YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	SSR INSTITUTE OF MANAGEMENT AND RESEARCH
• Name of the Head of the institution	DR MRS PRAVEENA S MULEY
• Designation	DIRECTOR
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	09081160002
• Mobile no	7096764444
• Registered e-mail	director@ssrimr.edu.in
• Alternate e-mail	director@ssrimr.edu.in
• Address	SAYLI
• City/Town	SILVASSA
• State/UT	Dadra and Nagar Haveli
• Pin Code	396230
2.Institutional status	
• Affiliated /Constituent	Affiated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	**Self-financing**
• Name of the Affiliating University	**Savitri bai Phule University**
• Name of the IQAC Coordinator	**Dr. Mohd. Bilal A. Bhada**
• Phone No.	**09081160002**
• Alternate phone No.	
• Mobile	**9824284123**
• IQAC e-mail address	**iqacssrimr@gmail.com**
• Alternate Email address	**iqacssrimr@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://ssrimr.edu.in/aqar-report-2019-20/
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://ssrimr.edu.in/wp-content/uploads/2022/03/Part-A-1.1.2-Academic-Calendar.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**2.72**	**2020**	**11/03/2020**	**10/03/2025**

6.Date of Establishment of IQAC	**04/01/2019**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
-	-	-	-	-

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File

9.No. of IQAC meetings held during the year	2	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

Subject specific guest lectures encompassing the curriculum topics.
Feedback form for the courses taught taken twice in a semester.
Concurrent evaluations as a part of assessments inline with the University guidelines.
Preparation and maintaining course files covering all the aspects of the course.

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

Plan of Action	Achievements/Outcomes
NAAC Pear Team visit	Successfully completed on 21st and 22nd Feb, 2020 and Institute received accreditation on 11th March, 2020 with grade of B+ (2.72 CGPA)
Celebration of National Safety Week (NSW)	The Institute observed NSW wherein Students presented their thoughts on Safety aspects in the assembly activities and the Institute felicitated the winners and participants of Road Safety Week Competition participants on 12th March 2020. The felicitation happened in presence of representatives of Sun Pharmaceuticals Industries Limited, Silvassa Plant.
Certification Courses for Industries	The Pandemic situation presented a challenge of survival and hence the collection of recommendation from Industries on topics/courses will be completed in forthcoming period.
Inclusion of Aspects of Industrial Marketing as a part of Course Curriculum considering the belt of companies in and around the territory.	Included an Elective Course in Marketing Specialization Course named Business to Business Marketing
Coverage of Project Management Aspects for the knowledge of the students and betterment of the chances in terms of their employability	A University level Course for the all the students included for the students of third semester named as Project Management.
Observing of all the Guidelines of Local Administration of Dadra Nagar Haveli and Daman Diu for the Academic and Administrative purposes with respect to COVID 19	Commenced and Managed the Academic and Administrative work of the Institute with due care and respect to all the COVID Guidelines

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

- Name of the statutory body

Name	Date of meeting(s)
NAAC (AQAR 2019-20)	**27/08/2021**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	**28/12/2021**

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**122**

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

2.Student

2.1 Number of students during the year	**110**

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

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**8**

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

2.3 Number of outgoing/ final year students during the year	**54**

File Description	Documents
Data Template	[View File]()

3.Academic

3.1 Number of full time teachers during the year	**6**

File Description	Documents
Data Template	[View File]()

3.2 Number of sanctioned posts during the year	**6**

File Description	Documents
Data Template	[View File]()

4.Institution

4.1 Total number of Classrooms and Seminar halls	**7**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**1478371**
4.3 Total number of computers on campus for academic purposes	**75**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

SSR Institute of Management & Research Prepares academic calendar at

the start of each semester. Due to COVID 19 and subsequent impact on the academics and schedules of the term start and end, the Academic year have been considered from June 2020 to September 2021. The expansion of the academic year was unavoidable and hence the academic calendar has been prepared semester wise instead of term wise. Time table is prepared as per the subjects allotted to each course coordinator and due consideration is given regarding the load and sequence for each teaching faculty. Time table gets revision if need occurs during the semester. Each Course coordinator prepares study plan and gets the approval of Director. During the semester curriculum delivery, each faculty recommends text books and reference books to encourage students to visit and issue the same from library. Each faculty keeps a detailed and updated teaching record mentioning the date, topic covered and number of students attended.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	[http://ssrimr.edu.in/]()

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

SSR Institute of Management & Research have a well-documented plan in form of academic calendar prepared for each semester and is followed religiously during the implementation phase. The Assessment and Evaluation Team is functional at the Institute and is responsible for smooth and timely conduct of continuous internal evaluations. All the faculty prepares a scheme of CCE (Comprehensive Concurrent Evaluation) for each course approved by the director. The schedule for the internal evaluation in consultation of course coordinators is published to students well in advance so as to avoid any conflict of schedules and allowance of enough time to students for preparation. The notifications of the schedule is posted on Institute Notice Board and during COVID times, on Google Classroom and Class WhatsApp Group.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://ssrimr.edu.in/wp-content/uploads/2022/03/Part-A-1.1.2-Academic-Calendar.pdf

1.1.3 - Teachers of the Institution participate in **C. Any 2 of the above** **following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

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

1

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

4

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

45

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

1.3 - Curriculum Enrichment

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

SSR Institute of Management & Research focuses on overall well-being and development of students through university prescribed courses (core and electives) and activities that sensitizes life facets including gender-based studies, concern for environment and inculcating Human Values and Professional Ethics. The institutes teach its students the crosscutting issues in the curriculum and courses to enrich the holistic understanding of the students regarding Professional Ethics including general management ethics and functional ethics. The Institute also provides insights on the Gender based knowledge through courses like Business, Government and Society and Enterprise Analysis & Desk Research. The environment and sustainability aspects are sensitized among the students through seven courses mentioned in the list of courses. Human Values are disseminated through seven courses. All these courses and its delivery through lecture mode are accompanied with allied activities in the institute from time to time. Institute aims to create the

global villagers through the help of such courses and having an empathetical heart and mind towards the crosscutting issues of the society.

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

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

2

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

54

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	http://ssrimr.edu.in/wp-content/uploads/2022/03/1.4.1-1.4.2_-2020-21.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://ssrimr.edu.in/wp-content/uploads/2022/03/1.4.1-1.4.2_-2020-21.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

56

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of

supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

12

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

1. **Learning levels assessment at the Institute: The students' performance is monitored throughout the programme and assessed after every semester-end examination. Therefore, the advance learners and slow learners are identified post semester one results. The learner classification is performed as per the Institute SOP of Learner Classification based on the score attained by the students in preceding semester examination.**
2. **Programmes for Advanced Learners and Slow Learners:**
   - **Common Programmes:**
     - **Peer-Learning sessions are also encouraged where in learning-sharing happens among both the advanced and slow learners.**
     - **Mentor-Mentee sessions are conducted frequently to address general and specific requirements of both advanced as well as slow learners.**
   - **Advance Learner specific Programmes:**
     - **Additional Classes for enhancing the Higher order of thinking and learning and**
     - **Students are also encouraged for Research & Publications.**
   - **Slow Learner specific Programmes:**
     - **Extra Classes are conducted to reinforce better understanding on the concepts taught in the regular classes.**
     - **Remedial Session are arranged post End-Term Formative Assessments so that they can perform well in Summative Assessment taken by the University.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
110	**6**

File Description	Documents
Any additional information	[View File]()

2.3 - Teaching- Learning Process

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

The Institute has identified following student centric methods for enhancing learning experiences:

1. **Experimental Learning Methods deployed are i) General & Specialization Industrial Visits, ii) Summer Internship Projects, iii) Field Work, and iv) Live Projects.**
2. **Participative Learning Methods deployed are i) Students encouraged for Research Paper, Business Modeling Competitions at University Level and State Level, ii) Poster Presentation, iii) Group Discussions & Brain Storming Sessions, iv) Guest Lectures / Sessions, and v) Business Plan Competition.**
3. **Problem Solving Methods deployed are i) Case Study Workshop, ii) Case Study Competition, iii) Mentor Mentee Sessions, and iv) Remedial Sessions**

In the AY 2020-21 due to Covid-19 pandemic the online mode of teaching-learning was adopted. Hence, few identified methods could not be concretized such as visits, business plan competition etc.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	https://ssrimr.edu.in/category/news/

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

The class-rooms at the Institute are equipped with the hardware devices as mentioned in the bullet point below on "Hardware" and required software for enabling the teaching-learning process. ICT enabled tools used for effective "Teaching-Learning" process are:

- Hardware: Laptops & Desktops, Projectors, Printers, Pen-drives, Scanner, Speakers and Microphone.
- Software & Internet: Google Classroom, Digital Library, Google Meet, Google Forms etc.

The hardware infrastructure enables the teaching-learning process in various ways like teaching visualizations and demonstrations, Audio-Video sharing, teaching IT skills etc. While open-source software's and internet is used for communication with students, sharing study materials and resources, connecting the students virtually, and for online assessments etc.

Normally, the teachers use "Projector" as an aid for lectures in various ways such as; PowerPoint teaching slides, use of MS office either for teaching or skill-based learnings, video sharing related to course curriculum etc. Due to accessibility of internet in the classroom's teachers are able to enhance their pedagogy and andragogy through easy website demonstrations and also by making a good use of various software's. The software and open-access web-based services are leveraged by the teachers for learning enforcement and formative assessments.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

6

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

6

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

2

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

57

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Mechanism of Formative Assessment followed by Assessment & Evaluation Committee at the Institute is as follows:

1. Prepare an evaluation schedule and communicate to the students well in advance.
2. Conduct the evaluation as per the evaluation schedule.
3. Post evaluations display the scores on the notice board within a week of an evaluation.
4. Communicate the areas of improvement.
5. Compile the scores for uploading on the university internal marks portal.
6. Display the final complied score on the notice board for students' record.

Comprehensive Continuous Evaluation (CCE) are as per University prescriptions. University prescribes minimum of 3 CCE's for core course, 2 CCE's for elective courses and 1 CCE for foundation & enrichment courses. Institute follows the pattern of evaluations laid down by the university.

