YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

SHEILA RAHEJA SCHOOL OF BUSINESS MANAGEMENT AND RESEARCH

- Name of the Head of the institution

Dr. Harish Kumar S. Purohit

- Designation

Director

- Does the institution function from its own campus?

Yes

- Phone no./Alternate phone no.

02231218777

- Mobile no

9930268818

- Registered e-mail

srbs@srbs.edu.in

- Alternate e-mail

director@srbs.edu.in

- Address

Raheja Education Complex, Kher Nagar, Opp.Chhatrapati Shivaji Ground, Bandra (E), Mumbai - 400051, India.

- City/Town

Mumbai

- State/UT

Maharashtra

- Pin Code

400051

2.Institutional status

- Affiliated /Constituent

Affiliated

- Type of Institution

Co-education

- Location

Urban

- Financial Status   **Self-financing**

- Name of the Affiliating University   **University of Mumbai**

- Name of the IQAC Coordinator   **Dr. Rahul Sanghavi**

- Phone No.   **9324751689**

- Alternate phone No.   **02231218758**

- Mobile   **9004466303**

- IQAC e-mail address   **iqac@srbs.edu.in**

- Alternate Email address   **rahulsanghavi@srbs.edu.in**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://srbs.edu.in/wp-content/uploads/2023/06/21-22-html.pdf

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://srbs.edu.in/wp-content/uploads/2023/11/Academic-Calendar-2022-2023.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**2.79**	**2019**	**04/03/2019**	**03/03/2024**

6.Date of Establishment of IQAC   **10/02/2018**

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

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

8.Whether composition of IQAC as per latest NAAC guidelines   **Yes**

- Upload latest notification of formation of IQAC   View File

9.No. of IQAC meetings held during the year   4

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   **No**

- If yes, mention the amount

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

Actively participated in several rankings and achieved respectable ranks.

Organized 1 National HR Conference and 1 International Marking Conference.

Faculties participated and successfully completed various FDP, Workshops, Webinar, Seminar etc. for development and enhancement of their skills and knowledge.

To generate interest among students towards innovation and entrepreneurship in students, IIC and EDC conducted various activities, workshops etc.

Various Master Classes (guest lecture)/Seminar/webinar/ by Eminent speakers were organized by SRBS.

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

Plan of Action	Achievements/Outcomes
Quality Enhancement & Participation in B-School Rankings.	Participated in NIRF, 12th Rank in "Competition Success Review – GHRDC", 14th Rank in "Fortune – India 2022", Result of B School Ranking - The Week (B School Private All India Rank 24), Result of B School Ranking - The Chronicle (49th Rank in All India Top B-Schools), Result of B School Ranking - Times B School (8th Rank in Top Private Institutes in Mumbai offering MMS Programs)
National and International Conferences.	National Conference on 'Diversity, Equity and Inclusion' & International Conference on
Faculty Participation FDP, Workshops, Webinar, Seminar etc.	5 Faculties Participated and successfully completed 5 days online FDP on "Inculcating Universal Human Values in Technical Education" organized by All India Council for Technical Education (AICTE), 8 Faculties Participate and has obtained Grade "A" in One-Week Online National Faculty Development Program on "OUTCOME BASED EDUCATION: PARADIGM SHIFT IN HIGHER EDUCATION" organized by SFIMAR, Mumbai and Guru Angad Dev Teaching Learning Centre, SGTB Khalsa College, University of Delhi under the Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching (P.M.M.M.N.M.T.T.) of Ministry of Education, Various FDP, Workshops, Webinar, Seminar etc. participated and were successfully completed by the faculties.

Institution's Innovation Council (IIC) & Entrepreneurship Development Cell (EDC)	To generate interest among students towards innovation and entrepreneurship in students, IIC and EDC conducted various activities, workshops etc., Under IIC 15 activities, workshops etc were conducted, Under EDC 4 activities were conducted.
MASTERCLASS by Eminent speakers.	Various Master Classes (guest lecture)/Seminar/webinar/ by Eminent speakers were organized by SRBS.

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

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee (CDC)	31/10/2023

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	SHEILA RAHEJA SCHOOL OF BUSINESS MANAGEMENT AND RESEARCH
• Name of the Head of the institution	Dr. Harish Kumar S. Purohit
• Designation	Director
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02231218777
• Mobile no	9930268818
• Registered e-mail	srbs@srbs.edu.in
• Alternate e-mail	director@srbs.edu.in
• Address	Raheja Education Complex, Kher Nagar, Opp.Chhatrapati Shivaji Ground, Bandra (E), Mumbai - 400051, India.
• City/Town	Mumbai
• State/UT	Maharashtra
• Pin Code	400051
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Self-financing
• Name of the Affiliating University	University of Mumbai

• Name of the IQAC Coordinator	**Dr. Rahul Sanghavi**
• Phone No.	**9324751689**
• Alternate phone No.	**02231218758**
• Mobile	**9004466303**
• IQAC e-mail address	**iqac@srbs.edu.in**
• Alternate Email address	**rahulsanghavi@srbs.edu.in**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://srbs.edu.in/wp-content/uploads/2023/06/21-22-html.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://srbs.edu.in/wp-content/uploads/2023/11/Academic-Calendar-2022-2023.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**2.79**	**2019**	**04/03/2019**	**03/03/2024**

6.Date of Establishment of IQAC	**10/02/2018**

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

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

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File
9.No. of IQAC meetings held during the year	**4**
• Were the minutes of IQAC meeting(s)	**Yes**

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

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

Actively participated in several rankings and achieved respectable ranks.

Organized 1 National HR Conference and 1 International Marking Conference.

Faculties participated and successfully completed various FDP, Workshops, Webinar, Seminar etc. for development and enhancement of their skills and knowledge.

To generate interest among students towards innovation and entrepreneurship in students, IIC and EDC conducted various activities, workshops etc.

Various Master Classes (guest lecture)/Seminar/webinar/ by Eminent speakers were organized by SRBS.

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

18-12-2023 03:54:28

Plan of Action	Achievements/Outcomes
Quality Enhancement & Participation in B-School Rankings.	Participated in NIRF, 12th Rank in "Competition Success Review – GHRDC", 14th Rank in "Fortune – India 2022", Result of B School Ranking - The Week (B School Private All India Rank 24), Result of B School Ranking - The Chronicle (49th Rank in All India Top B-Schools), Result of B School Ranking - Times B School (8th Rank in Top Private Institutes in Mumbai offering MMS Programs)
National and International Conferences.	National Conference on 'Diversity, Equity and Inclusion' & International Conference on
Faculty Participation FDP, Workshops, Webinar, Seminar etc.	5 Faculties Participated and successfully completed 5 days online FDP on "Inculcating Universal Human Values in Technical Education" organized by All India Council for Technical Education (AICTE), 8 Faculties Participate and has obtained Grade "A" in One-Week Online National Faculty Development Program on "OUTCOME BASED EDUCATION: PARADIGM SHIFT IN HIGHER EDUCATION" organized by SFIMAR, Mumbai and Guru Angad Dev Teaching Learning Centre, SGTB Khalsa College, University of Delhi under the Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching (P.M.M.M.N.M.T.T.) of Ministry of Education, Various FDP, Workshops, Webinar, Seminar etc. participated and were successfully completed by the faculties.

Institution's Innovation Council (IIC) & Entrepreneurship Development Cell (EDC)	**To generate interest among students towards innovation and entrepreneurship in students, IIC and EDC conducted various activities, workshops etc., Under IIC 15 activities, workshops etc were conducted, Under EDC 4 activities were conducted.**
MASTERCLASS by Eminent speakers.	**Various Master Classes (guest lecture)/Seminar/webinar/ by Eminent speakers were organized by SRBS.**

13.Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee (CDC)	**31/10/2023**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	**20/12/2022**

15.Multidisciplinary / interdisciplinary

SRBS, established under the aegis of "Bombay Suburban Art & Craft Education Society'', offers Undergraduate BMS and Postgraduate MMS programs along with a recognized Ph.D. Research Center in Management Studies. Our parent society also runs institutions in the domain of Architecture, Hotel Management and School of Art. SRBS is affiliated to University of Mumbai and adheres to its rules and regulations.

In addition to the curriculum prescribed by the University of Mumbai SRBS has provided Value added/ Add on Courses, "Campus to Corporate" conducted for MMS students and "Basic Computer skills on MS office (Word, Excel and PowerPoint)" conducted for BMS students.

These Value added/ Add on certificate courses offer flexible and innovative curricula. This also takes care of credit-based courses and projects in the areas of community engagement and service, environmental education, and value-based towards the attainment of a holistic and multidisciplinary education with the implementation of NEP 2020 in University of Mumbai and its affiliated Institute.

SRBS offers programs in management education at UG level with specialization in Finance, Marketing & HR. Also following specializations are available to PG level students who are pursuing MMS Program Finance, Marketing, HR & Operations. It also offers Ph.D. Program in Management Studies, thereby integrating the multidisciplinary approach as per guidelines of the University of Mumbai.

The Institute is assessing the modalities of implementing for offering a multidisciplinary flexible curriculum that enables multiple entry and exits at the end of 1st, 2nd and 3rd years of undergraduate education while maintaining the rigor of learning. University of Mumbai will issue guidelines towards implementation of NEP from the next academic year 2024-2025 onwards for all the affiliated colleges.

16.Academic bank of credits (ABC):

SRBS encouraged students to register for Digi Lockers. The institute has initiated the process for fulfilling the requirement of Academic bank of credits as proposed in NEP 2020. The registration process of the students under Academic bank of credits (ABC) was carried out as per the guidelines of University of Mumbai in the A.Y. 2022-2023.

ABC workshop was organized by University of Mumbai on 17/3/2023, after the workshop the faculties encouraged MMS and BMS students to register for ABC. Sessions were organized in the computer centre. Faculty members guided students towards achieving 100% registration of ABC ID generation of all students.

17.Skill development:

SRBS believes in a paradigm shift in the student's personality and we conducted Mock GDs, Mock interviews, and language lab sessions to improve the employability factor of the students. In addition to the curriculum prescribed by the University of Mumbai SRBS has also conducted Value added/ Add on Courses, "Campus to Corporate" conducted for MMS students and "Basic Computer skills

on MS office (Word, Excel and PowerPoint)" conducted for BMS students.

