



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	INDIAN INSTITUTE OF COST AND MANAGEMENT STUDIES AND RESEARCH (AUTONOMOUS)
Name of the head of the Institution	Dr. Aparna Tembulkar
Designation	Director
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	020-22917000
Mobile no.	9881377663
Registered Email	iqac@indsearch.org
Alternate Email	drsuwarnashidore@indsearch.org
Address	S. No 37/2/2/4, Bavdhan Khurd, Bavdhan
City/Town	Pune
State/UT	Maharashtra
Pincode	411021

2. Institutional Status																									
Autonomous Status (Provide date of Conformant of Autonomous Status)	02-Apr-2007																								
Type of Institution	Co-education																								
Location	Urban																								
Financial Status	Self financed																								
Name of the IQAC co-ordinator/Director	Dr. Suwarna Shidore																								
Phone no/Alternate Phone no.	02022917000																								
Mobile no.	9881377663																								
Registered Email	iqac@indsearch.org																								
Alternate Email	iqac@gmail.com																								
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)	https://www.indsearch.org/aqar-report																								
4. Whether Academic Calendar prepared during the year	Yes																								
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.indsearch.org/aqar-report																								
5. Accrediation Details																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B++</td> <td>84.4</td> <td>2007</td> <td>31-Mar-2007</td> <td>30-Mar-2012</td> </tr> <tr> <td>2</td> <td>B</td> <td>2.78</td> <td>2015</td> <td>03-Mar-2015</td> <td>02-Mar-2020</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B++	84.4	2007	31-Mar-2007	30-Mar-2012	2	B	2.78	2015	03-Mar-2015	02-Mar-2020
Cycle	Grade	CGPA	Year of Accrediation	Validity																					
				Period From	Period To																				
1	B++	84.4	2007	31-Mar-2007	30-Mar-2012																				
2	B	2.78	2015	03-Mar-2015	02-Mar-2020																				
6. Date of Establishment of IQAC	15-Jun-2007																								
7. Internal Quality Assurance System																									
Quality initiatives by IQAC during the year for promoting quality culture																									
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries																							

No Data Entered/Not Applicable!!!

[View File](#)

8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

• Review of Teaching Learning Plan and Teaching Record. • Recording of Lectures for Half Credit elective subjects for the AY 2021 • Organizing International Marketing Seminar • UGC Expert Committee Visit for the extension of Autonomous status of the Institute. • Scheduling online sessions, online examinations and online faculty meetings due to Covid19 pandemic situation. • Motivating Faculty members to attend and organize webinars.

No Files Uploaded !!!

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

Plan of Action	Achievements/Outcomes
No Data Entered/Not Applicable!!!	
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">Name of Statutory Body</td> <td style="width: 50%; text-align: center;">Meeting Date</td> </tr> <tr> <td style="text-align: center;">Governing Body</td> <td style="text-align: center;">08-Aug-2020</td> </tr> </table>		Name of Statutory Body	Meeting Date	Governing Body	08-Aug-2020
Name of Statutory Body	Meeting Date				
Governing Body	08-Aug-2020				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2020				
Date of Submission	24-Jan-2020				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>IndSearch Management Information System (IMIS) Purpose: The purpose of developing IndSearch Management Information System (IMIS) is to provide a web-based system to provide "anytime, anywhere" information to internal stakeholders. Roles: Type of access to the system is governed by the role assigned to the users. The administrator creates login and password for each user in the system. Access is granted only to the registered users. Initial Set up: The initial set up is done by the Administrator of IMIS at the beginning of each semester/trimester. It involves creation of new database tables for semester/trimester, which typically included, students, courses, specialization wise allocation of courses, faculty course allocation, addition/deletion of faculty members, semester/trimester start date, week wise schedule of lectures etc. The IMIS was introduced in November 2018 at their Bavidhan campus for the MBA programme and subsequently extended for the MMS programme as well as to the Law College road campus for the UG -BMS programme. It is now it is being extensively used by faculty, staff and administrators. The system is regularly updated from time to time as per the</p>				

requirements by the inhouse faculty member of the Institute. The following table shows datewise the amendments/upgradations made in this system during the Academic year 2019-2020:

