



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution		St Francis Institute of Management and Research
• Name of the Head of the institution		Dr Shalini Sinha
• Designation		Director
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		02228958403
• Mobile no		9136121195
• Registered e-mail		info@sfimar.org
• Alternate e-mail		iqac@sfimar.org
• Address		Gate no. 5, Mount Poinsur, S.V.P. Road, Borivali (W)
• City/Town		Mumbai
• State/UT		Maharashtra
• Pin Code		400103
2.Institutional status		
• Affiliated /Constituent		AFfiliated
• Type of Institution		Co-education
• Location		Urban

• Financial Status	Self-financing				
• Name of the Affiliating University	University of Mumbai				
• Name of the IQAC Coordinator	Dr Smita Jesudasan				
• Phone No.	02228929156				
• Alternate phone No.	02228958403				
• Mobile	7506269256				
• IQAC e-mail address	iqac@sfimar.org				
• Alternate Email address	smitta@sfimar.org https://sfimar.org/iqac.html				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://sfimar.org/documents/AQAR-2022-23.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://sfimar.org/mms-academic-calendar.html				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	A+	3.35	2022	26/04/2022	25/04/2027
6.Date of Establishment of IQAC			02/05/2015		
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
Faculty	Short Term Empirical Research Project - Collaborative	ICSSR, New Delhi	2023, 6 months	12,00,000
Faculty	Short Term Empirical Research Project - Individual	ICSSR, New Delhi	2023, 6 months	4,50,000
Faculty	Minor Research Project	ICSSR WRC, Mumbai	2024, 1 year	90,000

8.Whether composition of IQAC as per latest NAAC guidelines	Yes	
<ul style="list-style-type: none">• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	4	
<ul style="list-style-type: none">• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
<ul style="list-style-type: none">• 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	
<ul style="list-style-type: none">• If yes, mention the amount		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
Review of the Question Papers for the Term examination based on		

Revised Blooms Taxonomy and mapping of questions to COs
Orientation Programme for the Faculty and Staff Members for Outcome Based Education and Learning Management System
Simulation - AIMA Biz Lab Training for the Second-Year MMS Students
One Week Online Faculty Development Programme (FDP) on I'CT Tools for Teaching and Research in Higher Education in collaboration with MTC Global from 27 May 2024 to 1 June 2024
Placing of electronic waste storage bins across specific locations on the campus for handling it in an environmentally responsible manner.
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
<div></div>

Plan of Action	Achievements/Outcomes
Training for Simulation on AIMA BizLab for the faculty members	Organised in August from 14-18 August 2023 through online mode
Faculty Development Programme on ICT Tools for Teaching and Research in Higher Education	Organised ST. FRANCIS INSTITUTE OF MANAGEMENT AND RESEARCH (SFIMAR) in Collaboration with MTC Global - A global Think-Tank in Higher Education since 2009 from 27th May 2024 to 1st June 2024
Formation of three new clubs Social Media Club, Photography Club and Debate Club	Achieved
Apply for Autonomy status	SFIMAR is an autonomous HEI from the academic year 2024-25 onwards
Formation of BOS for revising and framing the syllabus for autonomy	Board of Studies constituted for marketing, finance and Human Resource Management & IT & Operation for revising and framing syllabus.. The first BOS taken place on 4 May 2024
Procurement of Learning Management System for OBE	Vmedulife software was procured for learning management system and outcome based education
Procurement of On Screen Marking software for assessment of answer sheets for term end examination.	Eklavya - Software was procured for assessment
Language Lab Classes for First Year MMS Students	English Language Lab classes were undertaken for first year MMS Students by Mr Harold to enhance their skills
Implementation of certification courses related to sustainability	Students completed certificate courses on Climate Change and Water initiated by UNICEF in association with DTE .
Review of the Question Papers for the Term examination based	Achieved

on Revised Blooms Taxonomy and mapping of questions to COs	
Formulation of SOP of examination to students and Invigilators with respect to Examination	Implementation of SOP of examination to be followed by students and Invigilators with respect to Examination
Upgradation of lab & classroom desktop with latest 256 SSD hard drive for faster performance with windows 10 operating systems	Achieved
Regular training and implementation of 0365 Microsoft team for conducting online/offline classrooms.	Achieved
Providing training and monitoring of webbased ERP system and providing login system to new staff, faculty and students.	Achieved
New design of SFIMAR website with template, images and contents.	Achieved the implementation of the new website www.sfimar.ac.in
Implementation of High Tech Library Equipment with RF Auto Gage Entry	Acheived the implementation of RFID Equipment - Rapid Radio Solutions and Auto Gare Entry-SVJ Smart Solutions
Implementation of Drill bit - Anti-plagiarism Software	Achieved
Addition of new journals to the LIRC	Achieved adding the journals of Brazilian Journal of Operations and Productions (Scopus) 3 Issues per year, IITM: Journal of Business Studies (Scopus) only one Issue, and IIMS: Journal of Management Science - 3 Issues per year
Implementation of structural repairs and painting of the entire building	Achieved

Installation of sensor-based LED lights in the college passages	Implementation of electricity saving measure
instalation of sensor based switches installed in classrooms for lights and air conditioners.	Implementation of electricity saving measure
Organise 'Korportae Katalyst' -theme based Corporate Conclave event for the senior industrial representatives	Organised by SFIMAR in association with HR Shapers on 13 January 2023 during which they interacted, discussed amongst themselves and with the academic audience
Formation of the Thane Chapter of the SFIMAR Alumni Association	SFIMAR ALUMNI ASSOCIATION organized its 1st Thane Chapter of SFIMAR Alumni on Saturday 25th Feb 2023 at GCC Club Mira Road East.
Simulation through AIMA BizLab for the Second Year MMS Students	Achieved experiential learning
Organise outreach Programmes through Kala Sadahan Arts and Charitable Centre	Kala Sadhana Arts and Charitable Centre (KSACC) in collaboration with SFIMAR Abhimaan Institute Social Responsibility (ISR) Club, celebrated Christmas themed X' Mas Natale - 2023 on 27th Dec 2023 for the underprivileged children
Organsie Staff Outbound Training Programme	Outbound training programme was organized for the staff members from the evening of April 29th, 2024, to April 30th, 2024, to enhance their team-building skills.
13.Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
Governing Body	20/09/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2023-24	03/01/2025