In addition to various domain specific sessions and master class/ guest session series by industry experts, SRBS also organized competitions for BMS & MMS students namely, "Investment & Trading Yoddha" & "Fin-Pitch".

A large number of students from MMS and BMS participated in the "Investment & Trading Yoddha" competition. The activity gave students a live experience of money management, risk management, position size, decision making, critical thinking and analytical ability using their general and financial awareness. Different concepts of finance such as portfolio management, investment, maximization of wealth and net worth were also experienced by the students as they (each student) were given a virtual fund of Rs.10 Lakhs to create their own portfolio. Such competition helps in understanding of global factors in addition to national factors to be kept under constant vigil which will affect the decision making of the investors. The activity was a big success as the students showed great interest along with the pleasure of real life learning.

"Fin-Pitch" competitions taught them good communication and social skills, being flexible to their customers, understanding every customer's needs, time management, consistency, conciseness, developing emotional intelligence, selling multiple products, identifying target markets, and knowing their domain competitors. Also, students got an exposure on multiple mutual funds products, Mediclaim Policies & Insurance Policies and how it works in the real world.

Faculties from SRBS have completed Universal Human Values (UHV) FDP course of AICTE. This UHV FDP course helps in developing humanistic, ethical, Constitutional, and universal human values of truth (satya), righteous conduct (dharma), peace (shanti), love (prem), nonviolence (ahimsa), scientific temper, citizenship values, and also life-skills among faculty members of SRBS. These UHV certified faculty members conduct sessions during orientation programs when the students just enter at the beginning of their academic journey with SRBS. The continuous interaction of our faculty members with students through mentor-mentee approach strengthens students' learning curve to face the real corporate world in addition to acquiring academic degrees.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language,

culture, using online course)

Understanding India's great diversity and cultural legacy, SRBS organized events like Marathi Bhasha Divas, Navratri Festival, Ganesh Utsav, Diwali celebration, Marathi Bhasha Savrdhan, International Yoga Day. SRBS students visited Nita Mukesh Ambani Cultural Centre (NMACC) with a sole purpose of promoting understanding towards Indian language, Arts and culture by integrating IKS as a part of the co-curricular activities.

Every Year SRBS celebrates Vigilance awareness week, National Unity Day, Constitution Day, Independence Day & Republic Day, International women's Day, National voters Day.

Students successfully organised HR Professional Day in addition to the inter collegiate cultural fest "Svagam".

These activities help students to develop sense of responsibility and accountability as a responsible citizen there by respecting and participating in the cultural diversity of our great nation.

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

OBE is a student-centric learning model that helps Institutes to measure Learning Outcomes and enables students to develop skill sets for holistic development. The curriculum of the MMS Program is prescribed by the University of Mumbai, where Program Outcome PO(s) are derived from Graduate Attributes. The POs and the Course Outcome CO(s) are mapped with each other using the correlation scale of 1 to 3.

The progression of the teaching and learning process can be tracked through Continuous Assessment which includes Direct and Indirect Assessments.

Direct attainment of COs is determined from Continuous Internal Evaluation and Semester End Examination of students. At SRBS the proportional weight of CIE: SEE is 40:60 and DA: IA is 80:20.

Faculties of SRBS attended the Faculty Development Program of "Outcome Based Education: Paradigm Shift in Higher Education" organized by the Ministry of Education.

20.Distance education/online education:

SRBS uses facilities like Google Meet, Google Classroom, Zoom, Jio Meet to its students. During Covid affected period SRBS conducted online sessions through Google Meet & Google Classroom.

And, their examinations were conducted successfully with a proctoring facility as per the guidelines of University of Mumbai.

The institute has ICT tools, Smart Class room, Wi-Fi enabled campus, Computer Centre, LCD Projector and Internet in all classrooms. As per the subjects and students requirement in-house tailor-made digital notes are shared through Google Classroom.

Faculties have also attended various FDP, Workshops, Industry Sessions, Seminars etc.. in online mode including FDP on "Inculcating Universal Human Values in Technical Education" organized by All India Council for Technical Education (AICTE), & Faculties participate and obtained Grade "A" in One-Week Online National Faculty Development Program on "OUTCOME BASED EDUCATION: PARADIGM SHIFT IN HIGHER EDUCATION" organized by SFIMAR, Mumbai and Guru Angad Dev Teaching Learning Centre, SGTB Khalsa College, University of Delhi under the Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching (P.M.M.M.N.M.T.T.) of Ministry of Education.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**4**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**534**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**153**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**218**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**18**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**16**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**13**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**153.43**
4.3 Total number of computers on campus for academic purposes	**156**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Bombay Suburban Art and Craft Education Society's Sheila Raheja School of Business Management and Research (SRBS) runs three programs, Master of Management Studies (MMS), Bachelor of Management Studies (BMS) and Bachelor of Arts in Mass Media and Communication (BAMMC). All the Programs are affiliated to the University of Mumbai. Accordingly, the Institute follows all the regulations that govern the curriculum implementation and administered as prescribed by the University of Mumbai.

Before the start of every academic session, the director alongwith the Academic Coordinator finalizes the Academic calendar in line with the University schedule. Subjects are allocated to the faculty members based on their subject expertise and interest well in advance. The time table for every semester is prepared by the Academic Coordinator in consultation with the Director and faculty members.

The entire planning for the academic year is initiated by the respective academic coordinators along with the IQAC. This is in sync with the University academic schedule. The regular meetings that are held at the beginning of each semester and throughout the semester ensure that all the faculty members follow the syllabus as per the prescribed pattern in each course. The syllabus which is exhaustive and inclusive covers all the details regarding teaching hours, assessment methods and teaching pedagogy.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://drive.google.com/file/d/1ISvPhmtYa Zv1iNYKQ6Ie0aWI6s_a300i/view?usp=sharing

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

The Academic Calendar is prepared by the Institute at the beginning of each semester. Since the Institute is affiliated to University of Mumbai, the time schedule is strictly followed as per the guidelines issued by the University. Adhering to the guidelines, the Institute prepares its yearly Academic Calendar. The rough draft is prepared by the Academic Coordinator which is discussed with the Faculty members.With the suggestions of the

Faculty Members and the Director, changes are implemented in the Academic Calendar and are finalized. The Academic Calendar includes the start and end of each semester, Internal and External assessment to be conducted and other activities to be undertaken during the academic year. The Academic Calendar after finalization is uploaded on the Institute website where all the stakeholders can view it. Teaching and evaluation were conducted offline as per the directives of University of Mumbai.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://drive.google.com/file/d/156EjHbDLq dVUHMYIm_OgYL3J8oeCcxeZ/view?usp=sharing

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

C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

3

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

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

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

2

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

202

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

1.3 - Curriculum Enrichment

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

SRBS believes in nurturing the holistic development of the students. The thrust is on sensitizing students towards issues related to gender equality, environment & sustainability, human values and the ethical dimensions which would impact their decisions both in personal and professional lives. Some of the courses/topics in the MMS BMS and BA MMC curriculum include,

Ethics & CSR apart from compulsory projects like Social Relevance of Business and Institutional Social Responsibility. SRBS encourages the faculties to particiaptes in Universal Human Value certification conducted bythe AICTE.

It provides them an opportunity to venture out of their comfort zones and be a harbinger of societal change. The Institute is responsible for a gamut of events and activities undertaken by students. SRBS encourages students to expand horizons and participate in fun-filled days, which include cultural performances, competition, Inter collegiate cultural fest i.e SVAGAM. SRBS encouraged students for study visits at the newly opened "Nita Mukesh Ambani Cultural Centre" (NMACC) to sensitize students about Indian cultural heritage designing aspects by world's renowned fashion designers. The Management of SRBS paid the registration fee of the said visit.

In addition SRBS conducts following activities:

a) Awareness of Social Issues

b) Educational Activities

c) Health & hygiene

d) Community Service

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

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

6

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

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

218

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

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://srbs.edu.in/wp-content/uploads/2023/11/Stakeholders-Feedback.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://srbs.edu.in/wp-content/uploads/2023/11/Stakeholders-Feedback.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

241

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

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

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

44

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

2.2 - Catering to Student Diversity

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

The Institute promotes a positive environment for the development and enrichment of the students on campus. This inculcates a

healthy proliferative student-faculty interaction. At SRBS students are assessed based on the levels of their proficiencies.

Through competency mapping of the students during their regular assessments/tests and mentoring, advanced learners are identified. A few initiatives organized by the Institute for them include the following:

i) Encouraging their creativity and ideas.

ii) Involving them in e-cell initiatives and promoting their entrepreneurship skills.

iii) Initiating their interactive sessions related to their domains for junior students.

iv) Involving them in various committees and assigning them various responsibilities /tasks.

v) Motivating them for writing research papers, co-curricular activities, conferences, seminars/workshops etc.

vi) Encouraging them for domain specific professional certifications

The Institute follows a student centric approach towards slow learners based on their performance in the academics. The faculty members regularly interact, counsel and mentor these students. Students come from different academic streams, family background, socio-economic background etc. However, counseling sessions for the students are arranged through a certified counselor appointed by SRBS in addition to the tutorials organized for the slow learners in order to help them cope up with any challenge whatsoever.

This helps in a comprehensive development of all types of students at the Institute.

File Description	Documents
Paste link for additional information	https://srbs.edu.in/entrepreneurship-cell/#1663839198910-036b446a-cdfd
Upload any additional information	View File

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

Number of Students	Number of Teachers
534	18

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

At SRBS, different systematic methodologies are carried out that promote student centric learning experiences. The MMS,BMS and BAMMC programs focus on the same and the faculty members try to inculcate these in their teaching-learning pedagogy. SRBS conducted activities on case-study solving, research work carried out by the students were presented to inculcate research acumen amongst students. Current market scenarios and practices are also covered in routine assignments for various subjects. This includes a practice of inculcating reading newspapers, reading books and writing book reviews etc. Besides, students can also access various e-resources such as e-Books & e-Journalsthat are available in the library as well as in the computer centrefor easy access ofstudents& faculty members. The comprehensive framework of the curriculum gives ample scope to include student-centric methods in the teaching learning pedagogy. It focuses on sharpening the knowledge, skills, abilities and interest of the students.

