YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	IndSearch Institute of Management Studies & Research
• Name of the Head of the institution	Dr. Aparna Tembulkar
• Designation	Director
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	02022917000
• Alternate phone No.	9881377663
• Mobile No. (Principal)	9890926386
• Registered e-mail ID (Principal)	aparnatembulkar@indsearch.org
• Address	S. No.37/2/2/4 Bavdhan Khurd, Bavdhan
• City/Town	Pune
• State/UT	Maharashtra
• Pin Code	411021
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	02/04/2007
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**Self-financing**	
• Name of the IQAC Co-ordinator/Director	**Dr. Suwarna Shidore**	
• Phone No.	**02022917000**	
• Mobile No:	**9881377663**	
• IQAC e-mail ID	**iqac@indsearch.org**	

3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.indsearch.org/aqar-report
4.Was the Academic Calendar prepared for that year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.indsearch.org/mba-colleges-pune

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**84.4**	**2007**	**31/03/2007**	**30/03/2012**
Cycle 2	**B**	**2.78**	**2015**	**03/03/2015**	**02/03/2020**

6.Date of Establishment of IQAC	**15/07/2007**

7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Provide details regarding the composition of the IQAC:

• Upload the latest notification regarding the composition of the IQAC by the HEI	View File	

9.No. of IQAC meetings held during the year	**3**

• Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?	**Yes**
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded

10.Did IQAC receive funding from any funding agency to support its activities during the year?	**No**
• If yes, mention the amount	

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

• Review of Teaching Learning Plan and Teaching Record. • Verification of Adherence to Academic Calendar • Organizing Webinars for various stakeholders • Preparation for NAAC accreditation and IIQA submission for the 3rd Cycle • Scheduling online sessions, online examinations and online faculty meetings due to Covid-19 pandemic situation. • Motivating Faculty members to attend webinars organized by other institutions.

12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:

Plan of Action	Achievements/Outcomes
To reinitiate PG Diploma programmes	**Introduced 5 PG Diploma Programmes**
To introduce more UG programmes	**IndSearch has prepared structure and syllabus for BMS in e-Commerce and Supply Chain Mgmt and BMS in Computer Applications and Business Analytics. The proposal is sent to all concerned authorities for their approval. It has been passed in the Institute's Statutory bodies.**
To give remedial classes to weaker students	**After orientation, the weaker students were given remedial classes**

13.Was the AQAR placed before the statutory body?	Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Governing Body	26/03/2022

14.Was the institutional data submitted to AISHE ?	Yes

- Year

Year	Date of Submission
Nil	20/01/2022

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

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

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

20.Distance education/online education:

Extended Profile

1.Programme

1.1   9

Number of programmes offered during the year:

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

2.Student

2.1   **377**

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	[View File](#)

2.2   **181**

Number of outgoing / final year students during the year:

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

2.3   **373**

Number of students who appeared for the examinations conducted
by the institution during the year:

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

3.Academic

3.1   **307**

Number of courses in all programmes during the year:

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

3.2   **20**

Number of full-time teachers during the year:

Extended Profile

1.Programme

1.1 Number of programmes offered during the year:	9

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1 Total number of students during the year:	377

File Description	Documents
Institutional data in Prescribed format	View File

2.2 Number of outgoing / final year students during the year:	181

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3 Number of students who appeared for the examinations conducted by the institution during the year:	373

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1 Number of courses in all programmes during the year:	307

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2 Number of full-time teachers during the year:	**20**

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

3.3 Number of sanctioned posts for the year:	**21**

4.Institution	
4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	**219**
4.2 Total number of Classrooms and Seminar halls	**19**
4.3 Total number of computers on campus for academic purposes	**158**
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	**68.09431**

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

IndSearch being an autonomous institution, curricula for all programs are developed and implemented considering Local, National, Regional and Global developmental needs. The same is reflected in POs, PSOs and COs. A mapping of Local, Regional, National and Global needs with various courses offered in the programmes and their Programme Outcomes is done while designing the curricula.

Relevance to Local, Regional, National and Global Developmental Needs:

- **Local** –Pune hubconsistsIT, Manufacturing, auto sector, ancillaries, Services and Agro-based industries. Business Analytics, Python programming, Computer Applications, Software Testing, Total Quality Management, Digital and Services Marketing, Financial Modelling, Human Resource Information Systems, Operations and Supply Chain Management, Corporate Social Responsibility, and Business Ethics is part of the syllabus.

- **Regional** – To suit the thrust areas of the state of Maharashtrafor generation of employment and entrepreneurship in the rural area and different growth centres of the state local needs are integrated.CourseslikeQuantitative Techniques, Entrepreneurship, Services Marketing, Financial Markets, Research Methodology and IT address these needs.

- **National** – Considering the national focus on Digital India, Skilling India, Make-in-India, Sustainability programs, following courses have been included in our curriculum. Environment, Health and Safety, Sustainability and CSR, Urban Planning, IT Services Management, Productivity Management, Distribution and Logistics Management etc.

- **Global** - In order to make students globally competent, following courses have been introduced in the curriculum – International Business, International Marketing, Global HRM, International Finance, International Financial Reporting Standards, Export Documentation, Cross-cultural Relations, Foreign Languages, etc.

While designing curricula adequate focus is given on the aspects of building domain knowledge, enhanced communication, leadership, use of advanced technology, business ethics and analytical skills which are reflected in outcomes.

Four pillars of Curriculum design are :

Foundation:

All programs are built on a strong foundation which comprises the subjects of General Management, Business Strategy, Business Economics and Quantitative Techniques. The choice of courses selected under this part of the curriculum addresses a common necessity of wisdom for a manager cum leader.

Advance Learning:

This part of the curriculum covers the subjects of intense learning in the specialties of interest to the students. The choice of subjects and the contents are decided based on the industry input, faculty and experts' interaction, students and alumni feedback.

Skill Development Focus:

Knowledge, wisdom and skill are equally focused while developing the curriculum for all the programs. Experiential learning process helps in students acquiring hands-on skills of management. These include various activities such as Laboratory sessions, practical, project work, assignments, case studies and presentations, workshops, participation in social and cultural activities of the institution etc.

Responsible Citizenship:

IndSearch recognizes the importance of social and environmental impacts of businesses and has included subjects such as Business Ethics, Legal Aspects of Business, Environmental Sustainability, Green Supply Chain, Corporate Governance into the syllabi. IndSearch strongly promotes value-based education and strives to imbibe values such as equality, social justice, integrity, simplicity, and innovation in every student of the Institute.

File Description	Documents
Upload additional information, if any	[View File]()
Link for additional information	Nil

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

0

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	**No File Uploaded**
Details of syllabus revision during the year	**No File Uploaded**
Any additional information	**No File Uploaded**

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

301

File Description	Documents
Curriculum / Syllabus of such courses	[View File](#)
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	**No File Uploaded**
MoUs with relevant organizations for these courses, if any	**No File Uploaded**
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

0

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

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

3

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	**No File Uploaded**
Any additional information	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	**No File Uploaded**

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Holistic development of the students is the main purpose of curriculum. While this is attempted through prescribing dynamic and updated curricular inputs, we have added courses and activities which may not be directly linked with disciplines of study but contribute to sensitizing students to cross-cutting issues relevant to the current pressing concerns both nationally and internationally such as gender, environment and sustainability, human values and professional ethics, development of creative and divergent competencies.

Human values and Professional ethics are imbibed into every action at IndSearch and very naturally, it percolates into the curriculum, various extra-curricular and social activities by the institution.

Environment & Sustainability:

IndSearch has been sensitive towards social and environmental issues which is reflected in the courses listed below –

Sr.

Programme Name

Course Code

Course Name

1

MBA

406B

Green Logistics & Supply Chain

2

MBA

402HR

Environment, Health and Safety

3

MBA

604C

CSR and Sustainability

4

BMS

106

Environmental Management

5

BMS

504

CSR & Ethics

6

MMS

601

Management for Sustainability

7

PGDEM

102

Natural Resource Management

8

PGDEM

202

Environmental Pollution & Disaster Management

9

PGDBM

205

Business Government & Society

IndSearch also has a Biodiversity Campus that provides a holistic education amidst the environs of nature. The Bio-diversity campus nurtures hundreds of species, plants, and reptiles. Various outdoor sports facilities and an Amphitheatre add to the beauty of the bio-diversity campus.

IndSearch regularly promotes and participates in the community service activities.

Some of the other activities undertaken by IndSearch are -

- Subjects such as Strategic CSR, Environment Management, Green Logistics, Legal Aspects of Business, Cyber Law and Sustainability included in the curriculum of the programs.
- Environment and Sustainability department at IndSearch.
- Special collection of books on environment and sustainability in library.
- Community Service – Cleanliness drive, traffic management, tree plantation, No-plastic day etc.
- Women Entrepreneurship Development Program (WEDP)
- Blood Donation camps

Human Values and Ethics:

IndSearch practices high standards of ethics and human values in

every aspect of education. IndSearch inculcates human values and business ethics into the curriculum for all UG,PG and PG Diploma programs. The Institution has included following subjects for various programs –

Sr.	Program Name	Course Code	Course Name
1	MBA	202	Legal Aspects of Business
2	MBA	206A	Cyber Laws
3	MBA	407C	Business Values and Ethics
4	MBA	406A HR	Labour Welfare
5			

MBA

501 HR

Employment Laws

5

MMS

203

Legal Aspects of Business

6

MMS

205

Business, Government and Society

7

BMS

202

Business Law

8

BMS

304

Industrial Law

9

BMS

504

CSR & Ethics

10

PGDMM

205

Business Values & Ethics

11

PGDEM

204

Corporate Social Responsibility

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	**No File Uploaded**
Any additional information	**No File Uploaded**

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

3

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	**No File Uploaded**
Any additional information	**No File Uploaded**

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

253

File Description	Documents
List of students enrolled	View File
Any additional information	**No File Uploaded**

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

170

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	[View File](#)
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	Nil
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	Nil
Any additional information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

377

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	<u>View File</u>

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

36

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	<u>View File</u>

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

IndSearch provides and accommodates students from diverse backgrounds.

The special programmes for Slow Learners showed performance improvement in almost all slow learners, out of which 40% of students showed significant improvement.

Methods adopted for assessing the Learning Levels of Students:

1. **Profile of the Students: Right from the time students are admitted to the Institute, an assessment of their learning levels is done.**

1. **Graduation Background: The Management Programmes offered by the Institute are multidisciplinary with students from varied backgrounds opting for the same. The Commerce Students find coping with the Quantitative Subjects difficult and similarly the Non-Commerce Students find coping with the Accountancy subjects difficult. To bridge this gap between students from different graduation backgrounds, the bridge courses are conducted.**

1. **Performance at the Graduating Exam:** On the basis of the graduating marks primarily slow learners and advanced learners are identified.
2. **Performance during the Concurrent Evaluation in the first Semester/ Trimester** –The performance of students at these concurrent evaluations is monitored and accordingly assistance plan is executed.
3. **Assessment of Communication Ability** - Students from vernacular mediums and rural backgrounds find it difficult to communicate in English, for them English communication course is available, special remedial sessions of Business Communication are held for slow learners.

Special Programmes organized

1. For Slow Learners –

1. **Remedial Sessions:**Sessionsare arranged for the slow learners throughout the duration of the program as part of the Time Table.
2. **Language Lab:**Thesessions are arranged to ensure that students having problems with English Communication are facilitated to hone their English Communication Ability.
3. **Counseling:** Professional counselor is appointed for 1-1 counseling for students. Special attention is given to Slow Learners.
4. **Informal Buddy System:**Peer learning is encouraged in classes, helps in the development of the slow learner.
5. **Personal Attention by Teachers in Class:**Due to moderate Faculty Student ratio, faculty members able to pay personal attention to the students boosting their confidence.
6. **Participation in Co-Curricular Activities:** The slow learners are encouraged to participate various Co-curricular activities like Seminars, Research paper competitions and other competitive events teaming with advanced learners.

Participation in Extra Curricular Activities: Due encouragement is given to slow learners to motivate them to co-lead extracurricular activities like cultural programmes, Sporting events etc

1. **For Advanced Learners:** Special sessions on various activities for advanced learners consists of :

1. **Organization of Events:** The advanced learners are encouraged to take up leadership roles and take on the responsibility of organizing various events.
2. **Involvement in Committees:** To enhance the team building capabilities of the advanced learners, they are encouraged to participate various committees like the Placement Committee, the Cultural Committee etc.
3. **Participation in Co-Curricular Activities:** The advanced learners are encouraged to lead various Co-curricular activities like Seminars, Research paper competitions and other competitive events.
4. **Participation in Extra Curricular Activities:** Different administrative roles are assigned to organize cultural and Sports events.

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/08/2021	377	20

File Description	Documents
Upload any additional information	No File Uploaded

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:

Student-centric Teaching-Learning processes are operational at IndSearch. Innovative methods of teaching-learning are used in the pedagogy which have been evolved over the years and are continuously enhanced to tune with time and technology.

Experiential Learning:

1. Learning by doing – This involves - Use of practicals, Analysis, presentations, problem solving etc., Internships, involving students in project work. Giving complete responsibility of events such as – Srujananubhav, IndFest.
2. Seeing is believing – This involves physical visits to the places where students can practically see the things which they have learnt in the classes.
3. 360 deg. Learning – 360 deg learning is about overall development of students not only from the curricula but beyond. IndSearch organizes Debating Union sessions every week with the topics relating to various current affairs. In Debating Union, student groups are required to present and debate on a given topic. IndSearch also organizes a series of guest lecturers from eminent speakers from various fields to enrich the knowledge of students.

Participative Learning:

1. Collective Learning - Dissecting a case and presenting the analysis by teams, brainstorming and collective learning.
2. Learning through Videos, Visuals - Use of videos, visuals in the presentations rather than a mere text.
3. Learning Resources – A platform to share presentations, notes, e-books, case studies, solved examples. The link to the database - https://drive.google.com/drive/folders/1MfhLTb7sgTSkyiPCrkb2rOd-drkVTjZd
4. Teach-back – This technique involves asking the students explaining the concept in the class after it has been taught by the faculty.
5. Trans-languaging - Many of the students in the institute come from rural background and have done majority part of their education in regional language. Trans-languaging is the concept of explaining the key concepts of management in regional language, as well, to reinforce learning.

Problem Solving:

1. Experiencing Real Life – IndSearch has a very strong focus on practical learning. Opportunities are created for the students to experience the concepts learnt in real life.
2. Productive Failure – Asking students to practically solve / handle a problem. Help / guide them if they fail. Students learn from their failures.
3. Case Studies and Practical Problem Solving – Case studies are used by the faculty to help students understand the real-

life problems and how companies have solved the problems using management techniques.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

IndSearch strongly promotes use of advanced technology in the teaching-learning and evaluation process. Use of ICT is an integral part of effective teaching-learning process. ICT enabled tools are integrated considering students' expectations and attempt to provide better learning experience. These tools are used to create, communicate rich content to the students and can be reviewed and retrieved as per their convenience later on. It encourages faculty to refer the best of the resources globally available and make the teaching-learning an engaging, participative and joyous experience for the students.

ICT Tools

All the faculty use Laptops and computers for preparing and updating their lessons and delivering it to the students. Apart from this, each class is equipped with a computer, LCD projector, screen and audio / video equipment. Including both the campuses, the Institute is having over 153 computers used in Labs, Libraryandclass rooms. All the class rooms have internet connectivity which enables teachers to access and present online content. Bavdhan campus is having a internet bandwidth of 50 MBPS and Law College Road campus with 20 MBPS.

E-platform:

Since year 2018-19 IndSearch extensively uses an intranet platform IndSearch Information System (IIS) which includes attendance, teaching record, online tutorials, examinations and Learning Resources.

Significant statistics for the use of IIS is as below:

- Average users per day – Approx. 200 Logins

- Students use – 100%
- Faculty use – 100%
- Online Tutorials conducted (since 2018-19) – Over 300 tutorials conducted per year with an average of 36 tutorials per student per year.
- Online Exams conducted – 4065 Exams submitted online and evaluated till March 2020.

The class presentations, notes, cases, e-books are shared by the respective faculty and are easily accessed by students from anywhere, anytime and through any device using IIS.

Online Teaching Platforms:

IndSearch has effectively used online teaching platforms such as Microsoft Teams, Zoom and FreeConferenceCall. During Covid-19 Pandemic this was used extensively.

E-Resources:

Faculty frequently use online resources such as e-journals on J-Gate and subject presentations from National Digital Library and use them in the class. The syllabus includes references to important journal articles for each course. Other online resources which are frequently used by teachers and students are the e-books. This was particularly useful during Covid-19 lockdown situation.

Smart Class Room:

One of our large seminar halls is equipped with a Smart Board which is used by all the faculty members as and when required. Smart Board emulates chalk-and-blackboard feel which is useful for subjects like statistics and accounting. It has the facility to save all the session contents for future reference and sharing. Seminar hall is also used for various guest lectures.

Online Tutorials:

The use of IndSearch Information System (IIS) for conduct of online tutorials, examinations is a unique feature of IndSearch. Even during the lockdown period, IndSearch was quick to start online lectures without losing a single day's lectures. Every faculty member used online application without any trouble.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	**Nil**
Upload any additional information	[View File](#)

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

19:1

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	[View File](#)
Circulars with regard to assigning mentors to mentees	**No File Uploaded**

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Before the beginning of each academic year an Academic Calendar is prepared and executed rigorously for all the programs. Academic calendar covers all important dates for students such ascommencement of semester / trimester, tutorial weeks, mid term examinations, exam form filling, final examination, holidays and important events of IndSearchlike Athaang, IndFest, IndFiesta etc. Academic calendar is approved by the Director and released by the Dean Academics.

On the basis of Academic Calendar, time tables are prepared for each program. For full credit subjects, three to four hours per week; for half credit subjects, two hours per week and for quarter credit subjects one hour per week are scheduled.

Respective Faculty is required to prepare and submit the teaching plan based on the course syllabus. Teaching Plans are submitted to Dean Academics.

Teaching is conducted as per the teaching plan which is monitored by Dean Academics. Revisions or remedial sessions are conducted by the faculty as per the need. At the end of each semester /

trimester the respective faculty submits the Teaching Record, which records the actual sessions conducted against the plan. With the use of IndSearch Information System (IIS), the Teaching Records gets generated from the system.

Deployment:

The process of Academic Calendar, Time Tables, Teaching plan and Teaching record is followed for UG as well as PG programs. Micro-level record of each faculty, each day for each program along with details of interaction is maintained and at the end of each day coordinator takes the stock and convey the progress to the director.

