SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

FOSTER DEVELOPMENT SCHOOL OF MANAGEMENT

N-S-1,14, E- SECTOR, CIDCO, SHIVAJINAGAR, GARKHEDA PARISAR,
AURANGABAD
431005
www.fosterdevelopment.org

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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Fosters' Development Educational Trust was established in 1988 by group of Eminent Educationist, Social workers, Politicians and Faculties from the field. The Foster Development School of Management aims to prepare globally competitive Management professionals with strong moral, personal and social values and whose training and management skills are grounded on appropriate and advanced concepts and principles.

Foster Development School of Management at a Glance!

Foster Development School of Management is located at Plot No. N-S-1, 14, E Sector, CIDCO, Garkheda Parisar, Shivaji Nagar, Aurangabad, M.S. (INDIA). FDSM is affiliated to DR. Babasaheb Ambedkar Marathwada University, Aurangabad and conducts two year full time MBA program in Finance, H.R., Marketing, I.T. and Production. FDSM is recognized by the All India Council Of Technical Education (AICTE) on 1/1/2010

FDSM believes in creating value through continuous efforts to build up future managers. The efforts started in 2010 when the then Zilla Parishad President Mr. Dwarkadasji Pathrikar and Secretary Mr. Bhausaheb Rajale created an educational brand FDSM Institute of Management Studies.

 The Campus of FDSM is spread over 1 acre of land in main area and has been designed to create a stimulating educational environment. It provides separate and self contained spaces for Academic and Administrative Blocks. Sport facilities and playground are made available in institute. The main insistence is given on to create Academic ambience conducive to Learning and self development towards achievement. The institute has smart class rooms and Wi-Fi thereby providing learning environment to all students.

The institute also takes efforts to impart Value based and character centric education in management to foster and provide perseverance, leadership qualities through Student Council, the innate, integrity and core values.

FDSM is a self financed unaided institution.

Vision

To create a center of academic excellence in the field of Management with the purpose of fulfilling the industry requirements through holistic development of the future performers, who are also good human beings, and possess the right knowledge, skill sets & attitude towards their work and life.

Mission

Our two- pronged strategy emphasizes:

- Top class education at every level and
- A commitment to corporate engagement

To inculcate the ethical, social and moral values in all our stakeholders, this is base of human social order.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

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- Highly qualified staff and High Retention ratio of employees.
- 50% faculty with PhD whereas 50% pursuing the same.
- The institution is centrally located at CIDCO area and has advantage of connectivity. The institution is well connected throughout the country with roads, railways and airways.As result of this the institute organizes resource person for guest lectures, Seminar Conferences and workshops.
- Positive Academic environment a midst Green Campus.
- Alumni Connect
- Active Mentor – Mentee Programme
- Regular co-curricular and extracurricular activities for achieving academic excellence and holistic development of students.
- Remarkable results in University exam
- Good Industry- Institute Interaction
- Student projects with CSR Inclination
- Structured Summer Internship Programme.
- Statutory provision : The Institution is affiliated to Dr. Babasaheb Ambedkar Marathwada University and approved by AICTE, Ministry of HRD, Govt. of India.
- The infrastructure of the institution is as per the prescribed norms by the regulatory authorities. The institution has ICT enabled classrooms with LCD projectors, Wi-Fi and Internet facilities to the students and staff.
- Institution has green campus with a small lawn.
- The library, partially automated , has collection of books and reference books. It subscribes databases, journals and digital library.
- Sports Facilities: The institution has sports facilities namely Table Tennis ,Badminton Court, Volleyball court as well as indoor games facilities.

Institutional Weakness

- Student fees is only the major source of funds. Need to have more focus to get government funded projects and grants.
- Lack of diversified academic back ground of Students Quality of admitted students
- Limited Research Resources (Research Software)
- Unavailability of patents, copyright and trademarks in the field of management.

Institutional Opportunity

- Establishment of incubation cell
- To start Additional / Certificate Courses/Add on courses
- To develop more eco-friendly initiatives in the campus.
- To start Institute's own ISSN research Journal.
- Opportunity to establish innovation ecosystem and start publishing patents in the field of management and research.
- Acquire and explore the rising of funds, avenues from Govt. and Non- Govt. agencies.
- Developmental Projects with Industries
- encourage students for entrepreneurship

Institutional Challenge

- Availability of trained Administrative Staff with technology based skills.
- Aspiration of students for higher education Achieving 100% Placement.
- Gap between Industry expectation & curriculum as Institute need to follow the curriculum provided by University.
- Motivating students for learning oriented attitude rather than the exam oriented task
- Encourage for "Starts up" and entrepreneurship.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The institute, being affiliated to Dr. Babasaheb Ambedkar Marathwada University has a very limited scope to design and plan the curriculum. Therefore the institute adopts the syllabus prescribed by the affiliating University. The University has introduced the system of both Choice Based Credit System (CBCS) and Elective course system. Besides this the institute also offers Certificate programs in order to enrich the curriculum in a planned manner. The courses are allotted to faculty members according to their expertise and every faculty prepares teaching plan for each allotted course.

The institute prepares an Academic Calendar before the commencement of Academic year taking into consideration the University academic schedule for planning of all academic and co-curricular activities which is documented in the calendar given to students and displayed on notice board.

The institute takes efforts to enrich the curriculum through use of online quiz, stock market analysis, event management, guest lecture & various workshops related to curriculum.

The faculty members are involved in examination related work like moderation, Paper setters and evaluation . Some faculty members render their services as the member of Affiliation Committee. The students are encouraged to undertake project work and summer internship.

The system of collection of feedback from all stake holders namely Students Parents, faculty, employers and alumni through a format is in place. After obtaining the feedback from all stakeholders a committee consisting of faculty members is constituted by the Director of the institution. The committee goes in detail to analyze and the contents suggested by the students and submit the analysis result to the Director. Then it is submitted to CDC/ IQAC for approval. The Director then submit the recommendations to the statutory bodies BOS and Academic Council of the University for final action.

Taking in to the consideration all above the fact the faculty members try their level best to modify the curriculum employable.

Teaching-learning and Evaluation

The institute adheres strictly to the reservation policy adopted by State Gov. and the University as well. Admissions are done by the University and GOV. resulting thereby the transparency in admission. The students after admission join the college and the head of the institution addresses the student which we generally call it as a welcome speech by the head of the institution.

There is system of identifying the students in to slow learner and advanced learners .This can only be undertaken by the faculty at the time of counseling through an internal test and assessment .This is displayed on the notice board along with marks secured by the students. The system further says that the students securing marks less than that of the University passing marks will alone be declared as slow learners. In order to bring the slow learner on par with the advanced learners, special coaching of remedial classes are conducted formally. It means the time tables, the attendance and the number of slow learners list is displayed on the notice board resulting thereby the conduct of classes. Again the test is conducted in order to observe their progress. Finally semester end examination will give us the exact performance of the student.

   Technology as per NEP 2020 plays an important role in the accreditation process. Therefore ICT enabled teaching-learning process is undertaken not only in T/L process but also in library and administration. The institute believes that T/L is a continuous process which promotes professional development amongst teachers and students for which "chalk and talk" method of learning redesigned by integrating with latest Technology.

 Out of the total faculty 50% are Ph.D. & others are registered for PhD.

The institute ensures that continuous evaluation process adds to the attainment of learning outcomes. The active participation of students in national level mgt, cultural & sports events and awards at the Uni. Exam, research presentation show effectiveness of T/L Process. Students social awareness, mentor-mentee system ,Internal Examination /Assignment/Project viva/Seminar etc.voluntary participation in extension activities confirm the influence of the institute for its moral and human values in them.

Research, Innovations and Extension

The research committee is in place which promotes to undertake research activities. The committee gives stress to arrange online workshops- journals.

The industry institute has facilitated students of this institute to join hands with industry at a large scale. Institute Industry interaction felicitate students of this institute to join hands with reputed industries for the placement.

Resource mobilization for research: Institute motivates the faculty members to obtain the grants from government non-government and the industries for their research projects. Institute also promotes the faculty engagement in writing the books, publications and organizing seminars/ workshops.

Innovation eco-system: Institute promotes innovation and entrepreneurships skills by providing support to starts up.

Publication and Awards: Due to paucity of funds it becomes very difficult for the faculty to undertake the research publications at the national and international level. However the institute encourages the faculty members to provide infrastructural facilities, internet, duty leave etc.. The institute has its credit very few MOU's.

The institute is actively involved in extension activities to help the common community of the society by its services such as Blood donation camp, tree plantation, aids, awareness , Swacch Bharat Abhiyan are undertaken for common community. The faculty is further encouraged to reach the unreached by providing them the education, health awareness. The institute has adopted two villages and with the help of the Faculty serves the community for the problems of education, finances, health and hygiene of the community. The faculties are indulged in their problems by sharing their knowledge and expertise.

The institute has very few collaborative activities undertaken among the faculty members but it could not be materialized. Emphasizes is given on contemporary and local research. The institute has signed MOU's with the five industries at the national level for academic and research collaboration. Faculty and students are provided all infrastructural facilities to complete their research projects. The institute has a research guide recognize by the affiliating university and two research students are working under his guidance. There are 50% faculty members who are PhD. and the rest have registered for PhD.

Infrastructure and Learning Resources

The institute located in the heart of CIDCOarea is spread over 1 acres of land. Separate cabins to faculty members,a seminar /conference Hall, counseling center, Placement center, computer lab with (50) computers, canteen have been provided to the students.

This criterion includes physical facilities, library as learning resources, IT infrastructure and maintenance of infrastructure.

Physical Facilities:

The institute has adequate facilities of teaching learning, Wi-Fi, computer lab with internet connectivity, class rooms with ICT facility, LCD projectors and a smart TV. The institute has a sport facility for indoor and outdoor games. The institute has indoor games facility such as table- tennis, badminton, carom and outdoor

games such as volleyball, cricket etc. The institute celebrates Sprots day, international Women's day and Yoga day every year to make aware the society about health and living of the student in particular and society in general.

The infrastructure facilities, library and other learning resources have a budgetary provision every year on the recommendation of the faculty.

The library of the institute is partially automated by using the library management system software used for library automation. The institute has a collection of text books, reference books, motivational books other than the books referred above.

The institute has satisfactory teacher computer ratio, and 100 mbps internet bandwidth and updates its IT facilities including Wi-Fi at regular intervals.

Maintenance of the infrastructure:The institute has well established system and procedure for maintaining and utilizing physical academic and support facilities such as computer lab, library, sports classrooms. The institute has also entrusted the work of maintenance to AMC. In addition to this adequate in-house staff is appointed to maintain on campus hygiene, cleanliness and infrastructure to provide the learning ambience.

The feedback on learning resources is obtained from stakeholders on a regular basis. Accordingly the respective committees carry out ongoing review of infrastructure and learning resources and the recommendations are integrated in to the annual planning to upgrade, maintain and use of physical academic and support facility. The maintenance team looks after the regular maintenance of civil work, furniture repairs, painting, plumbing and housekeeping. The team also looks after the maintenance of the entire institute premises. Provision of the budget is made in the maintenance policy of the institute.

Student Support and Progression

The institute has statutory committees for Grievance , Entrepreneurship Development committee, Anti-sexual harassment, Anti Ragging, internal complain committee .Besides this the institute also have Training and placement cell, SC/ST CELL, OBC CELL.

The placement cell is effectively doing its work for the placements in companies. The students are prepared online for MOCK –Interview, The Mentor Mentee system exists to solve the academic and admission problems of students. There is direct dialog between the Alumni & the institute for Academic and placement activities, Industry Academic Activities, Industry Visit.

The institute provides financial assistance through Scholarship and freeships to students under various schemes. 50% students admitted every year are benefited by this facility. The institute welcomes scholarships and freeships of various state governments. Career counseling, soft skill development support is given by expert faculties to make them employable. Yoga and meditation sessions, personal counseling, remedial coaching, mentor-mentee system are few capacity enhancement and development schemes of the students. which reflects in the placement record, entrepreneurship and start up records of students.

 Student Progression: The institute has a record of placements where students are selected in renowned companies and some opt for entrepreneurship every year and others move towards higher education by qualifying various national and international examinations.

Student Participation and activities: Development of students is seen in their achievements in the field of extra-curricular and sports activities. The student council takes responsibility of organizing various events for the betterment of aggrieved students .students are active member of various institute level committees. Annual gathering and Induction program are effectively organized by the students.

Alumni Engagement: The alumni association is registered and is a pillar of institute who actively help students by helping them in placements, arranging industry guests. Institute hosts Alumni Meets and Alumni Interaction session to keep in touch with the almamaters.'

Governance, Leadership and Management

The governance of institute is aligned with its vision of carving physically fit, mentally robust and professionally competent individuals and its mission to impart holistic and industry oriented management.

FDSM institute follows the hierarchy of leadership to ensure effective organizational working and incremental improvement. Presence of registered Alumni/students/faculty/Director/ industry professionals /members of various committees reflect participative management approach of the institute.

Strategy Development and Deployment The Governing Council of FDSM consists of experienced academicians and industry professionals/eminent politician ensuring quality education by effective teaching learning process, adding to innovation and best practices opted by the institute. The institute prepares strategic plans annually which are bifurcated into short term ,mid term and long term plans and achieve the required goals.

The institute has a well-defined organogram with detailed job description to maintain transparency and smooth working of the system. E governance is opted in various departments for speedy decision making. Institute has various committees which are working with transparency and efficiency to step towards vision and mission.

Faculty Empowerment Strategies: The institute has a well-defined welfare and promotion policy for the employees. Faculties are provided financial and other support to improve their professional efficiency. Institute encourages faculty to attend conferences and workshops. We organize Faculty & Staff Development programs and thus ensure continuous professional growth. Institute has a well-defined performance appraisal system for promotional Avenues.

Financial Management and Resource mobilization: The institute follows a transparent procedure of maintaining finances. The institute mobilizes the fund by focusing the FDSM vision. The Fund received is utilized for Holistic development and is ensured by year round academic events and placement calendar. The institute plans a budget which is approved by the governing council. .Internal Quality Assurance IQAC ensures quality in working of all process it also designs incremental improvement plans for various departments and check points to ensure effective implementation of plans.

Institutional Values and Best Practices

The Institutional values are Integrited, Student Centric , Transparency Professionalism and Diversity. All are displayed on institute website and at various places in the Institute. Keeping the value system of the institute at centre the peripheral processes are designed and special attention is given to proper facility to differently abled

people.