Entrepreneurship Development Cell (EDC) and Institution Innovation Council (IIC) of SRBS conducts various sessions & activities to encourage students towards entrepreneurship. These include understanding the problem statement and working towards probable solutions with the help of industry experts including startups.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://srbs.edu.in/entrepreneurship-cell/#1663839198910-036b446a-cdfd

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

maximum of 200 words

ICT tools empower both teachers and learners. They transform the teaching and learning processes from being highly teacher-dominated to becoming student-centric and this transformation results in increased learning gains for students, creating and allowing opportunities for learners. In addition, they are cost-efficient and minimize the usage of paper. Alongside minimizing cost, they also save time during class lectures enabling swift and dynamic transmission of content. Besides the chalk and talk method of teaching, the Institute makes intensive use of ICT-enabled tools, including online resources for effective teaching and learning process.

The following ICT tools are used by the Institute:

1. Projectors- All the classrooms, tutorial rooms, conference room, seminar hall are equipped with projectors which are connected to desktops having internet facility.

2. Desktop and Laptops- Desktop and Laptops are provided at the Computer Centre/Lab and Faculty cabins all over the campus.

3. Smart Board - One smart classroom is available in the Institute.

4. Printers- They are installed at Computer Centre/Lab, Faculty Rooms, Examination Room, Library, Admin Office and all prominent places.

5. Photocopier machine - Multifunctional printer & Photostat machine is available on campus.

6. Seminar Rooms-Seminar Hall is equipped with all Audio-Visual facilities.

7. Auditorium- It is equipped with Audio-Visual facilities.

8. Online Guest Sessions through Google Meet.

9. Digital Library resources

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

22

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

18

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

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

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

10

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

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

2.4.3.1 - Total experience of full-time teachers

56

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

2.5 - Evaluation Process and Reforms

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

Our B-School believes in a transparent and fair system of assessment. Continuous Internal Evaluation (CIE) of 40 marks and semester end examinations of 60 marks are carried out as per guidelines of University of Mumbai. This is aimed to make the student ready for future roles.

Every subject/course teacher communicates the various parameters of internal assessment (CIE) such as Mid-Term examination, Presentations, Assignments, Case Studies, Role Plays, Quiz, and Group Discussions. The process of CIE has evolved over the past 10 years as per Guidelines of University of Mumbai. At the start of the Academic Year during the induction program, all students are sensitized on the process of Internal Evaluation.

Bachelor of Management Studies (BMS) course examinations were conducted smoothly in Academic Year 2022-23. Internal evaluation process includes a Mid-Term Examination of 20 marks and Class

Participation of 5 marks. The total weightage is 25 marks. In addition, SRBS conducts semester end examinations for 75 marks as per the University pattern.

Bachelor of Arts in Multimedia and Mass Communication (BA MMC) has its own well-crafted pattern of evaluation. 25 marks are awarded for Internals which include Project, Assignment, Group Discussions and Class Participation. This three-year undergraduate program requires students to write a semester end examination of 75 Marks.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://srbs.edu.in/courses/mms-mba-course-masters-in-management-studies/assessments/

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

The grievances of students regarding evaluation of examinations are addressed as per the ordinances, rules and regulations of the University of Mumbai. SRBS has constituted an Examination Committee to ensure timely smooth conduct and execution of the entire examination process.

The system of examinations at SRBS strictly follows Mumbai University guidelines.Examination related grievances are an important point which builds credibility. As per the directives of the Examination Committee students are informed at least 15 days in advance about upcoming examinations. Mock tests were conducted, especially during Pandemic to curtail avoidable problems.There is a system of sharing the marks of MidSemester and care is taken to plug the gaps in student expectations and award of marks. The results are communicated to students, as per University process.

The student can apply for verification and revaluation of marks within 15 days from declaration of results as per the norms of the University. A request for the photocopy of the answer book can be made by the examinee. However, in case of any medical emergency or any related grievance regarding the examination, complete assistance and cooperation was rendered to the students by the said committee. Incase of any malpractices/unfair means whatsoever are referred to the Examination Committee. The Committee also works diligently in order to avoid any errors affecting the performance of the students.

During Academic Year 2022-2023 there were no grievances related to examinations from students of all programs.

File Description	Documents
Any additional information	View File
Link for additional information	https://srbs.edu.in/courses/mms-mba-course-masters-in-management-studies/assessments/

2.6 - Student Performance and Learning Outcomes

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

The Programme Outcomes and Course Outcomes are designed as per Bloom's Taxonomy. These are mentioned in the Course Outline of every course. The Course Outline of each course is communicated to teachers and students before the commencement of the Semester. It is also displayed on the Institute Website. The POs are also displayed in the Computer Center, Library, Common Passage, Admission and Placement brochure. This helps students to get a better understanding of the course. Both the internal and external evaluations are conducted as per the stated Course Outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://srbs.edu.in/courses/mms-mba-course-masters-in-management-studies/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Attainment level of CO and PO is measured in terms of student performance in Semester End Examination (SEE) and Continuous Internal Evaluation (CIE). The Program Coordinator of MMS combines all PO attainment for all courses taught during the semester and computes the overall attainment of POs. The attainment level is calculated as the total of direct attainment and indirect attainment. The tools of direct attainment include Mid Term Test, SEE, and Project Evaluation. feedback is also taken from other stakeholders. The course and program effectiveness are measured both in terms of Course Exit Survey and Graduate Exit Survey. In

each of the courses, the faculty members define the weightage of the CO-PO correlation matrix based on graduate attributes in the level of 1 to 3. Then, the course outcome is mapped with the assessment method used. The final evaluation scores are used to calculate the attainment level.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://srbs.edu.in/courses/mms-mba-course-masters-in-management-studies/

2.6.3 - Pass percentage of Students during the year

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

335

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for the annual report	https://srbs.edu.in/wp-content/uploads/2023/12/Annnual-Report-2022-2023.pdf

2.7 - Student Satisfaction Survey

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

https://srbs.edu.in/wp-content/uploads/2023/12/Student-Satisfaction-Survey-SSS-Report-1.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

3.1.1.1 - Total Grants from Government and non-governmental agencies for research

projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

3

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

transfer of knowledge

SRBS, as an institution, supports the Government's initiative on spurring the spirit of entrepreneurship and innovation ("E&I") among the youth of the country. SRBS believes that educational institutions, along with the Government, should share the responsibility of igniting the spark of E&I among the youth. This will surely provide the necessary impetus to the national movements of Atmanirbhar Bharat and Make-in-India.

Under the aegis of the Ministry of Education, SRBS constituted its own Institution's Innovation Council in April, 2022.

In line with the guidance provided by the Ministry of Education's Institution Innovation Cell, SRBS has been active in organizing events as prescribed in the MIC's Academic Calendar as well as under its Entrepreneurship Development Cell.

Students have had the benefit of listening to entrepreneurs sharing their experience around ideation, innovation and execution with an entrepreneurial mindset. Screening of entrepreneurial motivational videos has also had the desired impact.

Further, the interactions with industry representatives and subject experts through offline and online sessions/workshops have had an inspirational impact on students.

The mandatory Summer Internship Programme providing exposure to industry, the language lab providing business communication grooming and the library infrastructure are other tools that provide support to I&E activity at the institute.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://srbs.edu.in/institutions-innovation-council-iic/#1675836281182-7dd9ace9-d57c

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

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

13

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	https://srbs.edu.in/courses/doctor-of-philosophy-phd/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

4

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

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

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

4

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

3.4 - Extension Activities

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

In the current ecosystem, learning with social understanding and impact on society /communities has become a critical element of sustainability. Apart from academics SRBS focuses on sensitizing the students towards the community problems and possible solutions.

Skill and holistic development is crucial to the success of students in the job market, skills are of less value in the absence of appropriate value systems. In India, with cultural pluralities and diversities, it is essential that students imbibe the appropriate values.To sensitize students to social issues, for their holistic development, SRBS has conducted the following programme

- International Yoga Day

- The Awareness Campaign on Cyber Frauds

- Workshop on "Nuances of Implementation Sexual Harassment of Women at Work Place Act, 2013" orgainzed by Womens Devlopment Cell (WDC) of SRBS

- Session held on Health and Hygiene organized by Women's Development Cell (WDC) of SRBS

- Blood Donation Drive

- Hope 2022 (Spreading cheers among cancer children-survivors)

- Swachha Bharat Abhiyaan

- National Voters Day 23

- **Day of Reading**

- **Students & Faculty visited the Welfare Society for Destitute Children's St.Catherine of Siena School.**

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1hAGmFRQXQzweHq1M1BBhMwhnnbI6q889/view?usp=sharing
Upload any additional information	View File

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

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

4

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

6

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

372

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

133

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

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate

houses etc. during the year

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

5

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Classrooms: All classrooms are well illuminated, ventilated and air-conditioned, with audio-visual teaching aids and measured 87sq.m. We have one smart classroom equipped with a smart board and advanced teaching aids.

Tutorial Rooms: To bring further improvement in students we have dedicated Tutorial Rooms where teachers provide more effort for educational upliftment of the slow learners.

Computer Centre/Lab: The entire campus is Wi-Fi enabled. The computer Centre measures 210 sq.m. and is well-equipped with the latest computers and equipment. Students and staff avail benefit of Wi-Fi facility through their user ID and password. Different types of online training, database training, workshop, aptitude test are also conducted in the computer centre. Institute has also subscribed for Examination Software for quick processing of examination results.

Library: 120 sq.m. Library is situated on the third floor. It is fully air conditioned and is equipped with both physical as well as digital facilities. The library offers facilities which include previous years question papers for reference purpose, Book Bank facility, e-journal, e-books, Anti-Plagiarism Software, Daily

Newspapers and Reprography facility. SRBS is a member of the National Digital Library of India.

Language Lab: Our Language lab is equipped with Audio Visual equipment along with licensed software. Regular lab sessions are organized for Students to enhance their communication skills.

Our Institute campus is Divyangjan friendly having Lifts, Ramps and Washrooms for Male and Female. Other well equipped infrastructural facilities include Seminar Room, Auditorium, Common Rooms, Counseling Room, Gym and Canteen and LCD TV.

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

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

In order to build the overall personality of the students the institute encourages them to participate in various sports, games and cultural activities at different levels. It helps students to brighten their leadership qualities, and develops team spirit among them.