Everyday students' attendance is recorded by the teacher, based on daily attendance sheet data is entered in the system. At the end of each semester / trimester it is reviewed through academic audits by the dean.

Benefits:

As the semester / trimester progresses, each faculty on a regular basis updates the teaching record in the IndSearch Information System (IIS). At the same time a periodic review is conducted by Dean Academics.

The Academic Calendar helps students getting the full visibility of events that would happen during the year. The advance release of Academic Calendar also makes sure the activities and events happen exactly as per the plan and these do not need additional communications.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	No File Uploaded

2.4 - Teacher Profile and Quality

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

20

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

8

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	No File Uploaded

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

121.37

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms

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

Nil

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	[View File](#)
Any additional information	**No File Uploaded**

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	**No File Uploaded**
Upload any additional information	**No File Uploaded**

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

IT integration and reforms in the examination procedures and processes including the Continuous Internal Assessment (CIA)

The Institute places a lot of importance on extensive use of IT in all its processes. The Examination processes and procedures are IT enabled and have brought in considerable improvement in the Examination Management System of the Institution.

IndSearch Information System – The IndSearch Information system (IIS), developed in-house by our own IT faculty, is being used since 2018-19. The system provides the facility to conduct all exams online. The Continuous Internal Assessment (CIA) as well as the Final examinations are conducted in online mode using the IIS. The System enables conduct of

1. **Online Tutorials - IIS has enabled the conduct on Online Tutorials using Multiple Choice Questions.**
2. **Mid Term Exams - The IIS provides the facility to display the question paper to the students and enables students to scan and upload their answer papers on the system. Students get a notification once their papers are uploaded.**

3. Automated results for Online Tutorials – The system calculates the results of the online MCQ tests
4. Results Display Facility – Students can check the result of their online tutorial by logging in to IIS through the unique login ID provided to them.

Examination Reforms –

The various examination reforms introduced and implemented since 2015-16 are as follows:

1. Introduction of Blooms Taxonomy in preparing the Question banks from Academic year 2019-20 –

Bloom's taxonomy is a framework used to classify educational learning objectives into levels of complexity and specificity. From the Academic Year 2019-20, the Institute has made use of Bloom's Taxonomy in designing the Question banks. Here

an IT coding system has been used to generate the code for each question in the Question bank. The Code incorporates the mapping of the respective question with the Learning outcome, the level of difficulty, approximate time required for answering the question and the level of discrimination of the question. This has helped in providing a robust guideline to paper setters in selection of questions from the question banks while setting the paper and helped in mapping the learning outcomes.

1. Introduction of Online Examination for 20 marks (out of 70 marks allocated for external/final evaluation) for the BMS programme – Earlier, till academic year 17-18 the evaluation pattern for the BMS programme comprised of 70 marks for external evaluation (paper and pencil exam) and 30 marks towards concurrent evaluation. From the Academic Year 2018-19, the evaluation has been changed to include online exam of 20 marks in the external evaluation and 50 marks of paper and pencil examination. This has enabled testing of the assimilation of knowledge in more than one way. The Online examination is conducted through IIS.
2. Conduct of entire final examination in online mode as per University directive- For the final examinations of the

passing out students of batch 2019-20, for all programmes, the examinations were conducted in October 202(delayed due to COVID19). The entire examination was conducted in Online mode in MCQ format. Mock examinations were also conducted to acquaint students with the exam and ensure that there was no anxiety amongst students with regards to giving the exams online in MCQ format. This was done through IIS and Microsoft Teams Platform.

3. Introduction of Debating Union as a component of the concurrent evaluation (CIA) for the MBA programme since 2016-17 -

Under Debating Union, which is a two hour session in the time table, students are required to debate on the given topics. The topics range from subject specific issues to general management issues to current affairs. Students are expected to extensively research the topic while preparing for the debate. The debate carries 5 marks for each full credit paper in the concurrent evaluation and is mandatory for all.

1. Introduction of Trimester Pattern for MBA:In order to align with the National thrust areas Trimester system was introduced in 2019 allowing us to accommodate more subjects as compared to Semester system. As a result, teaching weeks increased from 51 weeks to 77 weeks, and the number of courses increased from 147 to 172.

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

2.6 - Student Performance and Learning Outcomes

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

Programme Outcomes:

Our Vision of Developing world class management professionals to meet the diverse and challenging demands of business, industry and society drives all the programmes run at IndSearch. The management team of IndSearch has well thought and defined program outcomes

for our MBA, MMS and BMS programs. These programme outcomes are aligned with our Vision, Mission, Goals and Objectives at the same time they are benchmarked with national and international universities.

The programme outcomes are crafted considering all the important aspects of modern leadership and management. At the same time these outcomes include business ethics and values, social responsibility and protection of environment.

The Programme Outcomes are well documented. These are published on Institute's website. All the faculty members and students are made acquainted with these outcomes and the institute constantly strives to achieve them.

(Note: Programme outcomes of other programmes is/are uploaded as Additional Information. Link to the same is provided in this form)

Course Outcomes:

Each Course included in the syllabus has specific Course Outcomes documented. Course Outcomes are integral part of the Syllabus for each program. The practice of having documented Course Outcomes is standardized and is followed for all the programmes of the Institute.

The syllabus containing Course Outcomes for each course is published on Institute's website and communicated to students by email after commencement of classes every year.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Link for additional Information	**Nil**

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The Institute places lot of emphasis on the Programme Outcomes

(POs) and Course Outcomes (COs). Program Outcomes have been defined for all the three programs that are offered by the Institute that is the Bachelor of Management Studies, Master of Business Administration and Master of Management Studies. The Programme Outcomes and Course Outcomes are displayed on the website and also communicated to the students through the syllabi. Emphasis is also placed on the attainment of POs and COs. This is done through various formal and informal modes of evaluations as well as from the feedback from students and their employers.

Programme Outcomes for the MBA and MMS Program - The Programme Outcomes for the MBA,MMS and BMS Programme include Domain Knowledge and Continuous Learning, Analytical thinking and Problem Solving, Communication, Innovation, Leadership and Teamwork, Diversity, Global View, Entrepreneurship and Environment and Sustainability.

Course Outcomes for the MBA, MMS and BMS Programmes - Course Outcomes for all the courses are enlisted in the syllabi itself setting the expectations right regarding the course.

Evaluation of attainment of Programme outcomes and Course Outcomes:

The attainment of programme outcomes and course outcomes is ensured through effective evaluation system. This is achieved by use of Bloom's Taxonomy in the evaluation process. In Bloom's Taxonomy various kinds of skills such as cognitive, affective and psychomotor skills required for different programmes are identified and translated into the programme outcomes. In the evaluation process each question is mapped to the programme outcome and course outcome. Thus, marks scored in the examinations are indicative of level of attainment of programme outcomes and course outcomes.

A. Formal Methods to evaluate the attainment of POs and COs

1. Concurrent Evaluation - Concurrent evaluation comprises of tutorials, Quizzes, Case studies or presentations, written assignment.

a. Written Tutorials/Written Assignments - This method helps in assessing the domain knowledge and communication ability

b. Quizzes - This method helps in assessing the assimilation of knowledge and assessment of team work and leadership skills of the

students

c. Case Studies – This method helps in assessing the analytical
and problem solving ability of the students

d. Presentations- This method helps in assessing the communication
ability, innovative approach, team working ability, and
adaptability of students to diverse teams.

e. Debating Union -This method helps in evaluating the attainment
of analytical ability, communication and articulation ability and
team working ability of students

f. Mid Term Examinations – Mid-term examinations include
theoretical questions, problems, logical / analyticalquestions
facilitating the evaluation of attainment of Program Outcomes and
Course Outcomes.

2. Summer Internship Projects (SIP) - SIP Viva Voce helps in
evaluating domain knowledge, problem solving ability,
communication, Innovation and entrepreneurial ability of the
students.

B. Informal Methods to evaluate the attainment of POs and COs

1. Cultural events – These events help in evaluating Leadership
and team working ability of the students.

2. Co-curricular Activities- Activities like Research paper
competition, help to evaluate the analytical ability of the
students.

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

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

150

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

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.indsearch.org/assets/pdf/aqar/2020-2021/SSS_20-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

Research and developmental activities promote innovation and motivate better learning and teaching among faculty and students. The purpose of the IndSearch Research Policy is to create a vibrant atmosphere of research among faculty and students. The policy shall serve as an overall framework within which research activities can be carried out.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	**Nil**
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year

(INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	**No File Uploaded**
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	*View File*
List of teachers receiving grant and details of grant received	**No File Uploaded**
Any additional information	**No File Uploaded**

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	**No File Uploaded**
List of teachers and details of their international fellowship(s)	*View File*
Any additional information	**No File Uploaded**

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	*View File*
List of projects and grant details	**No File Uploaded**
Any additional information	**No File Uploaded**

3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**
List of research projects during the year	[View File](#)

3.2.3 - Number of teachers recognised as research guides

0

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	**No File Uploaded**
Institutional data in Prescribed format	[View File](#)

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	[View File](#)
Paste link to funding agencies' website	**Nil**
Any additional information	**No File Uploaded**

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

Innovation, Research and Community Orientation at IndSearch

Due to Pandamic situation, the institute was working in an online

mode during this academic year. The following information shows the activities which were conducted in the previous years.

1. IndSearch Innovation, incubation Enterprise Center – I2IE

IndSearch Innovation Incubation and Entrepreneurship (I2I E) Cell at IndSearch has been existing since 2014. At IndSearch we firmly believe in helping students develop the entrepreneurial mindset irrespective of their choice of career.

Objective of I2IE Cell: Provide focused support to student entrepreneurs through a supportive environment that helps them establish their business ideas and develop their concepts into successful enterprises.

Activities of I2IE Cell - I2IE provides a conducive environment for the students to experiment, fail, correct and rise again. Under the aegis of the I2IE Cell, IndSearch not only provides infrastructure but also the best possible guidance from experts as mentioned below:

1.Guest Lectures by various alumni entrepreneurs

2.Guest Sessions by Experts

3.Guidance regarding feasibility of the idea/project from experts

4.Seed money for starting the venture

1.Guest Lectures Conducted by Alumni Entrepreneurs

SN

Date

Topic

Details

1

2nd Sept 2017

Make In India & Digital India

Mr. Ramesh Birajdar, Regional Finance Controller, Lear Corporation

Chakan

2

Sat 21st July 2018

Entrepreneurship

Ms. SatyashreePanse, Partner, Director, The Joysmiths Pvt Ltd

3

Thursday 4th July 2019

Entrepreneurship

Mr. Hrishikesh Kanade, Founder and Wellness Coach in Fitspiration

2.Guest Lectures by Experts –

a.Guest Speaker: Mr. ShrirangChitale

Mr.Shrirang Chitale, having National & International industrial experience in the field interacted on 5th January 2017 with MBA students. Mr. Chitale shared many examples of how startups like PayTm and MobiQuick have become successful enterprises in a short span of time.

b. Guest Speaker - Bhargavi Joshirao

I2I E organized a guest lecture by Bhargavi Joshirao (Managing Director - Mobikern Automotive engineering Pvt. Ltd, Pune) on April 4, 2017, attended by 40 MBA students and the faculty. Ms. Bhargavi shared her experiences during the formation of Mobikern.

3. Guidance regarding feasibility of the idea/project from experts – In line with the Make-in India, Start-up India and Atmanirbhar Bharat initiatives of the Government, IndSearch provided guidance to budding student entrepreneurs. Mr.DilipSathye –Former Director at SICOM guided 5 students about the feasibility of converting their ideas into start-ups through two workshops.

4. Seed Money for Start-up - The Institute has provided Seed Money to one student, Mr. Bhupendra Mali to help him incubate his Start-up (for registration) Mr. Bhupendra Mali has started a software

services organization by the name 5 Hours Digital Marketing.

1. Round Table on Sustainability –A group formed in August 2013 at IndSearch, having around 18 members, to provide a platform for its members invited from various walks of life to discuss various issues related to Sustainability freely and without inhibition. From its inception the Round Table on Sustainability had 39 meetings.

1. Community Orientation - IndSearch is actively involved in community service through joint programmes on Blood Donation Camps, Women Entrepreneurial Development (WEDP) and NSS.

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

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

Nil

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	[View File](#)
Any additional information	**No File Uploaded**

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

0

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	[View File](#)
Any additional information	**No File Uploaded**

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

6

File Description	Documents
List of research papers by title, author, department, and year of publication	[View File](#)
Any additional information	**No File Uploaded**

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

0

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

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Bibliometrics of the publications during the year	**No File Uploaded**

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	**No File Uploaded**
Any additional information	**No File Uploaded**

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	[View File](#)
List of consultants and revenue generated by them	**No File Uploaded**
Any additional information	**No File Uploaded**

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

10000

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	[View File](#)
List of training programmes, teachers and staff trained for undertaking consultancy	**No File Uploaded**
List of facilities and staff available for undertaking consultancy	**No File Uploaded**
Any additional information	**No File Uploaded**

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

As a part of social responsibility, IndSearch regularly conducts various extension activities such as Blood Donation Camps, Tree Plantation, Swachhata Abhiyan, in the neighborhoods with students' and teachers' active participation.The past five years data shows almost 100% participation of students in such activities.

The culture of caring for the society is nurtured through all the programs hence various innovative programs are organized during the academic years. The recent flood-relief related activities or saying 'No to Plastic' are the reflections of students being sensitive to the neighborhood and allowing them to understand the

dimensions of protection of environment. Students are also sensitized during the Swachhata Abhiyan conducted in rural areas such as Khed in Ahmednagar district.

IndSearch organizes lectures on socially relevant subjects such as drug abuse, HIV, AIDS, Blind-belief which sensitize students about their responsibility towards society. The bio-diversity campus preserves several plants, insects, reptiles of rare species. The principle of 'Seeing is believing' builds the awareness of students towards conservation of nature.

The sensitivity towards nature and society is strongly reflected in the cultural programs arranged by the students during the annual fests of the institute which include environmental protection, urban pollution, agriculture, cleanliness, health and hygiene etc.

Various NGOs are invited regularly at our institute for conducting social programs. The students and faculty of IndSearch respond these activities positively, with full enthusiasm. IndSearch frequently collaborates with following NGOs-

1. JagrutiSeva Sanstha, Pune
2. Mukkam Post Pune
3. AASHNAA Foundation, Pune
4. Rotary Club of Pune Metro
5. Door-Step NGO
6. The Indian Association for Blind
7. Deenanath Mangeshkar Hospital, Pune;
8. Rashtrapita Mahatma Gandhi College, Khed, Ahmednagar.

IndSearch actively participates in the programs run by Central and State Government such as SwachhataPakhawada, International Yoga Day, Rashtrabhasha Divas, Swachha Bharat Abhiyan, Ek Bharat Shreshta Bharat Abhiyan, SmajikEikyapandhrawda etc.

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

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during

the year

0

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	**No File Uploaded**
Any additional information	**No File Uploaded**

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

5

File Description	Documents
Reports of the events organized	View File
Any additional information	**No File Uploaded**

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

171

File Description	Documents
Reports of the events	View File
Any additional information	**No File Uploaded**

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

59

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	**No File Uploaded**

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only

functional MoUs with ongoing activities to be considered)

4

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	[View File](#)
Any additional information	**No File Uploaded**

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 equipments, etc.

IndSearch has excellent facilities and Physical Infrastructure for curricular, co-curricular, extra-curricular and extension activities. The Institute has two campuses one is located at a prime locality on Law College Road and the campus at Bavdhan which has a rich biodiversity. Both the Bavdhan campus and Law College Road campus premises have spacious classrooms, workshop or tutorial rooms, Seminar halls and auditoriums, with audio-visual aids.

The library contains more than 30000 contemporary volumes and subscribes to over 37 top journals published in India and abroad.

IndSearch has well-equipped Computer Laboratories with modern application software, computers connected with a local area network (LAN) or Wi-Fi. Internet connectivity is with 50 MBPS, Leased Line at the Bavdhan campus and 20 MBPS at the Law College Road Campus. Other facilities include Printers and Scanners. The Institute has a Smart Class room with all the necessary equipment. The LCDs, TV and Photocopiers are used effectively for teaching-learning. The facility for Internal Communications between faculty members and students is through Microsoft Exchange Server 2003/2007/2010 and Document Sharing and Website for each course facilities are provided with Microsoft SharePoint Server 2007/2010. Internet browsing facilities are provided in the Computer Lab / Digital Library for students and faculties with

unlimited download with 60 Computers at a time. UPS Power Supply 20 KVA and Genset 62.5 KVA provides uninterrupted power supply. Thus, IndSearch has adequate infrastructural facilities to fulfil the requirements of AICTE and DTE and Savitribai Phule Pune University.

Medical Facilities – Institute conducts medical checkup of all the students once in a year. Institute has a MoU with a local hospital for providing emergency medical care including a doctor on call. First aid boxes are also kept ready for emergency situations. Sick room is available in the campus.

Bio-diversity Campus -The IndSearch Biodiversity Campus, situated a few meters from PG Campus on the hills, is the home to several diverse life forms consisting of several indigenous species of flora and fauna that require protection for regeneration. The Biodiversity Campus is essentially developed as a centre for various activities related to sports and creativity. The courts for games like Basketball, Volleyball and the like, gymnasium, Jogging Track etc., for the use of students are available. An Amphitheatre has been constructed using a natural slope, which is used by students for extra-curricular and cultural activities.

IndSearch has always been sensitive towards social and environmental issues. The concept of a biodiversity campus is just a natural extension of this concern. IndSearch is dedicated and committed to developing management professionals who will contribute to building a vibrant economy and caring society. Bio-diversity campus takes this concept one step further by making the students environmentally sensitive, which is the need of the hour.

This campus is a balm for the body, mind and soul and provides holistic education and nurture the overall development of the students.

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

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

Sports Facilities and Cultural Facilities:With a view to enhance

holistic development of the students, the Institute encourages students to participate in sports, co-curricular as well as extra-curricular and cultural activities. The Institute has a gymnasium where students are encouraged to work out to maintain fitness. Under the Fit India initiative of government, the Institute has recently started online fitness sessions for all students every week.

Facilities available for Sports and Cultural Activities:

Sr. No

Facility

Number

Size (Approx in Sq. Meter)

1

Indoor Sports/cultural Facility

800 Sq. Meter

Table Tennis Tables

3

Carrom Boards

4

Chess Boards

2

Racquets

2

Gymnasium

1

150 Sq.Meter

Auditorium with audio visual equipment

1

238 Sq meter

2.