FDSM believes in equality in all respects. The institute undertakes The activities for community for Social welfare. The activities are performed in collaboration with the local people to address local issues faced by the community. FDSM organizes various events to increase consciousness about the national identities and symbols, fundamental rights, human values, professional ethics. The institute promotes awareness towards universal values inclusive of national values, human values, national integration, core values etc.

We celebrate national festivals, birth and death anniversaries of great Indian personalities like, Gandhi Jayanti, Youth day, Independence Day, Republic day, Teacher's day International Women's day etc. Institutes have anti-sexual harassment and grievance redressal committee which ensures any dissatisfaction among students and promote equality in all cases. This moto of the institute is supported by the required infrastructure like counseling and common rooms etc.

We have a solar panel installed and rain water harvesting pits for optimum utilization of natural resources. Every year budget is utilized for the purpose. Students are instructed to work in harmony and follow code of conduct are displayed to them on the notice board in the beginning of the session. Best Practices: through experiential learning, effective mentorship program, Value based management education thereby reflecting transparency; global inputs provided, outreach programs, emersion programs.

Institutional Distinctiveness: Our priority is to believe in making a student .with "Value Based Education" and creating future corporate leaders.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	FOSTER DEVELOPMENT SCHOOL OF MANAGEMENT
Address	N-S-1,14, E- SECTOR, CIDCO, SHIVAJINAGAR, GARKHEDA PARISAR, AURANGABAD
City	AURANGABAD
State	Maharashtra
Pin	431005
Website	www.fosterdevelopment.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Director	AMIT B RAJALE	0240-2405009	9623419567	-	fostermba.development1@gmail.com
IQAC / CIQA coordinator	Dhammanand S Gaikwad	-	9860371760	-	dhammanand.gaikwad@gmail.com

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	

Date of establishment of the college	01-01-2010

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	**University name**	**Document**
Maharashtra	Dr. Babasaheb Ambedkar Marathwada University	[View Document](#)

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC		
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](#)	25-06-2021	12	

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	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	N-S-1,14, E- SECTOR, CIDCO, SHIVAJINAGAR, GARKHEDA PARISAR, AURANGABAD	Urban	1	1486

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**
PG	MBA,Management Science	24	Any Graduation	English	60	60

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				1				5
Recruited	0	0	0	0	1	0	0	1	3	2	0	5
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				1
Recruited	0	0	0	0	0	0	0	0	0	1	0	1
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				4
Recruited	2	2	0	4
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	1	0	0	1
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				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	1	0	3
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	4	2	0	6
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	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	1	0	1
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	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
UG	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**	**Others**	**Total**
	0	0	0	0

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**
PG	Male	48	0	0	0	48
	Female	20	0	0	0	20
	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	11	5	6	3
	Female	5	4	0	4
	Others	0	0	0	0
ST	Male	1	0	0	1
	Female	0	1	0	0
	Others	0	0	0	0
OBC	Male	4	5	8	9
	Female	1	0	1	6
	Others	0	0	0	0
General	Male	18	30	35	19
	Female	13	7	9	13
	Others	0	0	0	0
Others	Male	6	0	1	0
	Female	1	1	0	0
	Others	0	0	0	0
Total		60	53	60	55

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	To promote student-centric education Focus on learner-friendly teaching approaches Implement an inter-disciplinary approach Allow students to learn the best courses of their interest enable students to learn at their own pace keeping these objectives in mind, Prime Minister Narendra Modi introduced the National Education Policy (NEP 2020) .
2. Academic bank of credits (ABC):	University Grants Commission (UGC), one of the statutory organizations, is a key player in maintaining the quality of education across Indian institutions. Right from evaluating teaching-learning practices to bringing innovations in the field of education, UGC introduces various schemes from time to time for

	quality assurance. Continuing the chain of building transformative educational setup, UGC has introduced the "Academic Bank of Credits" (ABC). It helps faculty to manage & check the credits earned by students.
3. Skill development:	The stress in the NEP is given on the establishment of interdisciplinary/ multidisciplinary colleges and schools in order get bring scientist, engineers, academicians, researchers and professionals to exchange and share recent trends on all aspect of science and technology, humanities, commerce and management All the points above were discussed and unanimously decided to suggest 1. Adopt workforce required by economy to address the challenges and needs by societies. 2. Innovative approach is expected to face the future. 3. Current education caters only single discipline 4. Interdisciplinary approach is required to meet needs of the time and to help in solving the most complex challenges. 5. Interdisciplinary solutions preparing HEI graduate a future leadership and employment.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Implementation Strategies: India has received its holistic and visionary National Education Policy after a gap of 34 years. Nevertheless, the policy would be successful only if it is implemented efficiently. India is currently facing several grass-root level issues such as high level dropout rate, meager 26.3 % Gross Enrolment Ratio (GER), acute crisis of quality, access, equity, etc., particularly in higher education. The system so far has not succeeded in setting the house in order. Moreover, with the fast developments in Information and Communication Technology (ICT) and the policies of Liberalization, Globalization and Privatization, there is an urgent need to create global citizens who can work towards the development at local, regional, national and global levels. Obviously, new India requires new approaches to shape the higher education system and the policy's vision, mission and aims must find a ground for its successful implementation through new approaches. One of the approaches which the author finds befitting is mainstreaming of Open and Distance Learning approaches to improve the system both qualitatively as well as quantitatively. In this article it was tried to identify how Open and Distance Learning (ODL) system can reinforce the implementation of National Education Policy–2020.

	Some of the recommendations along with implementation strategies using ODL approaches are presented here.
5. Focus on Outcome based education (OBE):	Outcomes based education (OBE) is a process that involves the restructuring of curriculum, assessment and reporting practices in education to reflect the achievement of high order learning and mastery rather than the accumulation of course credits" .Thus the primary aim of OBE is to facilitate desired. Outcome-based education is a model of education that rejects the traditional focus on what the school provides to students, in favor of making students demonstrate that they "know and are able to do" whatever the required outcomes are. OBE reforms emphasize setting clear standards for observable, measurable outcomes. OBE is a flexible, empowerment-oriented approach to learning. It aims at equipping learners with the knowledge, competence and orientations needed for success after they leave institution. Hence its guiding vision is that of a competent future citizen. It is a combination of three types of competence: • practical: knowing how to do things, ability to make decisions • Fundamental: understanding what you are doing and why • Reflective: learn and adapt through self-reflection; apply knowledge appropriately and responsibly. Benefits of OBE • Brings clarity among the teachers and students • Every student has the flexibility and freedom of learning in their ways. • There is more than one method of learning • Reduces comparison among the students as everyone has a different target • Completely involves students taking responsibility for their goals This points discuses in the meeting of faculty for the preparation of NEP 2020.
6. Distance education/online education:	1. The major reforms of NEP 2020 is to set up professional educational institutions into multidisciplinary 2. Special education zone for disadvantage regions. 3. National institute for Pail , Persian and other languages 4. National education technology forum In order that the NEP expects 50% gross ratio by 2035 and therefore it is obligatory part on the institution to introduce the concept of ODL which is the under distance education mode. The main concept is to extent the education to reach the unreached. The instate will have the option to open to run open distance learning (ODL) and online

	programs provided they are accredited to do so. Introduction of the scheme will lead to discarding the existing system of affiliating system. All these points were discussed in the meeting of the faculty.

Extended Profile

1 Program

1.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
57	57	57	48	48

File Description	Document
Institutional data prescribed format	View Document

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	1	1	1

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
53	60	55	60	33

File Description	Document
Institutional data in prescribed format	View Document

2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
30	30	30	30	30

File Description	Document
Institutional data in prescribed format	View Document

2.3

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

2020-21	2019-20	2018-19	2017-18	2016-17
41	35	45	22	17

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
6	6	6	6	6

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
6	6	6	6	6

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 6

4.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
50.78	43.78	29.57	14.58	20.64

4.3

Number of Computers

Response: 50

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:

Preparation of Academic Calendar: At the beginning of each academic year, the academic calendar is prepared at the college level incorporating curricular, co-curricular and extra-curricular events in alignment with the affiliated University academic calendar, through a committee.

Library books Up gradation: The library is informed of required textbooks, reference books and e-journals for the forthcoming semester/academic year.

Course Allocation: Courses are allocated to the faculty members based on their expertise & subject preferences by the Director.

Time Table Preparation: Class-wise time tables also include time slots for Project, Industrial Training presentations, Seminars, counseling sessions & library. Individual faculty time tables are prepared reflecting his/her complete workload. The master time table is displayed on the notice- board.

Design and Dissemination of Course Plan: Each faculty member prepares a detailed course plan including the text book(s), reference book(s), web resource(s) and ICT tool(s) to be used for each topic. It also includes the topics to be covered beyond the curriculum which is then disseminated to the concerned students after approval of the Head of the Department.

Preparation of Course file: Each faculty member prepares the course file which includes the time table, lecture plan, course outcomes, mapping of course outcomes with program outcomes & program specific outcomes, attainment levels and targets, identified curriculum gaps, corrective actions, unit wise notes, previous question papers and previous performances. After the completion of the semester, it is updated with analysis of students' feedback, attainment of COs, POs and justifications for non-attainment of COs, POs (if any).

Content Delivery: New and innovative teaching techniques, in addition to the traditional lecture method are adopted to deliver the content. Learner-centric techniques such as peer learning, collaborative learning, group discussion, video lectures, quiz etc., are employed to encourage students' active participation.

Tutorial/Assignments: Faculty prepares the tutorial sheets and their solutions for the mathematical subjects which includes previous university questions & other important questions in view of competitive examinations. Assignments are duly circulated& are checked.

Reviews: Periodical review on the coverage of syllabus and regularity of the students is taken by the Director. Suggestions are invited for the improvement of the teaching-learning process through regular meetings with Class Representatives (CRs).

Assessments: As per the regulations of the affiliated university, the assessments of all the subjects are done.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

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

Response:

Before the commencement of academic year, the institute prepare academic calendar consisting of various curricular, teaching-learning schedule, extra and co-curricular activities. The calendar is displayed on notice boards and is communicated to students. It is updated and revised with respect to any changes suggested by the affiliated university.

All the classes and examinations are planned as per the calendar, thus ensuring complete adherence.

Compliance of Continuous Internal Evaluation with Academic Calendar-

1. Classes and time-table – Time table Coordinator prepares the time table as per the guidelines of affiliating university for each subject and the academic calendar prior to the start of the semester. Time-table is displayed on notice boards of every department.

2. Course files and Lecture Plan- After the allocation of subjects to faculty, course file of each subject is prepared consisting of detailed teaching plan. It also contains the assignments to be uploaded on every scheduled date of academic calendar. This course file is duly approved by the Head of the department. Every teacher is assigned the subject to be taught during the academic year. The teacher plans the teaching and evaluation schedule with the help of Director.

3. Internal Examinations- The dates of CT1, CT2 Exam are mentioned in the academic calendar. Detailed Examination schedule is announced in advance, by respective HODs. To maintain further compliance, exam sheets are checked within three days after the each examination. In case of and projects, internal viva and practical exams are conducted by respective departments before university examinations. Stakeholders are aware of the continuous internal evaluation of every department in the institute.

4. Question Paper Setting- The question paper of internal exams is prepared by concerned faculties and is approved by head of the department.

5. Exam sheets evaluation- The answer sheets are cross checked in each department to ensure transparent and unbiased evaluation.

6. Assignments and Quiz - In addition to the tests, assignments and quizzes are also the part of Continuous Internal Evaluation. Assignments are provided to students on the scheduled dates mentioned in

the academic calendar and solutions are submitted by students within three days. Every teacher conducts regular class tests consisting of MCQs on the related topic for practice and revision.

7. **University Exams**- The tentative dates for university exams are indicated in the academic calendar. The final university exam schedule is also displayed on students' notice boards.

8. Student feedback – At the end of academic session students submit their feedback for each subject through feedback forms maintaining complete anonymity

9. **Academic Monitoring**- Each Head of the Department maintains a monthly monitoring report on course coverage, student attendance and assignment provided for every subject. Remedial classes are conducted for weak students in mathematical/conceptual subjects. The academic calendar consists of starting and closing dates from the university.

10. **Amendments**- In case of unseen conditions, academic calendar is modified and revised as per the instructions of Director of the institution only.

File Description	Document
Upload Additional information	[View Document](#)
Link for Additional information	[View Document](#)

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

1. **Academic council/BoS of Affiliating university**
2. **Setting of question papers for UG/PG programs**
3. **Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**
4. **Assessment /evaluation process of the affiliating University**

Response: C. Any 2 of the above

File Description	Document
Institutional data in prescribed format	[View Document](#)
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View Document](#)

1.2 Academic Flexibility

1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective

course system has been implemented

Response: 100

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

Response: 1

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for Additional information	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 2

1.2.2.1 **How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	1	1	0

File Description	Document
List of Add on /Certificate programs	View Document
Brochure or any other document relating to Add on /Certificate programs	View Document
Any additional information	View Document
Link for Additional information	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 15.03

1.2.3.1 **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	23	20	0

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

1.3 Curriculum Enrichment

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

Response:

In order to integrate the cross cutting issues relevant to gender, environment and sustainability, human values and professional ethics, the Institute has imbibed different types of courses in the curriculum, some enhance professional competencies while others aim to inculcate general competencies like social values, human values, environment sensitivity etc., thereby leading to the holistic development of students.

The courses on Ethics, Human Values, Human Resources & Organizational Behavior and Community Outreach (HVCO) are embedded in the curriculum.

1. Professional Ethics: The Institute observes professional ethics throughout teaching / learning, research, admissions of students, staff recruitment and implementation of policies laid down by Govt. and University. The code is prepared for all stakeholders.

2. Gender Sensitivity

Gender sensitivity and gender sensitization is accomplished through amalgamation of theory and practice. Gender related course titled "Women Entrepreneurship" is introduced in MBA. There are many platforms for hands-on experiences related to gender sensitivity which enable students to interface with real life situations such as field work, community outreach, and gender sensitization activities under Women Development Cell. Every year the institute observes International Women's day on 8 th March.

