in more use of Language Labs by students to get language proficiency.</p>
6.	<p>Institutions may strengthen feedback mechanism from all stakeholders.</p>	<p>On regular intervals, structured feedback on Learning Methods are collected from students, analyzed and placed IQAC Cell and necessary actions are taken.</p>
7.	<p>Student's participation and achievements in sports and co curricular activities may be improved.</p>	<p>The students Participation at National, State and District level has been increased significantly. As a result, students could bag Medals from various National and International Level Cultural And Sports Events.</p>
8.	<p>E-resources and there usage may be strengthened.</p>	<p>Faculty and Student Workshops are organized. E-Resources such as Google- Docs, for PPT, Projectors, White Board, TED Talks.</p>
9.	<p>E-resources and there usage may be strengthened.</p>	<p>-The institute has organised International Research Conference the Year 2014-15.</p> <p>-The institute provides support to faculty members in International Research Conference.</p>

NAAC

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 47

7.1.1.1 Number of gender equity promotion programs organized by the institution year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
11	10	8	10	8

File Description

Document

List of gender equity promotion programs organized by the institution

[View Document](#)

Any additional information

[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

Response:

Gender equity is observed in the institute in various ways. Gender equity is strictly followed in all the programs conducted within the campus as well as outside campus.

- Various co-curricular programs like KASHTI, Youth festival, Mandi, Food Carnival, Kite festival, network lunch, as well as all indoor and outdoor sports activities, has participation from Girls and Boys equally.
- Various programs like self-defence Training, Yoga Classes, Stress Management etc. are organized for both boys and girls.
- Gender equality is also uniformly followed in upholding technical events like PINNACLE right from the ground level to actual organizing, conduction and controlling the event.
- Both girls and boys are sent to various industries to undertake industrial projects and Internship Programs.

- All student committees formed have balanced proportion of boys and girls.
- Training and placement assistance are provided to all boys and girls alike.

A. Safety and Security

- Foolproof mechanism and appropriate standards of safety have been ensured in the campus to institutionalize the best practices.
- There is only one entry point to the institutional building and hostel compound which is manned by security guards.
- CCTV cameras, identity verification mechanism and register of unknown entrants/visitors with their identity proofs and contact details are a part of the system.
- Any unauthorized trespassing the institutional building is strictly prohibited.

B. Counseling

The Institute takes various initiatives to incorporate gender equality awareness amongst the students.

- A target oriented and unique 'Students Counseling System' is in practice to ensure effective management of problems and challenges faced by students. It consists of Girl Student and Boy Student as President and University representative respectively to promote gender equity.
- Counseling is provided to encourage the students to create a healthy environment in and around the campus
- An effective mentor-mentee system is functional. Mentor-mentee meets are arranged once in a month.
- Internal complaint committee (woman grievance cell) and other cells like anti-ragging, career foundation, student welfare, IQAC, Research cell all fully functional.

C. Common Room

Provision for fully functional girl's common room and boy's common room are made *to keep the privacy as well as to prohibit unwanted incidents. Adequate usage of common room is done by the students.*

File Description	Document
Any additional information	View Document

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy

sources

Response: 43.07

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 77284.57

7.1.3.2 Total annual power requirement (in KWH)

Response: 179428.5

File Description	Document
Any additional information	View Document
Details of power requirement of the Institution met by renewable energy sources	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 29

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 2278.32

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 7856.27

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

7.1.5 Waste Management steps including:

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

Solid waste Management

Solid waste Management is a term that is used to refer to the process of collecting and treating solid wastes.

- Solid waste in the institute i.e. garbage waste from canteen and mess kitchen is accumulated

everyday by the housekeeper.

- Garbage is then stored in a closed container having capacity 50 Ltr. and is collected by municipal bell ringing vehicle regularly.
- Waste from offices, staff rooms, classrooms etc. are collected in the dustbins that are provided on every floor which is finally collected by the garbage collection vehicle of municipal corporation

Liquid waste Management

Treated water is used for gardening purpose therefore quantity of water waste is very less.

E- Waste Management

e-waste mainly keyboards and mouse is purchased by an agency (once in every 2-3 years).