Frequency of Assessments: The frequency of assessments is as follows:

CCE #

Course Completion

1

20% and Above

2

50% and Above

3

Towards the End of Semester

Mode of Assessments: The University has defined 46 modes of assessments in its curriculum (Uploaded in Additional Information). These are further classified in various groups based on learner participation. Commonly used assessments are: Class Test, Cases, Presentations, MCQ's, Reviews & Reports etc.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://collegecirculars.unipune.ac.in/sites/documents/Syllabus2020/MBA%20Revised%20Syllabus%202019%20Pattern%20_Sem%20I%20to%20IV_R2_25_7_2020_04.082020.pdf

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

Assessment & Evaluation (A & E) Committee at the Institute deals with internal examination related grievances. Students are communicated well in advance regarding the code of conduct of assessments. In any situation of the grievance, modus operandi is:

1. **Student approach the respective course instructor,**
2. **Course Instructor communicate the grievance to A & E committee,**
3. **Course Instructor along with evaluation committee resolve it,**
4. **If, the grievance is chronic the matter is taken forward to the Director and resolved accordingly.**
5. **The student is communicated with aftereffects and ensured that he/she have understood the consequence.**

Exemplary Case: If a student has missed the planned evaluation s/he may approach the respective course instructor. Course instructor shall inform the Internal A&E Committee and permit for makeup evaluation only if it was missed on genuine grounds and was informed. If not informed prior the matter is taken up to the Director. Director post hearing to a student and assessing the matter if finds that the evaluation was missed on the genuine

grounds then shall allow the student for makeup evaluation. Students will have to put it in writing addressing the Director. Director shall approve the student request and forward it to the A & E Committee. Thus, the A & E Committee further makes provisions accordingly.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	https://e-onlinegrievance.com/c/SSRIMR

2.6 - Student Performance and Learning Outcomes

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

The Programme and Course Outcomes are adopted from the University Curriculum. The Course Outcomes designed by the University are based on the "Blooms Taxonomy" and "Outcome Based Education" (OBE). Thus, for all the courses, outcomes are based on learner cognitive abilities. These "Cognitive Abilities" are: Remembering, Understanding, Applying, Analyzing, Evaluating and Creating.

- **Display of Programme and Course Outcomes: The Programme Outcomes are displayed on the walls of the Institute as well as the same are stated in the Syllabus available on the Institute website. The path of syllabus on Institute website is: www.ssrimr.edu.in/syllabus/?Programme?Master of Business Administration (MBA) ?Syllabus ?University of Pune – Syllabus ?Syllabus 2019.**
- **Communication of PO's & CO's to Teachers: The Programme as well as Course Outcomes for each course offered are discussed by the teacher in a staff meeting under the agenda "Course/Subject Allocation". This staff meeting is held well in advance.**
- **Communication of PO's & CO's to Students: The Programme Outcomes are communicated and explained to the students at beginning of the first year during orientation program. The Course Outcomes are discussed with the students by respective course instructor at the beginning of the course.**

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://ssrimr.edu.in/syllabus/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The University implemented "Outcome Based Education" curriculum from the Academic Year 2019-20. As part of it there has been a paradigm shift in the way Institute evaluated its attainments. Mentioned below is the way of evaluating the attainments adopted by the Institute.

- Attainment of CO's:
  - The CO's to PO's & PSO's Mapping Matrix is completed by Course Instructor.
  - Direct Attainment of CO's culminate from "Formative Assessments" (CCE's conducted at the Institute by respective Course Instructor) & "Summative Assessments" (ESE conducted by the University) mapped to the CO's of a specific course.
  - Indirect Attainment of CO's is gauged from "Course Exit Survey".
- Attainment of PO's & PSO's:
  - The Matrix Mapping of "PEO to Mission", "PO's & PSO's to "PEO's" and "CO's to PO's & PSO's" is done for a batch.
  - Direct Attainment of PO's & PSO's result from the CO's attainment.
  - Indirect Attainment of PO's & PSO's is ascertained through the "Programme Exit Survey" of the batch.

It will be an extensive 02 (Two) years working with a batch for various CO's attainment and then finally PO's & PSO's attainment would be computed. Hence, the Institute is yet in the evolution phase as far as final attainments areconcerned.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://ssrimr.edu.in/syllabus/

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

52

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://ssrimr.edu.in/wp-content/uploads/2022 /03/2.6.3-Annual-Report.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://ssrimr.edu.in/wp-content/uploads/2022/03/2020-21-SSS-Report-AQAR-KI-2.7.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

NIL

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

1

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

SSR IMR, permanently affiliated college to SPPU, Pune, finds pride in associating with its Innovation Cell. The Start-up & Innovation cell at Institute was constituted in 2018-19 and it has succeeded quite well in 2020-21 as well. The Cell has responsibility of organising programmes pertaining to the awareness & promotion of Entrepreneurship among students. In this series during 2020-21 sessions on developing entrepreneurship skills and talks by Leading Entrepreneurs have been organised. Institution also participates in the functional MoUs with Organisations have supported the deliverables at the Institute. The Institute has witnessed students adopting Entrepreneurship as career choice and excelling. The advent of FOOD MOHALLA by IMR Students last year at Silvassa has created a

good momentum among current students. Family businesses of students are experiencing a larger amount of contribution from students now post acquiring managerial & entrepreneurial skills. The students participate in the University run competition – Ideation, which is intended towards developing new business Ideas among students. Due to Pandemic this year students could not participate. Institute's effort towards promoting Entrepreneurship shall explore further contributing to Student's success in upcoming years.

Innovation Ecosystem – In a nutshell:

- Motivational Support through Sessions
- Incubatory assistance
- Competitive Participation

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://ssrimr.edu.in/category/news/

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

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

8

File Description	Documents
Report of the event	[View File](#)
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	http://ssrimr.edu.in/wp-content/uploads/2019/08/Code-of-Ethics.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

6

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

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

19

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The Institute advocates the promotion of social instincts and moral development among students. The highlighting efforts includes the

social campaigns like Pulse Polio Campaign, Sexual Harassment Prevention Session, Campaigns like Water Breaks & Steam Breaks during Covid 19. Also as part of the student sensitization to holistic development a Farm visit is organised to equip student's approach towards sustainability of the economy through Agricultural base, however the same had hindrance this year due to Pandemic. Also encapsulating the Environmental responsibilities, the Institute took a green initiative whereby the students enthusiastically participated in the tree plantation programme during March 2021.Collaboration with Kartavya NGO has facilitated the Institute to join social movements in terms of the Polio eradication campaign and other environmental issues. IMR students have participated at the Azadi kaa Amrit Mahotsav adhering the Government guidelines. As part of the activity students participated in Essay writing & various presentations. The Institute celebrated the Environment Day in June 2021 with e-quiz & e-Poster. Along with these specific efforts, students are also allowed to be part of the social movements and demands from the societal groups. Students have been empowered to participate on Individual level in social program & meets.

File Description	Documents
Paste link for additional information	http://ssrimr.edu.in/category/news/
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS

awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

6

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

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

110

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

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

17

File Description	Documents
e-copies of related Document	View File
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

10

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Classrooms

Institute has four classrooms with ICT facility like PC, Projector, Projector Screen, Notice board, Speaker, high speed internet connectivity with 30 mbps bandwidth and AC facility and two tutorial rooms at first floor of the building.

Library

Library has Books 5500+, 07 newspapers in four language, 280 Audio-visual collection, and 583 student project report. The library is an institutional member of National digital library of India and DELNET consortia. It is automated with KOHA open sources software for

library Management system. The library is providing different types library and information services, library activities and library literacy program for new students and having e-library with 5 PC equipped with internet facility.

Computing equipment and laboratories

Computer lab is equipped with 60 PCs with Ubuntu operating system. The individual computers are provided to the teaching & non-teaching staff. The institute is providing latest configured LAPTOP to the New students every year. The Institute has Printers, Scanner, System software, photocopier machine and Application software. Institute has CCTV camera at the place of library, auditorium, computer lab and lobbies. The institute has fire safety Equipments for the emergency and it is renewal by the authorize agency by time to time.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://ssrimr.edu.in/infrastructure/

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

Cultural activities

The institute organize cultural event in every year like Navratri celebration in form of competition in the college campus, "TATTVA" in-house cultural program, Fresher party for the welcome to new students, Farewell for senior students, Teachers Day, Inception Day, Patriotic day on 26th January, 15th August and 2nd August (DNH liberation day), 21st June International Yoga Day and other related events every year. Every two-year institute organize mega cultural event "VISION".

Sports activities

The Institute has well equipped sports complex with basketball ground, cricket ground and volleyball ground, facilities for indoor games like table tennis, chess, Carrom etc. and has Open Air Gymnasium for Staff and Students. The institute organize inter collegiate competition "Annual Sports Day" and inter class competition "SPOTAL" in every year. In this event, staff and students participants in different types team games like Cricket,

Volleyball, Basketball, Tug of war, Football; Indoor games like table tennis, Carrom, Chess and athletes game like 100 meter running. The institute celebrates International Yoga Day on 12th June with students and staff. On this day all the staff (Teaching and non-teaching both) and student are doing yoga with direction of yoga expert.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://ssrimr.edu.in/category/events/

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

5

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://ssrimr.edu.in/campus-tour/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

NIL

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template	[View File](#)

4.2 - Library as a Learning Resource

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

The library has more than 5500 books like textbook, reference book, General Books, Motivational Books, Inspirational Books and Biography. The library has subscribed 31 National Journals, International Journals and Magazines, 11 Newspapers in four languages for the update the latest information for the students and faculty members. The library is automated with KOHA (Library open-source software) for manage all the functions of the library. The library has subscribed DELNET online database for the e-resources access. The Library is providing different types services like reference services, referral service, Inter Library loan service, Circulation service, E-Library, Internet Service, Reprographic & Scanning Services, Newspaper Clipping Service, Library Website, E-Document Delivery Services; different types awareness program like Library Orientation session for fresh students, Library Information Session, Book Review Competition, Library Physical visit for new students, Book Display, Journal/Magazine article review Presentation, Annual Library Best User Award for the users. The library is institutional membership of National Digital Library of India.

Name of ILMS software: KOHA (Open sources Software for LibraryManagement)

Nature of automation: Automated

Version: 16.05

Year of Automation: 2020

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://ssrimrlibrary.webs.com/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources   A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

51101

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

2

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Institute has adequate numbers of computers in computer lab, Library, Staff rooms, Conference room and Class rooms with internet connection. All these places are connected through LAN and aids in Teaching and Learning Environment. Institute is providing the latest configured laptops as a gift from Trust's Chairman to the first-year

students every year for getting advance knowledge. Each classroom has LCD Projector facility along with Audio Speakers. Institute has 3 printers with 2 scanners. Institute has internet connection with Internet Bandwidth of 30 MBPS lease line connection provided by Ishan Netsol Private Limited, Surat. The Institute has JIO WiFi system in building. The computer lab has a backup of 10 KVA and the same can with stand 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 and antivirus software updated on regular basis. The Institute has open sources software like KOHA (Library Management Software) and Ubuntu Operating System. The institute has covered 24*7-day CCTV camera with backup system. The institute has photocopy machine, TVs, UPS, Speakers, Biometric machine for attendance of staff and students, Amplifier, Wireless microphone and Wi-Fi system in the building.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ssrimr.edu.in/infrastructure/

4.3.2 - Number of Computers

175

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

1478371

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

SSR MT Maintenance team looks into the preservation of Physical Facilities, Academic Facilities and Supporting Facilities. Respective floor in-charge at the institute monitors the conditions of the equipment and other amenities required for effective operations of the Institute. Review of all components are done on a periodic basis and issues with any of the facilities are communicated to LDC of the Institute. LDC inspects and analyses root cause and communicates toDirector with a possible solution alternative. The Director approves the issue report in respective register and forward the same to the maintenance team of the Trust. This 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. Second, in case the systems maintenance requires an involvement of an external party like in case of Furniture, plumbing works and RO Water machine, with whom the Institute have an AMC contract, The Maintenance team of the Trust communicates the respective party and work is done as soon as possible with supervisor of Mgt. Representative and LDC.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	http://ssrimr.edu.in/wp-content/uploads/2021/08/Infrastructure-Maintenance-SOP.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

0

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File]()

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

100

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	http://ssrimr.edu.in/category/news/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

100

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

100

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

15

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

1

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at univer sity/state/national/international level (During the year) (Data Template)	[View File]()

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

The Institute has a dynamic Students Council which coordinates various activities related to student welfare and development. As per the provisions of section 99 ,147(2) (1) of Maharashtra Public Universities Act 2016, the college has constituted a student council every year whose composition structure is as mentioned below.