The women's grievance was constituted and has been functioning in formal sense since 2015. It is reconstituted as ICC (Internal Complaints Committee) from 2019.The cell aims to enable lady faculty and girl students to explore their imminent potential in all aspects, providing a congenial working environment for them. There is Anti-ragging cell, counseling and discipline committee look after the safety and security of girls.

The events such as Quiz, Miss-Ethnic, Role-Play and Elocution Competitions on Women Empowerment and Great Women Personalities are conducted. The programme on "Gender Sensitization and Social

Responsibility" was conducted.

3. **Human Values and Professional Ethics** : A course of two credit on human values "Professional Ethics and Human Values" is offered as Subject / open elective to all the students to take at least once during the programme of study. In view of Social development activities like working in Non-Government Organizations, organizing blood donation camps, health check-up camps, hygiene and health workshops, environment awareness camps, workshops on social issues, public health, gender issues etc. All the activities of are monitored by faculty in-charge at each institution/campus.

As an integral part of student engagement in social activities during their programme of study, college also mandates all the students to enroll as Volunteers in social events. It aims at inculcating values, ethics and socially responsible qualities. Students organize street plays, awareness campaigns, debates etc. Human values activities by students are being conducted since inception.

4. **Environment**

A course is included in academic curriculum. In order to sensitize students about the environment and sustainability issues, a number of activities such as seminars, workshops, guest lectures, industry visits and field excursions were organized for students of all programmes. Environment Day, Earth Day, Water Day are celebrated every year, where students actively participate. Workshops and seminars on various aspects of environment sustainability are organized periodically. We observe vehicle free day as a pollution free day.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document
Any additional information	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 6.49

1.3.2.1 **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
3	3	3	4	4

File Description	Document
Programme / Curriculum/ Syllabus of the courses	[View Document](#)
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	[View Document](#)
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	[View Document](#)
Any additional information	[View Document](#)

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 100

1.3.3.1 **Number of students undertaking project work/field work / internships**

Response: 53

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

1.4 Feedback System

1.4.1 *Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni*

Response: B. Any 3 of the above

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

1.4.2 Feedback process of the Institution may be classified as follows: Options:

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

2.Feedback collected, analysed and action has been taken

3.Feedback collected and analysed

4.Feedback collected

5. Feedback not collected

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

File Description	Document
Upload any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 87

2.1.1.1 **Number of students admitted year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
53	60	55	60	33

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
60	60	60	60	60

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

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 74.67

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

2020-21	2019-20	2018-19	2017-18	2016-17
18	24	26	27	17

File Description	Document
Average percentage of seats filled against seats reserved	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 and organises special Programmes for advanced learners and slow learners

Response:

Assessment of the students

The FDSM assesses the learning levels of the students, after admission and organizes special programs for identification of slow land advanced learners. We assess the learning levels of the students in two ways at the time of the commencement of the programme. Students enrolled in various disciplines are identified as slow and advanced learners based on their CET Score and the entry level test conducted by FDSM.

1. The institutes conduct the internal test and on the basis of the marks, students are identified.
2. Slow Learner:- Student Screening Marks less than the University passing percentage marks are identified as Slow learner.
3. Advance Learner :- Students Screening marks more than the University passing percentage marks (i.e. above 80%) are identified as Advance learner.

The FDSM organizes Orientation programmes/Induction programmes for fresher's at the college level. The facilities in the college and the scope of the subjects being learnt are introduced in these sessions. Apart from this, sessions are also included to inculcate positive attitude and competitive spirit. This process helps as a base for monitoring the future progress of the students.

Special programs for slow learners

- We provide Special English Communication Programs for weaker or slow learners students. Also we are having various managerial events, cultural games which can build stage courageous & attitude toward the course.
- Every student is having their mentor from faculty member. The objective of mentor is to observe the students problems & help them to resolve it.
- As per the requirement we provide extra classes for the students.

Special programs for advance learners

- Generally we provide theme research topic as per there area of interest to well understanding the subject and develop their skills in the field of specialization subjects.
- Discussed with the case study and their tolls of various situational analysis of business management.
- We insist them to adopt any foreign language course for their competitiveness.

Other Activities :-

- Group Study System is also encouraged with the help of the advanced learners.
- Academic and personal counseling are given to the slow learners by the mentor and the counseling cell.
- Bilingual explanation and discussions are imparted to the slow learners after the class hours for better understanding.
- Provision of simple and standard lecture notes/course materials Strategies for the advanced learners
- Coaching is also given in Skill Development Programme like Communicative English, Aptitude and Placement.
- Assignment and Student Seminars on contemporary topics to enable them for placement
- Advanced Learners are provided coaching classes for competitive exams.
- Students are encouraged to participate and present papers in various Seminars/ Conferences/ Workshops/ Inter-Collegiate Competitions organized by other colleges.
- Students representing the college in various inter-collegiate meets are provided with the benefit of retest.
- Participation by the students in the in-house competitions such as Debate, Group
- Discussion, Problem Solving – Decision Making Exercises and Quiz Programmes are also encouraged.
- Talented students are motivated to participate in extra-curricular activities, exhibitions and cultural competitions.

File Description	Document
Upload any additional information	[View Document](#)
Past link for additional Information	[View Document](#)

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

Response: 9:1

File Description	Document
Any additional information	[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:

2.3.1

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

Teaching–learning methods adopted by the faculty members include Lecture Method, Interactive Method, Project-based Learning, Computer-assisted Learning, Experiential Learning etc. The Teaching – learning activities are made effective through illustration and special lectures. To acquire first-hand knowledge on the subjects and current practices students are engaged in filed study. Lessons are taught through Power point presentations to make learning interesting besides oral presenting methods.

This conventional method is commonly adopted by all the teachers, especially language teachers. This method facilitates the teacher to interpret, explain and revise the content of a text only for better understanding of the subject by the learners.

1. **FDSM'S Experiential Learning Policies:-**

- Builds on past knowledge and experiences.
- Requires active involvement in own development.
- Encourages collaboration and exchange of ideas and perspectives.
- Can be course focused or in-class, community focused, or work focused.

Experiential learning:

1. The faculty members foster learning environment by engaging in rich experiential content of teaching through experience, Teaching through demonstration, visual aids, Periodical industrial visits, Organizing exhibitions, Presenting papers, seminars, Preparing Research Paper, Analyzing case studies and Participating and conducting quiz on theory topics.

Student Seminars:

The Student seminars are organized where in the papers are presented by students on contemporary topics to enrich their learning experience.

1. We offered various courses like Add on, Value Added Courses, etc imparting experiential learning.

1. **FDSM'S Participative Learning:-**

This method helps students to develop their creativity. It's like to prepare poster presentations. The faculty members make learning interactive with students by motivating student participation in group discussion, role-play, subject quiz, news analysis, educational games, discussion and questions and answers on current

affairs.

The Mind Mapping activities, Advertisement games, Branding Designing Logo Games, Act play, Product promotion etc competition.

1. **Problem Solving Methodologies:-**

Certain courses related to Computer Studies, Commerce and Bioscience demand project based Learning. The teachers are the guides to the students in the process of preparation of projects. The MBA courses have project work in their final semester.

1. **The Mini-Project:-**
2. **The Summer Inplant Report:-**
3. **The Major Project Report:-**

The project work is based on practical based research. During this study work, researchers can identify the research problems, once he identified then the researchers identifying various alternative solutions to satisfying optimum solution of it.

File Description	Document
Upload any additional information	[View Document](#)
Link for additional information	[View Document](#)

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

Response : 100 %

Today, it is essential for the students to learn and master the latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with traditional mode of instruction to engage students in long term learning. Our institute uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. The following tools are used by the FDSM.

ICT Tools:

1. Projectors- 05 projectors are available in different classrooms/labs

2. Desktop and Laptops- Arranged at Computer Lab and Faculty cabins all over the campus.

3. Printers- They are installed at Library, Staff Office & Faculty cabin and ready to shift or install to all prominent places as per the requirement.

4. Photocopier machines - Multifunction printers are available at Office places in the institute. There are four Photostat machines available in campus.

5. Scanners- Multifunction printers are available at all prominent places.

6. Seminar Rooms- The seminar halls are equipped with all digital facilities.

7. Smart Board- One smart board is installed in the campus.

8. Auditorium- It is digitally equipped with mike, projector, cameras and computer system.

9. Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom), etc

10. MOOC Platform (NPTEL, SWAYAM, etc)

11. Digital Library resources (DEL NET, MYLOFT etc)

Use of ICT by Faculty

A. PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors. They are also equipped by digital library, online search engines and websites to prepare effective presentations.

B. Industry Connect- Seminar and Conference room are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.

C. Online quiz- Faculties prepare online quiz for students after the completion of each unit with the help of GOOGLE FORMS.

D. Video Conferencing- Students are counseled with the help of Zoom / Google meet applications.

E. Video lecture- Recording of video lectures is made available to students for long term learning and future referencing.

F. Online competitions- Various technical events and management events such as Poster making, Ad-mad show, Project presentations, Business quiz, Debates, paper presentations etc. are being organized with the help of various Information Communication Tools.

G. Workshops- Teachers use various ICT tools for conducting workshops on latest methods such as SPSS, Programming languages, simulations etc.

H. Provision for conduct University **Online Examination**.

File Description	Document
Upload any additional information	[View Document](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View Document](#)

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

Response: 11:1

2.3.3.1 Number of mentors

Response: 05

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	[View Document](#)
mentor/mentee ratio	[View Document](#)
Circulars pertaining to assigning mentors to mentees	[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 5years(Data Template)	[View Document](#)
List of the faculty members authenticated by the Head of HEI	[View Document](#)
Any additional information	[View Document](#)

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 43.33

2.4.2.1 **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
03	03	03	02	02

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	[View Document](#)
Any additional information	[View Document](#)

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

Response: 8.07

2.4.3.1 **Total experience of full-time teachers**

Response: 48.41

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

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

As per the norms and guidelines of Dr.Babasaseb Ambedkar Marathwada University,Aurangabad the college fallows a continuous and comprehensive internal evaluation system.

The examination schedule prepared by the examination committee is communicated to the students through notice board and announcements in the classrooms by the concerned teachers. Evaluation is done by taking cumulative scores of attendance, tutorials, practicals, field projects, research projects,

assignments/seminars/oral presentations and the score secured in the internal tests. Choice Based Credit System (CBCS) is used in MBA programs and internal evaluation is undertaken as per the University rules.

As per the guidelines of the Universityquestion papers for the internal examination are prepared. The exam supervised by the junior supervisor is conducted on a common schedule.

The concerned subject teacher informs well in advance to all the students about the syllabus of the internal exams. In order to provides transparency and accountability in the evaluation process answer sheets are shown to students. Students' grievances are redressed in a timely manner.

Teacher's login accounts are used to submit online internal marks on the university internal examination portal. Malpractices in the internal examination are prevented by the internal squad appointed.

Mobile phones,any other electronic device are not allowed in the examination hall as per the University guidline. After the evaluation mark sheet of all the students are prepared and documented for the further clarification.

OTHER INFORMATION:-

Evaluation of assignment books is based on scheme and solution by the faculty.

The assignment books are given to students after the completion of evaluation for verification of the marks.

Theory subjects are assessed through:

- **Two internal tests**
- **University external test**
- **Two Assignments**
- **Seminars subjects are assessed through**
- **PPT Presentations**
- **Mini projects**
- **Inplants Report**
- **Major Project**

Transparency initiatives at institute level:

• Basic eligibility for evaluation process is made known to students through notice boards and class counseling.

• Institute notifies evaluation process and related documentation on the notice board as well as on institute website. This includes distribution of marks and schedule of internal evaluation and university evaluation.

• Institute also notifies the criteria for allocation of term work marks through notices and class counseling.

• Continuous assessment report for all the courses is displayed in respective laboratories every month.

• Staff meetings are conducted periodically to review the evaluation process.

• Display all unit tests marks within a week after end of unit tests.

• Display term work marks at the end of each semester for student's information

• Solving grievances of students if any.

• Two internal examiners are appointed for each subjects to evaluate final internal marks.

• At the end of each semester, The Director verifies the internal marks for all the students.

File Description	Document
Any additional information	[View Document](#)

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

Response:

FDSM, has created a mechanism for satisfaction of students' grievances related to academic and nonacademic matters, such as assessment, attendance, conducting of examinations, harassment by colleague students or teachers etc. For this College has formed "Examination Grievance Satisfaction Committees at the College and University levels examination"

The details of these committees are given below

Committee at College level: College creates various committees for transparent examination related work i.e. College level examination. College appoint first year exam co-coordinator and membersfor conducting first year examination such as registration of examination forms and other work, generating and correction (if any) of hall ticket, generation and correction (if any) of result.Committee at College level: College creates various committees for transparent examination related work i.e. College level examination. College appoint first year exam co-coordinator and membersfor conducting first year examination such as registration of examination forms and other work, generating and correction (if any) of hall ticket, generation and correction (if any) of result.

This committee deals with all the Grievances related to academic and nonacademic problems at College level. For grievances related to the question papers, answer-sheets, and evaluation methods students are provided with the facility of revaluation, reassessment system, and provision of the photocopy of the assessed answer- sheets.

To conduct internal examinations smoothly and transparently in the college, internal college level examination committee follows the rules and regulations as per the protocol designed by FDSM Aurangabad. If the student does any misconduct in the examinations, their complaints are put in front of the Committee. The committee follows the mechanism for resolving the issues time bound and efficiently. In case student fails or remain absent in the internal college examination then concerned subject in charge gives extra assignment or test to overcome the failure with respect to internal examination. If students have any grievances of getting fewer marks in the examinations, they can apply for revaluation of the answer-book within 15 days from the declaration of the result.

During COVID-19 pandemic time, FDSM faculty working as an Online Examiner for the Dr.Babasaheb Ambedkar Marathwada University Aurangabad and give online support to students for their examination.

File Description	Document
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

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

Response:

PROGRAM OUTCOMES:-

Title of the Program (s): a. Master of Business Administration

Graduates of the Master of Business Administration degree program will be able to: **Communicate effectively in a variety of formats**. **Identify the key issues facing a business or business subdivision**. **Utilize qualitative and quantitative methods to investigate and solve critical business problems**.

Program Educational Objectives : MBA

PEO1: Advance knowledge of management and administration, in functioning of organization

PEO2: To prepare students for an excellent corporate career,

PEO3: combining theory with practice, classroom teaching with management development.