Auditorium: A centralized Air conditioned Auditorium which measures 516 sq.m. is available at the ground floor. It is utilized for conducting various cultural activities like Fresher's Party, Farewell Party etc. Master Class (Guest Lecture), Blood Donation Drive, Yoga Session,Inter collegiate cultural fest "SVAGAM" is hosted by SRBS annually in the auditorium.

Seminar Hall: Seminar hall of 175 sq.m. equipped with audio-visual, LAN internet facility, Centralized Air- conditioning is provided to conduct academic and other cultural activities smoothly. Offline training, workshops, Orientation programs are conducted in the Seminar hall for the students as well as faculties.

All outdoor games like cricket, volleyball, football, badminton etc. are conducted on The Brihanmumbai Municipal Corporation (BMC) playground which is adjacent to our campus with prior approval from BMC. Indoor games facilities like carom, chess, Table Tennis

are provided in allocated areas for sports. There is a gymnasium for students with the latest modern equipment. Students are encouraged to work on their physical fitness.

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

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

13

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

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

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

2.39

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

SRBS library is using SLIM 21 (Ver 3.9). SLIM 21 is a Library Management Software from M/s. Algorithm Consultants Pvt. Ltd., It includes Acquisition, Cataloguing, Circulation, Serial Control and Web OPAC modules.

- Name of ILMS software (Slim 21)

- Nature of automation (fully or partially): Fully

- Version: 3.9

- Year of Automation: 2011

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://drive.google.com/file/d/1juHpFJa_q KZnf1I693ZdzxTKZYkMEmsp/view?usp=sharing

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

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

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

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

3.34

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

65

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Sheila Raheja School of Business Management & Research (SRBS) has provided a full-fledged Computer centre, Language Lab and Library facilities having a total of 88 Desktops exclusively available for students. Our Campus has Wi-Fi enabled facility and our internet connectivity has been upgraded from 200 mbps to 500 mbps for better internet speed. This enables students in their learning.

Students and Faculty members avail computer and internet facilities within the campus. Students are permitted to access the internet facility through the computer centre. The institute provides separate internet account access to each student and staff along with user-id and password so that they can access the internet. Computer centre facilities are utilized for conducting various online training sessions, aptitude tests, and online workshops for using online databases. IT In-charge takes the backup and keeps updating the facilities on a regular basis.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/file/d/1LBmxGpPnM qPGyqymaIpRrpdD1Ecf55KC/view?usp=sharing

4.3.2 - Number of Computers

156

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

88.96

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

SRBS has defined policy and procedure for maintenance and utilization of physical, academic and support facilities.

SRBS has appointed Maintenance Officer who is responsible for maintenance and upgradation of infrastructure. The optimum working condition of the entire Infrastructure is ensured through Annual Maintenance Contract (AMC). The AMC purview includes maintenance of Elevators, Air Conditioners, CCTV Camera, Biometric Machine, Water Purifier, Fire Extinguisher and Pest Control. The building campus has a continuous electricity supply from M/s. AdaniElectricity and there is a facility of power backup through Diesel Generator. Majority electrical equipment's are covered under Warranty Period and thereafter it is covered under Annual Maintenance Contract (AMC). The SRBS Campus is secured with 24 x 7 security personnel and CCTV Cameras are installed at all strategic locations.

The house keeping team regularly maintains the building, corridors and other places meticulously by keeping the hygiene & cleanliness on the campus. Dry Waste, Wet Waste & E-Waste Dustbins are placed on each floor.

Library maintenance is carried out by Library section. Computer Centre is regularly maintained by Computer Lab Assistant; which includes maintenance of computers, smart boards, software's and LCDs.

SRBS has a sports room for the students. It comprises of Table Tennis, Carom, Chess, Football, Volleyball, Bat, Stumps & Rope (Tug of War) equipment's which is being monitored by admin department. The Green Cover of the campus is well maintained. The Management ensures that entire building along with equipment's is insured and is renewed every year.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/file/d/1yekNgis2IzUrH0FeraAOHeCUkWyOwWmO/view?usp=sharing

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

97

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

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

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

9

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

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

A. All of the above

File Description	Documents
Link to Institutional website	https://srbs.edu.in/wp-content/uploads/2023/10/5.1.3-Capacity-Building-and-Skills-Enhancement.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

487

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

487

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

87

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

13

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

3

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

2

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

With the growing need of experiential learning, holistic development and grooming of the students become one of the key differentiators of HEI. Such a development, however, isn't feasible without students' active participation in planning, organizing, and execution of various curricular, extra-curricular, and certain administrative activities. We at SRBS strive to make academics and administration not merely student-centric, but actively student-driven by having them as direct representatives in different academic and administrative committees. This has helped us in building a bridge of trust, mutual respect, and collaborative open communication amongst students, faculty members and other stakeholders.

File Description	Documents
Paste link for additional information	https://srbs.edu.in/statutory-compliance/statutory-committees/
Upload any additional information	View File

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

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

20

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

Sheila Raheja School of Business Management & Research believes in building strong relationships between alumni and students. The association has contributed significantly in the placement process. The institution nurtures the alumni association by being an interface between alumni and students.

SRBS organized its Alumni Meet on 20th May, 2023 for the Graduates of MMS students. The Alumni Meet was held with an aim to reconnect with the Alumni and to celebrate their success. The Alumni Meet was held with an aim to reconnect with the Alumni and to celebrate their success. The students put up wonderful performances for entertainment that fascinated the audience that took them back to their days they spent in the institution. Our Alumni were delighted to be in unison again with their alma mater.

SRBS Alumni are currently working at various dignified positions across the nation. Alumni also provide support through various interactive sessions and guidance to students. In order to help students improve in various aspects of their professional development, alumni are involved in a variety of events, including guest lectures, interactive sessions, mock group debates, and mock interview sessions.

File Description	Documents
Paste link for additional information	https://srbs.edu.in/alumni/
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

VISION

Sheila Raheja School of Business Management and Research is committed to being an internationally acclaimed management institute which focuses on quality education and innovative research.

MISSION

- To be an internationally acclaimed management institute for all stakeholders
- To impart quality management education for all students and unleash their high potential
- To ensure cutting edge technology and state of the art infrastructure that will enable teachers to nurture innovative pedagogy and learning methods for students
- To build a strong research culture

The Board of Governors meet twice a year to discuss the growth and overall development of the institute and to decide the strategic plans, academic goals, adherence to vision ensuring overall well-being by integrating recommendations of IQAC forwarded through CDC

The Board's main focus areas are:

Reviewing institutional functioning and activities as per vision of SRBS.

Encourage Faculty capacity building through workshops and training.

Developing and maintaining State of the art infrastructure for imparting highest quality teaching.

Student's participation in co-curricular and extracurricular activities for holistic development

Strong linkage between industry and institute

Encouraging Research

Optimum utilization of resources.

Approving annual budget.

Appointment, appraisal and promotion of staff members.

File Description	Documents
Paste link for additional information	https://srbs.edu.in/about-srbs/
Upload any additional information	View File

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

SRBS encourages the culture of a decentralized governance system with proper well defined functional Committees along with the Statutory Committees.

Keeping with its belief in collective leadership and democratic traditions the institution follows a democratic and participatory mode of governance with all stakeholders participating actively in its administration.

This is reflected in the fact that Heads of the various departments in the Institute are empowered to allot teaching assignments and evaluation duties, take the lead in planning seminars, workshops, and career counseling sessions, remedial measures, within sections (MMS/BMS) exercises, departmental

excursions and study tours.

The policy making, decision making and functioning of the institute is administered by the Board of Governors (constituted as per AICTE guidelines), College Development Committee (formed as per latest Maharashtra University Act) and IQAC (formed as per guidelines of NAAC).

Day to day activities are carried out through various non-statutory committees for academic and administrative functions.

Non-statutory committee functions are assigned to designated faculty which includes academics, discipline, examinations, library, student council, placements, alumni and cultural.

List of Statutory committees:

Board of Governors

College Development Committee

Internal Quality Assurance Cell

Students' Grievance Redressal Committee

SC/ST Committee

Internal Complaints Committee

Anti-Ragging Committee

File Description	Documents
Paste link for additional information	https://srbs.edu.in/about-srbs/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

With a well aligned Vision and Mission integrating the contemporary needs of Management education, SRBS outlined an exemplary Perspective and Strategic plan for allocating resources and delivering results from time to time.

The management has a realistic approach in understanding the strengths, weaknesses, opportunities and challenges of the Institution.

The first strategic plan sought to secure accreditation from NAAC for the institution is effectively deployed.

SRBS made an assessment of stakeholder's expectations which include students, faculty members, employers and society. The institute has a student centric approach and stakeholders are the final beneficiary of these developments.

The current strategic plan concerns how to continue the institute's growth in an era of increasing competition and greater challenges for higher education as an industry.

The Strategic Plan of the institute consists of initiatives for:

To impart high quality education

Faculty Development,

Students' Career Advancement programs,

To build the spirit of Innovation and Entrepreneurships amongst students.

Augmentation of Research Activities

Establishing Industry-Institute collaborations.

The Director along with IQAC & other functional committee members will be the upholder for the strategic plan and its deployment.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://srbs.edu.in/wp-content/uploads/2023/10/Strategic-Plan-Deployment-6.2.1.pdf
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies,

administrative setup, appointment and service rules, procedures, etc.

To get the optimum results in a transparent way, SRBS has a hierarchical set up established from top management to down the level clearly demarking the Duties, Responsibilities, Accountability and Authorities at every stage.

The Institute practices Participatory Management in all functions of various bodies. The Board of Governors is the highest decision making authority then there are various Institute Level Functional Committees to ensure smooth and effective execution of academic and administrative processes.

Some of the major committees are Academic, Research and Development, Library, Student/Staff Activity Body, Training and Placement, Internal Complaint and Exam Committees.

SRBS Director is a key link between CDC and different committees and Heads. Under the Director, the IQAC Coordinator monitors and ensures quality norms as laid down by NAAC and other regulators.

The Administrative Head and the team, acts as a nodal agency, ensures compliance and timely submission of documents to various statutory bodies.

The Faculty with vast experience and domain knowledge imparts diligently quality education with new learning methods. Student's councils, committees and clubs are active at SRBS. The Placement Cell helps in generating quality internships and placements.