Institute is optimized its inventory of computers through reassembling, modification and up-gradation by the University's own team of IT Administrator.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Rain water harvesting is a technique of collection and storage of rainwater into natural reservoirs or tanks. One method of rainwater harvesting is roof top harvesting and its constructed in college campus.

- It has been in place right from the establishment of the institute and its construction was done 10 years back. Now campus has sufficient capacity of water in bore well.
- This is constructed in campus on left side of main entrance gate. All the water outlets like open drain water & terrace water is collected in open well which in turn is increasing the groundwater level.
- Terrace area = Terrace area + Boy's Hostel Terrace area + Girls Hostel Terrace area

$$= 3211.41 + 911.17 + 911.17 \text{ sq.m.}$$

$$\text{Total terrace area} = 5033.75 \text{ sq.m.}$$

- Average annual rainfall = 450 mm.
- Collection of water = Avg. Annual rainfall X terrace area

$$= 0.450 \times 5033.75$$

$$= 2265.1875 \text{ cu.m}$$

$$= 22,65,187.5 \text{ lit.}$$

File Description	Document
Any additional information	View Document

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

Energy Conservation Plan

75 kW solar panels are installed in the Engineering building and one standalone dawn to dusk solar street light is installed near the college entrance

Renewable Energy conservation

- 75 kW on grid solar panels have been installed in the administrative block.
- Entire college campus uses electronic choke in all tube lights
- Students have prepared their projects in the field of wind energy & solar base system to reduce the electric power consumption.

GREEN PRACTICES.

b) *Public transport- students and staff:*

- The college has provided bus transport facility from city to college and back
- Commuting by four wheeler and two wheeler is done by Staff and students on a sharing basis. This saves fuel
- Some students & faculty also commute by public transport

c) **Pedestrian friendly road**

- 1) *Hostilities and staff of the institute use pedestrian road.*

Plastic free campus

- 1) The Institute makes use of paper bags to replace plastic bags.

2) Plastic bags are disposed off through solid waste management

Paperless office-

- Most of the internal and external communication is done through electronic media where data is stored in soft copy form.
- Assignments, surveys, student information regarding seminars and project topics, electives etc. are shared/ updated through RAMS/AIMS software. We encourage submission in soft copy form. Hard copy is used only when essential.
- Official e-mail id is provided to the teaching, non-teaching staff and students with domain name.
- MIS used for automation of all processes thereby improves the efficiency and productivity of teaching as well as administrative staff. It helps the faculty members to maintain and review academic status of students.
- We encourage the students & staffs to use e books & notes in soft copy.
- Students fill their admission forms on college MIS software whereas institutional administration is done, there are software's like tally, RAMS, AIMS, and this is paperless administrative process.
- Administrative office, staff and students use social media sites like whatsapp, mobile messages notices, circular at college and department level information

Green landscaping with trees and plants

- Institute has planted 350+ trees in all around campus which reduces carbon emission and keeps campus green and pollution free. Decomposing of organic waste is done efficiently.
- The Institution is committed to its responsibilities to the environment and consciously monitors the greenery in the campus by planting a good number of plants are planted in our college campus.
- Around 2 Acres of college premises is totally covered by greenery.
- The institute volunteers along with the staff have planted around 500 saplings of plants at Landor Khor.
- Tree plantations are organized regularly in campus in order to create clean and green campus.
- A green lawn is also developed and maintained.

File Description	Document
Any additional information	View Document

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 32.96

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
17	24	26	35	32

File Description	Document
Green audit report	View Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: B. At least 6 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
Any additional information	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 13

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
5	4	1	2	1

File Description

Document

Number of Specific initiatives to address locational advantages and disadvantages

[View Document](#)

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 13

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
5	4	1	2	1

File Description

Document

Details of initiatives taken to engage with local community during the last five years

[View Document](#)

Any additional information

[View Document](#)

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
Any additional information	View Document

7.1.13 Display of core values in the institution and on its website	
Response: Yes	
File Description	Document
Any additional information	View Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations	
Response: Yes	
File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document

7.1.15 The institution offers a course on Human Values and professional ethics	
Response: Yes	
File Description	Document
Any additional information	View Document

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions	
Response: Yes	
File Description	Document
Any additional information	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years	
Response: 41	

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

In Order to extend our respect to the national leaders, the Institute has a culture of celebrating the birth anniversary and paying tribute to the great martyrs and inculcate Patriotism by organizing programs, seminars, workshops on their birth anniversaries.