Outdoor Sports/cultural Facility

Football/Volleyball/Cricket Ground

1

6000 sq meter

Volleyball

1

Football

1

Basketball

1

Open air Amphi Theatre

1

2000 sq meter

Sports: Every year two in-house sporting Events are conducted. One is the IndFest and other is the BioFest. Matches are held between the student teams.

The outstanding sports persons are given certificates and medals. Students are provided with sports equipment by the Institute for their practice. All equipment are maintained regularly.

The Institute also conducts Yoga sessions to encourage students to take up Yoga and maintain a healthy lifestyle.

Cultural Events: IndFest – Every year IndSearch organizes the annual cultural festival, IndFest. In IndFest students exhibit their talents. They perform in various fields like dance, drama, music etc.

Srujananubhav (An alliance with creativity) – This is a cultural club. Under this club various luminaries in the field of performing arts are invited to perform at IndSearch. Also the students are encouraged to participate and perform in various programmes.

Students of IndSearch regularly participate in cultural events organized by other colleges as well as other cultural forums.Forexample,VinoduttamKarandak is a competition for Comedy plays in which IndSearch students participate regularly.

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

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

17

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

4.00166

File Description	Documents
Upload audited utilization statements	**No File Uploaded**
Details of Expenditure, excluding salary, during the years	[View File](#)
Any additional information	**No File Uploaded**

4.2 - Library as a Learning Resource

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

Library Management System –

IndSearch Library uses the Koha system which was installed in 2018. The book issue and receipt is online. There is an email integration so that students and faculty get email alerts.

Koha – Version :latest version (18.11.09.000)

Year of Automation – 2018

Koha system is maintained by M/s. FirstRay through an AMC

The system enables -

a. Cataloging of books

b. Issue of books

c. Return of books

d. Online Reservation of books

e. Search and Advanced Search facility

f. Reminder for late return

g. Various MIS reports

h. Stock taking

i. Online view access to patrons

Use of Technology –

- Library has a computer lab with five computers exclusively for students at the Bavdhan campus and 4 computers at the Law College road campus.
- These are used by students for accessing e-books, Research Journals, research articles, various subject specific CDs (650+) and other online educational material.
- Library provides services for photocopying, printing etc. for students
- Library area is completely under wi-fi network with open access for students
- Institute has 50 MBPS bandwidth at PG Campus and 20 MBPS bandwidth at UG Campus for internet.
- e-Database subscribed – J-Gate
- Member of National Digital Library
- Member of Marhatta Chamber of Commerce, Industries and Agriculture (MCCIA)

Reading Room –

- A Pleasing and quiet ambience with a seating capacity of 85 at the Bavdhan campus and a seating capacity of 45 at the law College road campus
- Journals Reading Section with subscribed 37 reputed journals including 4 international journals available.
- Leading 7 English and3 Marathi newspapers subscribed everyday.

e-Content Development by Faculty

e-Content is developed by our faculty for 284 sessions and can be accessed from library.

Book Bank –

A collection of 1000+ books is dedicated for Book Bank activity for all MBA students

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

4.2.2 - Institution has access to the following: **A. Any 4 or more of the above**
e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	[View File](#)
Upload any additional information	**No File Uploaded**

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

2.96597

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

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

132

File Description	Documents
Upload details of library usage by teachers and students	[View File](#)
Any additional information	**No File Uploaded**

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

IT Hardware and Facilities The Institute places a lot of importance on leveraging technology for teaching learning. In line with this, the IT facilities at the Institute have been updated from time to time. Further, we are also maintaining theIT infrastructure by our dedicated faculty with the help of AMC. The Institute has dedicated Internet leased lines of 50 MBPS and 20 MBPS capacity for Bavdhan and Law College Road campuses respectively. The entire IT infrastructure is provided with an uninterrupted power supply to ensure all time availability of the Web applications of the Institute. The IT infrastructure is efficiently maintained to support the academic and research activities carried out in the Institute. In order to ensure uninterrupted power supply to the computers, we have a 20 KVA UPS and 62.5 KVA Diesel Generating Set, well maintained by competent agencies. Thus, we assure that the lectures and lab sessions are not affected in case of power failures. We have also signed the Campus Agreement with Microsoft for use of licensed software for all our needs. IndSearch IT Policy IndSearch IT Policy helps in governing responsible usage of all users of the Institute's information technology resources. Every member of the Institute is

expected to be familiar with and adhere to this policy. Users of the campus network and computer resources ("users") are responsible to properly use and protect information resources and to respect the rights of others. The IT Policy applies to all faculty, staff and students and all others using the IT resources, whether personal or Institute owned, which access, transmit or store various types of related information. The aim of the IT policy is to ensure proper upkeep and usage of the IT infrastructure for supporting and enhancing teaching-learning, research, and administrative activities of the Institute. Detailed IndSearch IT Policy is attached as attachment. The institute has signed an Annual Maintenance Contracts with various agencies for maintaining and supporting infrastructure:

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

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
2	1

File Description	Documents
Upload any additional information	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. ?50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	No File Uploaded
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing

A. All four of the above

**System (LCS) Mixing equipments and
software for editing**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
List of facilities for e-content development (Data Template)	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

9.04449

File Description	Documents
Audited statements of accounts	[View File](#)
Upload any additional information	**No File Uploaded**

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

IndSearch offers one of the best learning environments for the students and other stakeholders. The infrastructure and facilities are well maintained, modern, clean and always functional. The Institute's Dean Student Welfare has been entrusted with the responsibility to monitor proper utilization and maintenance of all the assets. IndSearch's beautiful sports complex in the Biodiversity campus is a place of attraction for all the students. It is maintained by professional horticulturist.

Libraries are kept clean with regular dusting and vacuum cleaning. Computer Laboratories are extensively used for classes as well as online tests and tutorials. All the computers use licensedsoftwares obtained under Microsoft Campus Agreement.

All the classrooms are well ventilated and with adequate light.

IndSearch Infrastructure Policy

Preamble:

IndSearch Infrastructure Policy helps in governing responsible usage of all users of the Institute's physical and academic resources. Every member of the Institute is expected to be familiar with and adhere to this policy. Users of the physical and academic resources are responsible to properly use and protect them from any damages.

Scope:

The Infrastructure Policy applies to all faculty, staff and students and all others using the Institute's resources. It excludes IT resources which are covered under the IT policy.

Objectives:

1. Each user of the Institute's physical and academic resources must ensure that it is used for promoting the mission of the Institute towards teaching, learning, research, and administration.

2. Usage of physical and academic resources:

a. The users of the Institute shall make effective usage of library, classrooms, furniture and fixtures, canteen, faculty rooms, administrative offices, gardens, sick room, lifts etc.

b. Security and Integrity - The users must ensure safe usage of the equipment and refrain from causing any damage to the equipment.

c. Asset Management - The Institute has a well-developed mechanism and proper procedures for managing the purchase, deployment, maintenance, utilization, and disposal of equipment installed within the Institute.

3. Implementation of Policy: For implementation of this policy, the Institute prepares necessary rules from time to time.

4. Review and Monitoring: The Policy has a flexibility to decide a suitable frequency for reviewing the policy so as to meet the pace of the advancements in relevant fields.

The infrastructure is efficiently maintained to support the academic and research activities carried out in the Institute. In order to ensure uninterrupted power supply to the computers, the Institute has a UPS and Diesel Generating Set, well maintained by competent agencies. Thus, the lectures and lab sessions are not

affected in case of power failures.

There is a maintenance agreement for the lift which plies from basement to the 4th floor. Also the KOHA license for the library is kept updated regularly.

Apart from these maintenance services, other items such as furniture, sports equipment and facilities are repaired or maintained on need basis. The institute premises are cleaned on daily basis in order to maintain hygienic conditions.

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 benefitted by scholarships and freeships provided by the Government during the year

81

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

3

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development   A. All of the above

and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

File Description	Documents
Link to Institutional website	**Nil**
Details of capability development and schemes	[View File](#)
Any additional information	**No File Uploaded**

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

333

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**
Upload any additional information	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

48

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	**No File Uploaded**

5.2.2 - Number of outgoing students progressing to higher education

20

File Description	Documents
Upload supporting data for students/alumni	**No File Uploaded**
Details of students who went for higher education	[View File](#)
Any additional information	**No File Uploaded**

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

1

File Description	Documents
Upload supporting data for students/alumni	[View File](#)
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

3

File Description	Documents
e-copies of award letters and certificates	[View File](#)
Any additional information	**No File Uploaded**

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

As per Maharashtra Public Universities Act 2016, IndSearch Institute has constituted Students' Council. The main objective of this Students' Council is to look after the welfare of the students and to promote and co-ordinate the extra-curricular activities for better life.

IndSearch believes in youth empowerment through quality education. Students of the Institute have given enough freedom to organize, arrange various co-curricular, extra-curricular and cultural activities under the guidance of teaching and non- teaching staff members. IndSearch is proud to mention that the IndSearch students are actively participating in the social activities. To name the few during flood situation in Pune, students helped the displaced community, participation in Community Services, Women Enterprise Development Program.

This active participation by students is helping them in developing qualities required in the competent management professionals such as – planning, organizing, communication, direction, motivation, control, teamwork, leadership. This gives an opportunity to students to apply the theory of management, which they learn in the classroom, leading to development of

holistic personality of students enhancing their employability and entrepreneurial abilities.

Student Representatives help and motivate fellow students for arranging and participating various events such as Republic day, Independence day, Srujananubhav, Yoga day, SwachattaPakhawada etc. The student's representatives ensures to maintain the discipline in the Institute by encouraging students to follow the campus conduct rules and regulations. Students are actively involved in overall development of the Institute.

The details of representation of students on various activities –

•Role of Students in Academic & Administrative Bodies : Student representative(s) are an integral part of canteen, library, placement (CDC), extra-curricular, co-curricular, sports, disciplinary, ani-ragging, sexual-harassment committees, to name a few. Besides each class has atleast one boy and one girl student representative.

Library Committee: Student representatives review usage of library and provide time to time suggestions for purchase of new books and journals and related academic activities to be conducted in the library. To name a few – Marathi Bhasha Diwas – Book exhibition, Making paper bags out of old news papers, etc.

•Placement Activities: The student coordinators in the placement cell help in making calls, visits to companies, arranging the data and helping in coordinating when companies come on campus.

•Co-curricular Activities: The coordination in receiving the guests, making stage arrangements, taking registrations, and compering is done by students for any co-curricular activity, like prize distribution functions, seminars, conferences.

•Extra-curricular Activities: For extra-curricular activities like Film Making, the college annual function, Srujunanubhav- an alliance with creativity, the faculty is assisted in all the activities- right from stage arrangement, technical help, crowd management, parking.

• Sports:The appointed sports coordinators collect names of participants for the events, arrangement of schedule, referee,

etc. to name a few. The sports activities- matches for cricket, football, badminton, table tennis, chess are enthusiastically conducted by students under the guidance of the faculty.

Actions taken on student suggestions:

- Exchange of books between Law College Road campus and Bavdhan Campus
- Sports competitions as per suggestions from council.
- Organizing committees for cultural events.

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

5.3.3 - Number of sports and cultural events / competitions organised by the institution

2

File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

IndSearch Alumni Association

As a part of the Alumni initiatives, the Institute is consistently trying to reach out to as many alumni members as possible. In the pastAlumni meetshave been conducted in Pune, Mumbai & Bangalore, to enable connecting with alumni.

The Alumni Association at IndSearch is famously known as "Ind-Ex" which is non-registered entity of the Institute.

Some of the objectives of "Ind-Ex" are:

• To encourage, foster and promote a close relationship among alumni and the Institute

• To let the alumni to share their knowledge with the Institute as Speakers for workshop or seminars or guest session

• To involve the alumni in guiding the students through the placement preparedness programme for conducting mock interviews, aptitude tests, and holistic grooming of the students.

• To make available the expertise and experience of the alumni for the development of research and educational activities of the Institute.

• To guide the students with developing a network for professional and academic enrichment.

• To seek input from the alumni for curriculum design and development

The Institute believes in a continuing relationship with alumni, and strengthening the Alumni Network. As an integral part of this activity, Alumni Meet is organized regularly where teaching, non-teaching staff members interact with the Alumni.

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

5.4.2 - Alumni's financial contribution during the year   **E. <2 Lakhs**

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

IndSearch Vision

Develop world-class management professionals to meet the diverse and challenging demands of business, industry, and society.

IndSearch Mission -

Provide international knowledge environment that will enthuse and encourage students and faculty to develop sustainable competencies in emerging global business scenarios.

Nature of Governance –

The Institute is governed by the statutory bodies i.e. The Governing body supported by the Academic Council and the Board of Studies. The quality policy of the Institute is the guiding document and the quality cell is the main driver of all activities at the Institute. The statutory bodies are supported by various committees which are represented by teachers, studentsand alumni.

Director of the institute with the help of statutory bodies implements policy decisions in the larger interest of the stakeholders. All the decisions of the institute ensure quality enhancement initiatives and its effective use for the students.

Perspective Plan – The Institute's perspective plan is developed in line with the Goals and Objectives consisting of -

1. Designing and offering skill-basedprogrammes to develop managerial and analytical skills that are necessary in the corporate world. Internship/field projects are mandatory part of our programs. Additionally,skill-based courses such as programming, Business Analytics, Python, etc. are introduced as per the requirement.

In line with the skilling India initiative, IndSearch launched more skill-based undergraduate programmes, with practical inputs which in turn gainfully useful to the students.

1. Internationalization of Management Education:IndSearch has collaboration under MOU with the University of Wisconsin, Parkside, USA for student and faculty Exchange. Under this programme, within last five years,22 students have been to Wisconsin either for a summer exchange or to pursue a Master's degree after completion of MBA from IndSearch. 11 faculty members from University of Wisconsin Parkside, USA have visited IndSearch so far to interact with faculty and students and to conduct courses such as Strategic Corporate

Social Responsibility, Cloud Computing, Technology and Operations Management, Business Information Security.

2. Industry and alumni feedback is regularly sought with regards to the curriculum and their expectations from our output, to keep it in line with the ever-increasingneeds of the industry. As a part of the perspective plan, IndSearch is developing a project-based learning module for the faculty to partner with the industry and develop Management Development Programmes.

1. IndSearch has been promoting community engagement for the students and faculty. Various activities like blood donation, tree plantation, going to schools and teaching to students in rural area, donating to NGO's etc. are conducted regularly.

2. To sensitize the students to respect diversity, IndSearch conducts lectures and workshops for the students in this regard.

Participation of teachers in the decision-making bodies – The statutory bodies i.e., the Governing Body, the Academic Council, the Boards of Studies and the Finance Committee all have the representation of faculty members who significantly contribute for student centric decisions.

Apart from the above, the conduct of all the academic, co-curricular and extra-curricular activities is done in consultation with all the faculty members thereby ensuring wholehearted participation.

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

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The Institute promotes a culture of participative management, which reflects in all its activities. Our Director General and Director ensure and promote participative management through curricular, co-curricular and extra-curricular activities. SOPs

are developed to undertake and administer such activities. After detailed discussion and deliberations and views expressed by different stakeholders, SOPs are developed for implementation. Once policy decision is taken, respective committees are empowered to execute the activity. For monitoring such activities various committees representing, teaching, non-teaching and students are constituted. The outcome of effective leadership, decentralization and participative management are visible in our "Athang" – Intercollegiate activity, which has been now became a practice to showcase talent of youngsters. Various colleges from Pune participate in this event. Complete organization and management of this event is one of the testimony of decentralization and participative management at IndSearch

The Institute encourages participative management for all its decisions. Every decision is based on deliberations and inputs from the concerned stakeholders.

- There are regular faculty meetings, both formal and informal, where the inputs given by the faculty are considered and immediate decisions are taken on important issues. The examples for such faculty meetings include vital activities such as deciding academic calendar, creating the time tables, subject allocation, organizing any national or international events and cultural or co-curricular activities.
- Regular meetings are conducted to take a quick review of the progress of the work done. The feedback is discussed with the concerned Deans and immediate action is taken. Some concerns are further taken up to the Deans, Director and Director General.
- The students provide feedback regularly through the meetings of the student council. The matters raised by the students are urgently attended by the Director. Students also are part of various committees and their inputs are equally considered.

File Description	Documents
Upload strategic plan and deployment documents on the website	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

Strategic Plan/ Perspective Plan – The Institute's strategic Plan/perspective plan is developed in line with the Goals and Objectives. The plan focuses on:

1. Development and Deployment of ICT – The Institute hasadopted the technology to improve the teaching learning and transparent evaluation processes. IndSearch has made a successful attempt to use ICT in its administration and student-centric services. Besides, its successful execution in monitoring students' academic progress since their admission to placement. One of our faculty member Prof. Upendra Lele has developed IndSearch Information System (IIS) which is duly recognized with copyright and deployed successfully for the benefit of stakeholders. This system is upgraded to the tune with time and requirement of stakeholders, including pandemic Covid-19.IIS has helped in maintaining majority of our academic records in the digital form and thereby saving loads of papers in last three years.
2. Curriculum enhancement-IndSearch has been taking feedback from the industry and alumni regularly with regards to the curriculum to keep it in line with the current needs of the industry.
3. Inculcating Universal Human Values - IndSearch has been insisting on community services for the students and faculty and conducting activities like blood donation, tree plantation. IndSearch emphasizes on building strong human values and therefore the subjects such as Human Values and Business Ethics are mandatory part our MBA, BMS and MMS programs. In addition to inculcate the values such as non-violence, faith, trust, helping others, honesty,and equality, eminent speakers are invited to sensitize students on these values. Going to schools in rural area and teaching

the children there, is one of the example of bridging the urban-rural gap. As a part of the perspective plan and with the objective of creating caring citizens, IndSearch is partnering for more community services programmes with the neighboring schools, villages NGO's and Government bodies.

4. Fostering Research Culture – To encourage a research culture, the Institute has introduced new schemes to help faculty and research scholars undertake minor and major research projectsand publications in SCOPUS/UGC Care listed journals from Academic year 2020-21

5. Designing and offering more skill-based programmes - From AY 2020-21, the Institute has planned to launch One year Post Graduate Diploma Programmes to provide an avenue for working professionals to enhance and upgrade their skills. Also, the Institute plans to launch the Undergraduate programme in e-commerce and supply chain and Computer Applications and Business Analytics as these are the emerging areas in which students can find good employment opportunities from AY 2021-22

6. Collaborating with Institutes of International Repute-As a part of the perspective plan, IndSearch plans to have MoU's with International Universities to enhance the -International exposure to faculty and students through the exchange programmes. Given the current Pandemic situation, the Institute is also planning to partner with International Universities to enable our students to take some courses in online mode from the Academic Year 2022-23.