Date	Description of changes	Reason for change and impact
27-Dec-19	Placement Cell module introduced	To manage all activities of Placement Cell
24-Apr-19	Database changed for introducing exams module	To facilitate compilation of comprehensive results of exams
5-Dec-19	Employees table structure changed - emp_status field added	To display only employees on role during queries
7-Dec-19	Faculty course allocation module added	The coordinators can now allocate courses to the faculty, instead of taking help from Administrators
11-Dec-19	Provision for changing user password made for Admin login	Many times users forget their passwords. They can now request the administrators to change their password.
12-Dec-19	Group wise total report added for Coordinator and Admin access	This program creates group wise list of students with their final marks in the semester/trimester for each subject
16-Dec-19	Task and Issue Tracking module added	This module allows assigning and tracking important tasks.
17-Dec-19	Display Consolidated Results program modified	for 3 credit courses in MBA-I Earlier there were only 4 credit, 2 credit and 1 credit courses in the system. Since December 2019 even 3 credit courses have been added. They will get the same treatment for exam result calculations as 4 credit courses. Hence this change.
6-Jan-20	Library module added	Library module prepared by Dr. Patil was integrated into the system under Academic Information sub menu.
7-Jan-20	Listbox added for user type in manage_users.php	This is done to force specific selection of user types
15-Jan-20	Job description added in Job application	Detailed job description is shown to the student when he/she selects a particular job offered by a company.
16-Jan-20	The attendance record in lectures file is updated after posting students attendance	After updating the students attendance, tbl_lectures is also updated with present count of students.
29-Jan-20		

Part B

CRITERION I – CURRICULAR ASPECTS**1.1 – Curriculum Design and Development**

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
No Data Entered/Not Applicable !!!			
No file uploaded.			

1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
No Data Entered/Not Applicable !!!				
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BMS	Nill	01/06/2019
MBA	Nill	01/07/2019
MMS	Nill	01/07/2019

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Advanced MS Excel	01/07/2019	75
Fitness	29/08/2019	108
Language Lab	02/12/2019	198
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BMS	Nill	22
MBA	Nill	108
MMS	Nill	18

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained

Feedback from students, alumni, parents, employers is proactively utilized for enhancing the overall development of the Institution. • Every year the institute is conducting exit survey about the teaching learning process, curriculum, co-curricular extra-curricular activities, infrastructure facilities, continuous improvements, industry supports (Training/Placements). Director General, Director and Deans of the institute takes review of the same and action is taken accordingly. • Alumni meet is organized every year. In the alumni meet the alumni of the institute is given with a feedback form. The alumni fills the same form and also gives suggestion. The alumni feedback is used for improvement in placements, MOUs and other extra curricular activities of the institute. • Srujanaubhav is a cultural event which is organized every year. The Parent Teacher Meet is also organized on the same day. Parents interact with faculty members and also gives their inputs in the feedback form. The same is used for placements, arranging guest sessions and for other co-curricular activities. • Employers are giving feedback regarding the existing students and for the new requirement in their organization. Employers are giving feedback to CDC of the institute. The feedback is used to change the content of the syllabus, CDC activity and for overall improvement of the quality of the education. • Feedback collected from the stakeholders is represented time to time at various levels during the syllabus setting and detailing workshops organized by the University and Board of Studies (BoS) meetings. IQAC monitor and evaluate the performance of the enrichment program. Paper presentations, project competitions, alumni meet and other such activities are organized by the institute and the evaluation is done by academic and industry experts. Feedback received from alumni, industry, teachers and employers received on curriculum design have been analysed and send to the respective boards of studies for taking necessary action.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MMS	Nill	90	18	18
MBA	Nill	180	230	88
BMS	Nill	80	142	75

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	75	106	5	18	5

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
23	23	7	19	1	4
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