15. Multidisciplinary / interdisciplinary

The Institute offers MMS Program in five specialisations: Finance, HR, Marketing, Operations, and IT. The MMS Programme affiliated to the University of Mumbai is choice-based, allowing students to choose electives that are inter/ multidisciplinary. Also, the Institute offers technology-related value-added certifications to all its students. The highly qualified faculty team at SFIMAR have a blend of industry and academic experience. The Institute has the best state-of-the-art infrastructure that provides a conducive environment for learning. The Institute's e-resources are accessible remotely through the MyLoft App and the DSpace, the Institutional Repository. To develop a sense of social responsibility in the students, the Institute organises activities through its ISR - Abhimaan Club, DLLE, Green Club and CWDC. The Institute has successfully undertaken and completed Consultancy in multidisciplinary areas. The Institute's faculty members have published research papers in the multidisciplinary ABDC category, Scopus, and UGC Care, which are listed journals. To strengthen the global outlook and collaborations, the Institute has academic tie-ups with national and international Institutions of excellence. To name a few, SFIMAR has signed an MOU with the University of Olivet, USA. The Institute has signed an MOU with SS&C GlobeOp for the certification program on 'CAII'. For the holistic development of the students, the Institute conducts personality development courses like skill development courses on MS Excel, Digital Marketing, Data Visualization, etc. The activities are conducted in collaboration with Industry experts through Guest Lectures, Live Projects, Internships, etc. The institute has an Incubator centre that encourages students to incubate innovative and pathbreaking ideas and prepare business plans based on empirical studies. The Institute has a solid connection with Alumni from multidisciplinary backgrounds who are involved in the Institute's academic and placement activities. The Institute is actively pursuing interdisciplinary/ multidisciplinary research initiatives through its Journal, 'SFIMAR Research Review'. The institute collaborates with educational institutions, corporations, and professional bodies

to explore diverse subject areas for student, faculty, and staff development. The students of the MMS Programme in the fourth semester have to pursue final projects in functional specialisation, general management and social relevance. Guest lectures and eminent speaker series often feature experts from diverse backgrounds—academia, industries like technology, finance, etc. This diversity encourages students to explore the intersection of business with other disciplines, such as economics, technology, and environmental sciences.

16.Academic bank of credits (ABC):

Academic Bank of Credits - To promote student-centric education Focus on learner-friendly teaching approaches implement an interdisciplinary approach Allow students to learn the best courses of their interest Enable students to learn at their own pace As per the circular received from the University of Mumbai dated 7th April 2023, the institution's students created their ABC ID, which has been forwarded to the University of Mumbai.

17.Skill development:

SFIMAR has specifically designed the Student Skill Development Programme, incorporating a meticulous and structured approach to training its students to make them fit, flexible, and adaptable to industry and society. In addition, the overall development of the students is monitored; activities that enhance students' employability are organised and build them up to discharge their societal responsibility. The CMC Department designs a training calendar with inputs from the corporates/industry, alums, faculty, and students. The training calendar includes building the students' competency levels concerning Knowledge, Skills, and Attitude to enhance their employability skills. Weekly sessions are organised per the slots allocated in the programme timetable. The training programs are scheduled throughout the year with the help of industry personnel, management experts, and alums to promote skill development. SSDPs include Excel Training, Resume Writing, Body Language, Report Writing, Email Writing, Verbal and Non-Verbal Communication, GD etiquette and Assessment, Mock GD, and PIs. Certification Programmes and Workshops are organised to bridge the industry-academia gap in collaboration with Corporations and in-house faculty members. Certification programmes have been organised for Data Visualisation, Investment Banking and Financial Markets, Digital Marketing, etc.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The Indian Knowledge System has been integrated in the following ways at SFIMAR – 1. Indian Culture has been promoted by celebrating Indian festivals and commemorative days such as Dandiya, Christmas, Onam in virtual mode, Independence Day, Republic Day, etc. 2. Students have been imparted values and ethics based on the Indian Knowledge System through case studies, digital storytelling, speaker series, and guest lectures. 3. The Mindfulness Centre and Malay Club have organised student activities to promote the Indian Knowledge system. 4. DLLE, Abhimaan–ISR Club, Green Club, and CWDC have organised extension and outreach activities that promote the Indian Knowledge System and foster awareness, sustainability, holistic and community development as envisioned by NEP 2020. These initiatives encourage students to appreciate India's interdisciplinary heritage while applying its wisdom to modern challenges.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The Institute has adopted the OBE framework, guided by NAAC and NBA accreditation guidelines. It has well-defined Programme Educational Objectives, Program Outcomes, and Course Outcomes. SFIMAR has also mapped its Mission statements with PEOs and PEOs with POS to achieve its Vision. Program Educational Objective (PEO) Statements To impart knowledge of basic and advanced concepts of Business Management and the application of their tools and techniques for local and global business practices. To equip the students with techno-managerial and entrepreneurial skills to progress as business leaders and entrepreneurs. To teach students socially acceptable values and business ethics to develop responsible citizens. Programme Outcomes PO1 Apply knowledge of management theories and practices to solve business problems. PO2 Foster Analytical and critical thinking abilities for data-based decision making. PO3 Ability to develop Value-based Leadership ability. PO4 Ability to understand, analyse and communicate global, economic, legal, and ethical aspects of business. PO5 Ability to lead themselves and others in achieving organisational goals, contributing effectively to a team environment. PO6 Demonstrate proficiency in modern technology for business applications, research and communication processes. PO7 Develop competencies and experiential learning to function effectively as entrepreneurs. Consistency of PEOs with the Mission: SFIMAR has well-defined the assessment tools and processes used to gather the data upon which each Program outcome is evaluated, indicating the frequency with which these processes are carried out. Also, the assessment processes that demonstrate the degree to which the Program Outcomes are attained and document the attainment levels are defined and evaluated for the MMS program. Every course in the curriculum is mapped to Program Outcome. The

attainment level of each course helps in the evaluation of attainment of each Program Outcome. The average attainment level of all courses mapped to a Program Outcome is calculated to determine the attainment of Program Outcome through courses. Student Feedback on course delivery is obtained. The Director talks about the feedback with concerned faculty to find areas of improvement, if any. Types of feedback obtained: • Course assessment Survey (every course) • Program Exit Survey (at the end of the Program)

20.Distance education/online education:

Faculty and students can access e-resources like online journals, books, cases, and Industry databases remotely. Subscribed e-resources can be accessed by logging on to the MyLOFT web/mobile app. The MyLOFT platform provides remote access to various library-subscribed E-resources. A few guest lectures/ training sessions delivered by resource speakers are held online through Zoom or the MS Teams platform.

Extended Profile

1.Programme

1.1	65
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	351
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	92
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File
2.3	167
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	20
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	18
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	11
Total number of Classrooms and Seminar halls	
4.2	492.73
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	305
Total number of computers on campus for academic purposes	
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

The institute has well-structured Outcome-Based Education (OBE) processes for implementing and delivering the curriculum to make the students socially committed, employable, research and entrepreneurship-oriented. At the start of every academic year, all the programme heads prepare their academic calendars and timetables, including lecture hours, topics to be taught, and other co-curricular activities to be organised. The Director discusses, reviews, and approves the academic calendars and allotment of subjects. The timetable and other relevant documents are displayed on the department notice boards. The institute prepares a detailed Academic Calendar that specifies the semester/trimester duration, the curriculum to be taught by a faculty, the time of each session, and the commencement of examinations. Furthermore, the institute regularly receives circulars, letters, and emails from the university regarding the modifications in the curriculum. The faculty members are provided with a consolidated 'Academic Kit' with all the necessary documents required for teaching. Faculty members prepare their Session Plans and Course Materials accordingly. Course outcomes (CO), syllabi, and weightage of internal and external examinations are communicated through the session plans, brochure, and website. In addition, the faculty members maintain a course file that is in tune with attaining course outcomes.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.sfimar.org/mms-about.html

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

The Academic Calendar is designed in line with the quality objectives of the institute and is monitored by the IQAC Cell. The Academic Calendar for all the programmes is prepared before the commencement of the academic year by referring to the academic calendar released by the University of Mumbai. The Academic Calendar outlines the commencement & end of the semester, Mid-Term Exam Dates, Internships, Field Visits, International study tours to be organised, end-term examination dates, etc. Each faculty member evaluates the student continuously throughout the semester, adopting various methods as indicated in the approved session plan. The

Session plan includes project-based learning, Assignments, Presentations, class tests/viva voce, and Mid-Term examinations. In addition, the faculty also motivates students to participate in extracurricular and co-curricular activities, contributing to their overall personality development.