Overall, the Institute strives to ensure the satisfaction of all the stakeholders by continuously enhancing and upgrading the systems, processes, and methodologies.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The institute has a well-defined organization structure and their roles and responsibilities. The institutional bodies ensure

effective and efficient decision making. Documented policies ensure smoother and decentralized functioning.

Authority and distribution of administrative and academic work:

Sr.

Name of the authority

Distribution of work

1

Director General

Dr. Ashok Joshi, the founder Director of IndSearch has an eminent career in the academic field and has held several prominent positions in SPPU and international bodies like AIMS, AMDISA, SAARC. Backbone of our strategic planning and implementation. Academic advisor of the institute.

2

Director

Academic, Administrative and financial planning, strategic decision making. Industry connects and corporate relationships Performance management of non-teaching and teaching staff, etc.

3

IQAC

Implementing quality initiatives, seeking feedback of stakeholders and initiating corrective/preventive actions. Ensure compliance to the policies and procedures and documentation.

Academics

4

Dean PG and UG Programs

Academic Administration,release and adherence of academic calendars. Subject allocation, monitoring of mentorship, teaching

plans and internal evaluation.

5

Dean Quality & Research

Overall quality in education and the institute. Drives various quality programs and ensures compliance to the quality standards set by the Institute and a continuous improvement. Dean Quality also has a responsibility to administer the Research Centre at the Institute.

5

Dean Students Welfare

Student-centric programs, Holistic development of students

6

Controller of Examinations

Conduct/monitor continuous, comprehensive evaluation of the students through internal and external examinations.

Administration

7

Registrar

Overall administration and monitoring administrative processes, work appraisal of non-teaching staff and maintaining the records.

8

Accountant

Fees related matters, purchases, payment and receipts, banking, managing accounting and provide information support to CA

9

Sr. and Jr. Clerk

Scholarship related matters, PNS, AISHE Survey etc. Exam form inward system, payment of exam fee challan, collection and results, correspondence with university, DTE Admissions, AICTE.

Computer Lab

10

Computer Lab Assistant

Maintaining computer lab dead stock register, maintaining computers and related assets, initiate new procurement and disposal of used/old equipment.

Library

11

Librarian

Issue and collect books, Operate Koha system,Purchasebooks,maintain all records and bills,Journal subscriptions, Maintenance and housekeeping in library.

Placement

12

Placement Officer

Internship and Placement of students, arranging value added programs for strengthening the placement of the students, Visit to Industry to brand the institute, Executive education programme

File Description	Documents
Paste link to Organogram on the institution webpage	Nil
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

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) Documen	**No File Uploaded**
Screen shots of user interfaces	**No File Uploaded**
Details of implementation of e-governance in areas of operation	<u>View File</u>
Any additional information	**No File Uploaded**

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The Institute places utmost importance on the welfare of the teaching and non-teaching staff. The welfare schemes available for teaching and non teaching staff in the Institute are as follows:

1. **Medical Insurance- We have the facility of medical insurance up to 1 lakh of rupees for the faculty members and cashless hospitalization up to Rs.25000.So far 11 faculty members have availed the facility of medical insurance in the last 5 years. Over and above, in certain situations the institute provides additional help to employees to overcome any medical emergencies. One of the recent examples was one of our non-teaching staff had a medical emergency and the expense was very high. All the employees voluntarily contributed and IndSearch contributed with 50% of the amount.**

2. **Primary Medical Assistance – Primary Medical Assistance is provided to teaching, non-teaching staff and students of the Institute. The Institute has a tie-up with a near-by hospital to provide such medical assistance to our employees.**

3. **Research endowments – Funds are made available for Research assignments on the demand of the faculty member as per the recommendations by research committee of the Institute. Faculty members are benefited in the form of reimbursement of registration fees and conference expenditure.**

4. Subsidized transportation/ free transportation – Transport reimbursement is provided to non-teaching staff.
5. Two pairs of uniforms are provided to non-teaching staff every year.
6. Priority admission and Fee concession for employees, and their children – Concession in fees is provided to admitted employees and their children. 3 employees have benefited of this during last five years.
7. EPF – There are average 13 employees who are eligible for the benefits of this scheme.
8. Group Insurance – Currently 2 employees in the Institute are covered under this scheme.
9. Canteen facility is provided at 20% less than the market rate for non-teaching staff.
10. Gratuity –10 employees have been given gratuity in the assessment period.
11. Leaves – In addition to the statutory leaves such as Casual Leave, Sick Leave and Privilege Leave, in case of medical emergency or unusual circumstance like death of a family member, faculty are allowed to take additional leave and adjust it against their privilege leave later. Maternity leave as per the norms can also be availed by the lady faculty members.

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

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

0

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

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

7

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	No File Uploaded

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

20

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The Institute does conduct internal and external financial audits regularly and has a

mechanism for internal and external audit.

a. The Institute has internal audit department with qualified staff.

b. External audit is carried out by a practicing Chartered Accountant after the end of

the financial year as per statutory provisions.

The accounts have been audited regularly by a qualified auditor

duly appointed. There are nomajor audit objections. The audit reports are placed before finance committee regularly forcompliance of minor procedural remarks.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	No File Uploaded

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

Major sources of funds are from students' fees, interest on deposits, Consultancy and training charges, donations from alumni. The institute facilitates government scholarship to students. However, a constant follow-up is done with government departments for the timely re-imbursement.

Every year efforts are made to have full admissions as per sanctioned intake.

Revenue collected in the beginning of the academic year is prudently invested in Fixed deposits.

The Institute also organizes Management Development Programs for the corporate executives. Additionally, based on the response from students, Institute conducts part-time certificate courses, diploma programs for working executives.

Optimal utilization of funds is ensured through following steps / practices –

1. **All major purchases are procured through seeking at least 3 quotations for eligible vendors. Institute gets competitive quotes for the purchases. For example, the appointment of canteen contractor was initiated through a tender requirement published in local newspaper.**
2. **Standard accounting practices are followed in keeping track of various expense heads.**
3. **All the equipment including computers, hardware, UPS, Batteries, Generator, Lift, Solar System etc. are under annual maintenance contract so that institute avoids breakdowns and related costs.**
4. **Optimal utilization of faculty members to have minimal dependance on visiting faculty.**
5. **Budgetary control and cost control measures are concurrently applied for decision making.**
6. **There is tight control over the management of petty cash. For this purposeaccounts are scrutinized by appropriate authorities periodically.**
7. **Most of the revenue is collected either by DD, Cheque or net banking. Online Digital transactions are facilitated.**
8. **Monthly cash flow is reviewed once in a fortnight and controlled tightly.**

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

The Institute has well established Internal Quality Assurance Cell (IQAC) which is set up to monitor the overall progress of quality of academic and administrative activities of the Institute. The IQAChasactive participation instandardizingthe systems and

processes of the Institute.The IQAC has contributed significantly in strategizing, formulating, standardizingandimplementingvariousq ualitypolicies,initiativesandprocesses.Thetwobestpractices for institutionalizing the quality assurance strategies and processes are as follows:

a) Development of IIS –

IndSearch Information System is copy-righted in-house ERP software which is build module by module as per the requirements of the IQAC. Initially the software was developed for students administration and attendance monitoring. Currently it is used for placement, conducting internal and final examination, declaration of online result for all the courses of the institute.

b) Recording of Lectures –

During lockdown period, the IQAC has decided to record the subject wise, session wise lectures. An open source SRecorder software was used after giving online training to faculty members. Faculty members have recorded session wise lectures which is available from the Institute's Library.

The Institute is now being assessed by NAAC for its third cycle. Based on the inputs received during the second cycle, the IQAC which is the main driver of all the activities at the Institute, has evolved several improvement measures which have been adopted to enhance and sustain the quality of education imparted at the Institute.

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

Curricular Aspects - The Business world is changing at an unprecedented pace. To ensure that the curriculum is in line with the needs of the industry and the students are aligned with Industrial requirements, the IQAC has worked upon the feedback received from all stakeholders with regards to the curriculum. Also new Programmes have been introduced, keeping in mind the need to provide for such skill based programmes

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

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

Planning is the starting point of all activities. To ensure proper planning and implementation of all academic activities, the Academic Calendar is prepared by the Deans and the IQAC team.

Adherence to the calendar is ensured by the IQAC by means of periodic review of the academic activities. The Deans conduct the review of the teaching-learning and concurrent evaluation activities conducted by the departments.

For e.g. Recently with the Introduction of GST, the syllabus for full credit paper Indirect Taxes was required to be changed. As per the processes set by the IQAC, the Dean PGP in consultation with subject experts, adopted the revised syllabus.

Similarly, the IndSearch Study Abroad Programme (ISAP) was being conducted as an elective from the Academic Year 2014-15. Although the programme provided good inputs to the students, very few students could afford the elective. To ensure that there was no discrimination amongst the students, it was decided to recommend to the Academic council to convert this elective to field work where domestic tours can be arranged and more number of students can participate. This was then taken up in the Board of Studies and the Academic council.

Another current instance is the shifting from face to face classroom sessions to online sessions. Given the pandemic situation, the IQAC through its regular review was able to anticipate the lockdown situation and enable the switch.

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

B. Any 3 of the above

File Description	Documents
Paste the web link of annual reports of the Institution	Nil
Upload e-copies of accreditations and certification	No File Uploaded
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	No File Uploaded

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

The Institute believes and promotes gender equity through various activities and precautionary measureswithin the campus. Accordingly, an action plan is prepared every year. Some of the major initiativesincluded in these plans are – Institute tries to inculcate gender sensitivity through academic programs. Under the subject 'BusinessValues and Ethics' our faculty member ensures that gender sensitivity is inculcated through variouscurricular and co-curricular activities like group discussions, PowerPoint presentations, case studies,debate competitions etc. The institute organizes various seminars and workshops for students and faculty wherein equal opportunityis provided to represent, to lead and to

manage the concerned activity.

Safety & Security: 24X7 professional security is made available at both campuses Both the campuses are under CCTV surveillance, prominent locations are monitored regularly.Intercom connectivity is provided at the main gate alongwith connectivity at each floor asprecautionary measure to deal with unauthorized entry. Vehicles are restricted to be parked in the parking slots during office hours.Students are allowed to enter the premises with their identity cards. The Fire Fighting system is installed at both the campuses and is operational. Under MOU in case of emergency medical assistance is made available along with first aid box. The institute has established Anti sexual harassment Committee for Prevention of SexualHarassment. The Institute has functional Women's Grievance Cell. The Institute has Grievance Redressal Committee to resolve and ensure effective solution to anygrievances of faculty and students. The institute also has Anti-Ragging Cell consisting of representative of all the stakeholders. Counselling:Besides mentorship, Counselling facility is made available to the students. We have aprofessional counsellor coming to the campus for every week, meeting with the students on a one-on-onebasis. This is helpful to resolve issues relating to anxiety, exam phobia, stress, homesickness, and social /emotional issues. Gender Sensitivity Workshops/Lectures and Gender Sensitivity Drive : The Institute conducts workshops on gender sensitivity to sensitize the students. A Gender sensitivity drive is conducted regularly every year as a part of induction program. Separate Common Rooms for Girls & Boys: We have provided separate Girls common room and boys

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

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

B. Any 3 of the above

File Description	Documents
Geotagged 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 a maximum of 200 words)

1.Solid Waste Management – -The sources of solid waste includes office, computer laboratory, and canteen. Dust bins are provided corridors, washrooms, and in canteen and solid waste is collected. papers, old newspapers are given to the vendor periodically whereas tree leaves are allowed to decompose naturally.Wet waste of canteen is converted in vermicompost and is used for gardening.

2.Liquid Waste Management -

-The institute does not generateany liquid waste.

3. Bio-medical Waste -

-These types of wastes are not generated in the institute.

4. E-Waste Management -

-The e-waste includes used computers, CDs, Keyboards, UPS systems andelectronic items. The institute has identifiedcertified e-waste management agency. Such e-waste is stored in a room where the accounts personand IT person jointly inspect the condition of the material. The institute obtains quotes from theregistered E-Waste disposal agencies and disposes e-waste with the help of this agency.

5.Hazardous waste management-

- Used oil from diesel gen-set is taken care of by theAMC contractor. Similarly, inverter batteries are returned to the supplier for recycling. No otherhazardous waste is generated on campus.

Waste disposal is done an environmentally friendly manner.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geotagged photographs of the facilities	*View File*
Any other relevant information	**No File Uploaded**

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
Geotagged photographs / videos of the facilities	*View File*
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **A. Any 4 or All of the above**

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

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

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy 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	<u>View File</u>
Certification by the auditing agency	<u>View File</u>
Certificates of the awards received	**No File Uploaded**
Any other relevant information	<u>View File</u>

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

A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The Institute promotes a culture of tolerance and harmony. Several initiatives are taken to provide aninclusive environment. Several activities towards cultural, regional, linguistic, communalsocioeconomic and other diversities were organized through on an online mode due to Covid-19 restrictions. Samajik Eikya Pandharwada,Matrubhasha Diwas, Marathi Bhasha Pandharwada etc. are celebrated embrase linguistic diversities. Events such as Prakash Parva Celebration, Rashtriya Ekata Diwas are celebrated.

Azadi Ka Amrut Mahotsav was celebrated with Essay Competition and a Guest Lecture. The guest session highlighted the progress of India in last 75 years. International Yoga Day brought together students and faculty on an online platform. The cultural program such as IndFiesta organized online promoted students of all diversities display their talent and strengthened the bonding among the students during the Covid times.

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

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

The Institute is committed to nurturing socially responsible citizens. With this aim to sensitize students andemployees, toward

their duties as mentioned in the constitution, the following initiatives are taken: 1.Celebration of the National days like Republic Day and Independence Day 2. Special guest sessions on 150th Birth Anniversary of the father of the Nation MahatmaGandhiji.Slogan writing competitions based on Mahatma Gandhi's principles is also conducted. Thishelps inculcate in students the values that our National Leaders and Freedom Fighters fought for. 3. Celebration of the Ekta Diwas. The faculty Staff and students, take the ekta pledge to foster a spirit ofUnity and harmony 4. Guest sessions on gender Diversity to sensitize students towards the issues of diversity 5. Activities under the Ek Bharat Shreshta Bharat Abhiyan to orient students to our rich culturalheritage 6. Activities like Ban of single-use plastic to ensure preservation of the natural environment and have an environmentally friendly attitude. 7. Activities of sports, nature walk and tree plantation at Biodiversity campus sensitizes the students towards the environment.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the Code of Conduct are organized

B. Any 3 of the above

File Description	Documents
Code of Ethics - policy document	[View File](#)
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	[View File](#)
Any other relevant information	No File Uploaded

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

The Institute is enthusiastic in celebrating all National and International Commemorative days and events.

The Independence day and the Republic day of our Country is celebrated by the institute every year on the15th of August and 26th of January respectively. Every year the flag hoisting ceremony is conducted withstudents participating and putting up some small cultural show.

The institute also commemorates the birth and death anniversaries ofvarious national leaders to promote the national sprit within the students. This includedRashtriya Ekata Diwas on 2nd November, 2020; Azadi Ka Amrut Mohotsav on 12th March 2021; Prakash Parva Celebration on 1st April, 2021; No Tobacco Day on 31st May, 2021; International Yoga Day on 21st June, 2021, Netaji Subhash Chandra Birth Centenery on 23rd January, 2021; Hutatma Day, National Unity Day etc.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	No File Uploaded
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Best Practices

IndSearch Institute of Management Studies and Research has introduced several best practices.

Best Practice 1

Title of the Practice -"Women Entrepreneurship Development Program" of IndSearch

Objective of the Practice - To empower women from underprivileged section of the society through enterprise

Description of Best Practice:

IndSearch has taken keen interest in Empowerment of Women coming from weaker sections of the society. According to the NATIONAL POLICY FOR THE EMPOWERMENT OF WOMEN (2001), The principle of gender equality is enshrined in the Indian Constitution in its Preamble, Fundamental Rights, Fundamental Duties and Directive Principles. The Constitution not only grants equality to women, but also empowers the State to adopt measures of positive discrimination in favour of women.

To implement the principle of gender equality and as a part of social Community service and outreach programme drive at IndSearch, the Institute has started a community development women empowerment program titled "Women Entrepreneurship Development Program" (WEDP) from the academic year 2000-2001.

In line with the objectives of the National Policy for the empowerment of women, equal access to women to health care, quality education at all levels, career and vocational guidance, employment, equal remuneration, occupational health and safety, social security and public office etc.,IndSearch has recognized that Empowering women is the need of the society. Also it is one of the thrust areas of Rotary. IndSearch organizes a training program every year for 'Empowering women through Enterprise'. These workshops are one of the activities of IndSearch, which helps in training of Women from the under-privileged group section of the society. The women attending the workshop had a strong will

to start / sustain their own tiny businesses. JagrutiSeva Sanstha (an NGO) and Rotary Club of Pune Metro supports IndSearch in this project. IndSearch is very proud to mention that this annual program is has been conducted every year, without any fail from the year 2000. Due to pandemic situation and lockdown in Pune, IndSearch did not conduct WEDP in the year 2020.

A brief summary of WEDP during last five years is as follows:

Year

Date of the Program

Chief Guest

No. of Participants

2015

October 1 & 2, 2015

Rtn. Kiran Kumbhar, President,Rotary Club of Pune Metro.

26

2016

September 22& 23, 2016

Rtn. Shardul Gandhi, President,Rotary Club of Pune Metro.

20

2017

October 7&8, 2017

Rtn. Madhav Tilgulkar, President,Rotary Club of Pune Metro.

30

2018

October 20&21, 2018

Rtn. Bhavana Chahure, President,Rotary Club of Pune Metro.

23

2019

October 19 & 20, 2019

Rtn. Mukund Chiplunkar, President, Rotary Club of Pune Metro.

19

Total Attendance:

118

Benefits Realized:

The overall outcome of this program can be summarized as:

- Development of self-confidence in the minds of attendees
- Understanding the importance of marketing in any tiny business
- Role of finance/accounting in business

Best Practice 2

Title of the Practice:IndSearch Information System (IIS), a web-based application

Objectives:

1. To facilitate ease of academic administration
2. To ensure anytime-anywhere availability of information and sharing of learning resources
3. To improve the evaluation process in terms of quality and speed

The Context

Academic administration requires planning and record-keeping of lectures, students & faculty information, attendance, examinations, results, students' internships, and placements. Before 2018, the information was managed using MS Excel on different computers. Therefore, the need for having an integrated web-based information system was felt.