Chairperson

Director

Member

Director of Sports & Physical Education

Member

Assistant/ Associate Professor/Professor nominated by the Director

Member

One student with academic merit

Member

One student with outstanding performance in sports

Member

One student with outstanding performance in cultural activities

Member

Two girl students nominated by the Director

The Student Council Committee of SSR IMR is responsible for the overall progress of students. The committee vouch for the student development which comprises of series of activities like personality development program, sports, cultural and co-curricular and extra-curricular activities.

students are involved in several Institute committees with active participation. They are mentioned below.

- **Internal Quality Assurance Cell (IQAC)**
- **Internal Complaint Committee (ICC)**
- **Sexual harassment Prevention Cell**
- **Anti-ragging cell**
- **Cultural Committee**
- **Zest Committee**
- **Discipline Committee**
- **Library Committee**
- **Training & Placement Committee**
- **Sports Committee**
- **Technical Committee**

File Description	Documents
Paste link for additional information	http://ssrimr.edu.in/ssr-imr-mandatory-disclosure/
Upload any additional information	**No File Uploaded**

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

4

File Description	Documents
Report of the event	[View File](#)
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[View File](#)

5.4 - Alumni Engagement

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

SSR Institute of Management & Research, Silvassa has very vibrant and dynamic Alumni Association Which got registered in the year 2019. Association is working with objective of Student grooming, Mentorship, Placement assistance and sharing good practices with institute. In 2020-21 Alumni has extended support to strengthen institute by providing their valuable experience through virtual guest session, assistance in mock Interview and final placement. Alumni association organizes meeting on last Sunday of every September. Alumni also got some benefits in associating themselves with alumni association like Opportunity to groom other student, access to institute library and building self-profile.

Subject Specific Guest Session detail conducted by Alumni

Information Technology Act & IPR

CS Neelabh Kaushik

ACS, CMA,LLB,MBA, EAC Management Consultant LLP, Silvassa

Marketing Strategies- Case of The Table Delights

Ms Sonam Marfatia Wani

Founder, The Table Delights (YouTube Channel), Mumbai

HRM 4.0

Mr Abhishek Rane

Manager- HR, Axtel Industries Ltd, Vadodara

Competency based HRM

Mr Abubakar Ajab

Head HR, GSC, BIC,Cello India Private Limited

Mock Interview organized by SSR IMR Alumni Mr Neelabh Kaushik

Mock Interview

CSB Bank Personnel

Final Placement

Ms Bansari Kapadi & Ms Meera Nair got recruited at EAC management Consultant LLP owned by SSR IMR Alunmi.

File Description	Documents
Paste link for additional information	http://ssrimr.edu.in/alumini-council/
Upload any additional information	**No File Uploaded**

5.4.2 - Alumni contribution during the year (INR in Lakhs)   **E. <1Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

SSR IMR has ensured that development of its Students and Intellectual capital is core to its operations & functioning. The Institute is engaged into creating value basedteaching – learning&research oriented environment to enable the students learn

& grow with the support of Industries& other stake holders from the societies including NGOs.

Governance of the Institution is largely attained through the structured & transparent committees formed for respective functioning. The Academic Committee, Examination & evaluation committee, Cultural Committee, Sports Committee, Events Committee (ZEST) etc. The Institution's Administrative Committee ensures the compliance to the statutory bodies like AICTE, DTE, and University etc.

The College Development Committee (CDC) is entrusted with the responsibility of strategizing & executing the plan for the academic progress at the Institute.

The IQAC was constituted to strengthen the overall functioning to the Institution. Under the guidance & support of the cell, various activities and sessions are organised.

The Research Inclinationis evident by the progress in the form of Research paper publications, attending conferences, Seminars & workshops, Presenting Research papers, participating in the Maharashtra State run research competition "Avishkar", Ideation competition organised by SPPU, etc.

File Description	Documents
Paste link for additional information	http://ssrimr.edu.in/
Upload any additional information	No File Uploaded

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

IMR follows decentralization and participative management through the training and placement activity which gives each batch equal opportunity to grow for sustained excellence in career through training & placement activities. This committee constantly attempts to help students in pursuing their career goals by acquiring skills and ultimately to attain desired employment. A strong partnership amongst students, alumni, faculty members and industries is established in order to achieve this motive.

A students committee is formed out of the total students in the batch in the second year. The committee is assigned the

responsibility of the training and placement activities for the batch under the guidance of faculty coordinator.

Student committee collects information of student for placement brochure. Post which photo session and compilation of data is done. Students under the guidance of faculty coordinator prepares the placement brochure. Post which they distribute the brochure to the nearest companies by hand or mail. Committee member circulates notification about upcoming vacancy to students and getting the name of interested candidate. Training Feedback is analyzed by the committee and records are maintained. The committee ensures equal opportunity to all to participate in decision making process and complete their job with full autonomy.

File Description	Documents
Paste link for additional information	http://ssrimr.edu.in/student-development-programme/
Upload any additional information	**No File Uploaded**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Teaching – Learning processat SSR IMR focuses on empowering the Faculties& students to reach greater heights of educational excellence. As part of the Strategic plan and its deployment the Institute shares its experience in the field of literary exposure in the form of Research paper writing and attending Conference & Seminars. The Institute aims to achieve Research excellence with involvement of both Students & faculties. The Academic Research Coordinator(ARC) under the guidance of the IQAC & Director of the Institute supervises the Research related activities at the Institute. Intellectual Capital at the Institute and the students, both are promoted to publish papers, attend conferences / workshops and present papers. The students are encouraged to publish their research work with the faculties which enables the students to seek mentoring & facilitates the Teachers with grooming opportunity. Altogether in the year 2020-21 there were 30 such opportunities of Paper publications / attendance at Conferences. As part of the process it all start from identification of the theme for Research and gets completed with publication. The Institution ensures the selection publications of repute like UGC Care / Peer Reviewed Journals etc.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	**Nil**
Upload any additional information	[View File]()

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

The SSR Memorial Trust established in the Year 2003 with a vision of provide quality education tostudents of Dadra and Nagar Haveli and surrounding areas. This is the only campus of its kind in Silvassa affiliated to Savitribai Phule Pune University. Abeautiful lush green campus elaborately spread over 50 acres of land catering to the aspirations of many students.

- **The Chairman focus on exceeding the expectation of the responsibilities bestowed on position. He has been influential in synchronizing the efforts of departments of the campus to create SSR, A Brand.**
- **Managing Trustee of SSR Memorial Trust aims towards constant efforts and guidance of up-gradation of amenities and ensured that SSR Campus stays afresh like a new one every day.**
- **Public Relations Officer is Instrumental in making sure the Trust accomplishes itsobjectives along with taking care of the liaising between various regulatory bodies.**
- **Director of Institute leads with rigor and passion to ensurestakeholder's expectation are met with delight factor. It heads all committees at SSR IMR and guarantees of outcome in transformation of Students from being novice to professional.**
- **All the Respective Committees works with integration and in harmony and achieves the objectives of the Institute.**

File Description	Documents
Paste link for additional information	https://ssrimr.edu.in/committees/
Link to Organogram of the institution webpage	http://ssrimr.edu.in/wp-content/uploads/2019/08/SSR-IMR-Organogram.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Employee welfare comprises of facilities and benefits that are provided by management for the advantage or comfort of an employee. SSR Institute of Management & Research provides various monetary and non monetary welfare facilities to its employees. The objective of employee welfare is motivation and appreciation of performance of employees.

The Institute has adopted various welfare measures for teaching and non teaching staff which include Safe drinking water and provision for tea, clean and well maintained staff rooms, Leave provision which include duty leave for attending Seminars, Conferences and Workshops and special leave in the form of Maternity and Paternity leaves, Uniform to Peons and Sweepers, First aid facility, Employee Provident Fund, FDPs and training to Office and Supporting staff, etc.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<u>View File</u>

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

3

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<u>View File</u>
Reports of Academic Staff College or similar centers	<u>View File</u>
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<u>View File</u>

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

6

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

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

SSR Institute of Management & Research works for the development of students as well as for staff. Annual Performance Appraisal for the year 2019-20 was carried out to review employee's job performance and overall contribution to the institute at the end of the year. Different performance dimensions is considered for teaching, non-teaching and support staff based on their job description. Self and superior rating method is used at IMR wherein performance appraisal form is filled by staff themselves and their respective unit heads. After self-rating, unit head rating has been recorded and final rating are assigned to each staff. The massive objective behind performance appraisal is performance enhancement and professional growth.

The key aspects of performance appraisal for:

Teaching staff

- **Academic Records**
- **Research Activities and FDP**
- **Research Contribution as Guide**
- **Contribution in Co-Curriculum & Extra Curriculum activities**
- **Innovation & Creativity.**

Non teaching staff

- **Professional Competency**
- **Performance**
- **Personal Characteristics.**

The Director shares the feedback on the appraisal to the staff members and accordingly provides the necessary guidance

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The annual budget taking into consideration the estimated expenses and the estimation of fees collection is submitted to the management.

As per the Management's policy a fixed amount is sanctioned to meet the recurring expenses of the month to the Institute. At the end of the month, the office submits the accounts along with the bills and vouchers 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.

The Institute uses Tally ERP software for maintaining the records. The office takes care that the details of the transaction are updated timely and the same is verified by the Trust's authorized Chartered Accountant's Firm twice in the Year. The Trust has appointed a CA firm that conducts yearly audit and also provides expert guidance at all stages.