Program Outcomes: MBA

On completion of the program the student shall be able to:

PO1: Demonstrate leadership skills

PO2: To understand and be conscious of the impact of managerial decisions on the triple bottom- line Profits, People and Planet.

PO3: Ability to understand, analyze and communicate global, economic, legal, and ethical aspects of business.

Programme Specific Outcomes:-

- Understand theories and concepts applicable in managing organizational performance, resource allocation, management of people and leading organizations.
- Manage complex situations in business and other organizations based on knowledge of both the external and internal context of organizations; generating social and economic benefits.
- Develop long term vision, goals and direction for organizations and develop strategies to deliver the goals, including through appropriate financial resource allocation.
- Critically collect and use valuable information and evaluate in the context of their application across different environments and settings;
- Conduct professional inquiries in problem identification, and use and manage knowledge and evidence critically to solve problems and develop actionable solutions.
- Understand the ethical implications of management practice and respond to ethical issues as a socially responsible professional.
- Engage and manage in digital and entrepreneurial work environments.
- Communicate effectively using a wide range of media.
- Provide effective and ethical leadership that transcends functional perspectives.
- Reflect critically on learning from workplace practice.

STUDENT'S LEARNING OUTCOMES

The MBA seeks to develop students into leaders ready to tackle the challenges of today's global business environment. This is accomplished through the following learning goals and objectives:

1. **INTEGRATIVE KNOWLEDGE AND EXPERIENTIAL LEARNING**

- Analyze and synthesize information across disciplines/functions in order to evaluate business opportunities and make sound business decisions

1. ?**RESPONSIBILITIES OF ORGANIZATIONS AND SOCIETY: SOCIAL & LEGAL**

- Analyze the impact of an enterprise on its various stakeholders using deontological and consequential lenses

1. **EFFECT OF GLOBAL ENVIRONMENT ON BUSINESS**

- Demonstrate comprehension of cultural commonalities and differences in international business activities and customs
- Develop effective management techniques for cross-cultural business

1. **STRATEGIC AND INNOVATIVE THINKING AND ANALYSIS SKILLS TO ENABLE EFFECTIVE OPPORTUNITY IDENTIFICATION, PROBLEM SOLVING, AND DECISION-MAKING**

- Demonstrate and apply appropriate management science and statistical tools to analyze business conditions
- Evaluate business environment and opportunities and devise strategies for responding effectively to problems, threats, and opportunities

1. **EFFECTIVE ORAL, WRITTEN, AND PRESENTATION COMMUNICATION SKILLS**

- Construct and communicate a logical, relevant, and professional quantitative assessment of business information in an effective manner

1. **TEAM PARTICIPATION AND LEADERSHIP**

- Summarize and apply theories of team composition, process, and motivation (including inclusivity and diversity) to effectively manage work teams

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	View Document
Upload any additional information	View Document
Past link for Additional information	View Document

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

Response:

Programme Educational Objectives: MBA

PEO – 1 Advance knowledge of management and administration, in functioning of organization,

PEO – 2 To work as management professionals in public and private sectors,

PEO – 3 To pursue higher studies and succeed in academic and research careers,

PEO – 4 Have a broad-based background to practice as entrepreneur,

PEO – 5 To be a values based and ethical leader in the professional and social life.

Program Outcomes:

The program outcomes (PO) are the statement of competencies/ abilities. POs are the statement that describes the knowledge and the abilities the post-graduate will have by the end of program studies.

PO – 1 Apply knowledge of management theories and practices to solve business problems,

PO – 2 Foster Analytical and critical thinking abilities for data-based decision making,

PO – 3 Ability to develop Value based Leadership ability,

PO – 4 Ability to understand, analyze and communicate global, economic, legal, and ethical aspects of business.

PO – 5 Ability to lead themselves and others in the achievement of organizational goals, contributing effectively to a team environment.

PO – 6 Identify timely opportunity and using innovation to pursue that prospect to create value and wealth

Program Specific Outcomes:

The program specific outcomes (PSO) are the statement of competencies/ abilities, which the student may attain as part of their orientation to specialization subjects. PSOs define the specialized knowledge and skills that the student may possess at the end of the program.

The department offers program specialization in the subjects of: HRM, Finance, Marketing, Information Technology and POM.

PSO – 1 H

To orient students with HR Systems by way of analyzing efficient manpower planning methods, developing human resources by socialization and familiarizing them with compensation and performance development systems; with a view of adhering to employment legislation, and global cultures.

PSO – 2 F

The learner should be able to acquire adequate knowledge of finance related subjects, by comprehending the principles, theories etc.; associated with Money,Banking,management of working capital etc.;for identifying the strategies required for achievement of investment goals; through different financial institutions and subsequently apply the gained knowledge, for enhancing the effectiveness of financial decisions in the realm of Finance.

PSO – 3 M

The learner shall be able to understand the difference between consumer and industrial marketing, analyzing the behavior of consumer,evolve advertising strategy for an organization,develop sales and retail strategy of consumer organization and implement the marketing plan,using effective social media and digital techniques.

Course- Program outcome Matrix:

The Program Outcomes are developed through the curriculum. The program outcomes are attained through the course implementation. As an educator, one must know, "to which POs his/her course in contributing?".So that one can design the learning experiences, select teaching method and design the tool for assessment.

Hence, establishing the Corse-PO matrix is essential step in the OBE. The course-program outcomes matrix indicates the co-relation between the courses and program outcomes. The CO-PO matrix is the map of list of courses contributing to the development of respective POs.

File Description	Document
Upload any additional information	[View Document](#)

2.6.3 Average pass percentage of Students during last five years

Response: 74.67

2.6.3.1 **Number of final year students who passed the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
41	35	45	22	17

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during**

the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
61	45	52	31	24

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View Document</u>
Upload any additional information	<u>View Document</u>
Paste link for the annual report	<u>View Document</u>

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.86

File Description	Document
Upload database of all currently enrolled students (Data Template)	<u>View Document</u>

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
List of endowments / projects with details of grants	[View Document]

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

Response: 16.67

3.1.2.1 **Number of teachers recognized as research guides**

Response: 1

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

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

3.1.3.1 **Number of departments having Research projects funded by government and non-government agencies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

3.1.3.2 **Number of departments offering academic programes**

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	1	1	1

File Description	Document
List of research projects and funding details	View Document
Any additional information	View Document

3.2 Innovation Ecosystem

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

Response:

3.2.1 Innovation Ecosystem

3.2.1. Institution has created an ecosystem for innovation centre and other initiatives for creation and transfer of knowledge. The Foster Development School of Management MBA institute has developed a spirit of students by various outreach programmes for creation and transfer knowledge.

a) Incubation Centre:

The publication Cell: The institute has setup an institutional cell to add fuel to the literary endeavor of the institution by undertaking initiatives of a wide variety of publications through faculty and students. The cell already published one book was originally edited and published by Dr. Amit Rajale Director of institute. Mr. Amol Parihar MBA-II year also published papers in various publications with faculty members.

b) Research council:

The institute has constituted a research council to facilitate and monitor research activities in the institute. The Research Council facilitates and provides necessary guidance to the faculties and students in small scale summer internship projects and final projects of academics.

c) Career guidance cell:

The Career Guidance Cell and TPO of Institute was established for collaborative activities in areas of training and development to arrange field/industrial visits and campus interviews. Recently the college has

constituted Entrepreneurship Development Cell (EDC) for empowering students.

d) Institutional adoption scheme:

Under this scheme the college has adopted primary school for Technical and sport development among school students by way of sponsoring for sports material and Technical knowledge delivery.

Also Institute play vital role in the Government activities of 10 Lakh tree plantation initiated by Collector office of Aurangabad.

f) Youth conclave:

College has organized youth fest every ear to give a common platform to the participants to think, act and work together in the process of the nation building. The college promoted participation of students in different co-curricular activities such as cultural rally, extension service, art and craft, youth festival, Yoga day, group discussion, brain storming, role playing and many more to equip the students and motivate them for all round development.

g) Entrepreneurship Development Cell :

A cell is initiated to meet the growing demands of industry through students' startups some of students started their own business as well as startups like garment manufacturing under the guidance of the cell.

h) Performing cultural Acts:

To provide students at various platforms to display their innate talents and skills through activities like participation in cultural programmes, participating in annual gathering meet on various social issues etc.

I) Other activities:

The institute also took the initiative of organizing awareness program on environmental issues, Women development programmes for socially and economically backward and tries to bring them in main stream of society by providing various assistance like Gas distribution service by filling online forms free driving license drives for women's and girls, self defense awareness programme for girls for their personal safety and security. To develop a transparent and responsive administration the college authority organized a computer and Tally, Literary Training Program for non-teaching staff.

The institute has well equipped central Library (E-Library) laboratories, safe drinking water facility, vending waste disposal machine etc. to ensure swift and paperless (or green communication) made of communication in day to day administration from the IQAC office.

File Description	Document
Upload any additional information	[View Document]()

3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property

Rights (IPR) and entrepreneurship during the last five years

Response: 5

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	3	1	1

File Description	Document
Report of the event	[View Document]()
List of workshops/seminars during last 5 years	[View Document]()

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 2

3.3.1.1 **How many Ph.Ds registered per eligible teacher within last five years**

Response: 2

3.3.1.2 **Number of teachers recognized as guides during the last five years**

Response: 1

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	[View Document]()
Any additional information	[View Document]()

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

Response: 1.5

3.3.2.1 **Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
3	1	2	2	1

File Description	Document
List of research papers by title, author, department, name and year of publication	[View Document]
Any additional information	[View Document]

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

Response: 0.17

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	1

File Description	Document
List books and chapters edited volumes/ books published	[View Document]
Any additional information	[View Document]

3.4 Extension Activities

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

Response:

3.4.1 Extensive Activities are carried out in the Neighborhood community sensititzing students to social issues, for their holistic development, and impact thereof the last five years.

The institute always encourages the faculty to promote sense of social and moral development practices among the students through the academic year. Such activities helps to develop moral and ethical values among students which helps in their business development and future development.

Extension activities in the neighborhood community in terms of impact and sensitising students to social issues and holistic development during the last five years Response The institute promotes regular engagement of faculty, students and staff with neighborhood community for their holistic development and sustained community development through various activities. Every year, programms are organized under which students and staff was participating voluntarily in community based activities. with neighborhood. Every Year, programs are organized under which students and staff participate voluntarily in community based activities with neighborhood.

Various awareness programs, workshops, rallies and road shows with themes like

cleanliness, green environment & tree plantation, gender sensitization, digital payment, and empowerment of girls and women; and help acid-attack survivors are organized. Continuous voluntary activities by students to maintain cleanliness in and around the Campus, create awareness about the role of clean environment in human health and contribute to the National Swachh Bharat Abhiyan , Blood Donation camps have been organized.

· Awareness of Legal Rights

· Awarness of Oral Health (Aim to Terminate Tobacco and Cancer).

· Health Checkup Camp

·Farmer Training on sustainable agricultural practices.

· Training of Rural Women with the help of our students and Self Help Group.

Impact & Sensitization: Exposure to extension and outreach activities aware the students towards social issues and motivates to find out legal and social remedies for matters like domestic violence, dowry, child abuse, beggars, female child and victims of violence etc. The activities conducted lead implementing the values of social responsibility such as:

1.To help needy people.

2.To understand and share the need of under privileged children

3.To promote cleanliness to fight against COVID-19 in all span of life in public and private area.

4.To acquire social values and a deep interest in environmental related issues.

Learning outcomes of the activity:

1. This programme Aware the knowledge of social issues and problems which leads to find solution by getting involved with their lives.

2. It develop a brotherhoodness towards helpless community, affected people & animals .

4. It Develop skill and aptitude for problem solving in life.

5. The skills developed include social skills communication skills, management skills, leadership skills, analytic skills, perceptual skills etc.

File Description	Document
Upload any additional information	[View Document](#)

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

Response: 3

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

2020-21	2019-20	2018-19	2017-18	2016-17
2	0	1	0	0

File Description	Document
Number of awards for extension activities in last 5 year	[View Document](#)
e-copy of the award letters	[View Document](#)

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 39

3.4.3.1 **Number of extension and outreached Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
25	0	6	4	4

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

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 101.08

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

2020-21	2019-20	2018-19	2017-18	2016-17
41	48	47	43	63

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

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 19

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	15	2	2

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

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 6

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**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	4	1	1

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

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Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

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

Physical Infrastructure:

Classrooms

The Institute has five classrooms with ICT facility and one tutorial room for the students. The classrooms are with comfortable benches for the students. The classroom has high speed internet connectivity with a bandwidth of 100 mbps. The PC, Projector, Projector screen are available in the classrooms.

Library

The library has an excellent infrastructure and is well stocked with collection of 3820 professional and Self-help books. E--books, national and international journals is also available in the library. The library has also collection of encyclopedias, Dictionaries, handbooks, summer internship projects of students, PhD theses, Audio-visual collection etc. The library is automated with Library management software. The FDSM Library is a member of National digital library of India and DELNET consortia.

The library has also e-library services with 2 PC equipped with internet facility.

Sports facility

The Institute has volleyball ground. The institute has facilities for indoor games like table tennis, chess, Carom etc.

Technological Infrastructure

- **Computer Lab**

The Computer lab is equipped with 50 personal computers configured Pentium® processor, 4GB RAM, 500 GB Hard disk and 256 GB SSD with MS Windows operating system. The Institute ensures that the students- computer ratio prescribed by AICTE is maintained. The individual computers are provided to the teaching staff. The internet connectivity with the speed of 100 mbps is available to all.

- **Other Equipments**

The Institute has Printers, Scanners, System software, photocopier machine and Application software as per requirement. The institute has high speed internet connectivity with bandwidth of 100mbps. The

institute has CCTV camera at the place of library, computer lab and lobbies.

List of Classroom, Laboratory and other infrastructure:

INFRASTRUCTURE	NUMBER AVAILABLE	FACILITY PROVIDED	AREA (Sq.mt)
General Classrooms	6	White & Blackboards	396
Classroom / seminar hall with LCD	5	LCD Projectors and System	396
Seminar Hall	1	Podium, Board, LCD Projectors,chair	198
Central Computer Centre	1	Internet &e-journal facilities	151

The details of the computing facilities available in the institute as below:

Equipment	Number
LCD Projectors	4
Computers	50
Photo Copying Machines	2
Printers	3
Smart TV	1

Other facilities are:

Sr. No.	Facilities Available
01	E-Library
02	Drinking Water Supply
03	Parking Facilities
04	Notice Boards
05	First Aid Facility
06	Reprographic Service
07	Fire Extinguisher

?