The Practice

IIS is a web-based system for academic administration and reporting. This system emulates some of the commercially available LMS and is maintained by the Institute's faculties. It is fully dedicated only to IndSearch's requirements and hence it is unique in all respects.

visit:http://indsearch.ac.in/user_login.php?action

Benefits Realized :

·IIS modules are being added from time to time.

·System is used by faculty members for academic administration and managing placement data.

·The learning resources are used by students and faculty.

·The current usage shows that there are around 800 users logging into the IIS everyday with an average duration of around 5 minutes per user.

File Description	Documents
Best practices in the Institutional website	https://www.indsearch.org/assets/pdf/aqar/2020-2021/Best%20Practices%202020-2021.pdf
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Internationalization of Education by providing an international knowledge environment to develop global competencies.

In line with the Vision and Mission, IndSearch strives to provide international exposure to the students through various initiatives. One such initiative which is a distinctive practiceis the MoU with the University of Wisconsin, Parkside, USA for Student and faculty exchange.On the 20th of May 2009, Chancellor of University of Wisconsin, Parkside USA -Dr. Lane Earns and Director IndSearch, Dr. Ashok Joshi, in aceremony at the University of Wisconsin Parkside USA campus, signed the MoU. for educational cooperation towards faculty and student exchange.

Under this MoU a student completing his MBA from IndSearch can get direct admission to the Master's programmeat the University of Wisconsin, Parkside USA. i.e.the student is not required to undertake GMAT, GRE or TOEFL

Further, since the syllabus of the MBA programme at IndSearch is aligned with International Syllabi, Students going to Wisconsin after completing their MBA, get a credit waiver for a few subjects. This enables them to complete their Master'sprogramme at Wisconsin, in lesser period.Students can also go to Wisconsin as a part of the Summer Exchange programme tostudy a few subjects.

Part B
CURRICULAR ASPECTS
1.1 - Curriculum Design and Development
1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

IndSearch being an autonomous institution, curricula for all programs are developed and implemented considering Local, National, Regional and Global developmental needs. The same is reflected in POs, PSOs and COs. A mapping of Local, Regional, National and Global needs with various courses offered in the programmes and their Programme Outcomes is done while designing the curricula.

Relevance to Local, Regional, National and Global Developmental Needs:

- Local –Pune hubconsistsIT, Manufacturing, auto sector, ancillaries, Services and Agro-based industries. Business Analytics, Python programming, Computer Applications, Software Testing, Total Quality Management, Digital and Services Marketing, Financial Modelling, Human Resource Information Systems, Operations and Supply Chain Management, Corporate Social Responsibility, and Business Ethics is part of the syllabus.

- Regional – To suit the thrust areas of the state of Maharashtrafor generation of employment and entrepreneurship in the rural area and different growth centres of the state local needs are integrated.CourseslikeQuantitative Techniques, Entrepreneurship, Services Marketing, Financial Markets, Research Methodology and IT address these needs.

- National – Considering the national focus on Digital India, Skilling India, Make-in-India, Sustainability programs, following courses have been included in our curriculum. Environment, Health and Safety, Sustainability and CSR, Urban Planning, IT Services Management, Productivity Management, Distribution and

  Logistics Management etc.

- Global - In order to make students globally competent, following courses have been introduced in the curriculum – International Business, International Marketing, Global HRM, International Finance, International Financial Reporting Standards, Export Documentation, Cross-cultural Relations, Foreign Languages, etc.

While designing curricula adequate focus is given on the aspects of building domain knowledge, enhanced communication, leadership, use of advanced technology, business ethics and analytical skills which are reflected in outcomes.

Four pillars of Curriculum design are :

Foundation:

All programs are built on a strong foundation which comprises the subjects of General Management, Business Strategy, Business Economics and Quantitative Techniques. The choice of courses selected under this part of the curriculum addresses a common necessity of wisdom for a manager cum leader.

Advance Learning:

This part of the curriculum covers the subjects of intense learning in the specialties of interest to the students. The choice of subjects and the contents are decided based on the industry input, faculty and experts' interaction, students and alumni feedback.

Skill Development Focus:

Knowledge, wisdom and skill are equally focused while developing the curriculum for all the programs. Experiential learning process helps in students acquiring hands-on skills of management. These include various activities such as Laboratory sessions, practical, project work, assignments, case studies and presentations, workshops, participation in social and cultural activities of the institution etc.

Responsible Citizenship:

IndSearch recognizes the importance of social and environmental impacts of businesses and has included subjects such as Business Ethics, Legal Aspects of Business, Environmental Sustainability, Green Supply Chain, Corporate Governance into the syllabi. IndSearch strongly promotes value-based education and strives to imbibe values such as equality, social justice, integrity, simplicity, and innovation in every student of the Institute.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	Nil

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

0

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	No File Uploaded
Details of syllabus revision during the year	No File Uploaded
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

301

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	No File Uploaded
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

0

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

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

3

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Holistic development of the students is the main purpose of curriculum. While this is attempted through prescribing dynamic and updated curricular inputs, we have added courses and activities which may not be directly linked with disciplines of study but contribute to sensitizing students to cross-cutting issues relevant to the current pressing concerns both nationally and internationally such as gender, environment and sustainability, human values and professional ethics, development of creative and divergent competencies.

Human values and Professional ethics are imbibed into every action at IndSearch and very naturally, it percolates into the curriculum, various extra-curricular and social activities by the institution.

Environment & Sustainability:

IndSearch has been sensitive towards social and environmental issues which is reflected in the courses listed below –

Sr.

Programme Name

Course Code

Course Name

1

MBA

406B

Green Logistics & Supply Chain

2

MBA

402HR

Environment, Health and Safety

3

MBA

604C

CSR and Sustainability

4

BMS

106

Environmental Management

5

BMS

504

CSR & Ethics

6

MMS

601

Management for Sustainability

7

PGDEM

102

Natural Resource Management

8

PGDEM

202

Environmental Pollution & Disaster Management

9

PGDBM

205

Business Government & Society

IndSearch also has a Biodiversity Campus that provides a holistic education amidst the environs of nature. The Bio-diversity campus nurtures hundreds of species, plants, and reptiles. Various outdoor sports facilities and an Amphitheatre add to the beauty of the bio-diversity campus.

IndSearch regularly promotes and participates in the community

service activities.

Some of the other activities undertaken by IndSearch are -

- Subjects such as Strategic CSR, Environment Management, Green Logistics, Legal Aspects of Business, Cyber Law and Sustainability included in the curriculum of the programs.
- Environment and Sustainability department at IndSearch.
- Special collection of books on environment and sustainability in library.
- Community Service – Cleanliness drive, traffic management, tree plantation, No-plastic day etc.
- Women Entrepreneurship Development Program (WEDP)
- Blood Donation camps

Human Values and Ethics:

IndSearch practices high standards of ethics and human values in every aspect of education. IndSearch inculcates human values and business ethics into the curriculum for all UG,PG and PG Diploma programs. The Institution has included following subjects for various programs –

Sr.

Program Name

Course Code

Course Name

1

MBA

202

Legal Aspects of Business

2

MBA

206A

Cyber Laws

3

MBA

407C

Business Values and Ethics

4

MBA

406A HR

Labour Welfare

5

MBA

501 HR

Employment Laws

5

MMS

203

Legal Aspects of Business

6

MMS

205

Business, Government and Society

7

BMS

202

Business Law

8

BMS

304

Industrial Law

9

BMS

504

CSR & Ethics

10

PGDMM

205

Business Values & Ethics

11

PGDEM

204

Corporate Social Responsibility

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	No File Uploaded
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

3

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

253

File Description	Documents
List of students enrolled	View File
Any additional information	No File Uploaded

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

170

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni	A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	**Nil**
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

1.4.2 - The feedback system of the Institution comprises the following	**A. Feedback collected, analysed and action taken made available on the website**

File Description	Documents
Provide URL for stakeholders' feedback report	**Nil**
Any additional information	**No File Uploaded**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

377

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

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

36

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

IndSearch provides and accommodates students from diverse backgrounds.

The special programmes for Slow Learners showed performance improvement in almost all slow learners, out of which 40% of students showed significant improvement.

Methods adopted for assessing the Learning Levels of Students:

1. Profile of the Students: Right from the time students are admitted to the Institute, an assessment of their learning levels is done.

1. Graduation Background: The Management Programmes offered by the Institute are multidisciplinary with students from varied backgrounds opting for the same. The Commerce Students find coping with the Quantitative Subjects difficult and similarly the Non-Commerce Students find coping with the Accountancy subjects difficult. To bridge this gap between students from different graduation backgrounds, the bridge courses are conducted.

1. Performance at the Graduating Exam: On the basis of the graduating marks primarily slow learners and advanced learners are identified.
2. Performance during the Concurrent Evaluation in the first Semester/ Trimester –The performance of students at these concurrent evaluations is monitored and accordingly assistance plan is executed.
3. Assessment of Communication Ability - Students from vernacular mediums and rural backgrounds find it difficult to communicate in English, for them English communication course is available, special remedial sessions of Business Communication are held for slow learners.

Special Programmes organized

1. **For Slow Learners –**

1. **Remedial Sessions:**Sessionsare arranged for the slow learners throughout the duration of the program as part of the Time Table.
2. **Language Lab:**Thesessions are arranged to ensure that students having problems with English Communication are facilitated to hone their English Communication Ability.
3. **Counseling:** Professional counselor is appointed for 1-1 counseling for students. Special attention is given to Slow Learners.
4. **Informal Buddy System:**Peer learning is encouraged in classes, helps in the development of the slow learner.
5. **Personal Attention by Teachers in Class:**Due to moderate Faculty Student ratio, faculty members able to pay personal attention to the students boosting their confidence.
6. **Participation in Co-Curricular Activities:** The slow learners are encouraged to participate various Co-curricular activities like Seminars, Research paper competitions and other competitive events teaming with advanced learners.

Participation in Extra Curricular Activities: Due encouragement is given to slow learners to motivate them to co-lead extracurricular activities like cultural programmes, Sporting events etc

1. **For Advanced Learners:** Special sessions on various activities for advanced learners consists of :

1. **Organization of Events:** The advanced learners are encouraged to take up leadership roles and take on the responsibility of organizing various events.
2. **Involvement in Committees:** To enhance the team building capabilities of the advanced learners, they are encouraged to participate various committees like the Placement Committee, the Cultural Committee etc.
3. **Participation in Co-Curricular Activities:** The advanced learners are encouraged to lead various Co-curricular activities like Seminars, Research paper competitions and other competitive events.
4. **Participation in Extra Curricular Activities:** Different administrative roles are assigned to organize cultural and Sports events.

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/08/2021	**377**	**20**

File Description	Documents
Upload any additional information	**No File Uploaded**

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:

Student-centric Teaching-Learning processes are operational at IndSearch. Innovative methods of teaching-learning are used in the pedagogy which have been evolved over the years and are continuously enhanced to tune with time and technology.

Experiential Learning:

1. **Learning by doing – This involves - Use of practicals, Analysis, presentations, problem solving etc., Internships, involving students in project work. Giving complete responsibility of events such as – Srujananubhav, IndFest.**
2. **Seeing is believing – This involves physical visits to the places where students can practically see the things which they have learnt in the classes.**
3. **360 deg. Learning – 360 deg learning is about overall development of students not only from the curricula but beyond. IndSearch organizes Debating Union sessions every week with the topics relating to various current affairs. In Debating Union, student groups are required to present and debate on a given topic. IndSearch also organizes a series of guest lecturers from eminent speakers from**

various fields to enrich the knowledge of students.

Participative Learning:

1. Collective Learning - Dissecting a case and presenting the analysis by teams, brainstorming and collective learning.
2. Learning through Videos, Visuals - Use of videos, visuals in the presentations rather than a mere text.
3. Learning Resources – A platform to share presentations, notes, e-books, case studies, solved examples. The link to the database - https://drive.google.com/drive/folders/1MfhLTb7sgTSkyiPCrkb2rOd-drkVTjZd
4. Teach-back – This technique involves asking the students explaining the concept in the class after it has been taught by the faculty.
5. Trans-languaging - Many of the students in the institute come from rural background and have done majority part of their education in regional language. Trans-languaging is the concept of explaining the key concepts of management in regional language, as well, to reinforce learning.

Problem Solving:

1. Experiencing Real Life – IndSearch has a very strong focus on practical learning. Opportunities are created for the students to experience the concepts learnt in real life.
2. Productive Failure – Asking students to practically solve / handle a problem. Help / guide them if they fail. Students learn from their failures.
3. Case Studies and Practical Problem Solving – Case studies are used by the faculty to help students understand the real-life problems and how companies have solved the problems using management techniques.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

IndSearch strongly promotes use of advanced technology in the teaching-learning and evaluation process. Use of ICT is an integral part of effective teaching-learning process. ICT enabled tools are integrated considering students' expectations and attempt to provide better learning experience. These tools are used to create, communicate rich content to the students and can be reviewed and retrieved as per their convenience later on. It encourages faculty to refer the best of the resources globally available and make the teaching-learning an engaging, participative and joyous experience for the students.

ICT Tools

All the faculty use Laptops and computers for preparing and updating their lessons and delivering it to the students. Apart from this, each class is equipped with a computer, LCD projector, screen and audio / video equipment. Including both the campuses, the Institute is having over 153 computers used in Labs, Libraryandclass rooms. All the class rooms have internet connectivity which enables teachers to access and present online content. Bavdhan campus is having a internet bandwidth of 50 MBPS and Law College Road campus with 20 MBPS.

E-platform:

Since year 2018-19 IndSearch extensively uses an intranet platform IndSearch Information System (IIS) which includes attendance, teaching record, online tutorials, examinations and Learning Resources.

Significant statistics for the use of IIS is as below:

- Average users per day – Approx. 200 Logins
- Students use – 100%
- Faculty use – 100%
- Online Tutorials conducted (since 2018-19) – Over 300 tutorials conducted per year with an average of 36 tutorials per student per year.
- Online Exams conducted – 4065 Exams submitted online and evaluated till March 2020.

The class presentations, notes, cases, e-books are shared by the respective faculty and are easily accessed by students from anywhere, anytime and through any device using IIS.

Online Teaching Platforms:

IndSearch has effectively used online teaching platforms such as Microsoft Teams, Zoom and FreeConferenceCall. During Covid-19 Pandemic this was used extensively.

E-Resources:

Faculty frequently use online resources such as e-journals on J-Gate and subject presentations from National Digital Library and use them in the class. The syllabus includes references to important journal articles for each course. Other online resources which are frequently used by teachers and students are the e-books. This was particularly useful during Covid-19 lockdown situation.

Smart Class Room:

One of our large seminar halls is equipped with a Smart Board which is used by all the faculty members as and when required. Smart Board emulates chalk-and-blackboard feel which is useful for subjects like statistics and accounting. It has the facility to save all the session contents for future reference and sharing. Seminar hall is also used for various guest lectures.

Online Tutorials:

The use of IndSearch Information System (IIS) for conduct of online tutorials, examinations is a unique feature of IndSearch. Even during the lockdown period, IndSearch was quick to start online lectures without losing a single day's lectures. Every faculty member used online application without any trouble.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	Nil
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

19:1

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	[View File](#)
Circulars with regard to assigning mentors to mentees	**No File Uploaded**

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Before the beginning of each academic year an Academic Calendar is prepared and executed rigorously for all the programs. Academic calendar covers all important dates for students such ascommencement of semester / trimester, tutorial weeks, mid term examinations, exam form filling, final examination, holidays and important events of IndSearchlike Athaang, IndFest, IndFiesta etc. Academic calendar is approved by the Director and released by the Dean Academics.

On the basis of Academic Calendar, time tables are prepared for each program. For full credit subjects, three to four hours per week; for half credit subjects, two hours per week and for quarter credit subjects one hour per week are scheduled.

Respective Faculty is required to prepare and submit the teaching plan based on the course syllabus. Teaching Plans are submitted to Dean Academics.

Teaching is conducted as per the teaching plan which is monitored by Dean Academics. Revisions or remedial sessions are conducted by the faculty as per the need. At the end of each semester / trimester the respective faculty submits the Teaching Record, which records the actual sessions conducted against the plan. With the use of IndSearch Information System (IIS), the Teaching Records gets generated from the system.

Deployment:

The process of Academic Calendar, Time Tables, Teaching plan and Teaching record is followed for UG as well as PG programs. Micro-level record of each faculty, each day for each program along with details of interaction is maintained and at the end of each day coordinator takes the stock and convey the progress

to the director.

Everyday students' attendance is recorded by the teacher, based on daily attendance sheet data is entered in the system. At the end of each semester / trimester it is reviewed through academic audits by the dean.

Benefits:

As the semester / trimester progresses, each faculty on a regular basis updates the teaching record in the IndSearch Information System (IIS). At the same time a periodic review is conducted by Dean Academics.

The Academic Calendar helps students getting the full visibility of events that would happen during the year. The advance release of Academic Calendar also makes sure the activities and events happen exactly as per the plan and these do not need additional communications.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	No File Uploaded

2.4 - Teacher Profile and Quality

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

20

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	[View File](#)
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

8

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	No File Uploaded

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

121.37

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms

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

Nil

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	**No File Uploaded**
Upload any additional information	**No File Uploaded**

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

IT integration and reforms in the examination procedures and processes including the Continuous Internal Assessment (CIA)

The Institute places a lot of importance on extensive use of IT in all its processes. The Examination processes and procedures are IT enabled and have brought in considerable improvement in the Examination Management System of the Institution.

IndSearch Information System – The IndSearch Information system (IIS), developed in-house by our own IT faculty, is being used since 2018-19. The system provides the facility to conduct all exams online. The Continuous Internal Assessment (CIA) as well as the Final examinations are conducted in online mode using the IIS. The System enables conduct of

1. **Online Tutorials - IIS has enabled the conduct on Online Tutorials using Multiple Choice Questions.**
2. **Mid Term Exams - The IIS provides the facility to display the question paper to the students and enables students to scan and upload their answer papers on the system. Students get a notification once their papers are uploaded.**
3. **Automated results for Online Tutorials – The system calculates the results of the online MCQ tests**
4. **Results Display Facility – Students can check the result of their online tutorial by logging in to IIS through the unique login ID provided to them.**

Examination Reforms –

The various examination reforms introduced and implemented since 2015-16 are as follows:

1. Introduction of Blooms Taxonomy in preparing the Question banks from Academic year 2019-20 –

Bloom's taxonomy is a framework used to classify educational learning objectives into levels of complexity and specificity. From the Academic Year 2019-20, the Institute has made use of Bloom's Taxonomy in designing the Question banks. Here

an IT coding system has been used to generate the code for each question in the Question bank. The Code incorporates the mapping of the respective question with the Learning outcome, the level of difficulty, approximate time required for answering the question and the level of discrimination of the question. This has helped in providing a robust guideline to paper setters in selection of questions from the question banks while setting the paper and helped in mapping the learning outcomes.