File Description	Documents
Paste link for additional information	http://ssrimr.edu.in/wp-content/uploads/2022/03/6.4.1_Financial-Audits.pdf
Upload any additional information	**No File Uploaded**

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

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

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

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 utilised towards the payment of salary to the staff. The institute identifies the resources required for the effective functioning of the course. In the first semester the students are provided with laptops which is one of the major expenses of the Institute. Adequate amount of funds is allocated for effective teaching-learning practices, faculty research & deployment activities and student developmental & welfare activities. Financial support is extended to the students for poster projects and other academic assignments.

Adequate funds are allocated for the purchase of books, newspapers, renewal of journals and magazines. Further, the funds are utilised

for the regular maintenance and development of infrastructure facilities at the Institute.

The institute also tries to identify the availability of resources with the other colleges within the campus that can be shared and appropriate arrangements are made. Thus, this leads to effective resources utilization.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Subject Specific Guest Lecture

Subject Specific Sessions encompasses all those guest sessions and visits which are aimed at enriching the curriculum topics and investing efforts in bridging the gap between theory and practical aspects. The focus of the Institute has been to strength the knowledge dissemination process through these guest lectures.

Feedback form twice in a Semester

SSR IMR ensures the purpose of the course being fulfilled along with contentment of its major stakeholder vis-à-vis Students with a well-defined process of taking subject and general feedback twice in a semester. The first feedback is taken after the midterm, wherein if there are major observations are reported, then there is appropriate and enough timings for restoration of normalcy. The second feedback form collected at the end of semester, acts as comparative yardstick and defines the overall satisfaction of the students towards the teaching learning process. The feedback consists of collecting the views on each course on a set of parameters laid down. Also, the feedback on general administration services and library services are sort. The inputs from the feedback are dutifully looked into and improvement measures are implemented in coordination of respective party.

File Description	Documents
Paste link for additional information	http://ssrimr.edu.in/iqac/
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Concurrent evaluation: The Institute follows the concurrent evaluation system conducting the evaluations of the students. The University has defined 46 modes of assessments in its curriculum that have been classified in various groups based on learner participation. The curriculum insists to have at least 1 evaluation from Group B. The Institute has adopted this and mandates every course to have atleast one mode of evaluation from this group. The Institute has also adopted Google Classroom as a supporting platform in order to enhance the teaching learning process. The Institute has been able to easily manage and conduct assessments through this platform.

Course File: In the year 2019 the Institute had initiated the preparation of course file on trial basis. With the success of its implementation, the initiative was continued in the following year 2020-21. The course file provides documented evidence of proposed plan of study, instructional activities, supporting resources and post-course artifacts related to a certain course offered in a semester. It evolves with the assignment of a semester course to an instructor right through to the submission of the result. This had led to improving the quality of teaching learning process as the entire plan is prepared in advance and it leads to effective execution of the same in the semester.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for

C. Any 2 of the above

improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	http://ssrimr.edu.in/iqac/
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

1.Safety and Security- 24 Hours Security with CCTV cameras are installed for improved security in the campus. Biometric Attendance System facility is provided for staff and students. Internal complaints committee, Anti ragging committee and sexual harassment prevention committee has been constituted for addressing the concerns of complaint, ragging, harassment and violence against any students. International Women's day is celebrated to inculcate the value of respect and gratitude for women.

2.Counseling- Institute has provision for Mentor- Mentee Scheme wherein individual and personalized counseling is provided to all students. In addition, interactive and need-based counseling is provided to girl students to build confidence and enable them to cope with emotional & educational needs. Institute has tie up with Shri Vinoba Bhave Civil Hospital, Silvassa for medical and counseling facility. SSR Memorial Trust has set up SSR Guidance and Counseling Cell through which activities has been conducted like HIV AIDS awareness session & Session on Mental Health

3.Common Room- Well equipped and spacious common room is provided by institute separately for boys and girls. The room has indoor game facility of table tennis, Chess, Carom. Common room has facility of

locker wherein students keep their valuables and books throughout the day.

File Description	Documents
Annual gender sensitization action plan	http://ssrimr.edu.in/wp-content/uploads/2022/03/7.1.1-Gender-Sensitization.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://ssrimr.edu.in/wp-content/uploads/2022/03/7.1.1_Specific-Facilities.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid Waste Management:

Separate dustbins for dry and wet waste are available in the Institute. Dustbins are also placed in the campus and everyone is encouraged to make use of the same. Notices and slogans related to the same are displayed in the institute and campus. On daily basis the Silvassa Municipal Council collects the waste from the Institute for proper disposal. Old newspapers are accumulated and sold to the scrap dealer. Also, the use of low grade plastic bags is prohibited in the campus.

Liquid Waste Management:

Well constructed drainage system is present in the campus and the

regular cleaning of the drainage is undertaken to avoid any kind of logging. All the toilets and bathrooms waste water lines are directly connected to the municipal drainage system.

E-Waste Management:

The e-waste management has become an integral part due to technological advancement. The Institute believes in reusing the e-waste until it is dead. Old monitors and CPUs are repaired and reused. The waste material are treated as scraps and kept in the store and disposed off as per the policy of the Institute.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	<u>View File</u>
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	<u>View File</u>

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment   5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

SSR Institute of Management & Research provides a holistic environment for promoting cultural harmony through programs like cultural day celebration and important days during the academic year. The institution believes in equality of all cultures and traditions as is evident from the fact that students belonging to different caste, religion, regions are studying without any discrimination. Institute celebrates the National Holidays like Independence and Republic Days as a mark of respect to the Freedom and Constitution of the Nation respectively. The Institute also observes various Birth anniversaries of National Leaders. Holidays for the Local and National festivals are provided to the students and staffs like Divaso, Aadivasi Diwas, Liberation of Dadra and Nagar Haveli, religious festivals like Diwali, Christmas, Eid, Ganesh Chaturthi, Mahashivratri, Dussehra, Chhat Puja, Gudi Padwa, Holi, etc. Institute involves itself into conduct of activities relating to Regional and National Importance.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

SSR IMR considers students' and Employee's moral & ethical development as the key priority. The Institute in line with the

National Celebration of 75 Years of Independence – Azadi kaa Amrut Mahotsav, conducted several activities on the core theme of Constitution of India and Freedom movement. A guest session on the title "The Constitution of India – An Insight" was conducted for the Students and Staff on 13th March 2021. The Resource person was Dr. Alpana Sharma, Vice Principal, SSR College of Arts, Commerce & Science, Silvassa. The insightful session covered various topics like History of the Constitution, Making of Constitution, Fundamental Rights & Duties, Directive Principles etc. The University has also introduced the grade course of MBA, Sem III with the course title "Introduction to Constitution of India". This further supports the momentum of inculcating Constitutional values, rights, duties and responsibilities among the students. An Event with the title "ETHOS Day" was celebrated with an aim of sensitizing students towards Culture & Ethics. A session on Business Ethics by Mr. Aniruddha Panchal, VP HR, Huber Group, Vapi, Gujarat was conducted on the occasion of Ethos Day to equip the future business leaders with Ethical values.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://ssrimr.edu.in/wp-content/uploads/2022/03/7.1.9_-Activities-Inculcating-Values.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

National festivals play an important role in planting seed of Nationalism and Patriotism among people of India. The Faculty, Staff and Students of the institution all come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness throughout.

Republic day- The institution celebrates Republic day on 26thJanuary every year, commemorating the adoption of Indian constitution.

Independence Day is celebrated every year on 15th of August, flag hoisting is organized and is celebrated to mark freedom of India from British rule. The institution encourages students to remember our national leaders and their sacrifices.

Gandhi Jayanti is celebrated every year on 2nd October to understand the ideology of our great leader Mahatma Gandhi wherein pledge is taken by students and staff.

Sadbhavana Diwas celebrated on 20th August every year to commemorate the birth Anniversary of Sardar Vallabh Bhai Patel.

International Yoga day is celebrated on 21st June every year. The yoga Instructor organizes the yoga camp and a speech is conducted to make everyone aware on how Yoga embodies unity of mind and body; thought and action; restraint and fulfilment.

Teachers' Day every year on September 5 in memory of Dr. S. Radha Krishnan, former President of India.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

Best Practices: 2020-21

Title: Student Recognition Award (SRA)

Student Recognition Award at SSR IMR is to celebrate the success of students during their tenure at the institute. These awards comprise of academies and co curriculum activates. Best talent has been identified throughout two years and acknowledged with token of appreciation at various occasions. This recognition embraces Best Outgoing Student, Best Manager Contest and various Institute level awards.

Goal/Objective:

1. **To instill motivation among students**
2. **To reinforce positive behavior**
3. **Overall development of students**
4. **To recognize the student contribution towards college.**
5. **To create positive learning environment.**
6. **To inculcate creativity and innovation among students.**

The Context: These Annual awards intrinsically motivate student to perform their best at both academic and extra curriculum activities. Details of awards are as follows-

1. **Semester Topper Award**
2. **Institute Topper Award**
3. **Technocrat Award**
4. **Artistic Calibre Award**
5. **Institutional Support Award**
6. **Reader Award**

7. Transformed Personality Award
8. Special Recognition for Placement Brochure
9. Brand Ambassador Award
10. Best Outgoing Student Award
11. Best Manager Contest Winner

The practice:

Semester Topper Award- Every year semester topper has facilitated with a token of appreciation in assembly to encourage and motive students.

Institute Topper Award- Batch wise MBA topper (MBA I & II both) of SSR Institute of Management and Research awarded in Vision cultural fest of SSR Memorial Trust.

Best Outgoing Student:

SSR Institute of Management & Research recognized the best outgoing student since 2008-10 batches. The criteria for selection best outgoing are

- Academic Performance
- Attendance
- Initiative
- Leadership
- Conference publication and participation
- Certifications & MOOCs
- Sports Participation,
- Participation at various competitions outside campus

The process of Best Outgoing students is to nominate them stating their accolades, achievement and contribution to the institute. Based on above mention parameters due weightage is given in consultation of Director and all fatuities. Miss. Vaishnavi Kadam was announced as Best outgoing student Batch 2019-21 on the day of farewell.

Best Manager Contest:

Started since 2016-18 Batch, this contest aims to bring best of the caliber among students. 06 students from the batch 2019-21 nominated themselves for best manager contest. A series of activities were conducted throughout the year. Details of activities are as follows:

- **Essay Round**
- **Poster Presentation**
- **Case study Resolution**
- **Quiz**
- **Presentation on JOURNEY OF LIFE - Till Date**

Out of 295 marks winners name was announced on farewell day.