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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

Response:

Facilities for Sports and Games

The Institute recognizes the fact that good health is a vital constituent of a student's personality. Sports activities are important for discipline, team building, confidence, good health and concentration in student's life. The Institute works on overall development of students and hence emphasizes on sports activities along with academic development of students. The Institute has well maintained ground is available for various sports and cultural activities throughout the year. The Institute has facilities for volleyball, football, cricket and other outdoor sports. In-house facility for indoor sports activities like carrom, chess and table tennis are available for students as well as for Staff. The institute has sports committee. The information about various sports tournaments atother colleges and Universities are communicated to students by displaying the same on the notice boards and through effective use of social media.

Facilities for Indoor Sports

Sr. No.	Name of Sports Facility	Availability

01	Table tennis	yes	
02	Chess	Yes	
03	Carrom	Yes	
04	Skipping Rope	Yes	

Facilities for Outdoor Sports

Sr. No.	Name of Sports Facility	Availability	
01	Volleyball Court	Yes	
02	Cricket Ground	Yes	
03	Badminton	Yes	

Facilities for Cultural Activities

- Holistic development of students through cultural activities:

 To achieve this, a large number of diverse cultural activities are organized by the Institute on regular basis. Cultural activities are important for developing creativity, confidence, compassion, coordination and teamwork among the students. The Institute has designated a Cultural Activity In-charge to coordinate all cultural activities. The information about various competitions at other colleges and Universities are communicated to students by displaying on the notice board and through effective use of social media. Students are encouraged to take part in various competitions like debate, elocution, paper presentations, solo and group dance, singing, skits, quiz, personality contests, etc. Faculty members guide students and prepare them for such competitions. Opportunity motivates the student to showcase their talent.

File Description	Document
Upload any additional information	View Document
Paste 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. *(Data for the latest completed academic year)*

Response: 83.33

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 5

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View Document](#)
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 0

4.1.4.1 **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	[View Document](#)
Upload 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:

A library is a backbone of any institute and plays a very important role for information collection, storage and dissemination of knowledge to the users. The Library at the institute has a wide collection of 3820 Professional and Self-help Books, Prints of national and international journals and e-resources, encyclopaedias, Dictionaries,handbooks, summer internship projects of students, Ph.D thesis, Audio-visual collection etc. The library is automated with Library management software "LMS. The library provides different type regular services and best practices to their users. The library subscribed DELNET consortiumfor users.The Library is member of National Digital Library of India.The Library is providing orientation program for the new MBA students.

- Name of the Software: LMS
- Nature of Automation: partially Automated
- Version:3.0

- Year of Automation: 2016

File Description	Document
Upload any additional information	[View Document](#)
Paste link for Additional Information	[View Document](#)

4.2.2 The institution has subscription for the following e-resources

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access to e-resources

Response: A. Any 4 or more of the above

File Description	Document
Upload any additional information	[View Document](#)
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	[View Document](#)

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 0.72

4.2.3.1 **Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
.20	1.89	1.53	0	0

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	[View Document](#)
Audited statements of accounts	[View Document](#)

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

Response: 67.8

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

Response: 40

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:

Management education cannot be effectively imparted without a strong Information Technology support. The teaching-learning environment is changing rapidly and getting technology oriented. Moreover,management education, being very dynamic in nature, has everyday updates and advancements in knowledge which are all made available to the students through extensive use of IT facilities. The Institute is committed to provide state of the art IT facilities to its students and faculty members. Well-equipped computer laboratory, classrooms equipped with ICT tools and Wi-Fi facilities. However, rapidly changing technology platforms pose a challenge to the effectiveness of these facilities. The Institute houses adequate numbers of computers in computer lab, Library, Staff rooms and Conference room and class rooms. All these places are connected through LAN and aids in Teaching and Learning Environment. The online examinations are conducted as per schedule released by University. To reduce and eliminate the threat of viruses infecting the computer systems, the PCs in Computer Lab and Library are installed with software which denies the entry of viruses through .exe file. The students uses the Wi-Fi facility of the Institute for the Academic and support functions for e.g. filling Google form for Feedback conducted twice in a semester. Each classroom has LCD Projector facility. The Teachers, Guest Speakers and Students Presentations are conducted effectively with such support. Institute has 4 printers with 1 scanners. Institute has internet connection with Internet Bandwidth of 100 MBPS. The Computer lab has a backup of 10 KVA and the same can withstand the load of whole computer lab which ensures the online examination and competitive examinations are conducted seamlessly. Institute has legal software Windows, MS Office, Tally, LMS and antivirus software updated on regular basis. All the computers are with the Institute since its inception and year on year technical services are done for any glitches and up gradations. The IT facilities mentioned in the additional information along with the year of purchase are available at the

institute in the functional status and maintained & upgraded from time to time.

File Description	Document
Upload any additional information	[View Document]
Paste link for additional information	[View Document]

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 1:1

File Description	Document
Upload any additional information	[View Document]
Student – computer ratio	[View Document]

4.3.3 Bandwidth of internet connection in the Institution

Response: A. ?50 MBPS

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

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 14.73

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

2020-21	2019-20	2018-19	2017-18	2016-17
4.84	3.52	0.27	1.25	9.62

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View Document
Audited statements of accounts	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:

The Institute has appropriate facilities suitable to achieve academic excellence. Well maintainedinfrastructure along with academic and support facilities is the strength of the institute. Proper maintenanceof the facilities ensure fulfillment of the organizational objectives in more effective manner. The Trust has established systems for maintenance and upkeep of the Campus facilities.

The FDSM Trust Maintenance team primarily looks into the preservation of Physical Facilities, Academic Facilities and Supporting Facilities.

The institutional upkeep follows the following process of communication and implementation. The respective floor in-charge at the institute monitors the conditions of the equipment and other amenities required for effective operations of the Institute. The review and count of all the components are done on a periodic basis and the issues with any of the facilities are communicated to the Director of the Institute. The Team inspects and analyses the root cause and communicates to the Director with a possible solution alternative. Amongst the repertoire of alternatives, the Director approves the issue report in respective register and forward the same to the maintenance team of the Trust. The Maintenance team visits the premises and attempt the repair work. The solution can be in two forms. One, the Maintenance team, if equipped with enough resources and skills for a particular problem, solves the same and submit the report to the Director.This work is carried under the supervision of maintenance team. Second, in case the systems maintenance requires anInvolvement of an external party like in case of Furniture, Plumbing works and RO Water machine, with whom the Institute have an AMC contracts, The Maintenance team of the Trust communicates the respective party and work is done as soon as possible with supervisor being Management Representative and Institute's Maintenance team. Here too, the report of the work completion is submitted to the Director as per the procedure. A separate proposal is submitted in case of the major repair or maintenance work required at the institute to the management for approval.

Physical Facilities:

The Institute has adequate Physical Infrastructure for effective achievement of the Trust's Goals and satisfy statutory bodies. Housekeeping of these facilities are done on a regular basis by the concerned staff. The class rooms, corridors, rest rooms, staff rooms, administrative offices, stairs, library, computer lab, conference room and auditorium are cleaned and shined on a daily basis by the sweepers. The utilization of these facilities is under the supervision of Faculty Members and the Director. The cleaning of pedestrian friendly roads, maintaining the Gardens of the lush green campus and any other requirements of upkeep of sports facilities is done by the Gardeners which are employed for full time by the Institute.

Academic Facilities:

The classroom houses the majority of the time of the academic delivery along with the tutorial rooms, library and conference room. These facilities are utilized by the faculty and students as per their need.Access to computer lab is done under the supervision of a faculty member and the Director have to be kept informed regarding the same. The classrooms are equipped with the Computer System and an LCD Projector with internet facility. Adequate number of computers are available in the computer lab for practical training and online examinations and feedback. The maintenance of PC's & laptops are done on requirement basis by the vendor.

Support Facilities:

The Trust has a hostel for Boys and Girls. The student can avail the services of it post the application and approval of Management.

Bio Metric Attendance Systems for the regular attendance of staff help in tracking the punctuality and attendance requirements. Also, intercom connections are setup for transfer of communication within the institute and CCTV cameras are installed for 24 x 7 surveillance of the Building and movements. Any issues in these machines or systems are properly channelized for resolve by the service provider.

The Management believes in providing proper safety and security services to all the stakeholdersof the Campus. Hence the utilization and maintenance of its facility and each part of the campus is taken care.

File Description	Document
Upload any 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 last five years

Response: 141.68

5.1.1.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
100	98	92	48	36

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	[View Document](#)
Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)	[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 131.53

5.1.2.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
76	89	63	69	45

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

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

> **1. Soft skills**
> **2. Language and communication skills**
> **3. Life skills (Yoga, physical fitness, health and hygiene)**
> **4. ICT/computing skills**

Response: B. 3 of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	View Document
Any additional information	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 22.18

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

2020-21	2019-20	2018-19	2017-18	2016-17
13	10	14	12	08

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

> 1. **Implementation of guidelines of statutory/regulatory bodies**
> 2. **Organisation wide awareness and undertakings on policies with zero tolerance**
> 3. **Mechanisms for submission of online/offline students' grievances**
> 4. **Timely redressal of the grievances through appropriate committees**

Response: B. 3 of the above

File Description	Document
Upload any additional information	[View Document](#)
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View Document](#)
Details of student grievances including sexual harassment and ragging cases	[View Document](#)

5.2 Student Progression

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

Response: 38.6

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

2020-21	2019-20	2018-19	2017-18	2016-17
13	10	14	12	08

File Description	Document
Upload any additional information	[View Document](#)
Self attested list of students placed	[View Document](#)
Details of student placement during the last five years (Data Template)	[View Document](#)

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 2.44

5.2.2.1 Number of outgoing student progression to higher education during last five years

Response: 1

File Description	Document
Details of student progression to higher education (Data Template)	
Any additional information	

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

Response: 100

5.2.3.1 **Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations,** *etc.)***) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	2	1	1

5.2.3.2 **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	2	1	1

File Description	Document
Upload supporting data for the same	
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural

activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	[View Document](#)

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

Response:

Student Council Nature:-

We are having Student council activity at our college level. Which aims to develop their

interpersonal skills and creating healthy environment at college.

Role & Responsibilities:-

1- To represent all students of the college.

2- To observe and sort-out problems faced by the students in the college.

3- To discuss with the college administration authority and convey them issues or points to be

consideration for the student's welfare.

4- To organize & manage any activities of college.

5- To support the benefits of the students among the institute teaching staff, non teaching staff

and parents.

6- To organize and help to institute for Industrial visit & events.

7- To maintain good relation with all faculties of the institute.

Student Council :-

? To call meetings of the council for making agendas for a year.

? To lead the meetings of the council.

? To observe the progress of the council members.

? To perform a role in between students and institute as a spokesperson.

? To initiative for forming all kinds of committees for college level.

? To coordinate activities for students overall development.

? To take the responsibilities for submitting feedback, documents, etc to the college

management if required.

? To ensure that the students stick to following disciplinary policies of the institute.

? To Observe and manage Inter college events for the students.

? To establish a network with alumni and interact with them for the placement and project work

assistance.

FDSM'S, Students constitute a major stakeholder in the institutional growth. Utilization of the support and ideas of the students is the paramount requirement for the prosperity and well-being of the institute. FDSM always strives to build a relation of mutual respect and inculcate a sense of pride amongst the students for their own institute.

The representation of students on various bodies of the institutes and university is as follow

(1) Student's Sport Committee,

(2) Student Cultural Council and

(3) Student Social and Extra curricular Activities

(4) Anti Ragging Committee.

(5) Youth Festival of University.

(6) Avishkar Cell.

The members of the Council participate in brain storming sessions and formal meetings called for formulating strategies for the overall curricular, co-curricular and extra-curricular development of the students.

Functions of the Administrative Council: Administrative Council looks after the feedback on Hostels and Amenities, Anti-Ragging initiatives, Alumni Association, Grievance Redressal, NSS etc.

File Description	Document
Upload any additional information	[View Document]
Paste link for additional information	[View Document]

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 0.2

5.3.3.1 **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	0	0

File Description	Document
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	[View Document]

5.4 Alumni Engagement

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

Response:

The FDSM has going to register Alumni Association for building strong bond between alumni and present students. The Alumni Registration process has been started in month of February 2022. The group of students came together and going to establish Alumni Association as per the Government Guideline. They establish on the objective of to give support to the students through interaction, financial funding, guidance and placement.

The mission of the Alumni Association is to foster a mutually beneficial relationship between the Institute and its alumni. It is decided that, Alumni meet will be arranged on third Saturday of December of every year.

Objectives of the Alumni association:

- To encourage and promote close relations between the Institution and its alumni and among the alumni themselves.
- To promote and encourage friendly relations between all members of the alumni body, an interest in the affairs and well-being of the Institution.
- To provide and disseminate information regarding their Alma Matter, its graduates, Faculties and students, to the alumni.
- To initiate and develop programs for the benefit of the alumni.
- To assist and supporting the efforts of the Institution in obtaining funds for development.
- To serve as a forum through which alumni may support and advance the pursuit of academic excellence at the Institution.
- To guide and assist alumni who have recently completed their courses to obtain employment and engage in productive pursuits useful to society.
- To organize and co-ordinate reunion activities of the Alumni and let the Alumni acknowledge their gratitude to their Alma Matter.
- To collect, publish and distribute such information as may be useful to the alumni and their Alma Mater.

Activities and Contributions:

- Alumni have donated funds to assist the Poor & Merit students of the Institution.
- Alumni are included as members in the Board of studies of all departments. They are invited for meetings at the college and they interact with their teachers and express their suggestions on curriculum revision.
- Few Alumni gave Guest lecturers to the existing students on some contemporary technological developments and career guiding focuses.

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

File Description	Document
Upload any additional information	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 and in tune with the vision and mission of the institution

Response:

The Institution is governed by the chairman, Management body and Different Government relevant bodies Like AICTE/DTE/UGC. The institute is constantly involved into quality based education and crating value based teaching.