To solve the problems of academic, non academic and personal problems, well developed mentoring system is available at IndSearch. In view of holistic performance improvement for all students with respect to their attendance, results and participation in various activities, there is a close bonding between teachers and students. Mentoring program at IndSearch adds this bonding by giving personal attention to the various issues in the student life. The mentor and mentees are meeting as per the schedule in the time table. A teacher is encouraging students to participate in various competitions and activities to make a complete human being.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
354	23	1:15

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
23	13	Nil	13	Nil

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-	Date of declaration of results of semester-
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			end examination	end/ year- end examination
No Data Entered/Not Applicable !!!				
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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
4	348	1

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 in website of the institution (to provide the weblink)

https://www.indsearch.org/mba-colleges-pune

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
View File					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://www.indsearch.org/agar-report

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

No
No file uploaded.

3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2 – Resource Mobilization for Research

3.2.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

No Data Entered/Not Applicable !!!

3.3 – Innovation Ecosystem

3.3.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		
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3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Best Poster	Dr. Vikas Peshave	IIM Kozikode	18/01/2020	First Prize
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3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
IndSearch Center for Innovation, Incubation and Enterprise	E4 industrial services of LLP	IndSearch	E4 industrial services of LLP	Providing C class industrial items to industries around Pube	10/09/2019
IndSearch Center for Innovation, Incubation and Enterprise	Khandeshi anamic Ragada	IndSearch	Khandeshi anamic Ragada	Fast Food Restaurant	15/05/2020
No file uploaded.					

3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Management	2

3.4.2 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
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Management	2
No file uploaded.	

3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	21	Nill	Nill	Nill
Presented papers	13	Nill	Nill	Nill
Resource persons	4	Nill	Nill	Nill
No file uploaded.				

3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.6 – Extension Activities

3.6.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
View File			

3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Blood Donation Camp	Trophy and Appreciation Letter	Deenanath Mangeshkar Hospital	40
No file uploaded.			

3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen- cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
No Data Entered/Not Applicable !!!				
View File				

3.7 – Collaborations

3.7.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.7.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
M/S Anand ERP	06/03/2020	The Memorandum aims to help both IndSearch and Anand ERP to work	5

together to create synergies in their areas of operation. The Memorandum will also help students get exposure to real life projects and situations.

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
132.6	120.7

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KOHA	Partially	18.11.09.000	2019

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
View File			

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	119	3	119	2	3	12	0	48	0
Added	20	0	20	0	0	0	0	2	0

Total	139	3	139	2	3	12	0	50	0
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4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
30	29.04	7	6.07

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website)

IndSearch 1. Policy document for Maintenance of an assets of the Institute: • The Institute has Annual Maintenance Contracts for Lift, UPS, Genset, as well as for the website. Apart from these, the repairs and maintenance work at the Institute is done as required from time to time. • The Department which is in need of repair and maintenance work has to inform the details of the maintenance work with the Director and Maintenance In-charge of the Institute. • This requirement will be then verified and accordingly the appropriate action will be taken. • Maintenance In-charge will then inspect the site and give the estimate for completing the task. • Once the task is completed, Bill will be processed through the concerned authorities and forwarded through Director for the final payment. • The college has Annual Maintenance Contracts for Security.

2. Policy Document for the usage of classrooms, Computer Laboratories and other facilities: • Classrooms are allotted as per the student strength. • Stock register is maintained and updated regularly for the equipments available in the classrooms and computer laboratories. • The class room which has smart board is allotted by the Dean, PGP. This class room is usually made available for various Guest sessions. • The computer laboratories are allotted to the students as per their curriculum requirement; Dean PGP prepares the schedule for allocating the computer labs to the students as per the timetables. • The maintenance of computer laboratories are taken care by the in-house employee appointed as assistant, computer lab. • All outdated and under configured computers are disposed • Additional requirements, if needed are processed through Director and Director General and Purchase committee of the institute after considering the annual budget of the institute.

