

IIMS / IQAC / 2022-23/5322

Date: 18/12/2023

**INFORMATION FOR ACADEMIC AND ADMINISTRATIVE AUDIT
Year –2022 – 2023
Part- A: Extended Profile**

1. Year of establishment: 2007
2. Courses offered: MBA -120, MCA-120, Ph.D.
3. Courses introduced during last 3 years: MCA, Ph.D.
4. List of Visiting Fellows/Teachers, Adjunct and Emeritus Professors, (for last 3years).
5. Percentage of classes taken by temporary/visiting faculty (Programme- wise information):

Sr.No.	Course Name	Subject	Name of Visiting Faculty	No of Lecture Conducted	Percentage
2021-22	MCA	Data Structure	Dr. Sunil Joshi	41	100
2021-22	MCA	Java Programming	Prof. Rahul Mahakal	35	100
2021-22	MCA	AIT	Dr. Sunil Joshi	41	100
2021-22	MCA	OT	Prof. Rahul Mahakal	35	100
2022-23	MCA	Java Programming	Prof. Onkar Waghmare	55	100
2023-24	MBA	Mangement Fundamnetals & HR Specalization	Prof. Aboli Mande	30 +30	100
2023-24	MCA	Java, Mobile Application Developement	Prof. Tushar Kathane	30+40	100
2022-2023	MBA	Legal Aspects of Business and Cyber Security	Adv. Chandrakant Shinde	30+30	100
2022-2023	MBA	Entrepreneurship Development	Mr Harshavardhan Bhurke	30	100



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6. Programme-wise Student Teacher Ratio: (Average of 3 Years)

Name of the Course	No of Teacher	No of Students	Ratio
MBA	12	240	20
* MCA	06	180	30

7. Publications:

Year	Papers published in peer reviewed journals	Monographs, Books, Chapters in books	Citations	h-index	I10 - index	Impact factor range/Average Impact factor
2022-23	13	02	--	--	--	--
2021-22	11	03	--	--	--	--
2020-21	10	02	-	-	-	-

8. Details of patents , Copyrights filed & granted

Year	Patent <i>Awarded</i>	Copyright <i>Awarded</i>
2022-23	06	04
2021-22	03	--
2020-21	--	--

Grant

9. Details of Faculty FDP /Seminar/ Orientation/Workshop/Conference attended:

Year	FDP/Workshop/Conf./Seminar
2022-23	12 FDPS/8 Conferences/5 Workshop
2021-22	8 FDPs/6 Conferences/2 Workshop
2020-21	6 FDPs/6 Conferences

10. FDP /Seminar/ Orientation/Workshop/Conference Organized:

Year	FDP/Workshop/Conf./Seminar
2022-23	2 FDPs 1 Conference
2021-22	1 FDP 1 Conference
2020-21	1 FDP 1 Conference



11. Consultancy services provided, name of the teacher/s and income generated:
(Last Three Years)

Sr.No.	Name of teacher	Nature of Consultancy	Income Generated
2022-23	Dr. Vandana Mohanty	Eagle Burgmann	1,00,000
2021-22	Amar Gupta	INS Shivaji – Motivation and Communication and Soft Skills.	48000
2020-21	Amar Gupta	INS Shivaji- Communication and Soft Skill	48000
2020-21	Amar Gupta	LINAMAR – Salary Survey	80000

12. Number of faculty who were awarded M.Phil., Ph.D., D.Sc. / D.Lit.:

Year	Name of teacher	Designation	Ph.D Registered /Completed/Other
2021-22	Mr Jalindhar Gandal	Asst. Professor	Completed
2021-22	Ms Swati Bhalerao	Asst. Professor	Completed
2021-22	Ms.Amruta Tendulkar	Asst. Professor	Registered
2021-22	Mr Jeetendra Polekar	Asst. Professor	Registered
2020-21	Prashant Wadkar	Asst.Professor	Registered
2020-21	Mahesh Mahakal	Asst.Professor	Registered

13. Present details of departmental infrastructural & other facilities with regard to

S. No.	Parameter	
a.	Central Library Books and Journals, etc, relevant to Department	01
b.	Computers and Internet facilities for staff	Yes
c.	Total number of class rooms	10
d.	Class rooms with ICT facility	02
e.	Students' laboratory	01
f.	Research laboratories	02
g.	Seminar Hall	01
h.	Smart class room	Yes



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**Consultancy Services Provided, Name of the Faculty,
Income Generated**