- **Miss. Rashmi Pandey was the Best Manager for Batch 2019-21 with 254 marks**

List of other Annual Institute Awards:

These Annual awards acknowledge the effort and hard work of students during two year tenure of MBA. Following award has been given on farewell day to deserving students

- **Technocrat Award- Award for providing technical support at classroom and auditorium**
- **Artistic Caliber- Award for creative decorative idea at numerous occasions at institute.**
- **Institutional Support Award- Award for taking lead in and outside Institute to support the various events of the Institute.**
- **Reader Award- Award for maximum issue of books from library.**
- **Transformed Personality- Awarded to the student in whom the batch witnessed the best transformation over the two years.**
- **Special Recognition for Placement Brochure- The Students committee took the onus of preparing the Placement Brochure including the designing. The Team was felicitated.**
- **Brand Ambassador – Awarded to the student who participated in the maximum number of outdoor competitions with winning experience.**

Problem encountered and resource required:

The effort on conducting this best practice was smooth and seamless during the year. Though the Pandemic had its respective challenge but the students were not deprived of the developmental activities.

File Description	Documents
Best practices in the Institutional website	**Nil**
Any other relevant information	https://ssrimr.edu.in/category/news/

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

SSR IMR considers the development of its students as core to its functional path. The Institute essentially works towards the enhancement of Research Instincts in the Students. This area of involvement for the Institute is attempted through two broad categories i.e., Start up & Innovation Cell (Beyond Syllabus) and Literary Engagement of Students.

- Start Up & Innovation Cell Activities

The Cell has Organized the Expert sessions of Entrepreneurs to encourage the Students for Entrepreneurship during the year 2020-21. The Ideation event, which is a University Run Competition, was impacted due to Pandemic

- Research Paper Presentations & Publication

The Institution has created an atmosphere of Research in social sciences where by the students are encouraged to imbibe literary work in the form of Research Paper drafting, Presenting Paper at the Conferences & articles in IMR Newsletter. The students are further encouraged to publish papers with the Faculty as Co-Author.

The Institution believes in the growth of the students profile in order to develop the Personality. All these Research related actions stated above are intended to achieve the target of developing students into a better Individual leading to a deserving Career.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

SSR Institute of Management & Research Prepares academic calendar at the start of each semester. Due to COVID 19 and subsequent impact on the academics and schedules of the term start and end, the Academic year have been considered from June 2020 to September 2021. The expansion of the academic year was unavoidable and hence the academic calendar has been prepared semester wise instead of term wise. Time table is prepared as per the subjects allotted to each course coordinator and due consideration is given regarding the load and sequence for each teaching faculty. Time table gets revision if need occurs during the semester. Each Course coordinator prepares study plan and gets the approval of Director. During the semester curriculum delivery, each faculty recommends text books and reference books to encourage students to visit and issue the same from library. Each faculty keeps a detailed and updated teaching record mentioning the date, topic covered and number of students attended.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://ssrimr.edu.in/

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

SSR Institute of Management & Research have a well-documented plan in form of academic calendar prepared for each semester and is followed religiously during the implementation phase. The Assessment and Evaluation Team is functional at the Institute and is responsible for smooth and timely conduct of continuous internal evaluations. All the faculty prepares a scheme of CCE (Comprehensive Concurrent Evaluation) for each course approved by the director. The schedule for the internal evaluation in consultation of course coordinators is published to students well in advance so as to avoid any conflict of schedules and allowance

of enough time to students for preparation. The notifications of the schedule is posted on Institute Notice Board and during COVID times, on Google Classroom and Class WhatsApp Group.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://ssrimr.edu.in/wp-content/uploads/2022/03/Part-A-1.1.2-Academic-Calendar.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**C. Any 2 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

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

1

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

4

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

45

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

1.3 - Curriculum Enrichment

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

SSR Institute of Management & Research focuses on overall well-being and development of students through university prescribed courses (core and electives) and activities that sensitizes life facets including gender-based studies, concern for environment and inculcating Human Values and Professional Ethics. The institutes teach its students the crosscutting issues in the

curriculum and courses to enrich the holistic understanding of the students regarding Professional Ethics including general management ethics and functional ethics. The Institute also provides insights on the Gender based knowledge through courses like Business, Government and Society and Enterprise Analysis & Desk Research. The environment and sustainability aspects are sensitized among the students through seven courses mentioned in the list of courses. Human Values are disseminated through seven courses. All these courses and its delivery through lecture mode are accompanied with allied activities in the institute from time to time. Institute aims to create the global villagers through the help of such courses and having an empathetical heart and mind towards the crosscutting issues of the society.

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

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

2

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

54

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	http://ssrimr.edu.in/wp-content/uploads/2022/03/1.4.1-1.4.2_-2020-21.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://ssrimr.edu.in/wp-content/uploads/2022/03/1.4.1-1.4.2_-2020-21.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

56

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

12

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

1. **Learning levels assessment at the Institute: The students' performance is monitored throughout the programme and assessed after every semester-end examination. Therefore, the advance learners and slow learners are identified post semester one results. The learner classification is performed as per the Institute SOP of Learner Classification based on the score attained by the students in preceding semester examination.**
2. **Programmes for Advanced Learners and Slow Learners:**
   - **Common Programmes:**
     - **Peer-Learning sessions are also encouraged where in learning-sharing happens among both the advanced and slow learners.**
     - **Mentor-Mentee sessions are conducted frequently to address general and specific requirements of both advanced as well as slow learners.**
   - **Advance Learner specific Programmes:**
     - **Additional Classes for enhancing the Higher order of thinking and learning and**

- **Students are also encouraged for Research & Publications.**
  - **Slow Learner specific Programmes:**
    - **Extra Classes are conducted to reinforce better understanding on the concepts taught in the regular classes.**
    - **Remedial Session are arranged post End-Term Formative Assessments so that they can perform well in Summative Assessment taken by the University.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
110	**6**

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The Institute has identified following student centric methods for enhancing learning experiences:

1. **Experimental Learning Methods deployed are i) General & Specialization Industrial Visits, ii) Summer Internship Projects, iii) Field Work, and iv) Live Projects.**
2. **Participative Learning Methods deployed are i) Students encouraged for Research Paper, Business Modeling Competitions at University Level and State Level, ii) Poster Presentation, iii) Group Discussions & Brain Storming Sessions, iv) Guest Lectures / Sessions, and v) Business Plan Competition.**
3. **Problem Solving Methods deployed are i) Case Study Workshop, ii) Case Study Competition, iii) Mentor Mentee**

Sessions, and iv) Remedial Sessions

In the AY 2020-21 due to Covid-19 pandemic the online mode of teaching-learning was adopted. Hence, few identified methods could not be concretized such as visits, business plan competition etc.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	https://ssrimr.edu.in/category/news/

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

The class-rooms at the Institute are equipped with the hardware devices as mentioned in the bullet point below on "Hardware" and required software for enabling the teaching-learning process. ICT enabled tools used for effective "Teaching-Learning" process are:

- **Hardware: Laptops & Desktops, Projectors, Printers, Pen-drives, Scanner, Speakers and Microphone.**
- **Software & Internet: Google Classroom, Digital Library, Google Meet, Google Forms etc.**

The hardware infrastructure enables the teaching-learning process in various ways like teaching visualizations and demonstrations, Audio-Video sharing, teaching IT skills etc. While open-source software's and internet is used for communication with students, sharing study materials and resources, connecting the students virtually, and for online assessments etc.

Normally, the teachers use "Projector" as an aid for lectures in various ways such as; PowerPoint teaching slides, use of MS office either for teaching or skill-based learnings, video sharing related to course curriculum etc. Due to accessibility of internet in the classroom's teachers are able to enhance their pedagogy and andragogy through easy website demonstrations and also by making a good use of various software's. The software and open-access web-based services are leveraged by the teachers for learning enforcement and formative assessments.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View File](#)

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

2.3.3.1 - Number of mentors

6

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
Mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

6

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	[View File](#)

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

2

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

57

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Mechanism of Formative Assessment followed by Assessment & Evaluation Committee at the Institute is as follows:

1. Prepare an evaluation schedule and communicate to the students well in advance.
2. Conduct the evaluation as per the evaluation schedule.
3. Post evaluations display the scores on the notice board within a week of an evaluation.
4. Communicate the areas of improvement.
5. Compile the scores for uploading on the university internal marks portal.
6. Display the final complied score on the notice board for students' record.

Comprehensive Continuous Evaluation (CCE) are as per University prescriptions. University prescribes minimum of 3 CCE's for core

course, 2 CCE's for elective courses and 1 CCE for foundation & enrichment courses. Institute follows the pattern of evaluations laid down by the university.

Frequency of Assessments: The frequency of assessments is as follows:

CCE #

Course Completion

1

20% and Above

2

50% and Above

3

Towards the End of Semester

Mode of Assessments: The University has defined 46 modes of assessments in its curriculum (Uploaded in Additional Information). These are further classified in various groups based on learner participation. Commonly used assessments are: Class Test, Cases, Presentations, MCQ's, Reviews & Reports etc.

File Description	Documents
Any additional information	View File
Link for additional information	http://collegecirculars.unipune.ac.in/sites/documents/Syllabus2020/MBA%20Revised%20Syllabus%202019%20Pattern%20_Sem%20I%20to%20IV_R2_25_7_2020_04.082020.pdf

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

Assessment & Evaluation (A & E) Committee at the Institute deals with internal examination related grievances. Students are communicated well in advance regarding the code of conduct of assessments. In any situation of the grievance, modus operandi

is:

1. Student approach the respective course instructor,
2. Course Instructor communicate the grievance to A & E committee,
3. Course Instructor along with evaluation committee resolve it,
4. If, the grievance is chronic the matter is taken forward to the Director and resolved accordingly.
5. The student is communicated with aftereffects and ensured that he/she have understood the consequence.

Exemplary Case: If a student has missed the planned evaluation s/he may approach the respective course instructor. Course instructor shall inform the Internal A&E Committee and permit for makeup evaluation only if it was missed on genuine grounds and was informed. If not informed prior the matter is taken up to the Director. Director post hearing to a student and assessing the matter if finds that the evaluation was missed on the genuine grounds then shall allow the student for makeup evaluation. Students will have to put it in writing addressing the Director. Director shall approve the student request and forward it to the A & E Committee. Thus, the A & E Committee further makes provisions accordingly.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://e-onlinegrievance.com/c/SSRIMR

2.6 - Student Performance and Learning Outcomes

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

The Programme and Course Outcomes are adopted from the University Curriculum. The Course Outcomes designed by the University are based on the "Blooms Taxonomy" and "Outcome Based Education" (OBE). Thus, for all the courses, outcomes are based on learner cognitive abilities. These "Cognitive Abilities" are: Remembering, Understanding, Applying, Analyzing, Evaluating and Creating.

- Display of Programme and Course Outcomes: The Programme Outcomes are displayed on the walls of the Institute as

well as the same are stated in the Syllabus available on the Institute website. The path of syllabus on Institute website is: www.ssrimr.edu.in/syllabus/?Programme?Master of Business Administration (MBA) ?Syllabus ?University of Pune – Syllabus ?Syllabus 2019.