For the MMS programme, each course/subject has two evaluation components, which are internal assessment & semester-end exams. Each course is for 100 marks, of which 40 marks are for internal assessment & 60 marks are for written examination conducted at the end of the semester. End-Term Examination has a 60% Weightage for university-affiliated programmes. The examination consists of subjective and objective questions per the curriculum and syllabus. The average pass percentage is set at 50% for all courses. Passing each internal assessment and end-term is 50% separately.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.sfimar.org/iqac.html

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	View File
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**288**

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**

The institution integrates cross-cutting issues relevant to Gender, Environment, Sustainability, Human Values, and Professional ethics into the curriculum in many ways. The institute prioritises courses related to these issues prescribed by the university, such as Business Ethics and Environment Management. In semester one, the MMS syllabus also offers an organisational behaviour course addressing behaviour, lifestyle, and culture. The institute also provides value-added courses like soft skill development, pre-placement training, and verbal and logical skills. In addition, different clubs of the institutes engage in various activities related to these cross-cutting issues. Gender Sensitivity: The Institute's College Women Development Centre (CWDC) organises Prevention of Sexual Harassment Sessions. Thus, the institute guarantees equal opportunities for all students without considering their gender.

Department of Lifelong Learning and Extension (DLLE) Activities, University of Mumbai: MMS Students participate in DLLE Activities like Health Check-Ups and Entrepreneurship Development Programs. Students also earn credit points for participating in these activities. Environment and Sustainability: The Institute campus is full of greenery and is a conducive environment. The infrastructure is eco-friendly, with environment-friendly devices and equipment. Knowledge about the environment and its importance is imparted through various specialised courses such as Business Environment /Environment Management is offered to the MMS student.

Cross-cutting business Issues are explained through courses like Project Management, International Business, Organizational Behaviour, etc.

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

10

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
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

348

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://sfimar.org/feedback.html
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	No File Uploaded

1.4.2 - Feedback process of the Institution may

A. Feedback collected, analyzed

be classified as follows		and action taken and feedback available on website
File Description	Documents	
Upload any additional information	No File Uploaded	
URL for feedback report	https://sfimar.org/feedback.html	
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		
184		
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		
84		
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		
Strategies for Advanced Learners Students identified as advanced are challenged with progressive curricular and co-curricular tasks. These tasks include completing online courses (MOOC, NPTEL, Swayam and Coursera), extensively using e-platforms and e-resources, and		

presenting papers in Seminars and Workshops. They are further encouraged to do research by being given financial support, cash awards, medals and merit certificates, and other recognition. These students are chosen on a priority basis to represent the college at National and state-level competitions. They are also selected as peers in Peer-Assisted Learning for slow learners.

Strategies for Slow Learners Slow learners are identified in each subject based on mid-evaluation and given special/remedial classes by the teachers concerned. The other remedial measures taken by the institute are mentioned below. In addition, Peer Assisted Learning (PAL) is also adopted, wherein the advanced learners work as peers. Teachers take special/extra lessons to bridge the knowledge gaps of these students. Slow learners are motivated to engage in various clubs' activities to increase their involvement in academic and co-curricular activities. Group assignments and multiple projects are given to slow learners. Personal counselling/Mentoring and motivation are provided to slow learners by their respective mentors. Focused one-on-one interactions are held with parents to actively involve them in the learning process of their wards.

File Description	Documents
Paste link for additional information	https://www.sfimar.org/mentoring-counseling.html
Upload any additional information	View File

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

Number of Students	Number of Teachers
351	20

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 institution has created a student-centric learning environment by adopting Outcome-Based Education (OBE), teaching-learning methods, and ICT-enabled teaching-learning.

MMS Programme

As a part of Cooperative Learning, students are divided into small groups. They are encouraged to teach other students in a particular subject area with the conviction that "to teach is to reinforce learning." Case study discussions, presentations, project-based learning, and management games are methods faculty members use in the teaching-learning process. Online Project work taken up by the students usually relates to real-world problems or/and functional area concepts. Co-curricular Forums Like Finatics, Nirmitti, and Renaissance conduct various subject-specialization-based online Finance, Marketing, and HR activities. Group discussions, debates, and Viva/quizzes are conducted regularly by the subject faculty members. Project work taken up by the students is usually related to real-world problems or/and functional area concepts. Industrial visits and field trips have become an integral part of curriculum delivery.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://sfimar.org/entrepreneurship-and-business-incubation-zone-ebiz.html

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

The institute integrates modern ICT resources, such as LCDs, computers, and the Internet, into its lecture delivery and knowledge dissemination. Faculty utilise PowerPoints, media players, online databases, and simulation exercises to enhance their courses, while students are encouraged to use these tools for assignments and presentations. Smart Classrooms and a Systems Lab provide practical exposure to software like MS-Access, MS-Project, and Google AdWords. Faculty have laptops, and classrooms feature advanced audio-video systems and projectors. The institute also uses online platforms such as Google Classroom and ERP, and faculty members use tools like Kahoot, Canva, and Quizzizz for interactive learning. Real-time training on MS Excel, Canva, SPSS, and digital marketing tools is regularly conducted. Additionally, a digital library provides access to research resources, and an ERP system ensures efficient administrative integration. Faculty use ZOOM and MS Teams to interact with students, who are encouraged to complete certifications through Coursera, Google Analytics Academy, and IBM

Cognitive Class. As an NPTEL Local Chapter, the institute promotes NPTEL courses to enhance student skills further.

File Description	Documents
Upload any additional information	View File
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

20

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	View File

2.4 - Teacher Profile and Quality

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

20

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

11

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

121

File Description	Documents
Any additional information	No File Uploaded
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.

MMS Programme

Each subject is 100 marks, with a breakup of 40 marks (internal assessment) and 60 marks (End term assessment). The method of evaluation for Internal Assessment and its constituents are given below.

Sr No.	Evaluation Frequency	Weightage (40%)	Evaluation component	Duration
--------	----------------------	-----------------	----------------------	----------

1	Midterm Class Test	10%	Concept Testing	1 hour 1 per semester
2	Case Study Presentation/Project Based Learning/ RolePlay/ Presentations/Experiential learning/ Testing	10%	Group activity	Throughout Semester 1 per semester
3	Viva	5%	Concept Testing	1 hour 2 per semester
4	Attendance and class participation	10%	Managerial	

skills Throughout Semester Spread across semester 5 Assignment 5%
Knowledge Testing Throughout Semester Minimum 1 Assignment

File Description	Documents
Any additional information	View File
Link for additional information	https://www.sfimar.org/mms-about.html

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

The mechanisms to deal with examination-related grievances have been laid out in the examination policies of the respective departments. The examination policies of all programs have a mechanism to handle grievances.

Grievance Redressal system: The examination committee is responsible for the smooth conduct of the examinations and for solving any queries that may arise during or after them.

Master of Management Studies (MMS) & Three Year Master's Degree in Management (MMM/MFM) Examination Policy

The subject faculty should be accessible on the day of the examination for the paper. If there is any problem with the question paper, the faculty needs to clarify it with the students.