Sr.No	Research Project Tittle	Company - Research Collaboration	Proposed Year	Budget	Duration
1.	“Potential for Affordable Dialysis Service in Maharashtra”	German Renal Care	2022-2023	4,75,000	11 Months (1/09/2022-30/08/2023)
2.	“Compensation Benefit Survey for Automotive Components Manufacturing Industry”	Talent Assess Pvt Ltd.	2022-2023	3,10,000	11 Months (20/10/2022-27/10/2023)


Dr. Shivaji Mundhe
Director

International Institute of Management Science
Chinchwad, Pune - 411 033



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i.	Any other facility LCDs	Yes
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OBSERVATIONS-

- H index is missing.
- Consultancy with detailed evidence to be documented.
- Faculty research publications have to be increased.
- Faculty student ratio is as per the norm.
- Infrastructure is adequate as per the AICTE Norms.
- Teacher student ratio in both the department is excellent.

Part-B: Curricular and Teaching Learning Aspects

I. Teaching Learning

Sr. No	Parameters	Documents	OBSERVATION
1	Academic Calendar	Document	Teaching-Learning aspects are well documented.
2	Time Tables	Document	
3	Choice of Electives	List of Students	
4	Average percentage of syllabus completed across all courses and all semesters	Course File	Course file is as per the standard.
5	Course Plan (Teaching Plan)	Course File	
6	Average percentage of sessions conducted vis a vis planned number of sessions across all courses and semesters	Course File	Teaching learning Pedagogy involves experiential learning such as project assignment & group discussion.
7	Variety of pedagogical approaches across courses and semesters	Course File	
8	Customised self-learning material across courses and semesters	Course File	





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9	Number of Value-Added Modules offered across courses and semesters	Notices, Syllabus, List of Students, Assessment		
10	MOOCs offered across courses and semesters	List, Certificate, Policy Documents	Improvement required	
II. Concurrent Assessment				
Sr. No	Parameters	Documents		
1	Concurrent Assessment Calendar	Documents	Good	
2	Number of Concurrent Assessment Methods per course	Records	Good	
3	Rubrics	Sample Documents	followed as per SPPU Norms.	
5	Result Analysis	Documents ✓		
6	Bridge/Remedial/Foundation Courses offered across all semesters	Notices, Syllabus, List of Students ✓		
7	Answer Scripts shared with Learners	Policy and Record ✓		
III. Outcome Based Education				
Sr. No	Parameters	Documents		
1	Learning Outcomes communicated to staff, students and external examiners	Notices, Policy	x	
2	Bloom's Taxonomy based Concurrent Assessment	Sample CIE Question Papers	Impact of ISO Certification is largely reflected in the documented Process.	
3	Co Coverage and Concurrent Assessment	CIE Papers & Syllabus		
4	Course Outcomes Attainment	Co-Calculation		
5	Course Exit Survey	Sample Survey Format		
6	Continuous Improvement	Co-attainment		
7	Weak Learners	List and Policy action taken		
8	Bright Learners	List and Policy Taken		
9	Curriculum gaps	Identification and action		Not identified.





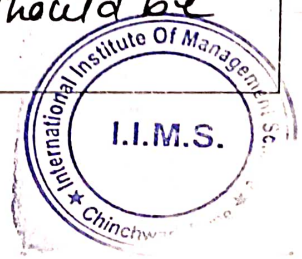
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10	Opportunities for Self-Learners	Policy, List ,Sample.	
IV. Feedback			
Sr. No	Parameters	Documents	
1	Student Feedback	Form,Analysis and Action	Collected Analyzed & Informed.
2	Course Teacher Feedback	Form,Analysis and Action	
3	Recruiter Feedback	Form,Analysis and Action	
4	Alumni feedback	Form,Analysis and Action	
V. Student Holistic Development			
Sr. No	Parameters	Assessment	
1	Project Based Learning across all courses all semesters	List of Courses, Course File	Good
2	Technology assisted learning across all courses all semesters	Sample Evidence	Good
3	Peer Learning across all courses all semesters	Sample Evidence	Good
4	CSR Activity	List,Photo,MoU	
5	Research based learning across all courses all semesters	Sample Records	Good

OBSERVATIONS-

- More encouragement to be given for students for publication.
- Student support & progression aspects are at very good level
- Slow & Fast learners can be observed by the teachers on a basis of some logical test.
- Certifications of SWAYAM NPTEL by students should be strengthened.
- Faculty student interaction is good.