3. Policy Document for Usage and Maintenance of Library

- The book list as per the requirements from the students, faculties and management is reviewed by the management.
- The students are instructed to procure an Identity card to access the library.
- Each semester/trimester, a book bank is given to the students which contains book for each subject.
- There is a separate section on Reference Books which is available only for reading in the library.
- Each student is allowed to take one book for the period of 15 days.
- Each faculty borrows 15 books for each semester.
- If student fails to return the book in time, fine has to be paid by the student.
- All the functions of library i.e. book borrowing and lending etc. are monitored by fully automated Koha version (18.11.09.000) library software.
- Students can utilize the library daily on all working

hours from 9.00 am to 5.00 pm as per their timetable. 10. The library has digital library where the institute has installed 4 computers which students can use to collect the digital information. The institute has circulated password for J-gate on their website.(indsearch.ac.in)Every student can access online journals and magazines through Digital library. 11. Periodically, conditions of all the library books

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
No Data Entered/Not Applicable !!!			
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
FIT India	16/01/2020	72	Niramay Yog Ayurved Research Institutte
FIT India	17/10/2019	103	Fitspiration
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	CDC – Student Personal and Professional Development Cell	108	108	Nil	48
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of	Number of	Number of	Name of	Number of	Number of

organizations visited	students participated	stduents placed	organizations visited	students participated	stduents placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
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5.3 – Student Participation and Activities

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)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

<p>The Institution has student representatives on various non-statutory committees. The students approach the student representatives in case of queries or problems related to canteen, extracurricular activities, sports etc. which, further, are reported to the faculty member by the representative.</p>
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5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of registered Alumni:

No Data Entered/Not Applicable !!!

5.4.3 – Alumni contribution during the year (in Rupees) :

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

At IndSearch, the culture of participative management is encouraged in all the areas of decision-making. The organization structure of the Institute has Director General, Director, Deans and faculty who all are actively involved in decision making. The statutory and non-statutory committees of the Institute consist of faculty and staff members. Since IndSearch is an autonomous Institute, the Boards of studies, Academic Council and Governing Body committee members consists of external subject/industry experts, alumni and internal faculty members. The syllabus revision for UG and PG courses are done with the support of faculty members and external experts. The practice of participative management is used while planning the academic activities, co-curricular activities and extra-curricular activities. Director General, Director, Deans and faculty are actively involved while preparing the academic calendar at the beginning of the academic year. This committee takes into consideration parameters such as the examination schedule, holidays, preparatory leaves. IQAC has freedom to plan various quality policies. With the open culture of the institute faculty members have contributed in many activities be it digitization or arranging any cultural or extra curricular activities. The alumni of the institute are also part of committees. The inputs from parents, alumni and other stake holders are considered for formulating policies at institute. The book bank facility of the institute has been evolved as a result of input from trustees and alumni of the institute.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	IndSearch is an autonomous institute. The UGC has granted academic autonomy to the institute. The IQAC of the institute collects the feedback from the various stakeholders such as students, alumni, parents and industry are considered for the curriculum design and development. Boards of studies of an institute discuss and debate on curriculum and then the same is given to Academic council and Governing body for finalization. As per the feedback from the alumni of the institute, from the academic year 19-20 MBA semester pattern is shifted to trimester pattern for availing advantages of trimester pattern.
Teaching and Learning	The IQAC circulates Academic Calendar to all the faculty members so as to

prepare teaching plan at the beginning of the semester/trimester. The institute encourages student-centric teaching and learning process. Due to pandemic situation, after 26th March, 2020, the online classes were conducted successfully for all the programmes of the institute. The online examination for mid-term and various tutorials were monitored by faculty members. Regularly the director holds the meeting to understand the student feedback from the faculty members. Students are encouraged to use ICT effectively for their continuous evaluation as presentations, class tests and quizzes. FDPs are organized to update the knowledge of teaching faculties and non-teaching staff members of the institute.