1. Introduction of Online Examination for 20 marks (out of 70 marks allocated for external/final evaluation) for the BMS programme – Earlier, till academic year 17-18 the evaluation pattern for the BMS programme comprised of 70 marks for external evaluation (paper and pencil exam) and 30 marks towards concurrent evaluation. From the Academic Year 2018-19, the evaluation has been changed to include online exam of 20 marks in the external evaluation and 50 marks of paper and pencil examination. This has enabled testing of the assimilation of knowledge in more than one way. The Online examination is conducted through IIS.

2. Conduct of entire final examination in online mode as per University directive- For the final examinations of the passing out students of batch 2019-20, for all programmes, the examinations were conducted in October 202(delayed due to COVID19). The entire examination was conducted in Online mode in MCQ format. Mock examinations were also conducted to acquaint students with the exam and ensure that there was no anxiety amongst students with regards to giving the exams online in MCQ format. This was done through IIS and Microsoft Teams Platform.

3. Introduction of Debating Union as a component of the concurrent evaluation (CIA) for the MBA programme since

```
     2016-17 -

Under Debating Union, which is a two hour session in the time
table, students are required to debate on the given topics. The
topics range from subject specific issues to general management
issues to current affairs. Students are expected to extensively
research the topic while preparing for the debate. The debate
carries 5 marks for each full credit paper in the concurrent
evaluation and is mandatory for all.
```

```
  1.  Introduction of Trimester Pattern for MBA:In order to
      align with the National thrust areas Trimester system was
      introduced in 2019 allowing us to accommodate more
      subjects as compared to Semester system. As a result,
      teaching weeks increased from 51 weeks to 77 weeks, and
      the number of courses increased from 147 to 172.
```

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

2.6 - Student Performance and Learning Outcomes

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

```
Programme Outcomes:

Our Vision of Developing world class management professionals
to meet the diverse and challenging demands of business,
industry and society drives all the programmes run at
IndSearch. The management team of IndSearch has well thought
and defined program outcomes for our MBA, MMS and BMS programs.
These programme outcomes are aligned with our Vision, Mission,
Goals and Objectives at the same time they are benchmarked with
national and international universities.

The programme outcomes are crafted considering all the
important aspects of modern leadership and management. At the
same time these outcomes include business ethics and values,
social responsibility and protection of environment.
```

The Programme Outcomes are well documented. These are published on Institute's website. All the faculty members and students are made acquainted with these outcomes and the institute constantly strives to achieve them.

(Note: Programme outcomes of other programmes is/are uploaded as Additional Information. Link to the same is provided in this form)

Course Outcomes:

Each Course included in the syllabus has specific Course Outcomes documented. Course Outcomes are integral part of the Syllabus for each program. The practice of having documented Course Outcomes is standardized and is followed for all the programmes of the Institute.

The syllabus containing Course Outcomes for each course is published on Institute's website and communicated to students by email after commencement of classes every year.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	No File Uploaded
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The Institute places lot of emphasis on the Programme Outcomes (POs) and Course Outcomes (COs). Program Outcomes have been defined for all the three programs that are offered by the Institute that is the Bachelor of Management Studies, Master of Business Administration and Master of Management Studies. The Programme Outcomes and Course Outcomes are displayed on the website and also communicated to the students through the syllabi. Emphasis is also placed on the attainment of POs and COs. This is done through various formal and informal modes of

evaluations as well as from the feedback from students and their employers.

Programme Outcomes for the MBA and MMS Program - The Programme Outcomes for the MBA,MMS and BMS Programme include Domain Knowledge and Continuous Learning, Analytical thinking and Problem Solving, Communication, Innovation, Leadership and Teamwork, Diversity, Global View, Entrepreneurship and Environment and Sustainability.

Course Outcomes for the MBA, MMS and BMS Programmes - Course Outcomes for all the courses are enlisted in the syllabi itself setting the expectations right regarding the course.

Evaluation of attainment of Programme outcomes and Course Outcomes:

The attainment of programme outcomes and course outcomes is ensured through effective evaluation system. This is achieved by use of Bloom's Taxonomy in the evaluation process. In Bloom's Taxonomy various kinds of skills such as cognitive, affective and psychomotor skills required for different programmes are identified and translated into the programme outcomes. In the evaluation process each question is mapped to the programme outcome and course outcome. Thus, marks scored in the examinations are indicative of level of attainment of programme outcomes and course outcomes.

A. Formal Methods to evaluate the attainment of POs and COs

1. Concurrent Evaluation - Concurrent evaluation comprises of tutorials, Quizzes, Case studies or presentations, written assignment.

a. Written Tutorials/Written Assignments - This method helps in assessing the domain knowledge and communication ability

b. Quizzes – This method helps in assessing the assimilation of knowledge and assessment of team work and leadership skills of the students

c. Case Studies – This method helps in assessing the analytical and problem solving ability of the students

d. Presentations- This method helps in assessing the communication ability, innovative approach, team working

ability, and adaptability of students to diverse teams.

e. Debating Union –This method helps in evaluating the attainment of analytical ability, communication and articulation ability and team working ability of students

f. Mid Term Examinations – Mid-term examinations include theoretical questions, problems, logical / analyticalquestions facilitating the evaluation of attainment of Program Outcomes and Course Outcomes.

2. Summer Internship Projects (SIP) - SIP Viva Voce helps in evaluating domain knowledge, problem solving ability, communication, Innovation and entrepreneurial ability of the students.

B. Informal Methods to evaluate the attainment of POs and COs

1. Cultural events – These events help in evaluating Leadership and team working ability of the students.

2. Co-curricular Activities- Activities like Research paper competition, help to evaluate the analytical ability of the students.

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

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

150

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

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.indsearch.org/assets/pdf/aqar/2020-2021/SSS_20-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

Research and developmental activities promote innovation and motivate better learning and teaching among faculty and students. The purpose of the IndSearch Research Policy is to create a vibrant atmosphere of research among faculty and students. The policy shall serve as an overall framework within which research activities can be carried out.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	**Nil**
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	**No File Uploaded**
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	<u>View File</u>
List of teachers receiving grant and details of grant received	**No File Uploaded**
Any additional information	**No File Uploaded**

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	**No File Uploaded**
List of teachers and details of their international fellowship(s)	<u>View File</u>
Any additional information	**No File Uploaded**

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

0

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	No File Uploaded
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	[View File](#)
Paste link to funding agencies' website	**Nil**
Any additional information	**No File Uploaded**

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

Innovation, Research and Community Orientation at IndSearch

Due to Pandamic situation, the institute was working in an online mode during this academic year. The following information shows the activities which were conducted in the previous years.

1. IndSearch Innovation, incubation Enterprise Center – I2IE

IndSearch Innovation Incubation and Entrepreneurship (I2I E) Cell at IndSearch has been existing since 2014. At IndSearch we firmly believe in helping students develop the entrepreneurial mindset irrespective of their choice of career.

Objective of I2IE Cell: Provide focused support to student entrepreneurs through a supportive environment that helps them establish their business ideas and develop their concepts into successful enterprises.

Activities of I2IE Cell - I2IE provides a conducive environment for the students to experiment, fail, correct and rise again. Under the aegis of the I2IE Cell, IndSearch not only provides infrastructure but also the best possible guidance from experts as mentioned below:

1.Guest Lectures by various alumni entrepreneurs

2.Guest Sessions by Experts

3.Guidance regarding feasibility of the idea/project from experts

4.Seed money for starting the venture

1.Guest Lectures Conducted by Alumni Entrepreneurs

SN	Date	Topic	Details
1	2nd Sept 2017	Make In India & Digital India	Mr. Ramesh Birajdar, Regional Finance Controller, Lear Corporation Chakan
2	Sat 21st July 2018	Entrepreneurship	Ms. SatyashreePanse, Partner, Director, The Joysmiths Pvt Ltd
3	Thursday 4th July 2019	Entrepreneurship	Mr. Hrishikesh Kanade, Founder and Wellness Coach in Fitspiration

2.Guest Lectures by Experts –

a.Guest Speaker: Mr. ShrirangChitale

Mr.Shrirang Chitale, having National & International industrial experience in the field interacted on 5th January 2017 with MBA students. Mr. Chitale shared many examples of how startups like

PayTm and MobiQuick have become successful enterprises in a short span of time.

b. Guest Speaker - Bhargavi Joshirao

I2I E organized a guest lecture by Bhargavi Joshirao (Managing Director - Mobikern Automotive engineering Pvt. Ltd, Pune) on April 4, 2017, attended by 40 MBA students and the faculty. Ms. Bhargavi shared her experiences during the formation of Mobikern.

3. Guidance regarding feasibility of the idea/project from experts – In line with the Make-in India, Start-up India and Atmanirbhar Bharat initiatives of the Government, IndSearch provided guidance to budding student entrepreneurs. Mr.DilipSathye –Former Director at SICOM guided 5 students about the feasibility of converting their ideas into start-ups through two workshops.

4. Seed Money for Start-up - The Institute has provided Seed Money to one student, Mr. Bhupendra Mali to help him incubate his Start-up (for registration) Mr. Bhupendra Mali has started a software services organization by the name 5 Hours Digital Marketing.

1. Round Table on Sustainability –A group formed in August 2013 at IndSearch, having around 18 members, to provide a platform for its members invited from various walks of life to discuss various issues related to Sustainability freely and without inhibition. From its inception the Round Table on Sustainability had 39 meetings.

1. Community Orientation - IndSearch is actively involved in community service through joint programmes on Blood Donation Camps, Women Entrepreneurial Development (WEDP) and NSS.

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

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual

Property Rights (IPR), Entrepreneurship and Skill Development during the year

`Nil`

File Description	Documents
Report of the events	**No File Uploaded**
List of workshops/seminars conducted during the year	[View File](#)
Any additional information	**No File Uploaded**

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software	**A. All of the above**

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	[View File](#)
Any additional information	**No File Uploaded**

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

`0`

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	**No File Uploaded**

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

6

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	**No File Uploaded**

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

0

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

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Bibliometrics of the publications during the year	**No File Uploaded**

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	**No File Uploaded**
Any additional information	**No File Uploaded**

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	[View File](#)
List of consultants and revenue generated by them	**No File Uploaded**
Any additional information	**No File Uploaded**

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

10000

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

As a part of social responsibility, IndSearch regularly conducts various extension activities such as Blood Donation Camps, Tree Plantation, Swachhata Abhiyan, in the neighborhoods with students' and teachers' active participation.The past five years data shows almost 100% participation of students in such activities.

The culture of caring for the society is nurtured through all the programs hence various innovative programs are organized during the academic years. The recent flood-relief related activities or saying 'No to Plastic' are the reflections of students being sensitive to the neighborhood and allowing them to understand the dimensions of protection of environment. Students are also sensitized during the Swachhata Abhiyan conducted in rural areas such as Khed in Ahmednagar district.

IndSearch organizes lectures on socially relevant subjects such as drug abuse, HIV, AIDS, Blind-belief which sensitize students about their responsibility towards society. The bio-diversity campus preserves several plants, insects, reptiles of rare species. The principle of 'Seeing is believing' builds the awareness of students towards conservation of nature.

The sensitivity towards nature and society is strongly reflected in the cultural programs arranged by the students

during the annual fests of the institute which include environmental protection, urban pollution, agriculture, cleanliness, health and hygiene etc.

Various NGOs are invited regularly at our institute for conducting social programs. The students and faculty of IndSearch respond these activities positively, with full enthusiasm. IndSearch frequently collaborates with following NGOs—

1. JagrutiSeva Sanstha, Pune
2. Mukkam Post Pune
3. AASHNAA Foundation, Pune
4. Rotary Club of Pune Metro
5. Door-Step NGO
6. The Indian Association for Blind
7. Deenanath Mangeshkar Hospital, Pune;
8. Rashtrapita Mahatma Gandhi College, Khed, Ahmednagar.

IndSearch actively participates in the programs run by Central and State Government such as SwachhataPakhawada, International Yoga Day, Rashtrabhasha Divas, Swachha Bharat Abhiyan, Ek Bharat Shreshta Bharat Abhiyan, SmajikEikyapandhrawda etc.

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

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

0

File Description	Documents
Number of awards for extension activities in during the year	[View File]
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

5

File Description	Documents
Reports of the events organized	View File
Any additional information	No File Uploaded

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

171

File Description	Documents
Reports of the events	View File
Any additional information	No File Uploaded

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

59

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

4

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	[View File](#)
Any additional information	**No File Uploaded**

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 equipments, etc.

IndSearch has excellent facilities and Physical Infrastructure for curricular, co-curricular, extra-curricular and extension activities. The Institute has two campuses one is located at a prime locality on Law College Road and the campus at Bavdhan which has a rich biodiversity. Both the Bavdhan campus and Law College Road campus premises have spacious classrooms, workshop or tutorial rooms, Seminar halls and auditoriums, with audio-visual aids.

The library contains more than 30000 contemporary volumes and subscribes to over 37 top journals published in India and abroad.

IndSearch has well-equipped Computer Laboratories with modern application software, computers connected with a local area network (LAN) or Wi-Fi. Internet connectivity is with 50 MBPS, Leased Line at the Bavdhan campus and 20 MBPS at the Law College Road Campus. Other facilities include Printers and Scanners. The Institute has a Smart Class room with all the necessary equipment. The LCDs, TV and Photocopiers are used effectively for teaching-learning. The facility for Internal Communications between faculty members and students is through Microsoft Exchange Server 2003/2007/2010 and Document Sharing and Website for each course facilities are provided with Microsoft SharePoint Server 2007/2010. Internet browsing facilities are provided in the Computer Lab / Digital Library for students and faculties with unlimited download with 60 Computers at a time. UPS Power Supply 20 KVA and Genset 62.5 KVA provides uninterrupted power supply. Thus, IndSearch has

adequate infrastructural facilities to fulfil the requirements of AICTE and DTE and Savitribai Phule Pune University.

Medical Facilities – Institute conducts medical checkup of all the students once in a year. Institute has a MoU with a local hospital for providing emergency medical care including a doctor on call. First aid boxes are also kept ready for emergency situations. Sick room is available in the campus.

Bio-diversity Campus -The IndSearch Biodiversity Campus, situated a few meters from PG Campus on the hills, is the home to several diverse life forms consisting of several indigenous species of flora and fauna that require protection for regeneration. The Biodiversity Campus is essentially developed as a centre for various activities related to sports and creativity. The courts for games like Basketball, Volleyball and the like, gymnasium, Jogging Track etc., for the use of students are available. An Amphitheatre has been constructed using a natural slope, which is used by students for extra-curricular and cultural activities.

IndSearch has always been sensitive towards social and environmental issues. The concept of a biodiversity campus is just a natural extension of this concern. IndSearch is dedicated and committed to developing management professionals who will contribute to building a vibrant economy and caring society. Bio-diversity campus takes this concept one step further by making the students environmentally sensitive, which is the need of the hour.

This campus is a balm for the body, mind and soul and provides holistic education and nurture the overall development of the students.

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

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

Sports Facilities and Cultural Facilities:With a view to enhance holistic development of the students, the Institute

encourages students to participate in sports, co-curricular as well as extra-curricular and cultural activities. The Institute has a gymnasium where students are encouraged to work out to maintain fitness. Under the Fit India initiative of government, the Institute has recently started online fitness sessions for all students every week.

Facilities available for Sports and Cultural Activities:

Sr. No

Facility

Number

Size (Approx in Sq. Meter)

1

Indoor Sports/cultural Facility

800 Sq. Meter

Table Tennis Tables

3

Carrom Boards

4

Chess Boards

2

Racquets

2

Gymnasium

1

150 Sq.Meter

Auditorium with audio visual equipment

1

238 Sq meter

2.

Outdoor Sports/cultural Facility

Football/Volleyball/Cricket Ground

1

6000 sq meter

Volleyball

1

Football

1

Basketball

1

Open air Amphi Theatre

1

2000 sq meter

Sports: Every year two in-house sporting Events are conducted. One is the IndFest and other is the BioFest. Matches are held between the student teams.

The outstanding sports persons are given certificates and medals. Students are provided with sports equipment by the Institute for their practice. All equipment are maintained regularly.

The Institute also conducts Yoga sessions to encourage students to take up Yoga and maintain a healthy lifestyle.

Cultural Events: IndFest – Every year IndSearch organizes the annual cultural festival, IndFest. In IndFest students exhibit their talents. They perform in various fields like dance, drama, music etc.

Srujananubhav (An alliance with creativity) – This is a cultural club. Under this club various luminaries in the field of performing arts are invited to perform at IndSearch. Also the students are encouraged to participate and perform in various programmes.

Students of IndSearch regularly participate in cultural events organized by other colleges as well as other cultural forums.Forexample,VinoduttamKarandak is a competition for Comedy plays in which IndSearch students participate regularly.

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

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

17

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

4.00166

File Description	Documents
Upload audited utilization statements	**No File Uploaded**
Details of Expenditure, excluding salary, during the years	[View File](#)
Any additional information	**No File Uploaded**

4.2 - Library as a Learning Resource

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

Library Management System –

IndSearch Library uses the Koha system which was installed in 2018. The book issue and receipt is online. There is an email integration so that students and faculty get email alerts.

Koha – Version :latest version (18.11.09.000)

Year of Automation – 2018

Koha system is maintained by M/s. FirstRay through an AMC

The system enables -

a. Cataloging of books

b. Issue of books

c. Return of books

d. Online Reservation of books

e. Search and Advanced Search facility

f. Reminder for late return

g. Various MIS reports

h. Stock taking

i. Online view access to patrons

Use of Technology –

- Library has a computer lab with five computers exclusively for students at the Bavdhan campus and 4 computers at the Law College road campus.
- These are used by students for accessing e-books, Research Journals, research articles, various subject specific CDs (650+) and other online educational material.
- Library provides services for photocopying, printing etc. for students
- Library area is completely under wi-fi network with open access for students
- Institute has 50 MBPS bandwidth at PG Campus and 20 MBPS bandwidth at UG Campus for internet.
- e-Database subscribed – J-Gate
- Member of National Digital Library
- Member of Marhatta Chamber of Commerce, Industries and Agriculture (MCCIA)

Reading Room –

- A Pleasing and quiet ambience with a seating capacity of 85 at the Bavdhan campus and a seating capacity of 45 at the law College road campus
- Journals Reading Section with subscribed 37 reputed journals including 4 international journals available.
- Leading 7 English and3 Marathi newspapers subscribed everyday.

e-Content Development by Faculty

e-Content is developed by our faculty for 284 sessions and can be accessed from library.