After the examinations, the faculty member is required to collect the answer sheets from the exam control room and update the examination register. The faculty should submit the answer papers duly assessed to the office as notified by the Exam Chairperson/Programme Head via mail.

Under the Credit-based grading system, a learner must obtain a minimum of 50% marks in both the internal and external components of the subject.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.sfimar.org/mms-e-brochure.html

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.

Programme Outcomes (POs) and Course Outcomes (COs) have been formulated for all the institute's programs. Program Outcomes (POs) represent the graduate attributes formulated as per the Washington Accord and adopted by the National Board of Accreditation. The POs are uploaded to the Institute's website and Institutional Repository, DSpace, for reference by faculty members and students.

Course Outcomes (COs) describe essential learning that students should achieve and can reliably demonstrate at the end of a course. The Course (learning) outcomes define the knowledge, skills, and behaviour that a student should be able to demonstrate. The course outcomes for each course are prepared by the faculty member, addressing most of the applicable levels of Bloom's Taxonomy. They are modified and reframed according to curriculum changes and revised according to the need from time to time.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.sfimar.org/mms-pos-rubrics.html
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.

Course Outcome is evaluated based on the performance of students in internal assessments, term end and university examination of a course. Internal assessment contributes 40%; term end and university assessment contribute 60% to the total attainment of a CO for the MMS Programmes. The Total Direct assessment attained is given a weightage of 80 % and 20 % is attained from indirect assessments.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.sfimar.org/mms-about.html

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****155**

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	https://www.sfimar.org/result.html

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)**<https://www.sfimar.org/feedback.html>**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)****17.40**

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
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**4**

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****1**

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	View File
Paste link to funding agency website	https://icssr.org/

3.2 - Innovation Ecosystem

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

The Institute has established a dynamic ecosystem fostering innovation and knowledge transfer through various initiatives, including an incubation centre, live projects, speaker series, alum engagement, and advanced academic support systems.

IIC SFIMAR- IIC organises entrepreneurial workshops, sessions & talks for the students of MMS, per the IIC calendar, and some are self-driven initiatives

Incubation Center

The Entrepreneurship and Business Incubation Zone, "SFIMAREbiz," empowers individuals with entrepreneurial aspirations. It provides essential resources, such as office facilities, to minimise

operational costs.

Live Projects

Real-time live projects bridge academic learning with industry practices, offering hands-on experience. Students gain practical expertise through partnerships with companies, enhancing their employability.

Speaker Series

The Eminent Speaker Series invites senior professionals to share insights, enriching students' knowledge. Active since 2015-16, this initiative nurtures future business leaders through exposure to real-world experiences.

Alumni Connect

Annual networking events connect alums with students, offering guidance on industry trends, career preparation, and specialisation choices. These interactions equip students with skills to thrive in corporate environments.

DSpace and IDEA Meeting

The fully automated library leverages technologies like DSpace, enabling remote access to extensive academic resources. Additionally, monthly IDEA meetings encourage innovative teaching methodologies, ensuring students develop strong conceptual understanding.

These initiatives collectively position the Institute as a hub for innovation, entrepreneurship, and academic excellence.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sfimar.org/institution-innovation-council.html

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**

7

File Description	Documents
URL to the research page on HEI website	https://sfimar.org/research-guides.html
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**

14

File Description	Documents
Any additional information	No File Uploaded
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**1**

File Description	Documents
Any additional information	No File Uploaded
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

SFIMAR, guided by St. Francis of Assisi, the Patron Saint of ecology, emphasizes environmental stewardship and societal responsibility, reflecting the ethos of its founders, the Society of Franciscan Brothers. The Institute promotes active student engagement in social and environmental initiatives through various clubs. The 'Abhimaan Club,' SFIMAR's Social Responsibility Club, aims to foster social awareness and responsibility. In 2023, it organised key events, including a Blood Donation Camp with Bharat Ratna Dr. Babasaheb Ambedkar Hospital, a Founders Day and Christmas Celebration with the slum children, and a cricket match for underprivileged children. SFIMAR also participates in DLLE (Department of Lifelong Learning and Extension) activities to instil values of holistic development. Events like an educational initiative for underprivileged communities, a health check-up camp associated with HCG Hospital, an entrepreneurship drive, and participation in the DLLE's annual "Udaan" festival demonstrate its commitment. The Green Club promotes eco-friendly living, resource conservation, and pollution prevention. Activities include plantation drives, awareness campaigns on plastic use, and field trips, such as a visit to Go Green Nursery in June 2023. On 2nd February 2023, the inauguration of the E-Waste Bin was held at the Sfimmar campus. This E-waste bin collects Electronic waste and is a step towards a healthy and safe environment.

File Description	Documents
Paste link for additional information	https://sfimar.org/extra-curricular-activities.html
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

5

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	View File

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

15

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

350

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

7

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

6

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
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 and Learning Facilities SFIMAR hosts 11 air-conditioned classrooms/tutorial rooms and seminar halls. All the classrooms have high-speed internet connectivity. Each classroom has a projector, whiteboard, audiovisual system, and podium facility for a conducive teaching-learning experience. The classrooms are dedicated to all the currently offered programmes. They are well-ventilated, and adequate space is available for class activities and the overall development of the students.

IT Infrastructure and Facilities SFIMAR has implemented WIFI for students on both the Internet and Intranet, giving them easy access to network resources from any part of the campus. There are 305 computers for students installed in labs, libraries, and classrooms. In addition, projectors are installed in each classroom and lab, and a web conferencing solution is installed in the MDP room for online meetings and webinars. Other computing facilities, like printers, scanners, headsets, and presenters, are also adequately available to students and faculty.

SMART Classroom & Language Lab The Institute has a smart classroom and language lab facility.

Ph.D. (Research Lab)

The Ph.D. research Lab hosts computers with SPSS, Statcraft, and R Software installed for research activities.

Auditorium and SeminarHall

SFIMAR's acoustically designed air-conditioned auditorium can accommodate up to 600 people (212.87 sq. m.) and is ideal for hosting larger cultural activities and functions. The seminar hall can accommodate up to 350 people (231.1 sq. m.).

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sfimar.org/campus-tour/index.html

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

Sports Facility A well-laid tarmacked playground is available for outdoor sports activities.

a. Indoor Sports Facility The Institute provides a dedicated Indoor facility, such as a chess area and rooms for playing carom and table tennis. • Table tennis, chess, and carom are available for all students during working days. • A unique floor chess area with life-size chess sets on the floor terrace. **b. Outdoor Sports Facility** SFIMAR's ground facilities include two badminton courts and one volleyball court, which is also used for box cricket. SFIMAR also has a shared and excellently maintained football ground located near the campus.

Gymnasium SFIMAR has a well-equipped fitness centre measuring 56.10 sq. m. and modern equipment available on campus. **Auditorium and Seminar Hall** - For cultural events, Various inter and Intra-collegiate cultural and indoor sports and games, yoga sessions, and celebrations for various occasions are held in the auditorium and seminar hall.

Common Rooms for Boys and Girls The Common Rooms for Boys and Girls are gender-specific for the students. These rooms are used for discussions and informal interactions, relaxing and revitalising after their busy lecture schedules.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sfimar.org/infrastructure.html

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

11

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sfimar.org/infrastructure.html
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)

8.23

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
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 at SFIMAR, the Learning and Information Resource Centre (LIRC), is equipped with physical and digital resources accessible

through ILMS and My Loft App.