VISION:

- To create a center of academic excellence in the field of management with the purpose of fulfilling the industry requirement though holistic development of the future performers, who are also good human beings, and possess the right knowledge, skill sets and attitude towards their work and life.
- The vision of the institute about emerging of

1. Maintenance of quality.
2. Emerging the Industry based academic interactions.
3. Use of technology.

The same is reflective in the innovative practices in terms of events and programmers in the institute for academic growth.

MISSION:

Our two- pronged strategy emphasizes:

- Top class education at every level.
- A commitment to corporate engagement.
- To inculcate the ethical, social and moral values in all our stakeholders which is the basis of human social order.

VALUES:

1. Integrity

2. Accountablity

3. Responsiblity

4. Loyalty

5. Commitment

6. Attitude

GOVERNANCE:

Governance of the Institution is transparent and well structured for the functioning of the college. The institution is governed by Chairman, Management body. The institution's Administrative Committee ensures the compliance of statuary bodies like AICTE/DTE/UGC. Governing committees are constituted for the effective governance in the college for providing quality education. The committee shall adhere to their objective and guidelines and conduct the meeting as per the meeting calendar issued by the college from time to time. The suggestion and advices of members, students and other stakeholders shall be considered in the meeting. Committee In-charge may invite the faculty member(s) or expert in the meeting. In-charge shall conduct meetings in a year as per the meeting calendar & shall prepare the agenda of meeting and inform to other members in advance and record the minutes of meeting.

COLLEGE DEVELOPMENT CELL:

It is consist of Management Representative, Director and Faculties the important points of this meetings are organizing conferences, university announcements, discussions, institute progress plans and placements.

IQAC:

Establishment of IQAC is after the first accreditation however in order to maintain quality education, institute has established internally IQAC. IQAC is the activity of to be undertaken by the institute after a first cycle. However in order to maintain the quality of education. We have internally establish the IQAC CELL. The Intellectual Capital of the institute is well qualified and experienced staff. They are promoted and guided to present papers and attend conference seminars and various workshops. The faculties publish the papers in the UGC journals. The faculties of the institution also have responsibilities of Member of paper setting, Examiners and moderator of paper checking.

Academic Development:

The institution tries to ensure the academic development of the student through the examination as per the university norms. The evaluation specified by Examination Cell. The process is continued through the Academic Calendar which is developed at the start of the semester.

RESEARCH INNOVATION:

Publication of research papers, participants in conference, seminars and workshops, will lead to academic contribution.

File Description	Document
Paste link for additional information	[View Document](#)

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

Response:

Decentralization:

Institute has a mechanism for delegating authority and providing operational autonomy to all the faculty and students to work towards decentralized and participative management. The management is involved in the efficiency of the institutional progress and improvement in the faculty members. The institute has governing body consisting of president secretary treasurer and members. The institute has committee oriented administration and academic planning. They undertake a work of admission, curriculum, syllabus, academic calendar and inputs resulting for implementation. The college admissions is headed by the director and assisted by non teaching staff.

Committees:

The committee for **NAAC/ IQAC** has been established to look after the academic and administrative activities related to quality. It specially is meant for planning guiding and monitoring the initiatives.

Participative Management:

The participation of the student in the management is ensured through class representative, student council which reflects the academic ambience in the institute. Student representative identifies the main issue of the student and place them before the authorities through the head of the institute.

Director Level:

Governing Body delegates all the academic and operational decisions based on policy to the IQAC. The Director play important role as mediator between management and staff members. All the academic non academic and administrative decisions are taken by the permission of director.

Faculty Level:

Faculty members are given representation in various committees/cells and allowed to conduct various programs through students subcommittees.

Faculty members are given representation in various committees/cells and allowed to conduct various programs through students subcommittees. They are encouraged to develop leadership qualities.

They are given authority to conduct industrial tours and to have tie up with industry experts and appointed as coordinator and convener for organizing seminars/workshops/conferences/FDPs. Other units of the

institute like sports, library, store etc. have operational autonomy under the guidance of the various committees/cells.

Student Level:

Development of students various committees are formed. Students play active and participative for the growth and role in the respective committees.

Case study showing decentralization in the institution.

The role of every committee is very important for the growth of students and the expansion of the institute. Training and placement cell play important role to pursue their carrier goals by aquaring skills and ultimately to attain desired employment.

Training and Placement committee has a play very imp role in students future. The Alumni association is formed; students, industry and teachers partnership makes a strong bond between students. The regular interaction with the industries and students. For expanding their knowledge and to gain experience. It is organize through case studies, completions, workshops, and mock-interviews.

The training is schedule semester wise as per the discussion with faculty members. Training session's attendance is maintained. After completion of training session feedback form also filled by students.

Strategic Level:

Training and Placement committee frame a policy and rules under the guidelines of Director and other committee members for placement like braucher arrangement of mock interviews campus recruitment and arrangement of Training and Placement program.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

The Institute has a perspective strategic plan and development document arable taking in to consideration the set objective and goals aligned with the vision and mission statements given bellow.

The strategic plan of the institute is multilayered as well as multipronged that focus on expansion inclusion and excellence. It subsumes short term intermediate and long term policies to cater to the ever growing number of H.E. aspirants resulting in the enhancement of gross enrollment ratios that will have positive impact on Human Development Index

Major highlight of strategic plan and development.

Curricular Aspects:

- Assessments of acceptability and time relevance of existing academic programs and initiation of new courses /programs through the afflictive the in the recommendation of analysis report of the feedback obtained from all stakeholders. Identification of potential industrial partners for curricular revision, student internship, In-plant training and for joint academic program.
- Introduction of value added courses. Development of structured mechanism of collecting feedback and analysis and forward to affiliating university for action to be taken.

Teaching ,Learning and Evaluation :

- Assessment of enrolment statistics, identification of gap areas and implementation of new strategies.

Research, Innovation and Extension:

- Encourage research activities, continuous outreach activities, Adaption of villages.

Infrastructure and Learningre sources:

- Augmentation of physical facilities.

Development of student centric activities:

- Engagement of alumni developmental activities.
- Financial assistance from Alumni.
- Arrange enterprenurship programmes .

Governance Leadership and Management :

- Creation of pathway for good governance.
- Review of strategic plan for effectiveness.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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

Response:

College has well defined pyramidal organizational structure. Under the trust the different members of the organization are playing very important role for the growth of the organization. The role of management is to provide effective leadership to enhance quality and performance of the institution. Management is motivate, empower and encourage the Director and staff to enhance their performance of duties There are various committees constituted for interrelated functioning of the college. Every individual have the role of setting the vision and supervise the activities of the institution   periodically   regarding the achievement of goal. The main governing body also handles the administrative hurdles and challenges**.**

Role of Management:

- To provide effective leadership to enhance quality and performance of the institution.
- To motivate, empower and encourage the Director and staff to enhance their performance of duties.
- To encourage innovation and excellence.
- To be open and flexible to change.

DIRECTOR :

- The Director play very important role in policy making. Governing Body delegates all the academic and operational decisions based on policy to the IQAC.
- Director is the head ofhandling the both in academic and general (non-academic) matters. He is responsible for getting the job done and done excellently.
- The Director should set standards of good work and model ethical behavior, present his own example of commitment and competence and continuously motivate all his colleagues at FDSM for excellent performance.
- **The Director shall be responsible for:**

- Providing high quality of education and ensuring continuous improvements of that quality, week by week and month by month.

- He shall always be looking for best practices of teaching, learning and administration.

- Continuously monitoring the performance FDSM staff . servicing units like library, administrative sections assisting him in his work and for taking quick actions to correct any faults or weak links in service unit, or administrative section.

- Director dealing with finance accounts and audit.

- The Director shall provide them with the required supporting staff and equipments.

Duties and Responsibilities of Faculty Members:

- To be present in the college premises during office hours.

- Engage lectures punctually according to the time table.
- Prepare a teaching plan of the subject(s) at the beginning of the year/semester and get it approved from the director.
- Suggest sources of learning to students.

Role of Various Committees:

- Institute forms various Committees/bodies/cells and their functions are properly defined, considering the overall development of the institute. For effective implementation and improvement of the committees are formed. Periodic Meetings of these committees are conducted and minutes of meeting of each committee are well maintained. The institute management and research believes in participative working style. Each member has productive role in the organization.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)
Link to Organogram of the Institution webpage	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: B. 3 of the above

File Description	Document
Screen shots of user interfaces	[View Document](#)
Screen shots of user interfaces	[View Document](#)
ERP (Enterprise Resource Planning) Document	[View Document](#)
Details of implementation of e-governance in areas of operation, Administration etc	[View Document](#)
Details of implementation of e-governance in areas of operation, Administration etc	[View Document](#)
Any 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:

Employees welfare facilities are provided by management to the employees of the organization. The main objective of the management to provide welfare facilities is appreciation and motivation of the employees. The institute deputes the faculty to attend conferences, workshops and seminars etc. The institute organizes in-house, guest lectures, and skill development programs for enhancement of professional skills.

Faculty is encouraged to take various university assignments such as CAP director, VIVA expert, Member of flying squad, Memberof selection committee, external supervisor, Paper setter, Examiner, Resource Person for various programs etc.The institute provides all possible technical support, library support and information support for professional development of the faculty For developing the teaching skills of faculty the institute insist on preparation of lesson plan, use of PPT's, use of case studies, online tests, etc.

The institute motivates the librarian and non-teaching staff to attend relevant training programs. Senior faculty members encourage and motivate the newly recruited members. The institute has the atmosphere of free discussions, personal growth, and sharing. the following are the effective welfare for the employee of the FDSM.

Special Leave:

- 15 days casual leave
- 7 days sick leave
- 7 days earned leave
- 30 days privileged leave Compensatory off for days of work on holidays
- Maternity Leave benefits On –Duty leave for employee attending professional development programs.
- Workshops On –Duty leave for employee attending professional development programs. Workshops Seminars, conferences.
- Training and development programs conducted on regular basis for teaching and Non-Teaching staff.

Duty Leave for attending Seminars, Conferences and Workshops:

- For encouraging the faculty towards research and development, the management permits the employees to attend national and international conferences, seminar, and workshops by sanctioning them duty leave.

Pure Drinking Water:

- Pure Drinking Water Facility Is Available in the Campas of FDSM.

Well Maintained Staff Rooms:

- The institute provide personal computers in staff rooms with Wi-Fi facility

Provision for Tea :

- Tea provided to the teaching and non-teaching staff in twice a day**.**

Employee's Provident fund:

- All teaching staff and nonteaching staff covered under provident fund.The benefit is as per the prevision of said law.

Insurance of Staff And Student:

- All The Teaching and Non Teaching Staff and Students Covered Under Insurance.

Uniform To Teaching and Non-Teaching Staff:

- The college provide unoforrm to teaching as well as non teaching staff.

Faculty Development Program:

- The institute believes the continuous improvement in the teaching process and up-gradation of faculty knowledge. To enhance the teaching faculties' skill, Faculty development programs are organized by in- house senior faculties as well as external experts.

Facilities:

- First aid box is readily available in institute during working hour for teaching, non teaching and all students in case of any contingency, in case of any medical emergency.
- short term loan facilty is also available for the the teaching and non teaching staff.

Child Education Benifit Sceme:

- College provide the "child education benifit scheme" fotr the childrens of non teaching and teaching staff.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for 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: 0

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**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conference, 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: 0.4

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

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	1	0

File Description	Document
Upload any additional information	[View Document](#)
Reports of Academic Staff College or similar centers	[View Document](#)
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	[View Document](#)

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 53.33

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

2020-21	2019-20	2018-19	2017-18	2016-17
9	1	1	5	0

File Description	Document
Upload any additional information	View Document
Details of teachers attending professional development programmes during the last five years	View Document

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

Response:

The main purpose of Performance appraisal and review process is to motivate employees. It should also encourage employees to put forth their best effort and take initiative at work to achieve both FDSM's and their personal goals. Timely and accurate evaluation of any employee's success and short comings is very useful both to the employee and FDSM that leads to a better system of accountability. The Director shall be appraising performance of each individual.

The management always plays a vital role in the performance appraisal of the staff. Annual increments and promotions in the grades are all implemented by the management on the basis of an individual performance indicated in the appraisal report. The management takes major financial decisions like implementation new salary structure, introduction of perks, rewards scheme etc. based on the outcomes of the review of the performance in appraisal report. Thus such review is used as an important tool and maintenance of high level of satisfaction among employees. After the review of the appraisal report the faculty members are given feedback by the Director, which will help them to perform better. They are also informed about the areas of improvement and necessary support is given to improve in those fields.

Appraisal procedure every year in the prescribed format. Self-appraisal is done on the basis of the following
points: -

- Teaching learning process evaluation,Specific duties / tasks assigned by Heads of the Institute.
- Major contribution for the benefit of student/ staff /Institute.
- Awards/ Rewards obtained by the faculty and staff.
- lectures conducted every year .
- Contribution towards extracurricular and co-curricular activities.
- Research contribution of staff in terms of research projects, publications and guidance provided to students for involvement in research.
- Attendance.
- Job knowledge and skills.
- Discipline
- General conduct.

- Team work.
- Quality of work.
- Pro activeness.

Performance Appraisal of Non- Teaching Staff:

Criteria for performance appraisal for non teaching staff are as follows-

- Professional Competency
- Performance.
- Personal Characteristics.

File Description	Document
Upload any additional information	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The Institute submits the yearly budget to the management regarding the expenses for the year. The budget is prepared taking into consideration the operational requirement, future plans and the estimated receipts in the form of fees collected from the students. As per the Management's policy a fixed amount of funds are sanctioned to meet the certain recurring expenses of the month. At the end of the month, the accounts along with the bills and vouchers are submitted to the Management. The following month's funds are sanctioned only after scrutinizing and verifying all documents submitted with the account details of previous month. A separate file is maintained for monthly expenses. Any additional funds if required, a separate proposal is submitted to the Management for approval. The institute makes cash payments only as per the policy from the monthly sanctioned amount. All other payments are made through cheque. Proper documentation is maintained for payments and receipts at the institution. The Institute uses Tally ERP software for maintaining the records. The office takes care that the details of the transactions are updated timely and the same is verified by the Trust's authorized Chartered Accountant Firm once in the Year. The institution has a system of yearly auditing of its books of accounts through external auditor. The Trust has appointed a CA firm that conducts yearly audit and also provides expert guidance at all stages.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	[View Document](#)
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	[View Document](#)

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

Response:

The institute has adopted an appropriate system towards the effective and efficient utilisation of the financial resources. The annual budget is prepared wherein the expected income and probable expenditure of the year is mentioned. The institute's direct income is fee collected from the student.