File Description	Documents
Paste link for additional information	https://srbs.edu.in/statutory-compliance/statutory-committees/
Link to Organogram of the institution webpage	https://srbs.edu.in/about-srbs/
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

SRBS Management takes care of welfare measures for teaching and non-teaching staff, details as below: Teaching Staff: 1. Sponsoring/hosting National/International Conferences for Paper presentations and workshops. 2. Sabbatical Leave for Pursuing Ph.D. 3. Promotions to Eligible and Performing Candidates for the higher position. 4. Reimbursement of Registration fees for participating in Faculty Development Program, Conferences and Research activities. 5. Incentive Provided to Faculty as per norms for completing Ph.D. during their services. 6. Incentive/Award to Faculty based on Students Achievement at University level. 7. Maternity Leave is provided to Female Faculty members. 8. All Faculty members are covered under Accidental Group Insurance Scheme. 9. All Eligible Faculty members are provided Gratuity Benefits. 10. All Faculty members are covered under Employees Provident Fund Scheme. 11. All Faculty members are given facility to avail services of certified Counselor in case, if it is required at the Institute premises. 12. Casual Leave, Medical Leave and Vacation are given to all eligible faculty members as per norms.

Non-Teaching Staff: 1. All Non-Teaching Staff members are Covered under Employees Provident Fund. 2. All Non-Teaching Staff members are Covered under Accidental Group Insurance Scheme. 3. All Eligible Non-Teaching Staff members are provided Gratuity Benefits. 4. All regular Female Non-Teaching Staff members are provided with Maternity Leave facility. 5. Casual Leave, Earned Leave and Medical Leave are given to all eligible Non-Teaching Staff members as per norms. 6. All Non-Teaching Staff members are given facility to avail Services of certified Counselor in case, if it is required at the Institute premises.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1j_4IZK7gK ujbuoTZqSGc_S9mRVYRcUEv/view?usp=sharing
Upload any additional information	View File

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

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

8

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

5

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

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

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

17

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

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

SRBS followed a Performance Appraisal System which is based on parameters set as per the Strategic Plan and Goals of the institute, it serves as the base for evaluation and to reduce biases.

SRBS has developed and implemented an objective based well-documented performance appraisal system which is conducted with a self-administered appraisal form and later assessed by the appraiser.

Teaching Staff:

The appraisal form is designed on the basis of certain key parameters known as "Key Result Areas" in alignment with teaching faculty and the immediate supervisor. Appraisal is done on multiple activities like academic performance, teaching, learning and evaluation related activities, co- curricular, research, publication and academic contributions during the academic year. By considering all the above parameters along with academic results, management gives appraisal to the staff.

Key Result Areas for appraisal are:

1. Integrity, Regularity and Punctuality.

2. Students Feedback.

3. Research, Consultancy and Publications.

4. Additional Activities.

5. Organizing Seminar/Workshop/Conference/MDP/FDP.

6. Achievements/Rewards/Recognition.

7. Career Progression Initiatives.

Performance appraisal system of the non-teaching staff is adopted as per guidelines of Government of Maharashtra. While dealing with non-teaching staff members, the Administrative Officer ensures to implement continuous feedback mechanisms to safeguard the integrity of the members being appraised.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1FecBtTESxcnRIBtVqOOAlIS17tHyEDNC/view?usp=sharing
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

SRBS has implemented a formal mechanism for keeping control on all the financial transactions of the institute. SRBS maintains all the financial records as per the accounting standards defined by the Regulating Authorities. SRBS has implemented a full proof mechanism wherein every expense that is to be incurred by the Institute is approved prior by the Management through Inter Office Communication process. Due to this system every expense incurred is justified with respect to the requirement of the said expense with the necessary supporting documents. This ensures that no unwanted/unjustified expenses are incurred thereby keeping control on financials of the Institute. SRBS ensures that all the Fees collected is deposited in the bank. Bank statements are updated on a regular basis and monthly reconciliations are done which ensures that the problems, if any, are identified and are rectified at the right time. This way Internal control is kept. The accounts of the Institute are audited by Chartered Accountants appointed by the Society as per the Accounting Standards at the end of each fiscal year and are certified. The Institute conducts an external audit every year from M/s D.Y. Ranade & Co.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1GR7QkZ5H1RJ-gatCtzBGMswEF88Esr3J/view?usp=sharing
Upload any additional information	View File

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

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

0

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

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

SRBS Institute is a self-financed institute, where the funds are generated through fees paid by students as approved byCompetent Authorities. These funds are utilized for meeting all the expenses required for the development of the institute. The institute has a well-defined mechanism to monitor effective and efficient utilization of available financial resources for academic progress and infrastructure development. Institutional budget is prepared every year taking into consideration recurring and non-recurring expenditures. The said budget is prepared considering the requirement of all departments, expenses to be incurred as per the compliances of various regulating authorities and for maintaining high quality standards in Education. All the major financial transactions are analysed and verified under following areas: - Academics - Library Books / Journals - Research & Development - Training & Placements - Curricular & Co-curricular - Software & Internet charges - Repairs & Maintenance - Printing & Stationery - Equipments & Consumables - Furniture & Fixtures - University & Regulatory fees. SRBS has appointed External Auditors M/s D. Y. Ranade & Co.(Chartered Accountants). All the books of accounts are audited every year by them as per the accounting standards defined by the Regulating Authority.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1ecHLw8eG9 kaiwQO6IGqhvqXvS-3D7tfG/view?usp=sharing
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC of SRBS started storing scanned documents for indexing processes in the area of activities organized and faculty achievement/participation in various FDP, Workshops, Webinar etc. SRBS participated in several rankings and achieved respectable ranks.

SRBS organized National HR Conference and International Marketing Conference.

In order to strengthen the capacity building of the teachers One-Week Online National FDP on "OUTCOME BASED EDUCATION: PARADIGM SHIFT IN HIGHER EDUCATION" organized by SFIMAR and Guru Angad Dev Teaching Learning Centre, SGTB Khalsa College, University of Delhi under the Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching (P.M.M.M.N.M.T.T.) of Ministry of Education was attended by SRBS Faculties. IQAC encouraged faculties to participate in various FDP's, Seminar, Workshops, Webinar etc. and starting a research journal by the institute, the first copy sent for RNI.

To generate interest among students towards innovation and entrepreneurship, IIC and EDC conducted various activities, workshops etc. Various Master Classes (guest lectures)/Seminar/webinar/ by Eminent speakers were organized by SRBS. One day study tour was organized at NSE, BSE, MSME. Session on IPR was conducted for creating awareness among students.

To motivate students towards research SRBS apart from curriculum has always encouraged them by providing them with access to e-journals, e- books from j-gate and pearson. At SRBS we subscribed to CheckForPlag anti-plagiarism software to respect quality published/Project among students & teachers.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1ptDu8OIjg kB6BlC_keHzfTGQmYiDHVkF/view?usp=sharing
Upload any additional information	View File

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

Teachers are most important resource of B-School and hence SRBS

encourages teachers to participate in various FDPs/Workshops/Webinars/ Seminars, Sessions conducted by AIMS. Our 5 faculties completed AICTE's Workshop/FDP on "Inculcating Universal Human Values in Technical Education" and 8 faculties secured A grade in a One-Week Online National FDP on "OUTCOME BASED EDUCATION: PARADIGM SHIFT IN HIGHER EDUCATION" organized by SFIMAR and GADTLC, SGTB Khalsa College, University of Delhi under Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching (P.M.M.M.N.M.T.) of Ministry of Education.

Beyond curriculum prescribed by university, institute takes extra efforts to upskills our students in their area of specialization and arranges field visits such as visit to BSE, NSE and MSME for a one-day study tour to understand the functioning as well as to understand about IPR.Various eminent speakers from the industry are invited to guide and to sensitizethe students towardsexploring entrepreneurship as a career option under IIC and EDC.

To address specific industry needs or interests. SRBS organized National HR Conferenceon 'Diversity, Equity and Inclusion' and International Conference on 'Marketing for a Better World'.

For overall development of students, they are encouraged to organize Svagam an Intercollege festival, and sensitize them with Blood Donation Drive, HOPE event in association with Tata Memorial Hospital for Cancer Survivor Children among many.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1zYjE2uoSCYhfl46Wun18hz5kx59B76IZ/view?usp=sharing
Upload any additional information	View File

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://srbs.edu.in/wp-content/uploads/2023/12/Annnual-Report-2022-2023.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

To promote gender equality and women's empowerment, our Institute is committed to educating and following the idea of gender sensitization among the students and staff to cultivate a friendly working atmosphere and part of constitutional obligation.

Anti-ragging committee along-with WDC create awareness about students' rights and educate them about women empowerment. SRBS WDC takes the following measures to promote gender equity.

Women Security personnel with CCTV surveillance, separate female toilets, with sanitary napkin vending machines for their safety and hygiene.

A certified counsellor is available for the students and staff members, which provides counselling. With teachers mentoring support we take care of their academic, emotional, social and cognitive development.

Separate Girls and Boys common rooms are available.

SRBS organized a workshop on "Nuances of Implementation of Sexual Harassment of Women at workplace Act 2013" on the 5th December 2022, by SNEHA Foundation. In association with WDC SRBS conducted a session on "Awareness on Health and Hygiene" along-with Global Hunt Foundation.

On 8th March 2023, International Women's Day, SRBS organized a

session of IPS Tejaswi Satpute and Sangeeta Punekar, Social worker and co-founder of Advait Foundation focusing on the importance of equality and empowerment of women in society.

File Description	Documents
Annual gender sensitization action plan	https://srbs.edu.in/wp-content/uploads/2023/09/Gender-Sensitization-Action-plan-7.1.1.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://drive.google.com/file/d/1bHV6OB3FjqMhWBROLUAZC09krgypr8Fj/view?usp=sharing

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

D. Any 1 of the above

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

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

Sustainable waste management is a central and urgent theme for harmonizing the relationship between society, environment, and economy. We at SRBS believe in sustainable development because they prepare professionals not only for the market but also for society as responsible citizens.

Staff and Students are made aware of solid waste management and practices in terms of proper reducing and reusing, proper segregation and disposal practices. One time use of plastic is banned in the campus.

The Institute promotes environment friendly green practices by

promoting digitization of records and reducing paper use. Waste management department of MCGM (Municipal Corporation of Greater Mumbai) collects solid waste on a daily basis from the institute.