Examination and Evaluation

Since the institute has academic autonomy, the institute conducts examinations for all the courses as per the guidelines given by the statutory bodies and Savitribai Phule Pune University. The examination department of the institute conducts the exams as per the Academic calendar. For full credit subjects there are 6 tutorials and for half credit subjects there are 3 tutorials. The tutorials help students to keep them updated on a regular basis. The evaluation for tutorials can either be online using the MIS system of the institute or traditional off-line. The results of all examinations are available for students and faculty members on the internet-based application developed by Prof. Lele of the institute. External evaluation is done centrally as per the guidelines by SPPU.

Research and Development

IQAC and Research cell of the institute motivates students and faculty members to participate in conferences and to publish research articles or papers. Various FDPs are organized by the institute to inculcate a research atmosphere. The institute is the oldest research center under SPPU and more than 120 students have successfully completed their Ph.D. from the institute. At present there are 11 students pursuing their Ph.D.

Library, ICT and Physical Infrastructure / Instrumentation

IndSearch Library is automated using Koha version 18.11.09.000. The software is used for day-to-day activities such

as issuing of book, receiving a book, calculating fine etc. Bar coding is used for issue and receipt transactions. The students are provided with book bank at the beginning of the semester/trimester. The institute has developed MIS system through learning resource option, faculties can upload notes and students can download the same. Online tutorials are conducted regularly in MCQ and results are immediately available for faculty members and students. Institute has subscribed to J-gate which is available to all stakeholders. The institute has 2 photocopying machines. There are 4 water purifier units in the institute. The institute has installed solar system. The institute has separate examination department where restricted entry is allowed. Security agency and surveillance CCTV are working 24X7. Canteen facility is available to students.

Human Resource Management

The institute has required number of faculties as per the rules by UGC,AICTE and Savitribai Phule Pune University. Teaching and non-teaching faculty members are deputed to various development programs organized by governmental organizations. Based on the student feedback, "Best Faculty" award is given. PF facility is provided to the employees.

Industry Interaction / Collaboration

The CDC cell of the institute has continuous interaction with industry. There is huge database of alumni of the institute who are holding key positions in the industry. Director of the institute regularly contacts alumni for their feedback on curriculum and placement opportunities. Institute has MoU with University of Wisconsin, Parkside , USA for faculty and student exchange. The MoU with M/S Anand ERP is done to share expertise in IT with the institute and to get help for summer internship projects.

Admission of Students

MBA Admissions are done as per the guidelines given by DTE through CAP. BMS and MMS admissions are done on first-come-first-served basis. Admission campaign of the institute uses digital marketing to reach to all the deserving students in India. The use of website and other social media marketing tools such as

LinkedIn, Facebook, Twitter are used to inform updates of the institute.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	Partially Yes
Administration	Partially Yes
Finance and Accounts	Partially Yes
Student Admission and Support	Partially Yes
Examination	Partially Yes

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Null	13	Null	2

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Financial Support for	Advance Payment,	Fees Waiver for

attending Conference,
Research Papers and
Mediclaim

Mediclaim and Free
Transport

deserving students,
Payment of fees in
installments, Insurance
and free Counseling

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

IndSearch follows proper procedure for internal and external financial audit during the year under the guidance of the management and auditor. The internal auditing is regularly done with the auditor whereas the final audit of the entire year is done at the end of the financial year. The internal audit is conducted to verify whether the expenditures are within the estimated budgets. The budget is prepared while considering various factors of income and expenditure to be incurred during the year.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
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6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Nill	Yes	IQAC
Administrative	Yes	Nill	Yes	IQAC

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Parents interact with Director and Faculty members personally and get feedback about their ward 2. Parent helps to institute by giving feedback on curriculum and giving ideas for extra curricular activities 3. Parents helps for placement activities.