Book Bank –

A collection of 1000+ books is dedicated for Book Bank activity for all MBA students

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

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources	A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	[View File](#)
Upload any additional information	No File Uploaded

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

2.96597

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

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

132

File Description	Documents
Upload details of library usage by teachers and students	[View File](#)
Any additional information	**No File Uploaded**

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

IT Hardware and Facilities The Institute places a lot of importance on leveraging technology for teaching learning. In line with this, the IT facilities at the Institute have been updated from time to time. Further, we are also maintaining theIT infrastructure by our dedicated faculty with the help of AMC. The Institute has dedicated Internet leased lines of 50 MBPS and 20 MBPS capacity for Bavdhan and Law College Road campuses respectively. The entire IT infrastructure is provided with an uninterrupted power supply to ensure all time availability of the Web applications of the Institute. The IT infrastructure is efficiently maintained to support the academic and research activities carried out in the Institute. In order to ensure uninterrupted power supply to the computers, we have a 20 KVA UPS and 62.5 KVA Diesel Generating Set, well maintained by competent agencies. Thus, we assure that the lectures and lab sessions are not affected in case of power failures. We have also signed the Campus Agreement with Microsoft for use of licensed software for all our needs. IndSearch IT Policy IndSearch IT Policy helps in governing

responsible usage of all users of the Institute's information technology resources. Every member of the Institute is expected to be familiar with and adhere to this policy. Users of the campus network and computer resources ("users") are responsible to properly use and protect information resources and to respect the rights of others. The IT Policy applies to all faculty, staff and students and all others using the IT resources, whether personal or Institute owned, which access, transmit or store various types of related information. The aim of the IT policy is to ensure proper upkeep and usage of the IT infrastructure for supporting and enhancing teaching-learning, research, and administrative activities of the Institute. Detailed IndSearch IT Policy is attached as attachment. The institute has signed an Annual Maintenance Contracts with various agencies for maintaining and supporting infrastructure:

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

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
2	1

File Description	Documents
Upload any additional information	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus	A. ?50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	No File Uploaded
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development: Facilities	A. All four of the above

available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing	

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
List of facilities for e-content development (Data Template)	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

9.04449

File Description	Documents
Audited statements of accounts	[View File](#)
Upload any additional information	**No File Uploaded**

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

IndSearch offers one of the best learning environments for the students and other stakeholders. The infrastructure and facilities are well maintained, modern, clean and always functional. The Institute's Dean Student Welfare has been entrusted with the responsibility to monitor proper utilization and maintenance of all the assets. IndSearch's beautiful sports complex in the Biodiversity campus is a place of attraction for all the students. It is maintained by professional horticulturist.

Libraries are kept clean with regular dusting and vacuum cleaning. Computer Laboratories are extensively used for classes as well as online tests and tutorials. All the computers use licensedsoftwares obtained under Microsoft Campus Agreement.

All the classrooms are well ventilated and with adequate light.

IndSearch Infrastructure Policy

Preamble:

IndSearch Infrastructure Policy helps in governing responsible usage of all users of the Institute's physical and academic resources. Every member of the Institute is expected to be familiar with and adhere to this policy. Users of the physical and academic resources are responsible to properly use and protect them from any damages.

Scope:

The Infrastructure Policy applies to all faculty, staff and students and all others using the Institute's resources. It excludes IT resources which are covered under the IT policy.

Objectives:

1.Each user of the Institute's physical and academic resources must ensure that it is used for promoting the mission of the Institute towards teaching, learning, research, and administration.

2.Usage of physical and academic resources:

a.The users of the Institute shall make effective usage of library, classrooms, furniture and fixtures, canteen, faculty rooms, administrative offices, gardens, sick room, lifts etc.

b.Security and Integrity - The users must ensure safe usage of the equipment and refrain from causing any damage to the equipment.

c.Asset Management - The Institute has a well-developed mechanism and proper procedures for managing the purchase, deployment, maintenance, utilization, and disposal of equipment installed within the Institute.

3.Implementation of Policy: For implementation of this policy, the Institute prepares necessary rules from time to time.

4.Review and Monitoring: The Policy has a flexibility to decide a suitable frequency for reviewing the policy so as to meet the

pace of the advancements in relevant fields.

The infrastructure is efficiently maintained to support the academic and research activities carried out in the Institute. In order to ensure uninterrupted power supply to the computers, the Institute has a UPS and Diesel Generating Set, well maintained by competent agencies. Thus, the lectures and lab sessions are not affected in case of power failures.

There is a maintenance agreement for the lift which plies from basement to the 4th floor. Also the KOHA license for the library is kept updated regularly.

Apart from these maintenance services, other items such as furniture, sports equipment and facilities are repaired or maintained on need basis. The institute premises are cleaned on daily basis in order to maintain hygienic conditions.

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 benefitted by scholarships and freeships provided by the Government during the year

81

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	[View File](#)
Upload any additional information	[View File](#)

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

3

File Description	Documents
Upload any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology	**A. All of the above**

File Description	Documents
Link to Institutional website	**Nil**
Details of capability development and schemes	[View File](#)
Any additional information	**No File Uploaded**

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

333

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances	**A. All of the above**

through appropriate committees

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

48

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of outgoing students progressing to higher education

20

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT GRE/ TOEFL/Civil Services/State government examinations) during the year

1

File Description	Documents
Upload supporting data for students/alumni	[View File](#)
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

3

File Description	Documents
e-copies of award letters and certificates	[View File](#)
Any additional information	No File Uploaded

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

As per Maharashtra Public Universities Act 2016, IndSearch Institute has constituted Students' Council. The main objective of this Students' Council is to look after the welfare of the students and to promote and co-ordinate the extra-curricular activities for better life.

IndSearch believes in youth empowerment through quality education. Students of the Institute have given enough freedom to organize, arrange various co-curricular, extra-curricular and cultural activities under the guidance of teaching and non-teaching staff members. IndSearch is proud to mention that the IndSearch students are actively participating in the social activities. To name the few during flood situation in Pune, students helped the displaced community, participation in Community Services, Women Enterprise Development Program.

This active participation by students is helping them in developing qualities required in the competent management professionals such as – planning, organizing, communication, direction, motivation, control, teamwork, leadership. This gives an opportunity to students to apply the theory of

management, which they learn in the classroom, leading to development of holistic personality of students enhancing their employability and entrepreneurial abilities.

Student Representatives help and motivate fellow students for arranging and participating various events such as Republic day, Independence day, Srujananubhav, Yoga day, SwachattaPakhawada etc. The student's representatives ensures to maintain the discipline in the Institute by encouraging students to follow the campus conduct rules and regulations. Students are actively involved in overall development of the Institute.

The details of representation of students on various activities –

·Role of Students in Academic & Administrative Bodies : Student representative(s) are an integral part of canteen, library, placement (CDC), extra-curricular, co-curricular, sports, disciplinary, ani-ragging, sexual-harassment committees, to name a few. Besides each class has atleast one boy and one girl student representative.

Library Committee: Student representatives review usage of library and provide time to time suggestions for purchase of new books and journals and related academic activities to be conducted in the library. To name a few – Marathi Bhasha Diwas – Book exhibition, Making paper bags out of old news papers, etc.

·Placement Activities: The student coordinators in the placement cell help in making calls, visits to companies, arranging the data and helping in coordinating when companies come on campus.

·Co-curricular Activities: The coordination in receiving the guests, making stage arrangements, taking registrations, and compering is done by students for any co-curricular activity, like prize distribution functions, seminars, conferences.

·Extra-curricular Activities: For extra-curricular activities like Film Making, the college annual function, Srujunanubhav- an alliance with creativity, the faculty is assisted in all the

activities- right from stage arrangement, technical help, crowd management, parking.

· Sports:The appointed sports coordinators collect names of participants for the events, arrangement of schedule, referee, etc. to name a few. The sports activities- matches for cricket, football, badminton, table tennis, chess are enthusiastically conducted by students under the guidance of the faculty.

Actions taken on student suggestions:

- Exchange of books between Law College Road campus and Bavdhan Campus
- Sports competitions as per suggestions from council.
- Organizing committees for cultural events.

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

5.3.3 - Number of sports and cultural events / competitions organised by the institution

2

File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

IndSearch Alumni Association

As a part of the Alumni initiatives, the Institute is consistently trying to reach out to as many alumni members as possible. In the pastAlumni meetshave been conducted in Pune, Mumbai & Bangalore, to enable connecting with alumni.

The Alumni Association at IndSearch is famously known as "Ind-Ex" which is non-registered entity of the Institute.

Some of the objectives of "Ind-Ex" are:

• To encourage, foster and promote a close relationship among alumni and the Institute

• To let the alumni to share their knowledge with the Institute as Speakers for workshop or seminars or guest session

• To involve the alumni in guiding the students through the placement preparedness programme for conducting mock interviews, aptitude tests, and holistic grooming of the students.

• To make available the expertise and experience of the alumni for the development of research and educational activities of the Institute.

• To guide the students with developing a network for professional and academic enrichment.

• To seek input from the alumni for curriculum design and development

The Institute believes in a continuing relationship with alumni, and strengthening the Alumni Network. As an integral part of this activity, Alumni Meet is organized regularly where teaching, non-teaching staff members interact with the Alumni.

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

5.4.2 - Alumni's financial contribution during the year	E. <2 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT
6.1 - Institutional Vision and Leadership
6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

```
IndSearch Vision

Develop world-class management professionals to meet the
diverse and challenging demands of business, industry, and
society.

IndSearch Mission -

Provide international knowledge environment that will enthuse
and encourage students and faculty to develop sustainable
competencies in emerging global business scenarios.

Nature of Governance -

The Institute is governed by the statutory bodies i.e. The
Governing body supported by the Academic Council and the Board
of Studies. The quality policy of the Institute is the guiding
document and the quality cell is the main driver of all
activities at the Institute. The statutory bodies are supported
by various committees which are represented by teachers,
studentsand alumni.

Director of the institute with the help of statutory bodies
implements policy decisions in the larger interest of the
stakeholders. All the decisions of the institute ensure quality
enhancement initiatives and its effective use for the students.

Perspective Plan - The Institute's perspective plan is
developed in line with the Goals and Objectives consisting of -

   1. Designing and offering skill-basedprogrammes to develop
      managerial and analytical skills that are necessary in
      the corporate world. Internship/field projects are
      mandatory part of our programs. Additionally,skill-based
      courses such as programming, Business Analytics, Python,
      etc. are introduced as per the requirement.

In line with the skilling India initiative, IndSearch launched
more skill-based undergraduate programmes, with practical
inputs which in turn gainfully useful to the students.
```

1. Internationalization of Management Education:IndSearch has collaboration under MOU with the University of Wisconsin, Parkside, USA for student and faculty Exchange. Under this programme, within last five years,22 students have been to Wisconsin either for a summer exchange or to pursue a Master's degree after completion of MBA from IndSearch. 11 faculty members from University of Wisconsin Parkside, USA have visited IndSearch so far to interact with faculty and students and to conduct courses such as Strategic Corporate Social Responsibility, Cloud Computing, Technology and Operations Management, Business Information Security.

2. Industry and alumni feedback is regularly sought with regards to the curriculum and their expectations from our output, to keep it in line with the ever-increasingneeds of the industry. As a part of the perspective plan, IndSearch is developing a project-based learning module for the faculty to partner with the industry and develop Management Development Programmes.

1. IndSearch has been promoting community engagement for the students and faculty. Various activities like blood donation, tree plantation, going to schools and teaching to students in rural area, donating to NGO's etc. are conducted regularly.

2. To sensitize the students to respect diversity, IndSearch conducts lectures and workshops for the students in this regard.

Participation of teachers in the decision-making bodies – The statutory bodies i.e., the Governing Body, the Academic Council, the Boards of Studies and the Finance Committee all have the representation of faculty members who significantly contribute for student centric decisions.

Apart from the above, the conduct of all the academic, co-curricular and extra-curricular activities is done in consultation with all the faculty members thereby ensuring wholehearted participation.

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

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The Institute promotes a culture of participative management, which reflects in all its activities. Our Director General and Director ensure and promote participative management through curricular, co-curricular and extra-curricular activities. SOPs are developed to undertake and administer such activities. After detailed discussion and deliberations and views expressed by different stakeholders, SOPs are developed for implementation. Once policy decision is taken, respective committees are empowered to execute the activity. For monitoring such activities various committees representing, teaching, non-teaching and students are constituted. The outcome of effective leadership, decentralization and participative management are visible in our "Athang" – Intercollegiate activity, which has been now became a practice to showcase talent of youngsters. Various colleges from Pune participate in this event. Complete organization and management of this event is one of the testimony of decentralization and participative management at IndSearch

The Institute encourages participative management for all its decisions. Every decision is based on deliberations and inputs from the concerned stakeholders.

- **There are regular faculty meetings, both formal and informal, where the inputs given by the faculty are considered and immediate decisions are taken on important issues. The examples for such faculty meetings include vital activities such as deciding academic calendar, creating the time tables, subject allocation, organizing any national or international events and cultural or co-curricular activities.**
- **Regular meetings are conducted to take a quick review of the progress of the work done. The feedback is discussed with the concerned Deans and immediate action is taken. Some concerns are further taken up to the Deans, Director**

and Director General.

- The students provide feedback regularly through the meetings of the student council. The matters raised by the students are urgently attended by the Director. Students also are part of various committees and their inputs are equally considered.

File Description	Documents
Upload strategic plan and deployment documents on the website	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

Strategic Plan/ Perspective Plan – The Institute's strategic Plan/perspective plan is developed in line with the Goals and Objectives. The plan focuses on:

1. Development and Deployment of ICT – The Institute hasadopted the technology to improve the teaching learning and transparent evaluation processes. IndSearch has made a successful attempt to use ICT in its administration and student-centric services. Besides, its successful execution in monitoring students' academic progress since their admission to placement. One of our faculty member Prof. Upendra Lele has developed IndSearch Information System (IIS) which is duly recognized with copyright and deployed successfully for the benefit of stakeholders. This system is upgraded to the tune with time and requirement of stakeholders, including pandemic Covid-19.IIS has helped in maintaining majority of our academic records in the digital form and thereby saving loads of papers in last three years.
2. Curriculum enhancement-IndSearch has been taking feedback from the industry and alumni regularly with regards to the curriculum to keep it in line with the current needs of the industry.
3. Inculcating Universal Human Values - IndSearch has been

insisting on community services for the students and faculty and conducting activities like blood donation, tree plantation. IndSearch emphasizes on building strong human values and therefore the subjects such as Human Values and Business Ethics are mandatory part our MBA, BMS and MMS programs. In addition to inculcate the values such as non-violence, faith, trust, helping others, honesty,and equality, eminent speakers are invited to sensitize students on these values. Going to schools in rural area and teaching the children there, is one of the example of bridging the urban-rural gap. As a part of the perspective plan and with the objective of creating caring citizens, IndSearch is partnering for more community services programmes with the neighboring schools, villages NGO's and Government bodies.

4. Fostering Research Culture – To encourage a research culture, the Institute has introduced new schemes to help faculty and research scholars undertake minor and major research projectsand publications in SCOPUS/UGC Care listed journals from Academic year 2020-21

5. Designing and offering more skill-based programmes - From AY 2020-21, the Institute has planned to launch One year Post Graduate Diploma Programmes to provide an avenue for working professionals to enhance and upgrade their skills. Also, the Institute plans to launch the Undergraduate programme in e-commerce and supply chain and Computer Applications and Business Analytics as these are the emerging areas in which students can find good employment opportunities from AY 2021-22

6. Collaborating with Institutes of International Repute-As a part of the perspective plan, IndSearch plans to have MoU's with International Universities to enhance the -International exposure to faculty and students through the exchange programmes. Given the current Pandemic situation, the Institute is also planning to partner with International Universities to enable our students to take some courses in online mode from the Academic Year 2022-23.

Overall, the Institute strives to ensure the satisfaction of all the stakeholders by continuously enhancing and upgrading the systems, processes, and methodologies.

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

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

The institute has a well-defined organization structure and their roles and responsibilities. The institutional bodies ensure effective and efficient decision making. Documented policies ensure smoother and decentralized functioning.

Authority and distribution of administrative and academic work:

Sr.

Name of the authority

Distribution of work

1

Director General

Dr. Ashok Joshi, the founder Director of IndSearch has an eminent career in the academic field and has held several prominent positions in SPPU and international bodies like AIMS, AMDISA, SAARC. Backbone of our strategic planning and implementation. Academic advisor of the institute.

2

Director

Academic, Administrative and financial planning, strategic decision making. Industry connects and corporate relationships Performance management of non-teaching and teaching staff, etc.

3

IQAC

Implementing quality initiatives, seeking feedback of stakeholders and initiating corrective/preventive actions. Ensure compliance to the policies and procedures and documentation.

Academics

4

Dean PG and UG Programs

Academic Administration,release and adherence of academic calendars. Subject allocation, monitoring of mentorship, teaching plans and internal evaluation.

5

Dean Quality & Research

Overall quality in education and the institute. Drives various quality programs and ensures compliance to the quality standards set by the Institute and a continuous improvement. Dean Quality also has a responsibility to administer the Research Centre at the Institute.

5

Dean Students Welfare

Student-centric programs, Holistic development of students

6

Controller of Examinations

Conduct/monitor continuous, comprehensive evaluation of the students through internal and external examinations.

Administration

7

Registrar

Overall administration and monitoring administrative processes, work appraisal of non-teaching staff and maintaining the records.

8

Accountant

Fees related matters, purchases, payment and receipts, banking, managing accounting and provide information support to CA

9

Sr. and Jr. Clerk

Scholarship related matters, PNS, AISHE Survey etc. Exam form inward system, payment of exam fee challan, collection and results, correspondence with university, DTE Admissions, AICTE.

Computer Lab

10

Computer Lab Assistant

Maintaining computer lab dead stock register, maintaining computers and related assets, initiate new procurement and disposal of used/old equipment.

Library

11

Librarian

Issue and collect books, Operate Koha system,Purchasebooks,maintain all records and bills,Journal subscriptions, Maintenance and housekeeping in library.