Institute has kept different bins at prominent places to collectDRY, WET waste and E-waste. According to MCGM, such establishments that generate over 100 kg of solid waste each day, are considered as bulk waste generators. Since we are below 100 kg, MCGM helps us in solid waste management. There is no chemical and hazardous waste generated by the Institute. The e-waste generated from hardware which cannot be reused or recycled is being disposed of through an outside agency.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

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

B. Any 3 of the above

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

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

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

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

A. Any 4 or all of the above

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

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

A. Any 4 or all of the above

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

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

SRBS focusses on inclusive learning environments that cater to the diverse Social and Cultural needs of staff and students.

Different activities conducted at SRBS are Awareness on Menstrual hygiene, Community Service - Blood Donation Drive, Social Interface with underprivileged students in municipal schools in surrounding areas, Celebrations of Marathi Bhasha Diwas and HOPE event in association with Tata Memorial Hospital for Cancer Survivor Children among many.

Some of the other activities organized by SRBS

HR Professional Day

Session on "Intellectual Property Rights and IP Management for startup"

Orientation program for BMS and MMS students informing rule and regulations of the institute including session on Universal Human Values

Swachha Bharat Abhiyan to inculcate value of responsible citizenship

Swagam an inter-collegiate cultural festival

Navratri celebrations

International Yoga Day

Awareness campaign on Cyber Frauds.

National conference on "Diversity, Equity and Inclusion" to understand the barriers of diversity and how to build an inclusive workplace.

Workshop on "Nuances of Implementation of sexual harassment of women at work place Act, 2013"

SRBS students visited NMACC in the "India in Fashion" event to understand the different facets of Indian fashion and style and impact of traditional Indian dresses.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

SRBS organizes activities to promote constitutional values and fulfill social duties.

- **Independence Day and Republic Day celebrations showcase India's unity and diversity, which are two of the fundamental values enshrined in the Constitution.**

- **The Blood Donation drive encourages people to donate blood, which is a way to help save lives and promote a healthy society.**

- **National Voters Day raises awareness about the importance of voting, which is a fundamental right of citizens and a way to participate in the democratic process.**

- **Atma Nirbhar Bharat aims to make India self-reliant, which is a way to promote economic independence and national pride.**

- **Partition Heroes Remembrance Day pays tribute to the victims of the Partition of India, which is a way to promote peace and harmony.**

- **Swachh Bharat Abhiyan aims to make India a clean and hygienic country, which is a way to promote civic sense and environmental awareness.**

- **Celebrating India's Presidency of the G20 highlights India's commitment to international cooperation.**

- **The Awareness Campaign on Cyber Frauds protects people from financial losses and identity theft.**

These are just a few of the many events that are celebrated to promote constitutional values and human values among the stakeholders of SRBS. These events are important to create a more just, equitable, and sustainable society. SRBS faculty members have successfully participated in these activities and have also been awarded certificates for "Universal Human Values" under the flagship of AICTE.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/file/d/1P1gx8-jv6-AO5SSQqfkpgM4aPwKMQpYG/view?usp=sharing
Any other relevant information	https://drive.google.com/file/d/1ycCgUzJtDwahdXmE8gHsMGnnjMsAmsWj/view?usp=sharing

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

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

National days are of great importance to uphold the pride and respect of our great nation.These days are celebrated with great enthusiasm at SRBS to inculcate values of Respect for the country, its leaders and the glory of our constitution.

We at SRBS organize various events of social responsibility like Voters day, Women's day, Day of Reading, World Students' day, HOPE event and Blood donation drive.

To commemorate the 75th year of Indian Independence, SRBS organized with great pride events for Republic day and Independence day to pay respect to all our Freedom fighters, National leaders and honor their contribution.

Understanding India's great diversity and cultural legacy, SRBS organized events like Marathi Bhasha Divas, Navratri Festival to encourage the students to respect and participate in the cultural diversity of our great nation.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice 1:

Title: Scanning and Indexing of Documents

Duration: One year; Started in 2022

Objectives: Digital documents help in improved collaboration, easier audit compliance, time and cost savings and reduced data loss.

Context: Modern-day operations generate a tremendous amount of paperwork.

Practice: Digitizing paper-based documents and uploading them directly on drives.

Evidence: Reduced manual work and acceleration of processes to get a summarized view on the activities.

Problems: Training of Faculty and developing formats

Best Practice 2:

Title: Institution's Innovation Council and Entrepreneurship Development Cell

Duration:

Inception of Entrepreneurship Development Cell: A.Y 2020-2021

Inception of Institution's Innovation Council: A.Y 2021-2022

Objectives: To encourage students to work on innovative ideas and stimulate them towards entrepreneurial ventures.

The Context: With India poised for exponential growth there are many young students who want to be part of the Innovation and Entrepreneurial culture.

The Practice: Through interactive sessions and workshops we nurture entrepreneurial acumen and Mind- set in students and faculty so that aspiring Students would plunge into

entrepreneurial ventures.

Evidence: IIC has conducted more than 11 events in the calendar year and has been instrumental in organizing sessions from Start-up founders, Legal and Ethical consultants and industry experts.

Problems: Student mentoring and resource gathering

File Description	Documents
Best practices in the Institutional website	https://srbs.edu.in/wp-content/uploads/2023/11/Best-Practices.pdf
Any other relevant information	https://drive.google.com/file/d/17tf7X9H0H0dHBFWBWRFgo5AhF6RpLa4g/view?usp=sharing

7.3 - Institutional Distinctiveness

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

Faculties are one of the key catalysts in accomplishing educational objectives and Faculty Development Programs (FDP) help foster academic quality and creativity in faculty.

FDP helps faculty in the development of their knowledge base and competencies.

We at SRBS believe Faculty members need to be more flexible when developing course delivery contents and assessing the students' progress.

In SRBS to promote academic career growth, organizational transformation, and development FDPs play a critical role.

FDP helped faculty members to improve their teaching efficacy, research efficacy, technology adaptations in traditional and online classes, students' counseling, self-efficacy, effective course design, and ability to measure student learning.

We also encourage FDPs such as experiential learning, mentoring, workshops, learning online teaching, microteaching, online interactive modules, courses, as well as the use of social media.

Some of the FDPs attended by faculties in areas such as:

Innovative Approaches in Management Teaching & Research

AICTE's Universal Human Values Workshop

FDP on Data Analysis Using MS Excel

FDP on "Building blocks of Startup Entrepreneurship"

One-Week Online FDP on "Outcome Based Education: Paradigm Shift in Higher Education" organized by the Ministry of Education under PMMMNMTT etc.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Bombay Suburban Art and Craft Education Society's Sheila Raheja School of Business Management and Research (SRBS) runs three programs, Master of Management Studies (MMS), Bachelor of Management Studies (BMS) and Bachelor of Arts in Mass Media and Communication (BAMMC). All the Programs are affiliated to the University of Mumbai. Accordingly, the Institute follows all the regulations that govern the curriculum implementation and administered as prescribed by the University of Mumbai.

Before the start of every academic session, the director alongwith the Academic Coordinator finalizes the Academic calendar in line with the University schedule. Subjects are allocated to the faculty members based on their subject expertise and interest well in advance. The time table for every semester is prepared by the Academic Coordinator in consultation with the Director and faculty members.

The entire planning for the academic year is initiated by the respective academic coordinators along with the IQAC. This is in sync with the University academic schedule. The regular meetings that are held at the beginning of each semester and throughout the semester ensure that all the faculty members follow the syllabus as per the prescribed pattern in each course. The syllabus which is exhaustive and inclusive covers all the details regarding teaching hours, assessment methods and teaching pedagogy.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://drive.google.com/file/d/1ISvPhmtYaZv1iNYKQ6Ie0aWI6s_a300i/view?usp=sharing

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

The Academic Calendar is prepared by the Institute at the beginning of each semester. Since the Institute is affiliated to University of Mumbai, the time schedule is strictly followed as per the guidelines issued by the University. Adhering to the guidelines, the Institute prepares its yearly Academic Calendar. The rough draft is prepared by the Academic Coordinator which is discussed with the Faculty members.With the suggestions of the Faculty Members and the Director, changes are implemented in the Academic Calendar and are finalized. The Academic Calendar includes the start and end of each semester, Internal and External assessment to be conducted and other activities to be undertaken during the academic year. The Academic Calendar after finalization is uploaded on the Institute website where all the stakeholders can view it. Teaching and evaluation were conducted offline as per the directives of University of Mumbai.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://drive.google.com/file/d/156EjHbDLqdVUHMYIm_OgYL3J8oeCcxeZ/view?usp=sharing

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

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

1.2 - Academic Flexibility

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

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

3

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

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

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

2

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

202

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

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human

Values, Environment and Sustainability into the Curriculum

SRBS believes in nurturing the holistic development of the students. The thrust is on sensitizing students towards issues related to gender equality, environment & sustainability, human values and the ethical dimensions which would impact their decisions both in personal and professional lives. Some of the courses/topics in the MMS BMS and BA MMC curriculum include, Ethics & CSR apart from compulsory projects like Social Relevance of Business and Institutional Social Responsibility. SRBS encourages the faculties to particiaptes in Universal Human Value certification conducted bythe AICTE.

It provides them an opportunity to venture out of their comfort zones and be a harbinger of societal change. The Institute is responsible for a gamut of events and activities undertaken by students. SRBS encourages students to expand horizons and participate in fun-filled days, which include cultural performances, competition, Inter collegiate cultural fest i.e SVAGAM. SRBS encouraged students for study visits at the newly opened "Nita Mukesh Ambani Cultural Centre" (NMACC) to sensitize students about Indian cultural heritage designing aspects by world's renowned fashion designers. The Management of SRBS paid the registration fee of the said visit.

In addition SRBS conducts following activities:

a) Awareness of Social Issues

b) Educational Activities

c) Health & hygiene

d) Community Service

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

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

6

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

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

218

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

1.4 - Feedback System

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

File Description	Documents
URL for stakeholder feedback report	https://srbs.edu.in/wp-content/uploads/2023/11/Stakeholders-Feedback.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://srbs.edu.in/wp-content/uploads/2023/11/Stakeholders-Feedback.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

241

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

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

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

44

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

2.2 - Catering to Student Diversity

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

The Institute promotes a positive environment for the development and enrichment of the students on campus. This inculcates a healthy proliferative student-faculty interaction. At SRBS students are assessed based on the levels of their proficiencies.