6.5.3 – Development programmes for support staff (at least three)

1. Training programme on soft-skills and ettiquettes 2. Training on record maintenance of students 3. Deputation for attending DBT, AICTE workshops 4. Stress and fitness awareness program

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Change in the MBA pattern from previous semester to trimester pattern 2. Introduction of Certificate program 3. Development and regular updation of in-house MIS system 4. Participation in NIRF 5. Participation in NSS activities 6. Change in Part time MMS course structure from 2 years to 3 years

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes

c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Guest Lecture on Gender equity and sensitization (POSH)	03/07/2019	03/07/2019	25	23

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Installation work started for solar panels due to COVID-19 the work has stopped by the end of March,2020.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	Yes	220

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	Nil	Nil	Nil	Nil	Nil	Nil	Nil
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7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Campus Conduct for MBA students	05/08/2019	A handbook is given to students in digital format which has details such as dress code, attendance monitoring, rules on restriction of

mobile phones, banning of Smoking/Chewing Tobacco

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Guest Session on Value Systems by Mr.Omkar Kukade, HR Business Partner- Birlasoft	05/07/2019	05/07/2019	53
A lecture on Gandhian Thoughts Practices by Mr. Anvar Rajan, Secretary Trustee -Maharashtra Gandhi Smarak Nidhi	19/12/2019	19/12/2019	91
A lecture on Organ Donation	20/12/2019	20/12/2019	96
Sadbhavna day celebrations	20/08/2019	20/08/2019	34
Celebration of Gandhi Jayanti	02/10/2019	02/10/2019	58
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. The campus is constructed using two layers of red bricks which controls the room temperature naturally. 2. IndSearch has always advocated and implemented environment friendly initiatives. Say No to Plastic drive was implemented with same enthusiasm and energy at the institute. 3. Smoking and chewing tobacco including gutkha is banned at the Institute. 4. Students are requested to maintain cleanliness in their classrooms and on campus. Students are also requested not to write/ doodle on the desks / benches. 5. The institute has a Sustainability Bio-Diversity Campus which is situated in a serene, pollution free location, it boasts of un-spoilt nature and comprises of an open air amphitheatre, a sprawling lawn with Basket ball and Volley ball courts and a Gymnasium. 6.The cafeteria has a self service system and students are expected to order their food and collect it from the counter as well as place the used plates and other cutlery in the provided bins.It is the responsibility of the students to keep the cafeteria clean. 7. Tree Plantation

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Debating Union Implemented from: August, 2019 Description of Best Practice: The IndSearch debating Union has been formed with an aim to help students improve their public speaking skills and also identify and analyze various problems and issues in a holistic manner. Participating in debates will not only enhance the knowledge of students but also increase their competence and boost their confidence. Debating union is one of the flagship personality enhancement activity of IndSearch. Personally looked over the Director General of the Institute, Debating union is a dynamic program that not only helps in making the student more confident and interactive but also makes him/her aware of the current affairs which is of utmost important in today's competitive world. With articles from recognized journals, newspapers and research papers,

students is made to have a debate on the topic. There are specific slots provided in the time-table for the debating union activity. The activity will commence from week 2. Topics for every week will be given by the Coordinators in the preceding week. The class representatives will have to contact the coordinators to get the topic. For each topic 2 teams will prepare for the debate. There will be a 'FOR team' and an 'AGAINST team'. Both the teams will comprise of 2 participants each and each participant gets a 2 minutes time to put forth his point. The debate will begin with the FOR Team followed by the AGAINST team. After which both teams get 10 minutes to prepare a rejoinder. After which the AGAINST team speaks first followed by the FOR team. The winning teams will then compete with other winning teams from other classes. The topics would range from subject specific issues to general management issues to current affairs. Students are expected to extensively research the topic while preparing for the debate. The debate will carry weightage of 5 marks for each full credit paper in the concurrent evaluation and is mandatory for all.

Benefits Realized: • Improvement in students reading habit • Overall good general knowledge which helped students for their placement interviews • Students are experimenting positive change in them due to debating practice.

2. Online examination and online declaration of result during Covid-19 pandemic situation Implemented from: April, 2019 Description of Best Practice: Due to unique COVID - 19 pandemic situation and the lockdown announced by the state and the central government, students were not able to attend the institute physically. The institute has successfully organized an online examination using MS Teams platform. The batch of 15 students was created and assigned to the faculty who was in charge of that group. The students were instructed to keep their audio and video on. They were not allowed to move during the examination. As per time table the paper was uploaded on the LMS portal indsearch.ac.in. Students were expected to download the paper and answer/solve the paper. The supervision was done by the faculty member. After writing the examination paper, students were asked to scan the paper and upload it on the LMS Portal indsearch.ac.in. After receiving a consent from the faculty in charge, students were permitted to log out from the MS Teams platform. The institute has successfully implemented this system for final year students and the results were declared in 7 days after the last date of examination. The students were able to download the result using their login credentials.