Teachers Day Celebration: On 5th Sept of every year teachers day is celebrated in the institute. Teacher's Day is marked in honour of Dr Sarvepalli Radhakrishnan, who was born on September 5, 1888.

Independence Day Celebration: Independence Day is annually celebrated on 15 August of every year, as a National holiday to celebrate the Independence anniversary in the remembrance of martyrs by paying homage by hoisting the National Flag in the morning followed by patriotic cultural programme by the students.

Republic day Celebration: Institute celebrates the nation's Republic Day, on January 26 of each year. It is a day to remember when India's constitution came into force on January 26, 1950. Institute organizes elocution programme by the students.

National Youth Day Celebration: On 12th January of every year marked the Birth Anniversary of Swami Vivekananda, a renowned patriot of our country and this day is celebrated in the institute as the National Youth Day. Every year institute organizes seminars of prominent persons from society to motivate our youngsters for the social services and rural development.

File Description	Document
Any additional information	View Document

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

The institute believes in maintaining complete transparency in its financial, academic, administrative & auxiliary functions.

Transparency is maintained through

- The Institute has the mechanism for internal and external audit.
- An internal approval system for all expenses is in place.
- Books of accounts are prepared as per statutory requirement and audited annually by external qualified Chartered Accountants.
- The Institute use ERP system-**The Academic Institute Management System (AIMS)** – Various departments like student section, admission cell, inventory, finance department operate their functions through AIMS.
- For the Academic purpose ERP system - **The Raisoni Academic Monitoring System (RAMS)** provides autonomy to head of department, RAMS coordinator at institute and department level, faculty members and students. Rights have been granted to RAMS coordinator to prepare the time table, upload departmental lesson plans, adjustment of lectures, planning of remedial classes and extra lectures. The faculty members have the authority to upload study material, assignment of their respective subjects, internal assessment of students etc. Students can access the study material & give feedback about teaching.
- The information regarding the institute is freely made available to the public through the website www.ghribmjal.raisoni.net
- As the institute is under RTI all the information is made available to the public. The RTI disclosure is available on the website.
- Recruitment of faculty members & all necessary procedures are practiced as per the guidelines given by the competent authority.
- All circulars regarding, students, teaching staff & non-teaching staff are circulated & displayed on the notice boards.

Governing Body is the highest decision making authority which consists of members from the management, teaching staff & nonteaching staff. Planning & execution of different auxiliary functions are discussed & decided in this committee which are communicated to all stake holders of our stakeholders

File Description	Document
Any additional information	View Document

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

Best Practice 1

Raison Mandi

An Experiential Learning

1. Title of the practice – Raison Mandi thrives on the idea that any learning is incomplete until experienced by self, and is based on the twin ideals of Corporate Social Responsibility and Ethics in Business Management.

2. Objectives of the Practice

- Students will learn the importance of establishing effective selling strategies.
- Students will learn how to develop selling skills which can be used productively on a wide variety of people.
- To study application of theory through hands-on selling experience.

3. The Context:

- The students work on a real time project in order to “Know by- Doing” and they are required to sell chosen products in order to learn the personal selling skills. Though, this approach has been a real challenge for students but without this, they may not learn real essence of this course in regular lecture-based classes.
- The insights gained by students have been stupendous for their understanding of sales management, per se, sales pitching, follow-up, negotiating, product knowledge and closing sales.
- Budget: The institute allocates a budget of Rs. 40,000 to 50,000 for ‘carrying out Raison Mandi’.

4. The practice:

Mandi is a threefold programme i.e. an event of three days. The Three folds of MANDI are:

- Learning by Doing
- Developing a sense of Social Responsibility
- Blending of theory with practical knowledge

Day-1:

The students are given training about the products by a training session organized in the institute. The products are purchased by the institute from an NGO, which works for the cause of facilitating underprivileged children. After the training session the students are divided in groups and informed about the market routes where they have to go. Inventories are issued to students at least one-day in advance. This provides sufficient preparation time to the students to get fully acquainted with the products.