- **Communication of PO's & CO's to Teachers:** The Programme as well as Course Outcomes for each course offered are discussed by the teacher in a staff meeting under the agenda "Course/Subject Allocation". This staff meeting is held well in advance.

- **Communication of PO's & CO's to Students:** The Programme Outcomes are communicated and explained to the students at beginning of the first year during orientation program. The Course Outcomes are discussed with the students by respective course instructor at the beginning of the course.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://ssrimr.edu.in/syllabus/
Upload COs for all Programmes (exemplars from Glossary)	[View File](#)

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

The University implemented "Outcome Based Education" curriculum from the Academic Year 2019-20. As part of it there has been a paradigm shift in the way Institute evaluated its attainments. Mentioned below is the way of evaluating the attainments adopted by the Institute.

- **Attainment of CO's:**
  - The CO's to PO's & PSO's Mapping Matrix is completed by Course Instructor.
  - Direct Attainment of CO's culminate from "Formative Assessments" (CCE's conducted at the Institute by respective Course Instructor) & "Summative Assessments" (ESE conducted by the University) mapped to the CO's of a specific course.
  - Indirect Attainment of CO's is gauged from "Course Exit Survey".
- **Attainment of PO's & PSO's:**
  - The Matrix Mapping of "PEO to Mission", "PO's & PSO's

- to **"PEO's"** and **"CO's to PO's & PSO's"** is done for a batch.
  - Direct Attainment of PO's & PSO's result from the CO's attainment.
  - Indirect Attainment of PO's & PSO's is ascertained through the **"Programme Exit Survey"** of the batch.

It will be an extensive 02 (Two) years working with a batch for various CO's attainment and then finally PO's & PSO's attainment would be computed. Hence, the Institute is yet in the evolution phase as far as final attainments areconcerned.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://ssrimr.edu.in/syllabus/

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

52

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://ssrimr.edu.in/wp-content/uploads/2022/03/2.6.3-Annual-Report.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://ssrimr.edu.in/wp-content/uploads/2022/03/2020-21-SSS-Report-AQAR-KI-2.7.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

NIL

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

1

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

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

SSR IMR, permanently affiliated college to SPPU, Pune, finds pride in associating with its Innovation Cell. The Start-up & Innovation cell at Institute was constituted in 2018-19 and it has succeeded quite well in 2020-21 as well. The Cell has responsibility of organising programmes pertaining to the awareness & promotion of Entrepreneurship among students. In this series during 2020-21 sessions on developing entrepreneurship skills and talks by Leading Entrepreneurs have been organised. Institution also participates in the functional MoUs with Organisations have supported the deliverables at the Institute. The Institute has witnessed students adopting Entrepreneurship as career choice and excelling. The advent of FOOD MOHALLA by IMR Students last year at Silvassa has created a good momentum among current students. Family businesses of students are experiencing a larger amount of contribution from students now post acquiring managerial & entrepreneurial skills. The students participate in the University run competition - Ideation, which is intended towards developing new business Ideas among students. Due to Pandemic this year students could not participate. Institute's effort towards promoting Entrepreneurship shall explore further contributing to Student's success in upcoming years.

Innovation Ecosystem - In a nutshell:

- ○ Motivational Support through Sessions
- ○ Incubatory assistance
- ○ Competitive Participation

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://ssrimr.edu.in/category/news/

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

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

8

File Description	Documents
Report of the event	[View File](#)
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	http://ssrimr.edu.in/wp-content/uploads/2019/08/Code-of-Ethics.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	[View File](#)

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

6

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

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

19

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The Institute advocates the promotion of social instincts and moral development among students. The highlighting efforts includes the social campaigns like Pulse Polio Campaign, Sexual Harassment Prevention Session, Campaigns like Water Breaks & Steam Breaks during Covid 19. Also as part of the student sensitization to holistic development a Farm visit is organised to equip student's approach towards sustainability of the economy through Agricultural base, however the same had hindrance this year due to Pandemic. Also encapsulating the Environmental responsibilities, the Institute took a green initiative whereby the students enthusiastically participated in the tree plantation programme during March 2021.Collaboration with Kartavya NGO has facilitated the Institute to join social movements in terms of the Polio eradication campaign and other environmental issues. IMR students have participated at the Azadi kaa Amrit Mahotsav adhering the Government guidelines. As part of the activity students participated in Essay writing & various presentations.

The Institute celebrated the Environment Day in June 2021 with e-quiz & e-Poster. Along with these specific efforts, students are also allowed to be part of the social movements and demands from the societal groups. Students have been empowered to participate on Individual level in social program & meets.

File Description	Documents
Paste link for additional information	http://ssrimr.edu.in/category/news/
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

6

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

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

110

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

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

17

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

10

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Classrooms

Institute has four classrooms with ICT facility like PC, Projector, Projector Screen, Notice board, Speaker, high speed internet connectivity with 30 mbps bandwidth and AC facility and two tutorial rooms at first floor of the building.

Library

Library has Books 5500+, 07 newspapers in four language, 280 Audio-visual collection, and 583 student project report. The library is an institutional member of National digital library of India and DELNET consortia. It is automated with KOHA open sources software for library Management system. The library is providing different types library and information services, library activities and library literacy program for new students and having e-library with 5 PC equipped with internet facility.

Computing equipment and laboratories

Computer lab is equipped with 60 PCs with Ubuntu operating

system. The individual computers are provided to the teaching & non-teaching staff. The institute is providing latest configured LAPTOP to the New students every year. The Institute has Printers, Scanner, System software, photocopier machine and Application software. Institute has CCTV camera at the place of library, auditorium, computer lab and lobbies. The institute has fire safety Equipments for the emergency and it is renewal by the authorize agency by time to time.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://ssrimr.edu.in/infrastructure/

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

Cultural activities

The institute organize cultural event in every year like Navratri celebration in form of competition in the college campus, "TATTVA" in-house cultural program, Fresher party for the welcome to new students, Farewell for senior students, Teachers Day, Inception Day, Patriotic day on 26th January, 15th August and 2nd August (DNH liberation day), 21st June International Yoga Day and other related events every year. Every two-year institute organize mega cultural event "VISION".

Sports activities

The Institute has well equipped sports complex with basketball ground, cricket ground and volleyball ground, facilities for indoor games like table tennis, chess, Carrom etc. and has Open Air Gymnasium for Staff and Students. The institute organize inter collegiate competition "Annual Sports Day" and inter class competition "SPOTAL" in every year. In this event, staff and students participants in different types team games like Cricket, Volleyball, Basketball, Tug of war, Football; Indoor games like table tennis, Carrom, Chess and athletes game like 100 meter running. The institute celebrates International Yoga Day on 12th June with students and staff. On this day all the staff (Teaching and non-teaching both) and student are doing yoga with direction of yoga expert.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ssrimr.edu.in/category/events/

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

5

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ssrimr.edu.in/campus-tour/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

NIL

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

The library has more than 5500 books like textbook, reference book, General Books, Motivational Books, Inspirational Books and

Biography. The library has subscribed 31 National Journals, International Journals and Magazines, 11 Newspapers in four languages for the update the latest information for the students and faculty members. The library is automated with KOHA (Library open-source software) for manage all the functions of the library. The library has subscribed DELNET online database for the e-resources access. The Library is providing different types services like reference services, referral service, Inter Library loan service, Circulation service, E-Library, Internet Service, Reprographic & Scanning Services, Newspaper Clipping Service, Library Website, E-Document Delivery Services; different types awareness program like Library Orientation session for fresh students, Library Information Session, Book Review Competition, Library Physical visit for new students, Book Display, Journal/Magazine article review Presentation, Annual Library Best User Award for the users. The library is institutional membership of National Digital Library of India.

Name of ILMS software: KOHA (Open sources Software for LibraryManagement)

Nature of automation: Automated

Version: 16.05

Year of Automation: 2020

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://ssrimrlibrary.webs.com/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

51101

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

2

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Institute has adequate numbers of computers in computer lab, Library, Staff rooms, Conference room and Class rooms with internet connection. All these places are connected through LAN and aids in Teaching and Learning Environment. Institute is providing the latest configured laptops as a gift from Trust's

Chairman to the first-year students every year for getting advance knowledge. Each classroom has LCD Projector facility along with Audio Speakers. Institute has 3 printers with 2 scanners. Institute has internet connection with Internet Bandwidth of 30 MBPS lease line connection provided by Ishan Netsol Private Limited, Surat. The Institute has JIO WiFi system in building. The computer lab has a backup of 10 KVA and the same can with stand 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 and antivirus software updated on regular basis. The Institute has open sources software like KOHA (Library Management Software) and Ubuntu Operating System. The institute has covered 24*7-day CCTV camera with backup system. The institute has photocopy machine, TVs, UPS, Speakers, Biometric machine for attendance of staff and students, Amplifier, Wireless microphone and Wi-Fi system in the building.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ssrimr.edu.in/infrastructure/

4.3.2 - Number of Computers

175

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution	B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

1478371

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

SSR MT Maintenance team looks into the preservation of Physical Facilities, Academic Facilities and Supporting Facilities. Respective floor in-charge at the institute monitors the conditions of the equipment and other amenities required for effective operations of the Institute. Review of all components are done on a periodic basis and issues with any of the facilities are communicated to LDC of the Institute. LDC inspects and analyses root cause and communicates toDirector with a possible solution alternative. The Director approves the issue report in respective register and forward the same to the maintenance team of the Trust. This 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. Second, in case the systems maintenance requires an involvement of an external party like in case of Furniture, plumbing works and RO Water machine, with whom the Institute have an AMC contract, The Maintenance team of the Trust communicates the respective party and work is done as soon as possible with supervisor of Mgt. Representative and LDC.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://ssrimr.edu.in/wp-content/uploads/2021/08/Infrastructure-Maintenance-SOP.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

0

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

100

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above

File Description	Documents
Link to Institutional website	http://ssrimr.edu.in/category/news/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

100

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

100

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student	A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

15

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

1

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	[View File](#)

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

The Institute has a dynamic Students Council which coordinates various activities related to student welfare and development. As per the provisions of section 99 ,147(2) (1) of Maharashtra Public Universities Act 2016, the college has constituted a student council every year whose composition structure is as mentioned below.

Chairperson

Director

Member

Director of Sports & Physical Education

Member

Assistant/ Associate Professor/Professor nominated by the Director

Member

One student with academic merit

Member

One student with outstanding performance in sports

Member

One student with outstanding performance in cultural activities

Member

Two girl students nominated by the Director

The Student Council Committee of SSR IMR is responsible for the overall progress of students. The committee vouch for the student development which comprises of series of activities like personality development program, sports, cultural and co-curricular and extra-curricular activities.

students are involved in several Institute committees with active participation. They are mentioned below.