Part –C Administrative Summary

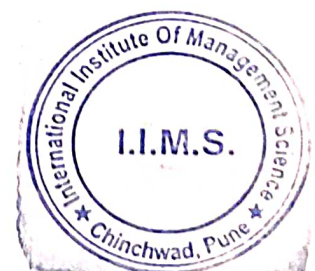
I. Statutory Committee and Compliances			OBSERVATION
Sr. No	Parameters	Assessment	
1	Number of full time teachers appointed (date of visit) as an % of requirements as per the	Approval Letters appointment orders, Muster, Paysheet, Yearly Incremental letters.	<i>Verified & well documented</i>
2	No. of Regular and approved teachers (against total required)	Approval Letters appointment orders, muster, paysheet	
3	No of Adhoc and CHB approved teachers for the past academic year (against total required)	Appointment orders, pay sheet, servicebook, leave records	
4	College Development Committee	Notice, MOM	<i>Verified & well documented</i>
5	Grievance cell (Students)		
6	ICC		
7	IQAC		
8	Anti Ragging Committee		
II. Administration Support			
Sr. No	Parameters	Assessment	
1	Budget	Last 3 Years Budget	<i>Good - verified verified - well documented</i>
2	Balance Sheet	Evidences of all Expenses in Balance sheet	
3	Guest Faculty Payment Proofs	Documents	
4	All Affiliation Letter	Documents	
5	PO and Bills	Documents	
6	Faculty Approval	Last 3 Years Faculty Approval Advertisements	
7	Scholarship Data	Last 3 Years Documents	



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8	Inward and Out ward Register		Need to maintained properly
9	Stock Usage and Movement Register		
III. Research Centre -Detail Records			Well Documented
IV. Examination and CAP Data			
Sr. No	Parameters	Assessment	
1	Files, Records, Maintenance and Bills		well documented
VI. Quantitative Auto Grading			
Sr. No	Parameters	Assessment	
1	Admission	Verification with Documents duly signed by the head of institute/ college	well maintained & verified
2	Result	Verification with Documents duly signed by the head of institute/ college	well maintained & verified
3	Placement	Verification with Documents duly signed by the head of institute/ college	well maintained & verified
4	Activities	Verification with Documents duly signed by the head of institute/ college	well maintained & duly verified
5	Salary	Verification with Documents duly signed by the head of institute/ college	verified
6	Payscale	Verification with Documents duly signed by the head of institute/ college	verified





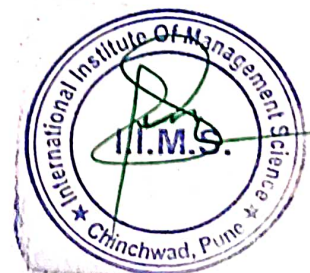
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7	University Dues	Verification with Documents duly signed by the head of institute/college	Verified
VII. Library			
1	Library Advisory Committee	Notices, MOM	Library automation & books are adequate. Standard journals need to be subscribed. Research databases needs to be purchased & upgraded.
2	Opening Stock-Closing Stock-	Stock Report	
3	Book Acquisition and POs	Documents	
4	Library Usage Report	Usage Register	
5	Reading Usage Report	Usage Register	
6.	Books/Journals/Newspaper Details.	Supporting Documents	

OBSERVATIONS-

- Consultancy Services has been initiated.
- Faculty members are well qualified & good teaching & research experience.
- Green Audit & Energy audit are carried out.
- Feedback from various stakeholders is carried out and action taken reports are also prepared.
- MOM of all committees are maintained & documented as per the norms.
- Library automation and books are adequate. Research Databases are to be purchased and upgraded.
- Online resources by the Faculty to be developed.
- Career counselling to be enhanced.





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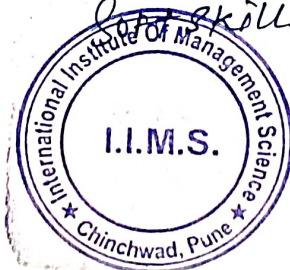
Declaration-

The overall assessment of the performance and activities made by the Institute was found satisfactory /non satisfactory and progressive to the vision aligned, and the committee recommend under the audit.

**ACADEMIC AND ADMINISTRATIVE AUDIT CONCLUDING
REMARKS**

Sr No	Name of the Expert	RECOMMENDATIONS	Signature
1.	Dr. More Ajit D I/C Director Institute of Management & Entrepreneurship Development	Collaborative initiatives should be started. Alumni contribution in academics should be encouraged.	
2.	Prof.(Dr.) Sunil Dhanawade Director Dr. D. Y. Patil Centre for Management and Research (MBA & MCA)	The faculty empowerment strategies are very good in the institution brought its functioning. → Collaborations at the present level are very good but more focus should be on Institute-Industry interaction.	
3	Dr.Sachin.Annasaheb Borgave Director Pratibha Institute of Business Management	There is scope for improvement in the overall development of the students in terms of employability, entrepreneurship & pursuit of higher knowledge. More focus to be applied so that all learners have access to value added programs which encompasses communication & soft skills.	

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