Placement

12

Placement Officer

Internship and Placement of students, arranging value added programs for strengthening the placement of the students, Visit to Industry to brand the institute, Executive education programme

File Description	Documents
Paste link to Organogram on the institution webpage	**Nil**
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**

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) Documen	**No File Uploaded**
Screen shots of user interfaces	**No File Uploaded**
Details of implementation of e-governance in areas of operation	[View File](#)
Any additional information	**No File Uploaded**

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The Institute places utmost importance on the welfare of the teaching and non-teaching staff. The welfare schemes available for teaching and non teaching staff in the Institute are as follows:

1. Medical Insurance- We have the facility of medical

insurance up to 1 lakh of rupees for the faculty members and cashless hospitalization up to Rs.25000.So far 11 faculty members have availed the facility of medical insurance in the last 5 years. Over and above, in certain situations the institute provides additional help to employees to overcome any medical emergencies. One of the recent examples was one of our non-teaching staff had a medical emergency and the expense was very high. All the employees voluntarily contributed and IndSearch contributed with 50% of the amount.

2. Primary Medical Assistance – Primary Medical Assistance is provided to teaching, non-teaching staff and students of the Institute. The Institute has a tie-up with a near-by hospital to provide such medical assistance to our employees.

3. Research endowments – Funds are made available for Research assignments on the demand of the faculty member as per the recommendations by research committee of the Institute. Faculty members are benefited in the form of reimbursement of registration fees and conference expenditure.

4. Subsidized transportation/ free transportation – Transport reimbursement is provided to non-teaching staff.

5. Two pairs of uniforms are provided to non-teaching staff every year.

6. Priority admission and Fee concession for employees, and their children – Concession in fees is provided to admitted employees and their children. 3 employees have benefited of this during last five years.

7. EPF – There are average 13 employees who are eligible for the benefits of this scheme.

8. Group Insurance – Currently 2 employees in the Institute are covered under this scheme.

9. Canteen facility is provided at 20% less than the market rate for non-teaching staff.

10. Gratuity –10 employees have been given gratuity in the assessment period.

11. Leaves – In addition to the statutory leaves such as Casual Leave, Sick Leave and Privilege Leave, in case of medical emergency or unusual circumstance like death of a family member, faculty are allowed to take additional leave and adjust it against their privilege leave later. Maternity leave as per the norms can also be availed by the lady faculty members.

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

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

0

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

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

7

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<u>View File</u>
Upload any additional information	**No File Uploaded**

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

20

File Description	Documents
Summary of the IQAC report	**No File Uploaded**
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The Institute does conduct internal and external financial audits regularly and has a

mechanism for internal and external audit.

a. The Institute has internal audit department with qualified staff.

b. External audit is carried out by a practicing Chartered Accountant after the end of

the financial year as per statutory provisions.

The accounts have been audited regularly by a qualified auditor duly appointed. There are nomajor audit objections. The audit reports are placed before finance committee regularly forcompliance of minor procedural remarks.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	**No File Uploaded**

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

Major sources of funds are from students' fees, interest on deposits, Consultancy and training charges, donations from alumni. The institute facilitates government scholarship to students. However, a constant follow-up is done with government departments for the timely re-imbursement.

Every year efforts are made to have full admissions as per sanctioned intake.

Revenue collected in the beginning of the academic year is prudently invested in Fixed deposits.

The Institute also organizes Management Development Programs for the corporate executives. Additionally, based on the response from students, Institute conducts part-time certificate courses, diploma programs for working executives.

Optimal utilization of funds is ensured through following steps / practices –

1. **All major purchases are procured through seeking at least 3 quotations for eligible vendors. Institute gets competitive quotes for the purchases. For example, the appointment of canteen contractor was initiated through a tender requirement published in local newspaper.**
2. **Standard accounting practices are followed in keeping track of various expense heads.**
3. **All the equipment including computers, hardware, UPS, Batteries, Generator, Lift, Solar System etc. are under annual maintenance contract so that institute avoids breakdowns and related costs.**
4. **Optimal utilization of faculty members to have minimal**

```
      dependance on visiting faculty.
   5. Budgetary control and cost control measures are
      concurrently applied for decision making.
   6. There is tight control over the management of petty cash.
      For this purposeaccounts are scrutinized by appropriate
      authorities periodically.
   7. Most of the revenue is collected either by DD, Cheque or
      net banking. Online Digital transactions are facilitated.
   8. Monthly cash flow is reviewed once in a fortnight and
      controlled tightly.
```

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

```
The Institute has well established Internal Quality Assurance
Cell (IQAC) which is set up to monitor the overall progress of
quality of academic and administrative activities of the
Institute. The IQAChasactive participation instandardizingthe
systems and processes of the Institute.The IQAC has contributed
significantly in strategizing, formulating, standardizingandimp
lementingvariousqualitypolicies,initiativesandprocesses.Thetwob
estpractices for institutionalizing the quality assurance
strategies and processes are as follows:


a) Development of IIS –

IndSearch Information System is copy-righted in-house ERP
software which is build module by module as per the
requirements of the IQAC. Initially the software was developed
for students administration and attendance monitoring.
Currently it is used for placement, conducting internal and
final examination, declaration of online result for all the
```

courses of the institute.

b) Recording of Lectures –

During lockdown period, the IQAC has decided to record the subject wise, session wise lectures. An open source SRecorder software was used after giving online training to faculty members. Faculty members have recorded session wise lectures which is available from the Institute's Library.

The Institute is now being assessed by NAAC for its third cycle. Based on the inputs received during the second cycle, the IQAC which is the main driver of all the activities at the Institute, has evolved several improvement measures which have been adopted to enhance and sustain the quality of education imparted at the Institute.

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

Curricular Aspects - The Business world is changing at an unprecedented pace. To ensure that the curriculum is in line with the needs of the industry and the students are aligned with Industrial requirements, the IQAC has worked upon the feedback received from all stakeholders with regards to the curriculum. Also new Programmes have been introduced, keeping in mind the need to provide for such skill based programmes

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

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

Planning is the starting point of all activities. To ensure

proper planning and implementation of all academic activities, the Academic Calendar is prepared by the Deans and the IQAC team.

Adherence to the calendar is ensured by the IQAC by means of periodic review of the academic activities. The Deans conduct the review of the teaching-learning and concurrent evaluation activities conducted by the departments.

For e.g. Recently with the Introduction of GST, the syllabus for full credit paper Indirect Taxes was required to be changed. As per the processes set by the IQAC, the Dean PGP in consultation with subject experts, adopted the revised syllabus.

Similarly, the IndSearch Study Abroad Programme (ISAP) was being conducted as an elective from the Academic Year 2014-15. Although the programme provided good inputs to the students, very few students could afford the elective. To ensure that there was no discrimination amongst the students, it was decided to recommend to the Academic council to convert this elective to field work where domestic tours can be arranged and more number of students can participate. This was then taken up in the Board of Studies and the Academic council.

Another current instance is the shifting from face to face classroom sessions to online sessions. Given the pandemic situation, the IQAC through its regular review was able to anticipate the lockdown situation and enable the switch.

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution	B. Any 3 of the above

Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)	

File Description	Documents
Paste the web link of annual reports of the Institution	Nil
Upload e-copies of accreditations and certification	No File Uploaded
Upload details of quality assurance initiatives of the institution	[View File](#)
Upload any additional information	No File Uploaded

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

The Institute believes and promotes gender equity through various activities and precautionary measureswithin the campus. Accordingly, an action plan is prepared every year. Some of the major initiativesincluded in these plans are – Institute tries to inculcate gender sensitivity through academic programs. Under the subject 'BusinessValues and Ethics' our faculty member ensures that gender sensitivity is inculcated through variouscurricular and co-curricular activities like group discussions, PowerPoint presentations, case studies,debate competitions etc. The institute organizes various seminars and workshops for students and faculty wherein equal opportunityis provided to represent, to lead and to manage the concerned activity.

Safety & Security: 24X7 professional security is made available at both campuses Both the campuses are under CCTV surveillance, prominent locations are monitored regularly.Intercom connectivity is provided at the main gate alongwith connectivity at each floor asprecautionary measure to deal with unauthorized entry. Vehicles are restricted to be parked in the parking slots during office hours.Students are allowed to enter the premises with their identity cards. The Fire Fighting

system is installed at both the campuses and is operational. Under MOU in case of emergency medical assistance is made available along with first aid box. The institute has established Anti sexual harassment Committee for Prevention of SexualHarassment. The Institute has functional Women's Grievance Cell. The Institute has Grievance Redressal Committee to resolve and ensure effective solution to anygrievances of faculty and students. The institute also has Anti-Ragging Cell consisting of representative of all the stakeholders. Counselling:Besides mentorship, Counselling facility is made available to the students. We have aprofessional counsellor coming to the campus for every week, meeting with the students on a one-on-onebasis. This is helpful to resolve issues relating to anxiety, exam phobia, stress, homesickness, and social /emotional issues. Gender Sensitivity Workshops/Lectures and Gender Sensitivity Drive : The Institute conducts workshops on gender sensitivity to sensitize the students. A Gender sensitivity drive is conducted regularly every year as a part of induction program. Separate Common Rooms for Girls & Boys: We have provided separate Girls common room and boys

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment	B. Any 3 of the above

File Description	Documents
Geotagged 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 a maximum of 200 words)

1.Solid Waste Management – -The sources of solid waste includes office, computer laboratory, and canteen. Dust bins are provided corridors, washrooms, and in canteen and solid waste

is collected. papers, old newspapers are given to the vendor periodically whereas tree leaves are allowed to decompose naturally.Wet waste of canteen is converted in vermicompost and is used for gardening.

2.Liquid Waste Management -

-The institute does not generateany liquid waste.

3. Bio-medical Waste -

-These types of wastes are not generated in the institute.

4. E-Waste Management -

-The e-waste includes used computers, CDs, Keyboards, UPS systems andelectronic items. The institute has identifiedcertified e-waste management agency. Such e-waste is stored in a room where the accounts personand IT person jointly inspect the condition of the material. The institute obtains quotes from theregistered E-Waste disposal agencies and disposes e-waste with the help of this agency.

5.Hazardous waste management-

- Used oil from diesel gen-set is taken care of by theAMC contractor. Similarly, inverter batteries are returned to the supplier for recycling. No otherhazardous waste is generated on campus.

Waste disposal is done an environmentally friendly manner.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	View File
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste	A. Any 4 or all of the above

water recycling Maintenance of water bodies and distribution system in the campus	

File Description	Documents
Geotagged photographs / videos of the facilities	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

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

File Description	Documents
Geotagged photos / videos of the facilities	[View File](#)
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy 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	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.	**A. Any 4 or all of the above**

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The Institute promotes a culture of tolerance and harmony. Several initiatives are taken to provide aninclusive environment. Several activities towards cultural, regional, linguistic, communalsocioeconomic and other diversities were

organized through on an online mode due to Covid-19 restrictions. Samajik Eikya Pandharwada,Matrubhasha Diwas, Marathi Bhasha Pandharwada etc. are celebrated embrase linguistic diversities. Events such as Prakash Parva Celebration, Rashtriya Ekata Diwas are celebrated.

Azadi Ka Amrut Mahotsav was celebrated with Essay Competition and a Guest Lecture. The guest session highlighted the progress of India in last 75 years. International Yoga Day brought together students and faculty on an online platform. The cultural program such as IndFiesta organized online promoted students of all diversities display their talent and strengthened the bonding among the students during the Covid times.

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

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

The Institute is committed to nurturing socially responsible citizens. With this aim to sensitize students andemployees, toward their duties as mentioned in the constitution, the following initiatives are taken: 1.Celebration of the National days like Republic Day and Independence Day 2. Special guest sessions on 150th Birth Anniversary of the father of the Nation MahatmaGandhiji.Slogan writing competitions based on Mahatma Gandhi's principles is also conducted. Thishelps inculcate in students the values that our National Leaders and Freedom Fighters fought for. 3. Celebration of the Ekta Diwas. The faculty Staff and students, take the ekta pledge to foster a spirit ofUnity and harmony 4. Guest sessions on gender Diversity to sensitize students towards the issues of diversity 5. Activities under the Ek Bharat Shreshta Bharat Abhiyan to orient students to our rich culturalheritage 6. Activities like Ban of single-use plastic to ensure preservation of the natural environment and have an environmentally friendly attitude. 7. Activities of sports, nature walk and tree plantation at Biodiversity campus sensitizes the students towards the

environment.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the Code of Conduct are organized	**B. Any 3 of the above**

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

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

The Institute is enthusiastic in celebrating all National and International Commemorative days and events.

The Independence day and the Republic day of our Country is celebrated by the institute every year on the15th of August and 26th of January respectively. Every year the flag hoisting ceremony is conducted withstudents participating and putting up some small cultural show.

The institute also commemorates the birth and death anniversaries ofvarious national leaders to promote the national sprit within the students. This includedRashtriya Ekata Diwas on 2nd November, 2020; Azadi Ka Amrut Mohotsav on 12th March 2021; Prakash Parva Celebration on 1st April, 2021; No Tobacco Day on 31st May, 2021; International Yoga Day on 21st June, 2021, Netaji Subhash Chandra Birth Centenery on 23rd January, 2021; Hutatma Day, National Unity Day etc.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	**No File Uploaded**
Geotagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Best Practices

IndSearch Institute of Management Studies and Research has introduced several best practices.

Best Practice 1

Title of the Practice -"Women Entrepreneurship Development Program" of IndSearch

Objective of the Practice - To empower women from underprivileged section of the society through enterprise

Description of Best Practice:

IndSearch has taken keen interest in Empowerment of Women coming from weaker sections of the society. According to the NATIONAL POLICY FOR THE EMPOWERMENT OF WOMEN (2001), The principle of gender equality is enshrined in the Indian Constitution in its Preamble, Fundamental Rights, Fundamental

Duties and Directive Principles. The Constitution not only grants equality to women, but also empowers the State to adopt measures of positive discrimination in favour of women.

To implement the principle of gender equality and as a part of social Community service and outreach programme drive at IndSearch, the Institute has started a community development women empowerment program titled "Women Entrepreneurship Development Program" (WEDP) from the academic year 2000-2001.

In line with the objectives of the National Policy for the empowerment of women, equal access to women to health care, quality education at all levels, career and vocational guidance, employment, equal remuneration, occupational health and safety, social security and public office etc.,IndSearch has recognized that Empowering women is the need of the society. Also it is one of the thrust areas of Rotary. IndSearch organizes a training program every year for 'Empowering women through Enterprise'. These workshops are one of the activities of IndSearch, which helps in training of Women from the under-privileged group section of the society. The women attending the workshop had a strong will to start / sustain their own tiny businesses. JagrutiSeva Sanstha (an NGO) and Rotary Club of Pune Metro supports IndSearch in this project. IndSearch is very proud to mention that this annual program is has been conducted every year, without any fail from the year 2000. Due to pandemic situation and lockdown in Pune, IndSearch did not conduct WEDP in the year 2020.

A brief summary of WEDP during last five years is as follows:

Year

Date of the Program

Chief Guest

No. of Participants

2015

October 1 & 2, 2015

Rtn. Kiran Kumbhar, President,Rotary Club of Pune Metro.

26

2016

September 22& 23, 2016

Rtn. Shardul Gandhi, President,Rotary Club of Pune Metro.

20

2017

October 7&8, 2017

Rtn. Madhav Tilgulkar, President,Rotary Club of Pune Metro.

30

2018

October 20&21, 2018

Rtn. Bhavana Chahure, President,Rotary Club of Pune Metro.

23

2019

October 19 & 20, 2019

Rtn. Mukund Chiplunkar, President, Rotary Club of Pune Metro.

19

Total Attendance:

118

Benefits Realized:

The overall outcome of this program can be summarized as:

- Development of self-confidence in the minds of attendees
- Understanding the importance of marketing in any tiny business
- Role of finance/accounting in business

Best Practice 2

Title of the Practice:IndSearch Information System (IIS), a web-based application

Objectives:

1. To facilitate ease of academic administration
2. To ensure anytime-anywhere availability of information and sharing of learning resources
3. To improve the evaluation process in terms of quality and speed

The Context

Academic administration requires planning and record-keeping of lectures, students & faculty information, attendance, examinations, results, students' internships, and placements. Before 2018, the information was managed using MS Excel on different computers. Therefore, the need for having an integrated web-based information system was felt.

The Practice

IIS is a web-based system for academic administration and reporting. This system emulates some of the commercially available LMS and is maintained by the Institute's faculties. It is fully dedicated only to IndSearch's requirements and hence it is unique in all respects.

visit:http://indsearch.ac.in/user_login.php?action

Benefits Realized :

·IIS modules are being added from time to time.

·System is used by faculty members for academic administration and managing placement data.

·The learning resources are used by students and faculty.

·The current usage shows that there are around 800 users logging into the IIS everyday with an average duration of around 5 minutes per user.

File Description	Documents
Best practices in the Institutional website	https://www.indsearch.org/assets/pdf/aqar /2020-2021/Best%20Practices%202020-2021.p df
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Internationalization of Education by providing an international knowledge environment to develop global competencies.

In line with the Vision and Mission, IndSearch strives to provide international exposure to the students through various initiatives. One such initiative which is a distinctive practiceis the MoU with the University of Wisconsin, Parkside, USA for Student and faculty exchange.On the 20th of May 2009, Chancellor of University of Wisconsin, Parkside USA -Dr. Lane Earns and Director IndSearch, Dr. Ashok Joshi, in aceremony at the University of Wisconsin Parkside USA campus, signed the MoU. for educational cooperation towards faculty and student exchange.

Under this MoU a student completing his MBA from IndSearch can get direct admission to the Master's programmeat the University of Wisconsin, Parkside USA. i.e.the student is not required to undertake GMAT, GRE or TOEFL

Further, since the syllabus of the MBA programme at IndSearch is aligned with International Syllabi, Students going to Wisconsin after completing their MBA, get a credit waiver for a few subjects. This enables them to complete their Master'sprogramme at Wisconsin, in lesser period.Students can also go to Wisconsin as a part of the Summer Exchange programme

tostudy a few subjects.

File Description	Documents
Appropriate link in the institutional website	https://www.indsearch.org/assets/pdf/aqar/2020-2021/Institutional%20Distinctivenes s%202020-2021.pdf
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

-To conduct employability oriented value added courses

- To organize Faculty Development Programmes

-To get green, energy and environment audits conducted by certified agency.

-Subscribing to database for library

-Organizing public awaremess lecture series and seminars

- Carry out extension activities such asblood donation camps, WEDP,

-To increase activities of Career Development cell forincreasingplacements