- Internal Quality Assurance Cell (IQAC)
- Internal Complaint Committee (ICC)
- Sexual harassment Prevention Cell
- Anti-ragging cell
- Cultural Committee
- Zest Committee
- Discipline Committee
- Library Committee
- Training & Placement Committee
- Sports Committee
- Technical Committee

File Description	Documents
Paste link for additional information	http://ssrimr.edu.in/ssr-imr-mandatory-disclosure/
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

4

File Description	Documents
Report of the event	View File
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

SSR Institute of Management & Research, Silvassa has very vibrant and dynamic Alumni Association Which got registered in the year 2019. Association is working with objective of Student grooming, Mentorship, Placement assistance and sharing good practices with institute. In 2020-21 Alumni has extended support to strengthen institute by providing their valuable experience through virtual guest session, assistance in mock Interview and final placement. Alumni association organizes meeting on last Sunday of every September. Alumni also got some benefits in associating themselves with alumni association like Opportunity to groom other student, access to institute library and building self-profile.

Subject Specific Guest Session detail conducted by Alumni

Information Technology Act & IPR

CS Neelabh Kaushik

ACS, CMA,LLB,MBA, EAC Management Consultant LLP, Silvassa

Marketing Strategies- Case of The Table Delights

Ms Sonam Marfatia Wani

Founder, The Table Delights (YouTube Channel), Mumbai

HRM 4.O

Mr Abhishek Rane

Manager- HR, Axtel Industries Ltd, Vadodara

Competency based HRM

Mr Abubakar Ajab

Head HR, GSC, BIC,Cello India Private Limited

Mock Interview organized by SSR IMR Alumni Mr Neelabh Kaushik

Mock Interview

CSB Bank Personnel

Final Placement

Ms Bansari Kapadi & Ms Meera Nair got recruited at EAC management Consultant LLP owned by SSR IMR Alunmi.

File Description	Documents
Paste link for additional information	http://ssrimr.edu.in/alumini-council/
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

SSR IMR has ensured that development of its Students and Intellectual capital is core to its operations & functioning. The Institute is engaged into creating value basedteaching – learning&research oriented environment to enable the students

learn & grow with the support of Industries& other stake holders from the societies including NGOs.

Governance of the Institution is largely attained through the structured & transparent committees formed for respective functioning. The Academic Committee, Examination & evaluation committee, Cultural Committee, Sports Committee, Events Committee (ZEST) etc. The Institution's Administrative Committee ensures the compliance to the statutory bodies like AICTE, DTE, and University etc.

The College Development Committee (CDC) is entrusted with the responsibility of strategizing & executing the plan for the academic progress at the Institute.

The IQAC was constituted to strengthen the overall functioning to the Institution. Under the guidance & support of the cell, various activities and sessions are organised.

The Research Inclinationis evident by the progress in the form of Research paper publications, attending conferences, Seminars & workshops, Presenting Research papers, participating in the Maharashtra State run research competition "Avishkar", Ideation competition organised by SPPU, etc.

File Description	Documents
Paste link for additional information	http://ssrimr.edu.in/
Upload any additional information	No File Uploaded

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

IMR follows decentralization and participative management through the training and placement activity which gives each batch equal opportunity to grow for sustained excellence in career through training & placement activities. This committee constantly attempts to help students in pursuing their career goals by acquiring skills and ultimately to attain desired employment. A strong partnership amongst students, alumni, faculty members and industries is established in order to achieve this motive.

A students committee is formed out of the total students in the batch in the second year. The committee is assigned the

responsibility of the training and placement activities for the batch under the guidance of faculty coordinator.

Student committee collects information of student for placement brochure. Post which photo session and compilation of data is done. Students under the guidance of faculty coordinator prepares the placement brochure. Post which they distribute the brochure to the nearest companies by hand or mail. Committee member circulates notification about upcoming vacancy to students and getting the name of interested candidate. Training Feedback is analyzed by the committee and records are maintained. The committee ensures equal opportunity to all to participate in decision making process and complete their job with full autonomy.

File Description	Documents
Paste link for additional information	http://ssrimr.edu.in/student-development-programme/
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Teaching – Learning processat SSR IMR focuses on empowering the Faculties& students to reach greater heights of educational excellence. As part of the Strategic plan and its deployment the Institute shares its experience in the field of literary exposure in the form of Research paper writing and attending Conference & Seminars. The Institute aims to achieve Research excellence with involvement of both Students & faculties. The Academic Research Coordinator(ARC) under the guidance of the IQAC & Director of the Institute supervises the Research related activities at the Institute. Intellectual Capital at the Institute and the students, both are promoted to publish papers, attend conferences / workshops and present papers. The students are encouraged to publish their research work with the faculties which enables the students to seek mentoring & facilitates the Teachers with grooming opportunity. Altogether in the year 2020-21 there were 30 such opportunities of Paper publications / attendance at Conferences. As part of the process it all start from identification of the theme for Research and gets completed with publication. The Institution ensures the selection publications of repute like UGC Care / Peer Reviewed Journals etc.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	[View File](#)

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

The SSR Memorial Trust established in the Year 2003 with a vision of provide quality education tostudents of Dadra and Nagar Haveli and surrounding areas. This is the only campus of its kind in Silvassa affiliated to Savitribai Phule Pune University. Abeautiful lush green campus elaborately spread over 50 acres of land catering to the aspirations of many students.

- The Chairman focus on exceeding the expectation of the responsibilities bestowed on position. He has been influential in synchronizing the efforts of departments of the campus to create SSR, A Brand.
- Managing Trustee of SSR Memorial Trust aims towards constant efforts and guidance of up-gradation of amenities and ensured that SSR Campus stays afresh like a new one every day.
- Public Relations Officer is Instrumental in making sure the Trust accomplishes itsobjectives along with taking care of the liaising between various regulatory bodies.
- Director of Institute leads with rigor and passion to ensurestakeholder's expectation are met with delight factor. It heads all committees at SSR IMR and guarantees of outcome in transformation of Students from being novice to professional.
- All the Respective Committees works with integration and in harmony and achieves the objectives of the Institute.

File Description	Documents
Paste link for additional information	https://ssrimr.edu.in/committees/
Link to Organogram of the institution webpage	http://ssrimr.edu.in/wp-content/uploads/2019/08/SSR-IMR-Organogram.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Employee welfare comprises of facilities and benefits that are provided by management for the advantage or comfort of an employee. SSR Institute of Management & Research provides various monetary and non monetary welfare facilities to its employees. The objective of employee welfare is motivation and appreciation of performance of employees.

The Institute has adopted various welfare measures for teaching and non teaching staff which include Safe drinking water and provision for tea, clean and well maintained staff rooms, Leave provision which include duty leave for attending Seminars, Conferences and Workshops and special leave in the form of Maternity and Paternity leaves, Uniform to Peons and Sweepers, First aid facility, Employee Provident Fund, FDPs and training to Office and Supporting staff, etc.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

3

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

6

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

SSR Institute of Management & Research works for the development of students as well as for staff. Annual Performance Appraisal for the year 2019-20 was carried out to review employee's job performance and overall contribution to the institute at the end

of the year. Different performance dimensions is considered for teaching, non-teaching and support staff based on their job description. Self and superior rating method is used at IMR wherein performance appraisal form is filled by staff themselves and their respective unit heads. After self-rating, unit head rating has been recorded and final rating are assigned to each staff. The massive objective behind performance appraisal is performance enhancement and professional growth.

The key aspects of performance appraisal for:

Teaching staff

- Academic Records
- Research Activities and FDP
- Research Contribution as Guide
- Contribution in Co-Curriculum & Extra Curriculum activities
- Innovation & Creativity.

Non teaching staff

- Professional Competency
- Performance
- Personal Characteristics.

The Director shares the feedback on the appraisal to the staff members and accordingly provides the necessary guidance

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The annual budget taking into consideration the estimated expenses and the estimation of fees collection is submitted to the management.

As per the Management's policy a fixed amount is sanctioned to

meet the recurring expenses of the month to the Institute. At the end of the month, the office submits the accounts along with the bills and vouchers 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.

The Institute uses Tally ERP software for maintaining the records. The office takes care that the details of the transaction are updated timely and the same is verified by the Trust's authorized Chartered Accountant's Firm twice in the Year. The Trust has appointed a CA firm that conducts yearly audit and also provides expert guidance at all stages.

File Description	Documents
Paste link for additional information	http://ssrimr.edu.in/wp-content/uploads/2022/03/6.4.1_Financial-Audits.pdf
Upload any additional information	No File Uploaded

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

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

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

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 utilised towards the payment of salary to the staff. The institute identifies the resources required for the effective functioning of the course. In the first semester the students are provided with laptops which is one of the major expenses of the Institute. Adequate amount of funds is allocated for effective teaching-learning practices, faculty research & deployment activities and student developmental & welfare activities. Financial support is extended to the students for poster projects and other academic assignments.

Adequate funds are allocated for the purchase of books, newspapers, renewal of journals and magazines. Further, the funds are utilised for the regular maintenance and development of infrastructure facilities at the Institute.

The institute also tries to identify the availability of resources with the other colleges within the campus that can be shared and appropriate arrangements are made. Thus, this leads to effective resources utilization.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Subject Specific Guest Lecture

Subject Specific Sessions encompasses all those guest sessions and visits which are aimed at enriching the curriculum topics and investing efforts in bridging the gap between theory and practical aspects. The focus of the Institute has been to strength the knowledge dissemination process through these guest lectures.

Feedback form twice in a Semester

SSR IMR ensures the purpose of the course being fulfilled along with contentment of its major stakeholder vis-à-vis Students with a well-defined process of taking subject and general feedback twice in a semester. The first feedback is taken after the midterm, wherein if there are major observations are reported, then there is appropriate and enough timings for restoration of normalcy. The second feedback form collected at the end of semester, acts as comparative yardstick and defines the overall satisfaction of the students towards the teaching learning process. The feedback consists of collecting the views on each course on a set of parameters laid down. Also, the feedback on general administration services and library services are sort. The inputs from the feedback are dutifully looked into and improvement measures are implemented in coordination of respective party.

File Description	Documents
Paste link for additional information	http://ssrimr.edu.in/iqac/
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Concurrent evaluation: The Institute follows the concurrent evaluation system conducting the evaluations of the students. The University has defined 46 modes of assessments in its curriculum that have been classified in various groups based on learner participation. The curriculum insists to have at least 1 evaluation from Group B. The Institute has adopted this and mandates every course to have atleast one mode of evaluation from this group. The Institute has also adopted Google Classroom as a supporting platform in order to enhance the teaching learning process. The Institute has been able to easily manage and conduct assessments through this platform.