A major part of the Institute's income is directed towards the payment of salary to the staff. The institute identifies the resources required for the effective functioning of the course. Adequate amount of funds are allocated for effective teaching-learning practices as well as student developmental and welfare activities that include Orientation Programmes, PDP programmes, Guest Lectures, Industrial Visits, Fresher's, Farewell, Inception Day Celebration, , Patriotic Day celebration, Sport, etc., to ensure overall development of the students.

The students are promoted to execute their academic initiatives through poster presentations. Financial support is extended to the students for poster projects. The Institute supports the students for Summer Internship Program. Library is one such area that requires constant enhancement. Hence, appropriate funds are allocated for the purchase of books, newspapers, renewal of journals and magazines. Adequate amount of funds are allocated to meet the operational petty expenses. Further, the funds are utilized for the regular maintenance and development of infrastructure facilities at the Institute

If any additional physical or financial requirement occurs, the institute puts forward the request/ proposal to the management for the procurement of the same. After the proper analysis regarding the vendor selection on the basis of quality, price, terms & conditions and quotation received from minimum 3 suppliers, the purchase is initiated. Further the Purchase Order is raised and the payment is done only after

fulfillment of the order with satisfactory norms. The institute also tries to identify the availability of resources with the other colleges within the campus. If the resources are available and can be shared, appropriate arrangements are made. Thus, this leads to effective resources utilization. Eg. Library facilities etc..

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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:

IQAC has contributed significantly for institutionalizing the quality assurance strategies and processes:
In pursuance for performance evaluation, assessment and accreditation and quality up-gradation, the College has established the Internal Quality Assurance Cell (IQAC). The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions. IQAC monitors the teaching-learning process regularly.

1.The primary objectives of IQAC are:

- To focus on the functioning of college for quality enhancement & facilitate quality culture.
- To the expansion and integration among the various activities of the institution and institutionalize many good practices.
- To provide a sound basis for decision making to improve institutional functioning.

2.IQAC shall develop mechanisms and procedures for:

- Ensuring timely, efficient and progressive performance of academic and administrative task.
- Optimization and integration of modern methods of teaching and learning and evaluation.
- The reliability of evaluation procedures.
- Ensuring the adequacy, maintenance and functioning of the support structure and services.

3.IQAC Functions:

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through

internalization of quality culture and institutionalization of best practices.

4. Apart from regular class work IQAC shall take following special efforts for the students who are weak in students:

* Identifying subject wise weak students;

* Conducting remedial classes;
* Solving personal difficulties;
* Assigning assignments and tutorials;
* Confidence building by solving previous examination papers;
* Providing notes on important topics.

5. Adopting a Selected Group for Special Care:

* To understand personal problems and help overcoming of deficiencies;
* To build confidence among the students;
* To motivate for accepting challenges;
* To help in career planning;
* To create awareness about competitive world;
* To develop positive attitude;
* To help to solve problems with other students or teachers.

6. Interactive sessions with eminent personalities.

* Arrange the interactive session for personality development of the student.

7. Governance:

* Various committees conduct their meetings as per the annual calendar and maintain the minutes of meeting.

8. Teaching Learning:

* To enable optimum review of teaching learning process a structural mechanism has been established through the IQAC.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for 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 and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made

for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

IQAC was established in the College .The Management of the College is Quality Conscious as is guiding force gives a momentum for Quality Culture. The activities are continuously maintained by Head of the Institution. In Case of Teaching And Non Teaching Staff. The College has Quality Assurance System Inclusive of IQAC and Number of Committees for Maintain the Activitities. The College is Learning Organization comes out with a subsystem with IQAC Academic for Governance and Leadership. The IQAC worked as catalyst for quality assurance and enhancement through feedback mechanism. IQAC is established as per Guidelines of NAAC with member from every department. IQAC is headed by the Director / Principal and remaining most faculties is coordinator. The IQAC was revised 2019-20.

Meetings: IQAC meetings are held once in a four months and minutes of meetings are recorded.

Initiatives : following initiatives were identified and according implemented for quality maintenance.

- Feedback system from all stakeholders.
- Development of Quality Leadership.
- Creating Student Centric Environment.
- Identifiction of slow and advance learners.
- Student welfare activities.
- Discrimination of Information to Improve quality of Education.
- Organization of Workshops and seminars
- Meeting the need of A and A assessment.
- Green Audit.
- Organization of seminars and conferences.
- Use of technology in library administration.
- Awareness of performance based appraisal system.
- Strengthening the research activities.
- Checking and suggesting improvements in Academic calendar, Plans for the semester etc.
- Conducting remedial classes.
- Solving personal difficulties.
- Assigning assignments and tutorials.
- Confidence building by solving previous examination papers.
- Providing notes on important topic.

Other Activities :-

- Group study system is also encouraged with the help of the advanced learners.
- Academic and Personal counseling are given to the slow learners by the mentor and the counseling cell.
- Bilingual explanation and discussions are imparted to the slow learners after the class hours for better understanding.
- Provision of simple and standard lecture notes/course materials Strategies for the advanced learners.

- Coaching is also given in Skill Development Programme like Communicative English, Aptitude and Placement.
- Assignment and Student Seminars on contemporary topics to enable them for placement
- Advanced Learners are provided coaching classes for competitive exams.
- Students are encouraged to participate and present papers in various Seminars / Conferences / Workshops / Inter-Collegiate Competitions organized by other colleges.
- Students representing the college in various inter-collegiate meets are provided with the benefit of retest.
- Participation by the students in the in-house competitions such as Debate, Group Discussion, Problem Solving – Decision Making Exercises and Quiz Programmes are also encouraged.
- Talented students are motivated to participate in extra-curricular activities, exhibitions and cultural competitions.

1. **Administrative Initiatives:**

- Equipped classrooms with projector and speakers for effective learning.
- Installed CCTV cameras in the premises for safety and security.
- Biometric system for attendance has been initiated for the students.
- Conducted training programs for the non teaching staff to improve their skills.
- The various activities / functions are divided into committees in order to ensure delegation of authority and responsibility.
- Conducting meetings before the start of the semester to take the review of Syllabus.
- Incorporated the system of taking feedback of the training programs.
- Documentation of Every Events Discrimination of Practices.
- Planning of activities with the Conduct of Academic Audit.

2. **Personality Development :**

- Arrange in the Personality Development Programs in college premises.
- Arrange Industrial Visits.
- Arrange mock interview sessions.
- Arrange expert lecture series for the improve communication skills.
- Arrange value added cources for the personality development ponit of view.
- Arrange good presentation session for the development of the communication skill as well as the personality.

3. **Examination & Evaluation**:

- CBCS based Course introduced by the University.
- Remedial sessions are conducted for slow learners in order to improve their performance.
- To improve the quality of the student the internal exam conducted in twice in the semister.

4. **Lecture Series:**

- The IQAC insist the Faculty to Adopt Students centric teaching and learning activities. The IQAC having its aim to make quality the defining elements of HEI through self and external evaluation promotion.

5. Beyond the Classroom Teaching:

- The department is committed towards holistic development of students. To this end, the department organizes guest lecture of eminent persons, industrial visits, personality development workshops, mock aptitude tests, etc. .
- Initiatives by the Dept for imparting learning beyond the Classroom teaching MBA department has conducted various activities which leveraged inlearning beyond the regular lecture sessions.
- Undertakes industrial visits in and around Aurangabad, Maharashtra for each semester so that students get practical exposure of the various functions performed in these industries.
- The industries range from small scale to large scale industrial sectors. This also gives exposure to real time practical working.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.5.3 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality intitiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: A. All of the above

File Description	Document
Upload e-copies of the accreditations and certifications	View Document
Upload details of Quality assurance initiatives of the institution	View Document
Upload any additional information	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

Specific facilities provided for women in terms of:

a) Safety and Security

b) Counseling

c) Common Room

d) Day care center for young children

e) Any other relevant information.

Response: India is the youngest nation in the world with 69 percent of its population between 18 to 35 years of age. This demographic dividend that India achieved has to be harnessed for the progress of the nation. Ergo, the institution is very keen on identifying the desires and aspirations of the new generation and the measures to enrich the abilities and professional skills of both boys and girls, without any discrimination.

The institution guides the students from their career setup by sensitizing them on issues like gender, social harmony and tolerance.

1. **Safety and Social Security**: Keeping the personal watch by mentor on students everyone checks activity of CCTV "At the end of the day. The institution accords utmost priority to the safety and security of not only the students but also of the staff, and ensures a fool proof vigilant system so that every student, especially girl students, will feel secured and protected to pursue their educational endeavors. The initiatives have been taken by the institution to foster gender equality and gender sensitization programs, thereby to ensure safety of girl students. To have a hawk eye, the institution installed CCTV (Close Circuit TV) cameras at key places in the campus and also in all the class rooms for a round the clock vigilance.

b. Counseling: The institution adopted 'Mentor – Mentee' system as the first step towards confidence building among the students. Each faculty is assigned with specific number of students to cater to their psychological and emotional needs. The institution established a Counseling Cell which includes 06 faculty members of which 50% are women. Students are ensured that the counseling shall be one – to – one and complete. Besides providing personal counseling to the students, the Counseling Cell organizes Personality Development classes to all the students in general. Feedback is one of main measure adopted by the institution to receive feedback from the Students & parents and at the same time acquaint them about the progress of their ward.

C. Common Room: A Common Room & Wash Room is the primary facility required for the girl students to meet to their personal needs. As such the institution has provided a spacious Common Room to the girl students with adequate seating facility. News Papers and Magazines are made available to the girls in the Reading room of library. Besides the common room for the girls, there are separate wash room for boys and girls.

D. Day care center for young children: Most of the girl students of our college come from rural areas and the chances of getting married in early age is not uncommon. Though the institution does not arrange for a day care center for the young children, adequate facilities are provided in the girl's common room for the lactating mothers.

File Description	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	[View Document](#)

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. **Solar energy**
2. **Biogas plant**
3. **Wheeling to the Grid**
4. **Sensor-based energy conservation**
5. **Use of LED bulbs/ power efficient equipment**

Response: A. 4 or All of the above

File Description	Document
Geotagged Photographs	[View Document](#)
Any other relevant information	[View Document](#)

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

Solid waste Management :

In FDSM Campus Runs MBA campuses manage waste for better efficiency and sustainability. The campus has a well-developed waste management system implemented successfully. The main initiatives taken for the solid waste management are given as below: A) Vermi compost development for the plants for campus ecosystem maintenance.

For better awareness to all the stake holders all information of solid waste management is displayed in the campus. The effective waste management system implemented with the support of students, staff, cleaning staff, and with defined procedures. The biodegradable waste treated and used for energy production or campus greenery.

The plant in campus not only gives fruits but contribute heavily towards the carbon neutrality of the campus. It also reduces the soil erosion at the campus. On daily basis, the municipal corporation collects the waste from the institute for proper disposal. The news papers accumulated are sold to scrap dealer. Plastic bags are banned in the campus.

Solid waste collection points at the multiple corners of the campus Centralized Common place for solid waste gathering and sorting Paper waste collection and sorting centre Plastic waste sorting and storing centre is also centralised for the further process.

Liquid waste management

Waste water management system helps for the utilization of this water for campus trees and plants requirement. Well constructed drainage system is in place and the regular cleaning is undertaken to avoid any type of logging.

E-waste management

The e-waste is limited in the campus by maintaining as own repair centre for computer and computer-based items. The computer maintenance and repair is centralized for better coordination and all the repair or non-operating complaints are streamlined. The irreparable systems are discarded and the usable parts are used for the replacements. The discarded parts of the systems and other electronic equipment are sold out to venders for their own recycling process.

Waste recycling system

The waste recycling system consisted of

1. Reduce and Reuse strategies

2. Bio- degradable waste recycling system

3. Waste water recycling.

1. **Reduce and reuse strategies:** These are the very effective strategies implemented with full support of the students. The non-renewable energy is reduced to a minimum with awareness of the staff and students. The plastic wastes reduced considerably with strictly plastic ban from June 2018 in the campus. The single

use items are discouraged for all functions and steel plates and Templers are used in the campus. The Note book reuse is encouraged. Dust bin is distributed with Green Clean campus awareness.

2. Bio-recycling system of the wastes with production of verimcompost that naturally converts the waste to value added products for campus greenery The Bio-degradable items are used in the campus.

3. **Waste water recycling system-** The waste water collected at one place and reused for the growth of plant and trees in campus by drip system of water.

File Description	Document
Any other relevant information	[View Document](#)
Link for Geotagged photographs of the facilities	[View Document](#)

7.1.4 Water conservation facilities available in the Institution:

1. **Rain water harvesting**
2. **Borewell /Open well recharge**
3. **Construction of tanks and bunds**
4. **Waste water recycling**
5. **Maintenance of water bodies and distribution system in the campus**

Response: C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	[View Document](#)
Link for any other relevant information	[View Document](#)

7.1.5 Green campus initiatives include:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

Response: A. Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	View Document
Geotagged photos / videos of the facilities	View Document
Link for any other relevant information	View Document

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

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

Response: A. Any 4 or all of the above

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

7.1.7 The Institution has disabled-friendly, barrier free environment

1. Built environment with ramps/lifts for easy access to classrooms.
2. Divyangjan friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

Response: A. Any 4 or all of the above

File Description	Document
Policy documents and information brochures on the support to be provided	[View Document](#)
Geotagged photographs / videos of the facilities	[View Document](#)
Details of the Software procured for providing the assistance	[View Document](#)
Link for any other relevant information	[View Document](#)

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

The Institute has taken initiative to conducted various event to provide an inclusive environment like tolerance and harmony towards cultural , regional linguistic, communal socioeconomic and other diversities in accordance with making aware our students towards society, inculcate human values and business ethics for future endeavor.

The events and objectives are as bellows.