Through competency mapping of the students during their regular assessments/tests and mentoring, advanced learners are identified. A few initiatives organized by the Institute for them include the following:

i) Encouraging their creativity and ideas.

ii) Involving them in e-cell initiatives and promoting their entrepreneurship skills.

iii) Initiating their interactive sessions related to their domains for junior students.

iv) Involving them in various committees and assigning them various responsibilities /tasks.

v) Motivating them for writing research papers, co-curricular activities, conferences, seminars/workshops etc.

vi) Encouraging them for domain specific professional certifications

The Institute follows a student centric approach towards slow learners based on their performance in the academics. The faculty members regularly interact, counsel and mentor these students. Students come from different academic streams, family background, socio-economic background etc. However, counseling sessions for the students are arranged through a certified counselor appointed by SRBS in addition to the tutorials

organized for the slow learners in order to help them cope up with any challenge whatsoever.

This helps in a comprehensive development of all types of students at the Institute.

File Description	Documents
Paste link for additional information	https://srbs.edu.in/entrepreneurship-cell/#1663839198910-036b446a-cdfd
Upload any additional information	View File

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

Number of Students	Number of Teachers
534	18

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

At SRBS, different systematic methodologies are carried out that promote student centric learning experiences. The MMS,BMS and BAMMC programs focus on the same and the faculty members try to inculcate these in their teaching-learning pedagogy. SRBS conducted activities on case-study solving, research work carried out by the students were presented to inculcate research acumen amongst students. Current market scenarios and practices are also covered in routine assignments for various subjects. This includes a practice of inculcating reading newspapers, reading books and writing book reviews etc. Besides, students can also access various e-resources such as e-Books & e-Journalsthat are available in the library as well as in the computer centrefor easy access ofstudents& faculty members. The comprehensive framework of the curriculum gives ample scope to include student-centric methods in the teaching learning pedagogy. It focuses on sharpening the knowledge, skills, abilities and interest of the students.

Entrepreneurship Development Cell (EDC) and Institution Innovation Council (IIC) of SRBS conducts various sessions & activities to encourage students towards entrepreneurship. These include understanding the problem statement and working towards probable solutions with the help of industry experts including startups.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://srbs.edu.in/entrepreneurship-cell/#1663839198910-036b446a-cdfd

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

ICT tools empower both teachers and learners. They transform the teaching and learning processes from being highly teacher-dominated to becoming student-centric and this transformation results in increased learning gains for students, creating and allowing opportunities for learners. In addition, they are cost-efficient and minimize the usage of paper. Alongside minimizing cost, they also save time during class lectures enabling swift and dynamic transmission of content. Besides the chalk and talk method of teaching, the Institute makes intensive use of ICT-enabled tools, including online resources for effective teaching and learning process.

The following ICT tools are used by the Institute:

1. Projectors- All the classrooms, tutorial rooms, conference room, seminar hall are equipped with projectors which are connected to desktops having internet facility.

2. Desktop and Laptops- Desktop and Laptops are provided at the Computer Centre/Lab and Faculty cabins all over the campus.

3. Smart Board - One smart classroom is available in the Institute.

4. Printers- They are installed at Computer Centre/Lab, Faculty Rooms, Examination Room, Library, Admin Office and all prominent places.

5. Photocopier machine - Multifunctional printer & Photostat machine is available on campus.

6. Seminar Rooms-Seminar Hall is equipped with all Audio-Visual facilities.

7. Auditorium- It is equipped with Audio-Visual facilities.

8. Online Guest Sessions through Google Meet.

9. Digital Library resources

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

22

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

18

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

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

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

10

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

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

2.4.3.1 - Total experience of full-time teachers

56

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

2.5 - Evaluation Process and Reforms

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

Our B-School believes in a transparent and fair system of assessment. Continuous Internal Evaluation (CIE) of 40 marks and semester end examinations of 60 marks are carried out as per guidelines of University of Mumbai. This is aimed to make the student ready for future roles.

Every subject/course teacher communicates the various parameters of internal assessment (CIE) such as Mid-Term examination, Presentations, Assignments, Case Studies, Role Plays, Quiz, and Group Discussions. The process of CIE has evolved over the past 10 years as per Guidelines of University of Mumbai. At the start of the Academic Year during the induction program, all students are sensitized on the process of Internal Evaluation.

Bachelor of Management Studies (BMS) course examinations were conducted smoothly in Academic Year 2022-23. Internal evaluation process includes a Mid-Term Examination of 20 marks and Class Participation of 5 marks. The total weightage is 25 marks. In addition, SRBS conducts semester end examinations for 75 marks as per the University pattern.

Bachelor of Arts in Multimedia and Mass Communication (BA MMC) has its own well-crafted pattern of evaluation. 25 marks are awarded for Internals which include Project, Assignment, Group Discussions and Class Participation. This three-year undergraduate program requires students to write a semester end examination of 75 Marks.

File Description	Documents
Any additional information	View File
Link for additional information	https://srbs.edu.in/courses/mms-mba-course-masters-in-management-studies/assessments/

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

The grievances of students regarding evaluation of examinations are addressed as per the ordinances, rules and regulations of the University of Mumbai. SRBS has constituted an Examination Committee to ensure timely smooth conduct and execution of the entire examination process.

The system of examinations at SRBS strictly follows Mumbai University guidelines.Examination related grievances are an important point which builds credibility. As per the directives of the Examination Committee students are informed at least 15 days in advance about upcoming examinations. Mock tests were conducted, especially during Pandemic to curtail avoidable problems.There is a system of sharing the marks of MidSemester and care is taken to plug the gaps in student expectations and award of marks. The results are communicated to students, as per University process.

The student can apply for verification and revaluation of marks within 15 days from declaration of results as per the norms of the University. A request for the photocopy of the answer book can be made by the examinee. However, in case of any medical emergency or any related grievance regarding the examination, complete assistance and cooperation was rendered to the students by the said committee. Incase of any malpractices/unfair means whatsoever are referred to the Examination Committee. The Committee also works diligently in order to avoid any errors affecting the performance of the students.

During Academic Year 2022-2023 there were no grievances related to examinations from students of all programs.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://srbs.edu.in/courses/mms-mba-course-masters-in-management-studies/assessments/

2.6 - Student Performance and Learning Outcomes

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

The Programme Outcomes and Course Outcomes are designed as per Bloom's Taxonomy. These are mentioned in the Course Outline of every course. The Course Outline of each course is communicated to teachers and students before the commencement of the Semester. It is also displayed on the Institute Website. The POs are also displayed in the Computer Center, Library, Common Passage, Admission and Placement brochure. This helps students

to get a better understanding of the course. Both the internal and external evaluations are conducted as per the stated Course Outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://srbs.edu.in/courses/mms-mba-course-masters-in-management-studies/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Attainment level of CO and PO is measured in terms of student performance in Semester End Examination (SEE) and Continuous Internal Evaluation (CIE). The Program Coordinator of MMS combines all PO attainment for all courses taught during the semester and computes the overall attainment of POs. The attainment level is calculated as the total of direct attainment and indirect attainment. The tools of direct attainment include Mid Term Test, SEE, and Project Evaluation. feedback is also taken from other stakeholders. The course and program effectiveness are measured both in terms of Course Exit Survey and Graduate Exit Survey. In each of the courses, the faculty members define the weightage of the CO-PO correlation matrix based on graduate attributes in the level of 1 to 3. Then, the course outcome is mapped with the assessment method used. The final evaluation scores are used to calculate the attainment level.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://srbs.edu.in/courses/mms-mba-course-masters-in-management-studies/

2.6.3 - Pass percentage of Students during the year

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

during the year

335

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	**No File Uploaded**
Paste link for the annual report	https://srbs.edu.in/wp-content/uploads/2023/12/Annnual-Report-2022-2023.pdf

2.7 - Student Satisfaction Survey

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

https://srbs.edu.in/wp-content/uploads/2023/12/Student-Satisfaction-Survey-SSS-Report-1.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

3

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

SRBS, as an institution, supports the Government's initiative on spurring the spirit of entrepreneurship and innovation ("E&I") among the youth of the country. SRBS believes that educational institutions, along with the Government, should share the responsibility of igniting the spark of E&I among the youth. This will surely provide the necessary impetus to the national movements of Atmanirbhar Bharat and Make-in-India.

Under the aegis of the Ministry of Education, SRBS constituted its own Institution's Innovation Council in April, 2022.

In line with the guidance provided by the Ministry of Education's Institution Innovation Cell, SRBS has been active

in organizing events as prescribed in the MIC's Academic Calendar as well as under its Entrepreneurship Development Cell.

Students have had the benefit of listening to entrepreneurs sharing their experience around ideation, innovation and execution with an entrepreneurial mindset. Screening of entrepreneurial motivational videos has also had the desired impact.

Further, the interactions with industry representatives and subject experts through offline and online sessions/workshops have had an inspirational impact on students.

The mandatory Summer Internship Programme providing exposure to industry, the language lab providing business communication grooming and the library infrastructure are other tools that provide support to I&E activity at the institute.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://srbs.edu.in/institutions-innovation-council-iic/#1675836281182-7dd9ace9-d57c

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

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

13

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	https://srbs.edu.in/courses/doctor-of-philosophy-phd/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

4

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

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

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

4

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

3.4 - Extension Activities

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

In the current ecosystem, learning with social understanding and impact on society /communities has become a critical element of sustainability. Apart from academics SRBS focuses on sensitizing the students towards the community problems and possible solutions.

Skill and holistic development is crucial to the success of students in the job market, skills are of less value in the absence of appropriate value systems. In India, with cultural pluralities and diversities, it is essential that students imbibe the appropriate values.To sensitize students to social issues, for their holistic development, SRBS has conducted the following programme

- International Yoga Day

- The Awareness Campaign on Cyber Frauds

- Workshop on "Nuances of Implementation Sexual Harassment of Women at Work Place Act, 2013" orgainzed by Womens Devlopment Cell (WDC) of SRBS

- Session held on Health and Hygiene organized by Women's Development Cell (WDC) of SRBS

- Blood Donation Drive

- Hope 2022 (Spreading cheers among cancer children-survivors)

- Swachha Bharat Abhiyaan

- National Voters Day 23

- Day of Reading

- Students & Faculty visited the Welfare Society for Destitute Children's St.Catherine of Siena School.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1hAGmFRQXQzweHq1M1BBhMwhnnbI6q889/view?usp=sharing
Upload any additional information	View File

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

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

4

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

6

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

372

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

133

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

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

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

5

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Classrooms: All classrooms are well illuminated, ventilated and air-conditioned, with audio-visual teaching aids and measured 87sq.m. We have one smart classroom equipped with a smart board and advanced teaching aids.