Course File: In the year 2019 the Institute had initiated the preparation of course file on trial basis. With the success of its implementation, the initiative was continued in the following year 2020-21. The course file provides documented evidence of proposed plan of study, instructional activities, supporting

resources and post-course artifacts related to a certain course offered in a semester. It evolves with the assignment of a semester course to an instructor right through to the submission of the result. This had led to improving the quality of teaching learning process as the entire plan is prepared in advance and it leads to effective execution of the same in the semester.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://ssrimr.edu.in/iqac/
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

1.Safety and Security- 24 Hours Security with CCTV cameras are installed for improved security in the campus. Biometric Attendance System facility is provided for staff and students.

Internal complaints committee, Anti ragging committee and sexual harassment prevention committee has been constituted for addressing the concerns of complaint, ragging, harassment and violence against any students. International Women's day is celebrated to inculcate the value of respect and gratitude for women.

2.Counseling- Institute has provision for Mentor- Mentee Scheme wherein individual and personalized counseling is provided to all students. In addition, interactive and need-based counseling is provided to girl students to build confidence and enable them to cope with emotional & educational needs. Institute has tie up with Shri Vinoba Bhave Civil Hospital, Silvassa for medical and counseling facility. SSR Memorial Trust has set up SSR Guidance and Counseling Cell through which activities has been conducted like HIV AIDS awareness session & Session on Mental Health

3.Common Room- Well equipped and spacious common room is provided by institute separately for boys and girls. The room has indoor game facility of table tennis, Chess, Carom. Common room has facility of locker wherein students keep their valuables and books throughout the day.

File Description	Documents
Annual gender sensitization action plan	http://ssrimr.edu.in/wp-content/uploads/2022/03/7.1.1-Gender-Sensitization.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://ssrimr.edu.in/wp-content/uploads/2022/03/7.1.1_Specific-Facilities.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid Waste Management:

Separate dustbins for dry and wet waste are available in the Institute. Dustbins are also placed in the campus and everyone is encouraged to make use of the same. Notices and slogans related to the same are displayed in the institute and campus. On daily basis the Silvassa Municipal Council collects the waste from the Institute for proper disposal. Old newspapers are accumulated and sold to the scrap dealer. Also, the use of low grade plastic bags is prohibited in the campus.

Liquid Waste Management:

Well constructed drainage system is present in the campus and the regular cleaning of the drainage is undertaken to avoid any kind of logging. All the toilets and bathrooms waste water lines are directly connected to the municipal drainage system.

E-Waste Management:

The e-waste management has become an integral part due to technological advancement. The Institute believes in reusing the e-waste until it is dead. Old monitors and CPUs are repaired and reused. The waste material are treated as scraps and kept in the store and disposed off as per the policy of the Institute.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	<u>View File</u>

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above

04-07-2022 08:35:16

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	[View File](#)

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

SSR Institute of Management & Research provides a holistic environment for promoting cultural harmony through programs like cultural day celebration and important days during the academic year. The institution believes in equality of all cultures and traditions as is evident from the fact that students belonging to

different caste, religion, regions are studying without any discrimination. Institute celebrates the National Holidays like Independence and Republic Days as a mark of respect to the Freedom and Constitution of the Nation respectively. The Institute also observes various Birth anniversaries of National Leaders. Holidays for the Local and National festivals are provided to the students and staffs like Divaso, Aadivasi Diwas, Liberation of Dadra and Nagar Haveli, religious festivals like Diwali, Christmas, Eid, Ganesh Chaturthi, Mahashivratri, Dussehra, Chhat Puja, Gudi Padwa, Holi, etc. Institute involves itself into conduct of activities relating to Regional and National Importance.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

SSR IMR considers students' and Employee's moral & ethical development as the key priority. The Institute in line with the National Celebration of 75 Years of Independence – Azadi kaa Amrut Mahotsav, conducted several activities on the core theme of Constitution of India and Freedom movement. A guest session on the title "The Constitution of India – An Insight" was conducted for the Students and Staff on 13th March 2021. The Resource person was Dr. Alpana Sharma, Vice Principal, SSR College of Arts, Commerce & Science, Silvassa. The insightful session covered various topics like History of the Constitution, Making of Constitution, Fundamental Rights & Duties, Directive Principles etc. The University has also introduced the grade course of MBA, Sem III with the course title "Introduction to Constitution of India". This further supports the momentum of inculcating Constitutional values, rights, duties and responsibilities among the students. An Event with the title "ETHOS Day" was celebrated with an aim of sensitizing students towards Culture & Ethics. A session on Business Ethics by Mr. Aniruddha Panchal, VP HR, Huber Group, Vapi, Gujarat was conducted on the occasion of Ethos Day to equip the future business leaders with Ethical values.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://ssrimr.edu.in/wp-content/uploads/2022/03/7.1.9 -Activities-Inculcating-Values.pdf
Any other relevant information	**Nil**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

National festivals play an important role in planting seed of Nationalism and Patriotism among people of India. The Faculty, Staff and Students of the institution all come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness throughout.

Republic day- The institution celebrates Republic day on 26thJanuary every year, commemorating the adoption of Indian

constitution.

Independence Day is celebrated every year on 15th of August, flag hoisting is organized and is celebrated to mark freedom of India from British rule. The institution encourages students to remember our national leaders and their sacrifices.

Gandhi Jayanti is celebrated every year on 2nd October to understand the ideology of our great leader Mahatma Gandhi wherein pledge is taken by students and staff.

Sadbhavana Diwas celebrated on 20th August every year to commemorate the birth Anniversary of Sardar Vallabh Bhai Patel.

International Yoga day is celebrated on 21st June every year. The yoga Instructor organizes the yoga camp and a speech is conducted to make everyone aware on how Yoga embodies unity of mind and body; thought and action; restraint and fulfilment.

Teachers' Day every year on September 5 in memory of Dr. S. Radha Krishnan, former President of India.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practices: 2020-21

Title: Student Recognition Award (SRA)

Student Recognition Award at SSR IMR is to celebrate the success of students during their tenure at the institute. These awards comprise of academies and co curriculum activates. Best talent has been identified throughout two years and acknowledged with token of appreciation at various occasions. This recognition

embraces Best Outgoing Student, Best Manager Contest and various Institute level awards.

Goal/Objective:

1. To instill motivation among students
2. To reinforce positive behavior
3. Overall development of students
4. To recognize the student contribution towards college.
5. To create positive learning environment.
6. To inculcate creativity and innovation among students.

The Context: These Annual awards intrinsically motivate student to perform their best at both academic and extra curriculum activities. Details of awards are as follows-

1. Semester Topper Award
2. Institute Topper Award
3. Technocrat Award
4. Artistic Calibre Award
5. Institutional Support Award
6. Reader Award
7. Transformed Personality Award
8. Special Recognition for Placement Brochure
9. Brand Ambassador Award
10. Best Outgoing Student Award
11. Best Manager Contest Winner

The practice:

Semester Topper Award- Every year semester topper has facilitated with a token of appreciation in assembly to encourage and motive students.

Institute Topper Award- Batch wise MBA topper (MBA I & II both) of SSR Institute of Management and Research awarded in Vision cultural fest of SSR Memorial Trust.

Best Outgoing Student:

SSR Institute of Management & Research recognized the best outgoing student since 2008-10 batches. The criteria for selection best outgoing are

- Academic Performance

- Attendance
- Initiative
- Leadership
- Conference publication and participation
- Certifications & MOOCs
- Sports Participation,
- Participation at various competitions outside campus

The process of Best Outgoing students is to nominate them stating their accolades, achievement and contribution to the institute. Based on above mention parameters due weightage is given in consultation of Director and all fatuities. Miss. Vaishnavi Kadam was announced as Best outgoing student Batch 2019-21 on the day of farewell.

Best Manager Contest:

Started since 2016-18 Batch, this contest aims to bring best of the caliber among students. 06 students from the batch 2019-21 nominated themselves for best manager contest. A series of activities were conducted throughout the year. Details of activities are as follows:

- Essay Round
- Poster Presentation
- Case study Resolution
- Quiz
- Presentation on JOURNEY OF LIFE - Till Date

Out of 295 marks winners name was announced on farewell day.

- Miss. Rashmi Pandey was the Best Manager for Batch 2019-21 with 254 marks

List of other Annual Institute Awards:

These Annual awards acknowledge the effort and hard work of students during two year tenure of MBA. Following award has been given on farewell day to deserving students

- Technocrat Award- Award for providing technical support at classroom and auditorium
- Artistic Caliber- Award for creative decorative idea at numerous occasions at institute.
- Institutional Support Award- Award for taking lead in and

outside Institute to support the various events of the Institute.

- Reader Award- Award for maximum issue of books from library.
- Transformed Personality- Awarded to the student in whom the batch witnessed the best transformation over the two years.
- Special Recognition for Placement Brochure- The Students committee took the onus of preparing the Placement Brochure including the designing. The Team was felicitated.
- Brand Ambassador – Awarded to the student who participated in the maximum number of outdoor competitions with winning experience.

Problem encountered and resource required:

The effort on conducting this best practice was smooth and seamless during the year. Though the Pandemic had its respective challenge but the students were not deprived of the developmental activities.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	https://ssrimr.edu.in/category/news/

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

SSR IMR considers the development of its students as core to its functional path. The Institute essentially works towards the enhancement of Research Instincts in the Students. This area of involvement for the Institute is attempted through two broad categories i.e., Start up & Innovation Cell (Beyond Syllabus) and Literary Engagement of Students.

- Start Up & Innovation Cell Activities

The Cell has Organized the Expert sessions of Entrepreneurs to encourage the Students for Entrepreneurship during the year 2020-21. The Ideation event, which is a University Run Competition, was impacted due to Pandemic

- **Research Paper Presentations & Publication**

The Institution has created an atmosphere of Research in social sciences where by the students are encouraged to imbibe literary work in the form of Research Paper drafting, Presenting Paper at the Conferences & articles in IMR Newsletter. The students are further encouraged to publish papers with the Faculty as Co-Author.

The Institution believes in the growth of the students profile in order to develop the Personality. All these Research related actions stated above are intended to achieve the target of developing students into a better Individual leading to a deserving Career.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

SSR Institute of Management and Research is recovering well from the shocks of COVID-19 that impacted the usual modus-operandi of the Institute. The Institute commits itself for continuing the research orientation amongst its faculties and students. The Institute have encouraged the students to be a job creator and hence would plan sessions for motivation related to entrepreneurship and start-ups. The Institute plans to initiate a monthly bulletin Specialization wise wherein the updates on the monthly happening with reference to the Specialization functions are consolidated, drafted, designed and edited by the students group. The Institute look forward to club webinars on similar theme and organize a Conclave of the same. The theme can be functional or on General Management. The conclave can accommodate the speakers from Industry, Academics and Alumnus. Institute aims to conduct a National Level Webinar on the theme of National Education Policy (NEP) and a Faculty Development Program on Intellectual Property Rights. The institute understand the need of sensitizing students towards social issues impacting an individual, society and the Nation as a whole and shall encourage the students for the involvement in the activities relating to national importance.