At this stage, students need to be encouraged to discuss in small groups regarding the sales strategies that

they need to develop for higher sales. The discussion covers specific aspects like: Appropriate Markets that need to be focused, Customer Profiles, Products and Product benefits, probable problems students will face while selling, the alternate strategies which need to be ready with - in case of surprises if any. There is very good scope for creating learning milestones at this stage as students will be rearing to go to the field to make sales.

Day- 2:

There is a formal flagging off ceremony and the students are deputed by buses to different locations in the city with a bag of products which they have to sell. A brunch of food packet is also provided so that there should be no obstacle in their selling process. At the end of the day the students come back to the institute and give an account of the products sold.

Day3:

The last phase of the exercise is debriefing session. This session is considered as the most important phase in the whole activity. During this period certain insights/learnings from the experience shared amongst the students. This is encouraged in view of the impact of these insights on the students leading to discovery of learning.

5. Evidence of success:

The success of the event can be easily measured from the numerous students seen discussing their unique learning and experiences, and with every other person on the street talking about the event and applauding students for their commitment. Truly Mandi has gone into the veins of the people of the city.

6. Problems encountered and resources required:

Monitoring and evaluation of all the groups on the fields is a challenging process, as it has to be done simultaneously on the streets. Language barriers for other state students while selling products can hamper their selling.

Best Practice 2

Network Lunch

Network or you don't Work

Network Lunch-

Once a month, corporate style lunch is arranged and students are given different topics or cases to discuss on the tables. They are asked to share their experiences in the post lunch session. Students also get an opportunity to know the skill sets of their classmates in a more casual setup.

1. Objective:

· The goal of this activity is to break down the homogeneous groups formed by the students as per their comfort level.

- Also another objective is to help the students know importance of networking in life.
- To boost team building spirit
- To improve the interpersonal skills of the students
- To develop the presentation skills of the students

2. The Context:

This activity is useful to help the students know the importance of networking for business; as well it is a field practice to the students of management and IT.

3. The practice:

- A corporate style lunch is arranged for the students where they are given some different topics to discuss.
- The groups of are made such that they do not have their regular friends. This helps them to interact with all the other students in that class.
- They are then asked to discuss over the topic given to them. This exercise not only helps to develop their communication skills but is also a way to increase interaction amongst the class.
- After the lunch session the students are asked to give a presentation in the class so that they can give a feedback on their experiences.

4. Evidence of success:

This activity is successful as it helps to build a network amongst the class. The students come to know about the strengths and weakness of their classmates which helps in team building. The students find some common interests and hobbies while interacting with each other and get new friends. This activity also develops the interpersonal skills of the students and boosts group diversity

5. Problems encountered and resource required:

Some students do not readily show acceptance to talk to students whom they are not friendly with.

Expenses incurred: a) Lunch for the students b) Copies of Economic Times

Discussions:

We do follow the discussions in many of the subjects as it makes the students to think wide and participate in coming up with the opinions & suggestions to check their current knowledge. We practice discussions basically in soft skills, managerial communications, business adoptions etc.

Debates:

Debates are followed in many of the subjects where students are required to come with different opinions, thought processes thus the learning process gets justified in the argue-mental way of learning.

Laboratory experiential learning:

Technical education is always justified with the help of practical knowledge. Thus we try to expose our students by giving an exposure to pure coding languages to depth based on the potential of the student so that the student can learn it by experience.

Mini projects:

To enhance the practical knowledge with innovation, we do encourage our students to make some Mini projects from 4th semester onwards, though it is not a part of curriculum of NMU University. Students are divided into small groups so that personal attention can be paid and every student's role will become prominent.

Case studies: We are following case studies mainly for the Management Students where the students are expected to improve their decision making technique, practical knowledge & logical thinking based on the realistic experiences. Our management faculty members to extend the practical knowledge by providing the real time case studies

File Description	Document
Any additional information	View Document

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

The institute has created a forum of students called, **“Yuva Shakti”** for the empowerment of the youth in terms of developing their leadership and social sensitivity, which is distinctive to its vision, priority and thrust.