Name of the Software

Nature of automation

Version

Year of Automation

Koha

Partially

May 2021

The SFIMAR library is partially automated with the Koha Library management system from May 2021 onwards. The following facilities are automated, which are the essential areas of computerisation. SFIMAR library has online Library Operation systems for circulation, plagiarism checking, online public access catalogue, reservation facilities, library footprint of in-out user entry systems, and MyLoft remote access facilities for online citation of research information and various databases.

OPAC (Online Public Access Catalogue):

The web OPAC is accessible on/off campus through the SFIMAR website library tab, mobile app (Google Play store. Francis Library), and Kiosk in the LIRC circulation area. Users can also search and reserve the list of books remotely. All users can access the OPAC through the library home page for Koha or URL.
<http://sfimarlibrary.firststray.in/> For Campus ERP <https://192.168.1.3> until 8th May 2024.

Remote Access Facilities:

The remote login access software, My Loft (My Library on fingertips) web/mobile app at SFIMAR LIRC, is an effective tool for accessing e-resources for the user community of faculty members, staff, researchers, and students. Real-time research sync in mobile and web apps allows users to access resources anywhere. It facilitates library staff sending notifications to users (<http://app.myloft.xys>).

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://sfimar.org/library.html

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)
27.10

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
134

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

IT infrastructure is spread over all the institute's academic departments, library, fitness centre, hostel, and administrative sections. These facilities are continuously upgraded to meet the demands generated by stakeholders and interested parties. The upgradation is in the form of hardware updating, the addition of terminals, addition of bandwidth, buying licensed software, replacement by high capacity cables (CAT 6 cable for internal LAN and OFC for longer distance), and service provider to keep substitute open, the extension of continuous power supply facility, etc. All 305 desktop computers are connected to the institute LAN. Whenever needed, the configuration of machines in departments like Information Technology (IT), Labs, Classrooms, and other departments, the addition of bandwidth, buying licensed software, and cabling are upgraded as per AICTE requirements.

The Enterprise Resource Planning System is operational for staff, students, faculty, IT administrators, and user logins. ERP introduces a complete decision support system that integrates all the institute departments using an interconnected modular approach. The modules are ready for various Institute departments and give the user freedom to access the essence of the system with proper inter-modular data exchange and data sharing for administrative control.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sfimar.org/computer-centre.html

4.3.2 - Number of Computers

305

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**A. ? 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)****98.67**

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.

Established Systems for the Maintenance Dept

The maintenance procedure explains the department procedure in detail, including the purpose, scope, responsibilities, work environment, and list of records to be maintained. Monitoring is done through Annual Maintenance Contracts and Control through periodical vendor valuation/ revaluation. The work environment

includes the institute's physical infrastructure, facility management, and outsourced housekeeping and Security services. The Maintenance Dept. has a monthly preventive maintenance schedule that describes the activities under various AMCs and their frequency for a given year. There are also checklists for housekeeping that include details of washroom cleaning and general cleaning schedules month-wise and date-wise.

Established Systems for LIRC

The library procedure explains the detailed functioning of the library, including the purpose, scope, responsibilities, work environment, references, definitions, abbreviations in use, list of records to be maintained, and retention period of the documents. The book collection is kept relevant and current by the annual stock verification process, which involves barcode scanning, vacuum cleaning, and arranging books on shelves. The staff weeds books not in use for more than five years and, on faculty, suggestions replaced with new editions.

Established Systems for IT Labs

Schemes for maintaining some significant facilities on the campus either by an AMC or by some external agency on a demand basis -

Facility in the campus Type Frequency of maintenance

Website AMC Yearly or as per need

Desktop AMC Yearly or as needed

Laptop AMC Yearly or as needed

Printer AMC Yearly

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

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**

109

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
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**

3

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	https://sfimar.org/student-development-activities.html
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

137

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

137

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 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

A. All of the above

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	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

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

137

File Description	Documents
Self-attested list of students placed	View File
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.**

18

File Description	Documents
e-copies of award letters and certificates	View File
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)

SFIMAR fosters student development through active involvement in curricular, co-curricular, and extracurricular activities. Various subject-specific clubs and forums, such as FINATICS (Finance),

Nirmiti (Marketing), Green Club, Malay Club (Arts), Renaissance (HR), and Prerna (Entrepreneurship), provide platforms for skill enhancement. Events like Mock Stock, tree plantations, fine arts competitions, Exuberance (inter-collegiate fest), and Anveshi (research paper competition) allow students to showcase their talents.

Committees, such as the Student Development, Hygiene and Cleanliness, Grievance Redressal, Anti-Ragging, and College Women Development Cell, include student representatives who voice concerns and participate in decision-making processes. Each committee and club is guided by faculty coordinators, with students managing activities after discussions in committee meetings.

During induction, students are briefed about opportunities and can self-nominate for clubs and events. Committees are formed on a first-come-first-join basis, encouraging inclusivity. Students are responsible for task execution, communication, sponsorship gathering, and post-activity review meetings, fostering accountability and learning.

These activities enhance experiential learning and provide opportunities to develop critical skills, including team management, communication, decision-making, time management, and leadership. Students' contributions are recognised through certificates of appreciation on Annual Day, motivating them further. These initiatives ensure students are job-ready and equipped with soft skills, preparing them for professional environments.

File Description	Documents
Paste link for additional information	https://sfimar.org/co-curricular-activities.html
Upload any additional information	View File

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**16**

File Description	Documents
Report of the event	No File Uploaded
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

Established in 2008, the SFIMAR Alumni Association (SAA) fosters a vibrant connection between the institution and its alums. To strengthen this relationship, two Managing Committee meetings and an Annual General Meeting (AGM) are held annually. The association also organises reunions, advisory meetings, and Alumni Connect programs to facilitate interactions with current students.

The alums actively contribute to the holistic development of SFIMAR through diverse activities:

1. Curriculum Enhancement: Alumni provide insights on corporate trends, emerging skills, and sectoral job opportunities during association meetings.
2. Mentorship: Alumni mentor students on specialisation choices, company selection processes, and profile-specific strategies.
3. Project Guidance: Senior alums guide students on internships and company projects.
4. Event Participation: Alumni with over five years of experience judge events like Summer Excellence and conduct mock group discussions.
5. Knowledge Sharing: Experienced alums deliver guest lectures and provide domain-specific training.
6. Skill Development: Alumni conduct mock interviews and offer technical and soft skills training.
7. Motivation and Sponsorship: Alumni sponsor awards and serve as

motivators during the institute's Annual Day.

8. **Placements and Projects:** Alumni assist with live projects, internships, and final placements by constantly engaging with the placement team.
9. **Infrastructure Guidance:** Alumni offer expertise in developing institutional tools like websites and applications.

Through these initiatives, SAA enriches the institute's academic environment and strengthens its connection with the professional world.