Date	Type of Event	Name of Event	Objective	
20/8/2021	Inclusive Education	Digital Literacy	To Aware students fo	
15/08/2021	Green Campus	Tree Plantation	To aware students carbon footprints.	
17-08-2021	Ethical Values	"Values for New Edge Managers "	To make aware abou for students	
18/08/2021	Personality Skills	Communication Importance	To remove fear abou personal skills	
19/08/2021	Village Adoption and Social awareness	Village Adoption & Distribution	To take responsibilit greenery.	
20/08/2021	Workshop	" Employee Life Cycle"	To make aware abo corporate world	
21/08/2021	Inclusive Education	" Career prospectus"	To make stand in con	
30/08/2021 31/08/2021	Inclusive Digital Education	Digital Tools & Techniques for effective Teaching and Learning	To bust teachers for world	
07/09/2021	Gender Sensitaization-	Gender Sensitization- Menstrual health and Hygiene	To aware students a	
05/09/2021	Teachers Day	Teachers Day	To thank our Gurus a	
11/09/2021	Socio Economic	Covid -19 Business impact	To Come out from Pa	
28/09/2021	Celebrations	Diwali Festival Celebration	To share our bests wi	

27/10/ 2021	Socio Economic	PM Ujjwala Gas connection distribution	Help the people to get
20/08/2021.	Socio Economic	Village Adoption programme was conducted on 20/08/2021.	To take responsibili village for upliptment
20/08/2021.	Communal	FREE Self defence training 15th August 2021.- 15th January 2022	To make society bold
26/08/2021.	Socio Economic	Participation in the COVID-19 Vaccination online Registration for the society	To make more vaccin
25/10/2021	Communal	Visit to Orphanage on occasion of diwali festival	To celebrate the socie
01/8/2020	Communal	Kridangan	To support the needy society for the sport
21/01/2020	Cultural activity	Annual Cultural Celebrations.	To enhance student activities involvemen
08/03/2019	Celebration	International women's Day	To Empower women
	Health Awareness	Health awareness to the school students	To make aware the and hygiene
01/01/ 2018	Learning	Industrial Visit Live training experience at Rucha industries –	Hands on practice for
28/02/2017	Cultural Programme	Freshers Meet - Cultural Event	To induction program

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View Document](#)

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

Our country includes individuals with different backgrounds like, cultural, social, economic, linguistic, and ethnic diversities, which is governed and guided by the Constitution of India irrespective of caste, religion, race sex. Foster Development School of Management sensitizes the students and the employees of the institute to the constitutional obligations about values, rights, duties, and responsibilities of citizens which enables them to conduct as a responsible citizen.

To equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable

learning environment. These elements are inculcated in the value system of the institute community. The students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities by inviting subject experts from relevant field. The institute conducted various awareness programs on the ban of plastics, cleanliness, Swachh Bharat, etc. by involving students. The institute establishes policies that reflect core values. Code of conduct is prepared for students and staff and everyone should obey the conduct rules. The affiliating University curriculum is framed with mandatory courses like business ethics values, Constitution of India, as a small step to inculcate constitutional obligations among the students. Major Initiative during last five years.

Vigilance Awareness Week: 'Integrity - A way of Life 'To spread awareness regarding sanitation, living standards of life, and knowing one's personality. A separate students group started activities to encourage the students and the unit is successfully conducting extensive activities to inculcate the ethics and values rights and responsibilities to serve the society.

- Swachh Bharat,
- Self Defense ,
- Sport Development in Society,
- Help to the slum area to supply Ujjwala Gas connection,
- Helping to the senior citizens for Covid Vaccination online Registrations,
- Old age Homes visit at Matorshri Ahram, Kanchanwadi,
- Swami Samarth Anath Ashram (Orphanage) at Balapur, Aurangabad.

These activities are done by our students with our staff throughout academic year. These activities enhance and make aware to students for their duties, ethical values and responsibility against the society, community and country.

In addition to this the Subject of Constitution of India is added in syllabus to inculcate the ethics values in the students.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	[View Document]()

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

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

Response: A. All of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	[View Document](#)
Code of ethics policy document	[View Document](#)
Any other relevant information	[View Document](#)

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

Objective to celebrate Days

1. **To motivate students towards Ethics and inculcate values.**
2. **To Inspire and takes lessons from the national Hero for built up the nation towards today global competition.**
3. **To know the National hero who always guides through their work.**

 Birth Anniversary of National Hero celebrated as per schedule

1. **03 Jan Savitribai phule Jayanti**
2. **19th February Birth Anniversary of Chhatrapati Shivaji Maharaja**
3. **14th April Dr. Babasaheb Ambedkar**
4. **26 June Rajarshi Shahu maharaj**
5. **02 Oct. Mahatma Gandhi Jayanti**

Days of Celebration

- **University Foundation day is celebrated on 23rd August.**
- **Marathwad Mukti Sangram Din On 17th September institute felicitate Freedom Fighters who took part in that movement.**
- **Dr. Babasaheb Ambedkar 'Mahaparinirvan Din' 6th December.**
- **Republic Day is celebrated on 26th January.**
- **Maharashtra Din is celebrated on 1st May.**
- **Independence Day is celebrated on 15th August.**
- **Birth and Death Anniversaries of national leaders as per the schedule**

File Description	Document
Link for Annual report of the celebrations and commemorative events for the last five years	[View Document](#)
Link for Geotagged photographs of some of the events	[View Document](#)

7.2 Best Practices

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

Response:

Best Practices: 01

1.   **Title of Practice- Digitalization of Library**

2.   **Objective of the Practice-**

- To easy access of books and references to the students and faculties.
- To provide maximum ready material to students and stakeholders.
- To save time for the access of books and reading material.

3.   **The context-**

The college has adopted digitalization in harmony with the Digital India Movement, started by the Government of India. Practices adopted include, streamlining the documentation system through digitalization with the aim of integrating people, information and technology. It replaces paper forms with online forms, cashless payments, creates faster delivery of decisions and communications to students with web forms, improves access and visibility to files. Mobile friendly software Apps are used to record and communicate attendance and facilitate communication by SMS. Digital Library is implemented for automation and to enhance efficiency for users for speedy transactions, retrieve statistical records of library transactions. Library Automation Software (LIBMAN) allows conversion of library records as per the international standards in the form of Learning outcomes are enhanced through the Digital learning management system (LMS) which assists in remote access to study material and permits learners the freedom to grasp at own pace.

4.   **The practice-**

The practice helps students to enhance their skills. Institute keeps Library Orientation Session for fresher students. The goal of the orientation is to highlight the importance of use of library for academic and overall development of the student. The Process The librarian shares about the institute's library through presentation to the students. It helps to the students get information on aspects of library like importance of library in student's life, rules and regulation of the institute's library.

To provide information regarding resources available in the library which includes Books, Journal,

Periodicals, e-resources subscribed by the institute and to educate them for better access of the same for the academic and overall development. The Process On a specific day all general books and reference books are displayed in the library. The students are divided in sub-groups and are invited to the library for tour. Students are also provided the guidelines on access to e-resources. In result of this is students get awareness regarding library resources and their location, and are motivated to refer the same.

Digitization of library access helps students To allow the remote access to the library and provide latest information. The online DELNET Library has developed and subscribed by institute which provides all the information like New Books Collection, Publications, List of Students Project Report, Conference Proceedings, Newsletter, E-Resources etc. Outcome of this is that students can access to Library any time anywhere.

As a good practice we are gradually converting the existing manual documentation process into a secure retrievable digitalized management system to effectively aid in administrative processes also. Certain constraints associated with the practice include: Requirement of uninterrupted high speed intranet and internet. The digital data needs to be secure from hacking, viruses and unauthorized alterations. Technical expertise, training and motivation to staff and students are needed to switch to digital content.

Best Practices: 02

1. **Title - Personality Development Program (PDP)**
2. **Objective:**
   - To enhance the personality of students.
   - To inculcate practical knowledge
3. **The Context:**

Personality development program is conducted under training and placement committee, which encompasses in house personality program, subject specific guest lectures, expert lectures and industry visit. This PDP programme helps to enhance Employability by providing training and developmental programs which enhance the skill set of students. It promote Industry Institute Interaction (III) by arranging guest lectures and industry visit that provides practical learning and exposure to corporate world.

Personality development program designed pertaining to the requirement of student and industry. Personality development program is classified as:

1.Orientation about specialization

2. Training activities by in-house faculties & Expert from leading organization

3. Industry Visits

4. Subject experts sessions from the areas specialization like Communication, Team building Leadership, Goal setting, Resume building & Interview technique, Brain Storming, Mock Interviews, Group Discussion & Personal Interview.

4. The Practice:

First activity in personality development program is preparation of The Training calendar. As training

schedule is prepared and distributed among the faculty members. An attendance record has been maintained for every session of training conducted. Industry Visits are scheduled for MBA I & II students. Per Semester at least one visit is the target. MBA I has a general orientation during the Visits and MBA II have specialization orientation (HR, Marketing, Finance, Production and Operations.) Orientation about specialization is organized by industry personnel for student to understand the avenues of respective specializations. The certification courses for the interested Students of Finance organized by the Institute on Tally ERP training. The Guest Lecture is scheduled on either developmental needs or subject Specific one.

File Description	Document
Link for Best practices in the Institutional web site	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

7.3.1: Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Foster Development School of Management, Aurangabad is established to **provide management education to the root level of society. Management helps Meritorious Students in fees concession according to the capability of student. Free education is offered to the student whos parents no more due to the COVID-19 pandamic.** It also helps to inculcate basic values like truth, honesty, and character, anti exploitation, spirit, love, social service and sacrifice into the students. The vision of our institution is provide Knowledge, at base level of society. All the stakeholders are well aware of the fact that the education is a basic human right and good indicator of development. Education uplift the society with proper knowledge and awareness of his duty and rights towards nation. Since its inception the institution has been striving hard to develop all around personality of students. Our attempt is to provide excellent educational opportunities that are responsive to the needs of community and help students meet economic, social and environmental challenges to become active participants in shaping the world of future.

To inculcate values like truth, honesty, character, sacrifice, curbing social exploitation, various activities are carried out in our institution. At the same time the institution provides opportunities to students to enhance their skills, potential, social responsibilities, sportsman spirit through Sports, Cultural activities and career oriented courses. We also attempt to maintain a high standard of integrity and performance leading to the achievement of academic and professional goals.

To make teaching learning effective the institution has rich library, video conferencing facility, Smart classroom, Projectors, Internet, Wi-Fi facility to students etc. Adequate infrastructure facilities are keys for effective and efficient conduct of educational programs. The other supportive facilities on the campus are

developed to contribute to the effective ambience for curricular, extra curricular and administrative activities. The ICT facilities and other learning resources are adequately available in the institution for academic and administrative purposes.

In the academic development and excellence the role of teachers is significant one. Our teachers are dedicated who take initiative to learn and keep abreast with the latest development, to innovate, continuously seek improvement in their work and strive for individual and institutional excellence. Teachers update themselves by participating in various Workshops, Conferences, Seminars, Publishing Research Papers etc. Our teachers provide a variety of learning experiences using appropriate methodologies such as participative learning, experiential learning etc.

It is noteworthy that our teachers satisfy the needs of students from diverse background in the community. The institution provides a platform to enhance their skills, intelligence and potentials with social responsibilities and carries out various activities like blood donation ,financial assistance to the wards of farmers who committed suicide, participation in outside tree plantation programme, Covid-19 vaccination camp, Swachh Bharat Abhiyan etc.

The institution has adopted village for the awareness of Health issues, energy conservation, rain water harvesting, green practices, Vermi composting etc.

File Description	Document
Link for appropriate web in the Institutional website	View Document
Link for any other relevant information	View Document

5. CONCLUSION

Additional Information :

2010 was a landmark year in which FDSM became a pioneering College to offer the 2-year P. G. program, Master of Business Administration sanctioned by AICIE and affiliated to Dr. Babasaheb Ambedkar Marathwada University. It has also been running a centre for IGNOU from the year 2018. In keeping with its goal of imparting education that focuses on all round integrated development of our students, FDSM encourages and facilitates active participation in sports by our students.

 The institution has many societies for extra-curricular activities and our students have been undertaking many events. The College recognizes the significance of promoting a research environment amongst staff and students. To achieve this end, institute promotes students to undertake a Research in the College. A variety of Add-on Courses are offered to students to give them an edge in today's job market. To preserve and nurture the bond with its alumni, the college maintains an active Alumnae Association. The College has Energy and Environment Policies to protect and conserve ecological systems and resources within the campus. The College implements E-governance in all functioning of the institution in order to provide simpler and efficient system of governance which promotes transparency and accountability within the institution.

The students are receiving industry relevant skill-based education with the objective to meet the rising demand in the job market. Many Industry-Academia collaborations are established wherein students get the opportunity to keep themselves abreast of the latest trends in the various sectors viz, media, journalism, artificial intelligence, data analysis, film making, fashion designing etc through Add-on-Courses. To support interactive/classroom pedagogical methodologies, the teachers are also encouraged to use ICT tools to deliver their lectures using videos and PPTs. Numerous renowned companies visit the College annually and a large number of our students find placements with them.

Concluding Remarks :

As we have mentioned in the earlier blogs, there are 7 assessment criteria which the institution have to comply with in order to get a NAAC accreditation. We will state those once more here:

Curriculum is in the core of education. It is important to have a relevant, well structured curriculum that answers all the questions about the future and equips the student with all the necessary skills and knowledge.

 The teaching-learning processes, student's results, desired outcomes etc comes under the second criterion. As the first criteria deals with a "**WHAT**" in learning, this one assesses the "**HOW**" the learning happens.

Academic research, extended consultancy services from the side of institution towards the industry and the field of study, and extension which is the outreach of institution towards the society, addressing various real-life problems, finding solutions, and other extra-curricular activities to improve the overall quality of the institution is covered in third criteria.

Criterion 4 is to assess the physical academic facilities and support system. Having a good learning

environment and necessary facilities are very important while working towards the quality of education.

The next one is focuses on ensuring proper participation of students in academics, and students support for the side of the institution. Helping and guiding students in their education contributes into the overall quality of education.

Governance and management are the backbone of the institution. Having a well-structured governing body and a management helps to find and address gaps in practices, and efficiently implement proper counter mechanisms on time. The quality and future of the institution depends on it.

Innovations and Best Practices criterion is to assess factors like approach of institution towards a greener, eco-friendly campus,Energy conservation in the institution,Innovative ideas implemented in the institution, and Practices towards a common, better future. Etc.

These all proclaims the nature perspectives of the institution towards the outside world, and its moral values. The 'Best practises' includes anything that have contributed towards the institutional objectives and quality improvement.

The institute has taken care to submit the SSR as per the direction of the NAAC.