Benefits Realized: • All students were able to attend the examination using online mode. • Final result were declared within 7 days from the last day of examination. • Due to in-house system, students were able to download the result without visiting the campus.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://www.indsearch.org/agar-report>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

a. Srujananubhav 2019 - Srujananubhav- an alliance with creativity, the cultural fest along with the annual parent and teacher meet was celebrated with zest and zeal on 10th October 2019 at Indsearch Bavidhan campus. The program started at 3 pm with the parent teacher meeting. Parents were delighted to have a look at the beautiful Bavidhan campus building. There was an exchange of ideas and hearty discussions between parents and teachers over snacks and tea. At 4 pm every one assembled in the auditorium for a cultural program feast. Both second as well as first year students performed skits, stand-up comedy show, group and solo dances and solo singing performances. The evening was a full of high energy, enthusiasm and creativity making it a very memorable experience

for everyone present. Srujananubhav 2019 ended on a positive note for students, faculty and parents present and was a grand success. b. Vanmahotsav 2019 Van mahotsav was celebrated with great enthusiasm at Indsearch on 29th August 2019. Indsearch has always supported green initiative and at institute has always been assertive about maintaining green practices. Prof Sunetra Gaitonde led a team of students at VSA hill near Pashan Sus road. The team joined hands with Vasundhara Swachta Abhiyan, NGO from Pune which for the plantation drive. Mr. Anil Gaikwad and Mr. Pushkar Kulkarni from the said NGO guided the student faculty team on the VSA hill. The objective of such initiatives is not only to create environment awareness in students but also encourage them to take care of saplings that are planted as part of this project. Mere plantation will not be sufficient to contribute towards the green initiative. Students were therefore encouraged to form a trail and fetch water to irrigate the newly planted saplings as well as other trees which were in the surrounding. Celebrating Vanmahotsav reiterated the significance of planting more trees for a green and healthy environment. c. Flood Relief Work - Pune faced a devastating rainfall this year, on 25th September 2019. In approximately 4 hours a rainfall on 100 mm was recorded. Wall of a water canal near Rajiv Gandhi Zoological Park opposite to Katraj Dairy collapsed causing other canals to overflow and water entering into the lowlying residential areas and roads. Water from Ambil canal flooded and affected residents of Lower Indira Nagar, KK Market, Gururaj Society, Padmavati Water Pumping Station, Treasure Park and Sahakar Nagar causing a huge loss. The Students, Faculty Members and Staff of Indsearch College decided to help the affected residents by means of providing them with cleaning and sanitizing materials and also providing them basic food items. Donations were collected from students, faculty and staff. The area where the relief work was carried out was near Ganga Tirth Society near Aranyeshwar Temple Sahakar Nagar d. IndSearch Application Oriented Workshop Series - IndSearch conducted a series on online Application oriented workshops during the lockdown period. In all 7 workshops were conducted.

Provide the weblink of the institution

<https://www.indsearch.org/agar-report>

8.Future Plans of Actions for Next Academic Year

1. Adding specializations to UG programs: Being an autonomous institute, IndSearch has a plan to introduce more specialization in UG program such as International Business, Computer Applications, Operations and Supply chain Management. 2. FDPs and Workshops: For promoting research, the institute has a plan to organize and arrange Faculty Development Programs on Research Methodology, writing research papers and domain specific workshops by internal and external subject experts. 3. MoUs: For gaining the experience from Industry, IndSearch is planning to have more MoUs with industries. Industries are showing their interest to enter into MoU with Indsearch. 4. Add-ons: The institute is planning to introduce domain based and skilled based additional inputs for students as career guidance and to help students for getting better job opportunities.