File Description	Documents
Paste link for additional information	https://sfimar.org/alumni-association.html
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

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

SFIMAR is guided by its vision to impart value-based education that transforms students into global business leaders. SFIMAR, through continual improvement in its services through a student-centric approach, pedagogy innovations, rigorous selection, development, and up-gradation of its faculty meeting the regulatory and statutory requirements. In consultation with the Chairman and the College Development Committee members, the Director governs and implements quality standards of academic activities. A strategic roadmap is designed for SFIMAR with short, medium, and long-term time horizons for sustainable growth and development. The plan proposes various activities like collaboration, consulting and advisory, faculty exchange, networking, and other initiatives to enhance position among peer groups and industry. Multiple initiatives are proposed to improve the quality of management education, its delivery mechanism, and outcomes.

Some other highlights of the Road Map are as follows:

- Enhancement of research and consultancy
- Implementing E-Governance using ERP
- Strengthening the alum network SFIMAR Entrepreneurship and Business Incubation Zone ("SFIMARebiz")
- Web upgrades and redesigning of the online feedback system
- Faculty Development and Professional development activities
- Quality standards and accreditation

The institute's management believes in a participative and democratic decision-making process. This approach has been instrumental in promoting teamwork and developing a high level of ownership among the stakeholders.

File Description	Documents
Paste link for additional information	https://sfimar.org/governance.html
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.

The participative Management and Decentralized approach have always been practised in adopting and implementing Quality Management Systems (QMS) within the Campus. The academic audit is undertaken for MMS and 3 Years Master's Degree Programmes and supporting departments. SFIMAR has a dedicated team of trained internal auditors for ISO 9001-2015 Standard. The Internal Audit is conducted at the end of each semester (December and May). The ISO DNV auditors drive the external audit in June every year. The overall Audit process is monitored by an ISO coordinator appointed by top management. The ISO coordinator plans the Internal Quality Audit Schedule, which is conducted half-yearly with the appointed trained internal auditors and process owners.

The auditors are a mix of faculty and staff members. Process owners are the auditees who face the audit and are responsible for implementing the procedures and SOP related to the ISO standard of the area/function/department they are handling. In addition, they all conduct the Internal Quality Audit and document the respective departments' findings. After each audit (internal and external), the audit observation sheets are prepared with the category of Finding, Analysis of Basic Cause of Non-conformity (NC), Corrective Action to

Eliminate the cause of NC, Deadline for Implementation SFIMAR's Internal Auditor Verification/ Closing Observations/ NC and date of closure.

File Description	Documents
Paste link for additional information	https://sfimar.org/naac/images/6.1.2b-Decentralization-Flowchart.png
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategy Development and Deployment - Career Management Centre (Training & Placements)

To bridge the industry-academia gap, SFIMAR had the below-mentioned action plan -

1. Training students on Soft Skills
2. Training students on Technical Skills and Certifications as per the industry requirement
3. Tie-ups with corporate for training and recruitment - 'Corporate Onboarding Programme.'
4. Tie-ups with HR consultancies on a non-monetary basis
5. Rigorous Alumni Involvement

The Career Management Centre (CMC) has very meticulously implemented the action plan below:

1. Training on Soft Skills: CMC conducts "The Students Skills Development Program (SSDP)" in association with corporations, alumni, faculty members, and staff through online mode.
2. Training on Technical Skills and Certifications: As per industry requirements, the Institute conducts various certifications and technical skill programs, such as financial Modelling, Advanced Excel, Digital Marketing, etc.
3. Tie-ups with corporate for training and recruitment: SFIMAR has

associated with its largest recruiter, SSandC Globeop. Senior representatives from the organisation train students in the second year of finance specialisation on technical aspects of various job profiles through a certificate course—Certificate in Alternate Investment Industry. They recruit from the participants of this certification program.

4. Tie-ups with recruiting consultancies: SFIMAR has a tie-up with recruiting consultancies that gives CMC a mileage in getting placement leads.

5. Rigorous Alumni Involvement—SFIMAR has a strong alumni network and is closely associated with its alma mater. The CMC Dept. arranges various networking programs with current students, such as Alumni Connect, mentoring, knowledge-sharing sessions, mock interviews, group discussions, etc.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://sfimar.org/document/strategic-plan.pdf
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 Governing Body of SFIMAR believes in participative management practices, supports democratic decision-making processes, and apex organisational support for the enterprise. The Governing Council governs the Institute's Academic, Administrative, and financial matters. It looks over the Quality of Programmes, Schedules, Academic, Administrative, Faculty recruitment, faculty development, Research and Consultancy, Students' Academic Performance, Industry-Institute Interaction, Placement, etc.

The College Development Committee (CDC) meets to review and suggest reformative steps required for curricular, co-curricular, and extracurricular activities to strengthen the Programme. The Academic Advisory Committee guides, regulates, and maintains curriculum, teaching, research, and examinations regarding the academic programmes offered at Campus. The Placement Advisory Committee facilitates an industry-academia think tank that

deliberates on institutional supply, industry demand, and employment trends concerning specific management fields.

The Director oversees the institute's academic and administrative matters. The faculty members and non-teaching staff report to the respective Departmental Heads, Programme Heads, and directors. Specific administrative issues, such as Campus Management, Maintenance, and interaction with all statutory bodies on non-academic matters, are handled by the Registrar of the Institute. The delegation of power and Decentralization flows from the Director of the Institute to the Programme Heads, Departmental Heads, and all other heads of the committees. The Programme Head, Academic Coordinator, Facilitators, Mentors, and Faculty members ensure that all the activities required to attain the Programme are well-managed and executed. Decentralisation, a delegation of power, and a collaborative decision-making approach are also improved with faculty participation in the various committees.

File Description	Documents
Paste link for additional information	https://sfimar.org/committee-members.html
Link to Organogram of the institution webpage	https://sfimar.org/governance.html
Upload any additional information	View File

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	View File
Screen shots of user interfaces	View File
Any additional information	View File
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

- Group Accident Policy for Faculty and Staff Members.
- The Institute sponsors a yearly medical check-up for Faculty and Staff members.
- An on-campus nurse is disappointed in providing nursing care to faculty/ staff and students.
- Medical Leave and maternity leave are available for eligible staff members. Faculty members are eligible for Earned Leave at the time of Retirement. Privilege leave of 30 days in a year/CL/SL/Extraordinary leave / Study leave to pursue further studies, such as PhD or any other course, is given to confirmed Faculty and staff members.
- Compensatory off-facility to Staff members.
- The gym is also accessible to the staff.
- Tea / Coffee facility twice a day. Medical centre tie-up with Karuna Hospital.
- The institution has a multicultural environment on the campus; the management ensures the celebration of all the festivals together.
- Financial assistance is provided to attend and present papers at conferences in India and abroad.
- A picnic is arranged for faculty and staff members.
- Faculty development programs (FDP) for faculty members are regularly conducted.
- Skill development courses are organised for non-teaching staff to enhance their skills in the work environment.
- The Institute honours faculty members who upgrade their research work through quality publications during the academic year through the Awards and Research Incentives scheme every year.
- Gifts are given to Faculty and Staff members during the Christmas festival.
- Faculty members are encouraged to participate in Consultancy and MDP

File Description	Documents
Paste link for additional information	https://sfimar.org/hr-policy.html
Upload any additional information	View File

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****2**

File Description	Documents
Upload any additional information	View File
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****4**

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
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****3**

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	View File
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

Each faculty member completes the self-performance appraisal form at the end of each academic year. Subject Feedback is taken from the students based on teaching, support, and cooperation. Also, peer review and departmental reviews are considered for faculty performance evaluation. The appraisal form considers the teaching part, coordination with other departments, involvement in extracurricular and co-curricular activities, analysis of results, research work done, etc., to cover each type of performance. The appraisal form is emailed to the Director for his remarks, and the chairman further reviews it. Finally, the Director interacts with all the faculty members individually based on components of the appraisal form, recognises the performance, acknowledges their contribution, advises on areas of improvement if necessary, and action follows. The Director interacted with the faculty to discuss the training required by individual faculty members for their area of expertise. Appraisal Discussion also focuses on: -

- Training programs that the faculty needs for improvement
- Development of interpersonal relationships
- Motivating faculty members to present national and international research papers
- Image-building and competency visibility.
- .Improvement in teaching guidance, etc.