Through **“Yuva Shakti”** the institute envisages that motivated, committed and dynamic youth will emerge to provide a positive and effective leadership to their country and practice morality and ethics in politics for the betterment of the country and the world.

It has emerged as the most potent forum for the youths to voice its opinion and grievances in the region.

The main objectives of the “Yuva Shakti” are

- To create a common platform for the youngsters who want to lead their country
- To facilitate interaction between eminent leaders from different sectors.
- To focus on the areas which need immediate attention followed by action
- To foster brotherhood and mutual understanding
- To make citizens work with honesty, transparency and moral integrity

Since its inception, students are motivated and inspired from across different walks of life for changes, when issues are related to youngsters and rest of Indians, the Yuva Shakti has led from the front. The Yuva Shakti, now synonymous with youth, has been in the frontline for making up their issues where students work to serve the interest of other students and society at large.

It has created a concept of channelizing and transforming youth energy into service of the people. Built on these very lines, the Yuvashakti – Yuvaseva, it is about youngster’s rights, duties and dedicated service.

The forum has conducted many social activities like

- Night Patrolling with Jalgaon Police
- Awareness Campaign over various topics such as RTI (Right to information), female infanticide, dowry, traffic rules etc.
- Organizing speech by eminent leaders to motivate youngsters
- Blood Donation Camp & Tree Plantation
- Arranging Debates over problems which our society is facing
- Promoting various programs such as “Indian Student Parliament” which are very beneficial for students
- Celebrating festivals like “Ganeshutsav” & Dahihandi
- Celebrating “Kargil Vijay Diwas”
- Condolence Ceremony of Indian Brave-hearts (26/11)
- Felicitating the parents of brave soldiers

Felicitated Mr. & Mrs. K. Unnikrishnan (during cycle rally from India Gate to Gateway of India-2009), parents of Major Sandeep who sacrificed his very life for us in the attack of 26/11

File Description	Document
Any additional information	View Document

NAAC

5. CONCLUSION

Additional Information :

G. H. Raisoni Institute of Business Management, Jalgaon, is a NAAC accredited institute with **Track ID-MHCOGN21790** and score of 2.74 (B+), **in the first cycle**. Based on the suggestion given by the 'NAAC Assessment Team', in the first cycle, the institute has strived hard to achieve a new height within a span of 2 and half years (1st Cycle date of accreditation **10th March 2015**). Few heads on which the institute could achieve a decent growth include:

- Overall enrollment ratio is achieved to 100%
- Strengthened Industry –Institute Interaction
- 50% of MBA Faculty members are the Ph.D holder
- Structured Feedback Mechanism is in place
- Student Participation in Sports improved
- Use of e-resources are improved

Concluding Remarks :

GHRIBM, Jalgaon established in 2007, is a self-financed, linguistic minority institution. Since inception, the institution has been striving hard to provide quality education. The institute has a unique infrastructure, hard-working and qualified faculty members, enriched library with latest books and journals, well-ventilated classrooms with the audio and visual facility, modern laboratories, Wi-Fi, canteen, and playground etc.

The faculty members are dedicated to continuous improvement of all academic processes, adhere to the ethical standards and professional integrity to enhance the satisfaction levels of all the stakeholders.

With assured support and constant encouragement from the management, GHRIBM has become a favorite choice of the students due to quality education, unique infrastructure, robust and adaptive teaching and learning practices as well as holistic, all-round growth and good employability of the students. There are various student forums working for the upliftment of the society namely “**Samarpan**” and “**Yuva-Shakti**”.

It is an immense pleasure to submit the Self Study Report for **Reassessment** from NAAC after the first cycle of accreditation in the year 2015 (applying for reassessment within 2.5 years). This report is an outcome of collective efforts of all faculty members and office staff. This report is prepared with honesty, sincerity and dedication as per the new guidelines laid by the NAAC.

We look forward to evaluation by a Peer Team of NAAC, for Reassessment to provide us a gauge to measure our strengths, weaknesses and guidance on the path to progress in near future.