The management conducts staff Performance Appraisals every year. It is done based on the following parameters.

- Evaluation by the Head of the Department
- Self-Appraisal
- Evaluation by the Appraising Authority-

- **Peer / Student Feedback**

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

An internal financial audit is done by members of the Trust or external members every year—the President of the Society of the Congregation of Missionary Brothers of St. Francis Assisi authorises these members. There were no objections to the internal audit for the financial years 2023-24. They have certified that SFIMAR has maintained the books of accounts and that all accounts connected are in proper order.

Auditor Natvarlal Vepari & Company does an external financial audit once every financial year. There were no major objections from the auditor. The compliance report is given by the auditor once a year after the end of the financial year in March. The latest auditors report for the financial year 2023- 24 is available. The Institute has complied with all the necessary audit and accounting standards, and there are no unqualified audit opinions or significant audit objections.

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

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)**

1.10

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	View File
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

Mobilisation of funds Being a self-financed Institute, fees taken from the students as per the recommendations of the Fee Regulatory Authority are the primary source of funding for the Institute. The institute offers full-time courses. Other minor funding sources are the international research conference PATHH, Eminent Speaker Series, re-examination fees, sale of application forms, and FDPs conducted by the institute.

Optimal utilisation of resources Optimal utilisation is ensured through earmarked budgets, careful spending, and accountability for all expenditures incurred.

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

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

Practice 1- Outbound Training Outbound training facilitates experiential learning, wherein groups of students are taken away from the campus and taken outdoors to be assigned challenging tasks that must be completed within a given time frame. It makes students gel with each other and understand the diversified cultures and values of the Institute. In addition, the environment provides an opportunity for interaction through various activities that hone their managerial qualities, such as time management, group dynamics, and soft skills.

Plan The Institute initiated outbound training for students from the academic Year 2017-18. Students are taken to the Rambhau MhalgiPrabodhini (Uttan), participating in various indoor and outdoor group activities. This experience allows students to bond, communicate, work in teams, and lead activities based on learning with fun.

Outcomes

- Learning from Doing
- Team building
- leadership decision-making-making attributes\
- Imbibes problem-solving ability and creativity

File Description	Documents
Paste link for additional information	https://sfimar.org/extra-curricular-activities.html
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

The Two-Year Master of Management Programme (MMS) is a university-affiliated programme. However, the Institute does not have any autonomy to incorporate change as per current industry requirements, thereby creating an industry-academia gap. This gap is identified through the feedback obtained from the yearly review meetings of the college Development Committee, Academic Advisory Council, and Placement Advisory Council of the Institute,

The SFIMAR IDEA meeting, conducted monthly, reviews and explores tools to improve higher education effectiveness and the teaching-learning process in the Institute. Teaching and learning initiatives are discussed in the IDEA meeting for peer review, and other faculty members are involved during the presentation or any other assessment activity. Faculty members adopt various pedagogies to excite the teaching-learning process and ultimately strengthen students conceptually.

File Description	Documents
Paste link for additional information	https://sfimar.org/advisory-council.html
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)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://drive.google.com/file/d/17JzoGF7_JAPHS232S3ArAMYrfZYm8E8T/view?usp=sharing
Upload e-copies of the accreditations and certifications	View File
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

SFIMAR ensures and believes in providing equal opportunity for activities are ensured by -

1. Appointing two Class Representatives (one boy and one girl). 2. Boys and Girls, both are considered as Committee Members of Students' Clubs

Specific facilities provided for women 1. Safety and security: The Institute has made all the necessary provisions for women's safety and security, like installing CCTV cameras across the campus and

security checks at the Institute's entrance. Also, various Committees like the Internal Complaints Committee, Anti-ragging Committee, Student Grievances Redressal Committee, and College Women Development Cell are constituted, responsible for ascertaining gender equity, safety, and grievance redressal. 2. Common Rooms: The Institute has a separate girls' common room equipped with the requisite facilities for hygiene and safety. The college has also installed a vending machine consisting of sanitary napkins for ladies' staff and female students in the washroom. 3. Counseling A certified counselor is appointed specially for students. At the time of admissions, appropriate counselling is done for students (and parents if necessary) to make them aware of the facilities available for their wards. Counselling sessions were held and offered during the mentoring sessions, wherein, if required, a lady mentor is assigned to address the issues of a lady student. 4. Activities of DLLE and CWDC: Awareness Sessions and Sensitization Programmes were conducted by DLLE and CWDC on Gender Equity, Women Empowerment and Prevention of Sexual Harassment of Women at the Workplace.

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1eDQANx5EVI2uPu92uBWFMfnfLdQaBVVW/view?usp=sharing
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	https://drive.google.com/file/d/1w5n2XWbiI8CHSv_anhsAGJplEJEwT_X-/view?usp=sharing

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

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

The waste generated on the campus mainly comes from the canteen(biodegradable), used / wastepaper, and e-waste from computers and other electronic devices. Vermicomposting treats biodegradable waste, for which a vermicompost pit is designed and implemented on the campus. Wastepaper is also shredded and added to the vermicompost pit. E-waste storage bins are placed across various locations on the campus. The institute has signed an MOU with the 5RCycle Foundation for waste management of electronic waste generated by the college. Liquid waste is treated through the municipal drainage system. Since the institute has no wet labs, it does not generate hazardous, radioactive material or biomedical waste. The Institute collaborates with Rentokil Initial Hygiene to recycle sanitary waste. This ensures that all feminine hygiene waste will be collected and disposed of in a legally accepted manner with the aid of the feminine hygiene care service units. The service also ensures that the waste deposited will be sanitised with the help of an advanced sanitiser made from natural substances and active in both liquid and vapour phases.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

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	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File
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	A. Any 4 or all of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	No File Uploaded
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	A. Any 4 or all of the above 5.

**Provision for enquiry and information :
Human assistance, reader, scribe, soft copies of
reading material, screen reading**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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).

SFIMAR, a Christian Religious Minority institution, embraces diversity by welcoming students, staff, and faculty from various religious and linguistic backgrounds. A compulsory dress code fosters professionalism, equality, and belongingness among students, while active participation in clubs and institutional activities promotes unity. SFIMAR celebrates various cultural and religious festivals, such as Onam, Dandiya, and Christmas, with involvement from the entire community, staying true to its motto, "Enlightening Minds, Defining Leaders." Community engagement is a key aspect, with SFIMAR's ISR Club, 'Abhimaan,' and DLLE programmes encouraging students and staff to participate in initiatives like blood donation camps and visits to orphanages. The cultural club (MALAY) also organises annual events. The institution upholds inclusivity through the Anti-Ragging, Internal Complaints, SC/ST Welfare, and Grievance Redressal Committees. Celebrations like Women's Day highlight respect for gender equality. SFIMAR's annual day, "Luminance," and intercollegiate fest, "Exuberance," showcase India's rich cultural diversity. The institute's inclusive human resource policy ensures transparency and equitable treatment for all stakeholders, supported by a robust infrastructure for a vibrant campus life.

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

SFIMAR celebrates critical national days like Independence Day and Republic Day with activities such as speeches from the guests of the armed forces, the singing of patriotic songs, and student speeches commemorating the sacrifices of freedom fighters. Every formal function of the college ends with the National Anthem, demonstrating the patriotic culture among the students and employees. The Institute organises various student activities through DLLE, Abhimaan Club, CWDC, Green Club and the Hygiene and Cleanliness Committee to sensitise the students and employees to constitutional obligations: values, rights, duties, and responsibilities of citizens.

The SFIMAR DLLE team organised the annual extension festival 'UDAAM', an entrepreneurship drive, a health check-up camp and an introductory English-speaking course for underprivileged children. Women Development Cell (CWDC) celebrated International Women's Day on 7th March 2024, and an awareness session on 'Prevention of Sexual Harassment at the Workplace' was undertaken by Adv. Aileen SavinaMarques. The Abhimaan Club organised a Blood Donation Camp in association with Dr. Babasaheb Ambedkar Hospital. The Green Club organised a plantation drive on the campus. Through these forums and clubs, SFIMAR aims to instil the values of good citizenship, service, and holistic development among its employees and students

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/file/d/1-MubnWvRdb0j9iDwfluyWYLtzssC5-HO/view?usp=sharing
Any other relevant information	https://sfimar.org/extra-curricular-activities.html

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	A. All 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	View File
Any other relevant information	No File Uploaded

<p>7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals</p> <p>SFIMAR promotes cultural diversity and global awareness through a well-rounded calendar of national and international commemorative days, events, and festivals. These observances are central to the institution's mission and align with cultural and community engagement.</p> <p>Nationally, SFIMAR observes significant days, including Independence Day, Teachers' Day, National Unity Day, National Education Day, National Youth Day, National Voters Day, and Republic Day. These events honour India's heritage, highlight the importance of education and civic responsibility, and celebrate youth empowerment.</p> <p>Internationally, SFIMAR marks World Environment Day, International Yoga Day, World Mental Health Day, and International Women's Day. These celebrations reflect the institution's commitment to addressing global issues such as environmental sustainability, mental wellness, and gender equality.</p> <p>Festivals such as Onam, Navaratri, and Christmas are celebrated with</p>

inclusive cultural events that enhance community spirit and promote cultural appreciation. These festivals, alongside dedicated celebrations for educators and underprivileged children, contribute to a sense of unity and engagement within the community.

By integrating these commemorative days and festivals into its educational approach, SFIMAR enriches the learning experience and fosters a commitment to the holistic development of its students and global citizenship.

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	View File
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.

Practice 1

Title of the Practice: Standardization of the Summer Project Presentations

Objectives of the Practice:

1. To develop conceptual knowledge, business acumen, critical thinking and analytical skills among students
2. To nurture inclination for research among the students.

The Context and Practice:

The Summer Internship Project (SIP) process is structured to ensure a comprehensive learning experience for students. The preparation and orientation phase provides SIP details and company information, creating a summer internship schedule and allocating guides. During the execution and guidance phase, the Faculty in Charge (F I/C) receives and disseminates SIP details while guiding students in identifying and executing their projects, which includes proposal

development, methodology, and implementation. Finally, in the evaluation and feedback phase, students present their SIP projects, and a panel of faculty members evaluate the presentations and provide feedback. The best-shortlisted projects by the panel are then presented to an external panel of industry experts. This structured approach ensures combining practical exposure with academic rigour.

Practice 2

Title of the Practice: Forums and Clubs activities/events

Objectives of the Practice:

1. To encourage the students to participate in different events to achieve holistic development.
2. To inculcate intra-personal skills within the student community.

The Context and Practice

To complement the theoretical concepts tutored during theoretical sessions and to develop and nurture individuals' skills using extracurricular activities, the Institute organised various events on the campus itself or at carefully chosen outbound venues.

File Description	Documents
Best practices in the Institutional website	https://sfimar.org/iqac/Best-Practices-2023-24.pdf
Any other relevant information	Nil

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

St. Francis Institute of Management and Research (SFIMAR) has established its distinctiveness through its active Institute Innovation Council (IIC), which aligns closely with its priority of nurturing innovation and entrepreneurial skills among students. SFIMAR provides a robust platform for students to explore real-world

business scenarios through curated interactions with industry leaders, entrepreneurial workshops, and immersive programs.

In 2023-2024, SFIMAR strengthened its innovation ecosystem by signing an MoU with the Saturday Club Global Trust, promoting entrepreneurship development. Regular events like "InnoHatch" encouraged students to develop and pitch startup ideas, fostering creativity and practical business acumen. Notably, sessions like "Pitching to Investors" by experts like Mr. Amar Kaul equipped students with skills in crafting effective business presentations and navigating funding processes.

The integration of mentorship, from internal faculty to external entrepreneurs, has bolstered students' capabilities. Noteworthy outcomes include the successful execution of 36 innovative projects. The IIC's comprehensive approach exemplifies SFIMAR's commitment to creating industry-ready leaders and instilling a resilience, adaptability, and problem-solving culture. This emphasis on entrepreneurial excellence highlights SFIMAR's distinctive role in shaping future-ready professionals.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. Implement an outcome-based education model and update BMS based on NEP
2. Structure the MMS curriculum under autonomy based on NEP 2020
3. Launch advanced certifications for students
4. Conduct regular Faculty Development Programs (FDP) focusing on modern pedagogies, research tools, NEP, etc.
5. Increase faculty participation in funded projects, publications, and collaborative research.
6. Invite industry experts for sessions on emerging trends.
7. Broaden partnerships with corporates to enhance placement opportunities and expand the CTC benchmark.
8. Strengthen MOUs with corporations for student internships, live projects, and placement opportunities
9. Expand support for underprivileged communities.
10. Enhance club initiatives (e.g., Malay, Green, Debate, and Photography clubs) to foster creativity, critical thinking, and social awareness.

11. Promote participation in intercollegiate events and internal competitions, such as "Exuberance," "Udaan," and sports activities.
12. Strengthen promotional campaigns on platforms like Instagram and LinkedIn.
13. Conduct reviews to assess progress against objectives.
14. involve stakeholders (faculty, students, alums, and industry partners) for feedback.
15. Organise Management development programs, Executive development programs
16. Undertake consultancy assignments
17. Expand international collaboration with foreign universities
18. Organise Alumni Chapter events
19. Strengthen LIRC and IT Centres for ICT-enabled teaching-learning processes and research
20. Organize e-waste drives, tree plantation initiatives, and sustainability workshops.
21. Promote a zero-waste campus culture
22. Increase the impact of clubs like Green Club, Abhimaan ISR, and Kala Sadhana
23. Promote mindfulness sessions and wellness initiatives for faculty, staff and students.
24. Focus on soft skills training for faculty, staff and students.
25. Secure grants from ICSSR, AICTE, and industry bodies
26. Expand the activities of the "SFIMAREbiz" Incubation Centre