Tutorial Rooms: To bring further improvement in students we have dedicated Tutorial Rooms where teachers provide more effort for educational upliftment of the slow learners.

Computer Centre/Lab: The entire campus is Wi-Fi enabled. The computer Centre measures 210 sq.m. and is well-equipped with the latest computers and equipment. Students and staff avail benefit of Wi-Fi facility through their user ID and password. Different types of online training, database training, workshop, aptitude test are also conducted in the computer centre. Institute has also subscribed for Examination Software for quick processing of examination results.

Library: 120 sq.m. Library is situated on the third floor. It is fully air conditioned and is equipped with both physical as well as digital facilities. The library offers facilities which include previous years question papers for reference purpose, Book Bank facility, e-journal, e-books, Anti-Plagiarism Software, Daily Newspapers and Reprography facility. SRBS is a member of the National Digital Library of India.

Language Lab: Our Language lab is equipped with Audio Visual equipment along with licensed software. Regular lab sessions are organized for Students to enhance their communication

skills.

Our Institute campus is Divyangjan friendly having Lifts, Ramps and Washrooms for Male and Female. Other well equipped infrastructural facilities include Seminar Room, Auditorium, Common Rooms, Counseling Room, Gym and Canteen and LCD TV.

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

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

In order to build the overall personality of the students the institute encourages them to participate in various sports, games and cultural activities at different levels. It helps students to brighten their leadership qualities, and develops team spirit among them.

Auditorium: A centralized Air conditioned Auditorium which measures 516 sq.m. is available at the ground floor. It is utilized for conducting various cultural activities like Fresher's Party, Farewell Party etc. Master Class (Guest Lecture), Blood Donation Drive, Yoga Session,Inter collegiate cultural fest "SVAGAM" is hosted by SRBS annually in the auditorium.

Seminar Hall: Seminar hall of 175 sq.m. equipped with audio-visual, LAN internet facility, Centralized Air- conditioning is provided to conduct academic and other cultural activities smoothly. Offline training, workshops, Orientation programs are conducted in the Seminar hall for the students as well as faculties.

All outdoor games like cricket, volleyball, football, badminton etc. are conducted on The Brihanmumbai Municipal Corporation (BMC) playground which is adjacent to our campus with prior approval from BMC. Indoor games facilities like carom, chess, Table Tennis are provided in allocated areas for sports. There is a gymnasium for students with the latest modern equipment. Students are encouraged to work on their physical fitness.

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

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

13

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

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

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

2.39

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

SRBS library is using SLIM 21 (Ver 3.9). SLIM 21 is a Library Management Software from M/s. Algorithm Consultants Pvt. Ltd.,

It includes Acquisition, Cataloguing, Circulation, Serial Control and Web OPAC modules.

- **Name of ILMS software (Slim 21)**

- **Nature of automation (fully or partially): Fully**

- **Version: 3.9**

- **Year of Automation: 2011**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://drive.google.com/file/d/1juHpFJa qKZnf1I693ZdzxTKZYkMEmsp/view?usp=sharing

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

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

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

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

3.34

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

65

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Sheila Raheja School of Business Management & Research (SRBS) has provided a full-fledged Computer centre, Language Lab and Library facilities having a total of 88 Desktops exclusively available for students. Our Campus has Wi-Fi enabled facility and our internet connectivity has been upgraded from 200 mbps to 500 mbps for better internet speed. This enables students in their learning.

Students and Faculty members avail computer and internet facilities within the campus. Students are permitted to access the internet facility through the computer centre. The institute provides separate internet account access to each student and staff along with user-id and password so that they can access the internet. Computer centre facilities are utilized for conducting various online training sessions, aptitude tests, and online workshops for using online databases. IT In-charge takes the backup and keeps updating the facilities on a regular basis.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1LBmxGpPn MqPGyqymaIpRrpdD1Ecf55KC/view?usp=sharing

4.3.2 - Number of Computers

156

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

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

4.4 - Maintenance of Campus Infrastructure

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

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

88.96

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

SRBS has defined policy and procedure for maintenance and utilization of physical, academic and support facilities.

SRBS has appointed Maintenance Officer who is responsible for maintenance and upgradation of infrastructure. The optimum working condition of the entire Infrastructure is ensured through Annual Maintenance Contract (AMC). The AMC purview includes maintenance of Elevators, Air Conditioners, CCTV Camera, Biometric Machine, Water Purifier, Fire Extinguisher and Pest Control. The building campus has a continuous electricity supply from M/s. AdaniElectricity and there is a facility of power backup through Diesel Generator. Majority electrical equipment's are covered under Warranty Period and thereafter it is covered under Annual Maintenance Contract (AMC). The SRBS Campus is secured with 24 x 7 security personnel and CCTV Cameras are installed at all strategic locations.

The house keeping team regularly maintains the building, corridors and other places meticulously by keeping the hygiene & cleanliness on the campus. Dry Waste, Wet Waste & E-Waste Dustbins are placed on each floor.

Library maintenance is carried out by Library section. Computer Centre is regularly maintained by Computer Lab Assistant; which includes maintenance of computers, smart boards, software's and LCDs.

SRBS has a sports room for the students. It comprises of Table Tennis, Carom, Chess, Football, Volleyball, Bat, Stumps & Rope (Tug of War) equipment's which is being monitored by admin department. The Green Cover of the campus is well maintained.

The Management ensures that entire building along with equipment's is insured and is renewed every year.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/file/d/1yekNgis2IzUrH0FeraAOHeCUkWyOwWmO/view?usp=sharing

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

97

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

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

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

9

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

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

File Description	Documents
Link to Institutional website	https://srbs.edu.in/wp-content/uploads/2023/10/5.1.3-Capacity-Building-and-Skills-Enhancement.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

487

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

487

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

87

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

13

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

3

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

2

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at uni versity/state/national/internatio nal level (During the year) (Data Template)	View File

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

With the growing need of experiential learning, holistic development and grooming of the students become one of the key differentiators of HEI. Such a development, however, isn't feasible without students' active participation in planning, organizing, and execution of various curricular, extra-curricular, and certain administrative activities. We at SRBS strive to make academics and administration not merely student-centric, but actively student-driven by having them as direct representatives in different academic and administrative committees. This has helped us in building a bridge of trust, mutual respect, and collaborative open communication amongst students, faculty members and other stakeholders.

File Description	Documents
Paste link for additional information	https://srbs.edu.in/statutory-compliance/statutory-committees/
Upload any additional information	View File

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

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

20

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

Sheila Raheja School of Business Management & Research believes in building strong relationships between alumni and students. The association has contributed significantly in the placement process. The institution nurtures the alumni association by being an interface between alumni and students.

SRBS organized its Alumni Meet on 20th May, 2023 for the Graduates of MMS students. The Alumni Meet was held with an aim to reconnect with the Alumni and to celebrate their success. The Alumni Meet was held with an aim to reconnect with the Alumni and to celebrate their success. The students put up wonderful performances for entertainment that fascinated the audience that took them back to their days they spent in the institution. Our Alumni were delighted to be in unison again with their alma mater.

SRBS Alumni are currently working at various dignified positions across the nation. Alumni also provide support through various interactive sessions and guidance to students. In order to help students improve in various aspects of their professional development, alumni are involved in a variety of events, including guest lectures, interactive sessions, mock group debates, and mock interview sessions.

File Description	Documents
Paste link for additional information	https://srbs.edu.in/alumni/
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

VISION

Sheila Raheja School of Business Management and Research is committed to being an internationally acclaimed management institute which focuses on quality education and innovative research.

MISSION

- **To be an internationally acclaimed management institute for all stakeholders**
- **To impart quality management education for all students and unleash their high potential**
- **To ensure cutting edge technology and state of the art infrastructure that will enable teachers to nurture innovative pedagogy and learning methods for students**
- **To build a strong research culture**

The Board of Governors meet twice a year to discuss the growth and overall development of the institute and to decide the strategic plans, academic goals, adherence to vision ensuring overall well-being by integrating recommendations of IQAC forwarded through CDC

The Board's main focus areas are:

Reviewing institutional functioning and activities as per vision of SRBS.

Encourage Faculty capacity building through workshops and training.

Developing and maintaining State of the art infrastructure for imparting highest quality teaching.

Student's participation in co-curricular and extracurricular activities for holistic development

Strong linkage between industry and institute

Encouraging Research

Optimum utilization of resources.

Approving annual budget.

Appointment, appraisal and promotion of staff members.

File Description	Documents
Paste link for additional information	https://srbs.edu.in/about-srbs/
Upload any additional information	View File

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

SRBS encourages the culture of a decentralized governance system with proper well defined functional Committees along with the Statutory Committees.

Keeping with its belief in collective leadership and democratic traditions the institution follows a democratic and participatory mode of governance with all stakeholders participating actively in its administration.

This is reflected in the fact that Heads of the various departments in the Institute are empowered to allot teaching assignments and evaluation duties, take the lead in planning seminars, workshops, and career counseling sessions, remedial measures, within sections (MMS/BMS) exercises, departmental

excursions and study tours.

The policy making, decision making and functioning of the institute is administered by the Board of Governors (constituted as per AICTE guidelines), College Development Committee (formed as per latest Maharashtra University Act) and IQAC (formed as per guidelines of NAAC).

Day to day activities are carried out through various non-statutory committees for academic and administrative functions.

Non-statutory committee functions are assigned to designated faculty which includes academics, discipline, examinations, library, student council, placements, alumni and cultural.

List of Statutory committees:

Board of Governors

College Development Committee

Internal Quality Assurance Cell

Students' Grievance Redressal Committee

SC/ST Committee

Internal Complaints Committee

Anti-Ragging Committee

File Description	Documents
Paste link for additional information	https://srbs.edu.in/about-srbs/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

With a well aligned Vision and Mission integrating the contemporary needs of Management education, SRBS outlined an exemplary Perspective and Strategic plan for allocating resources and delivering results from time to time.

The management has a realistic approach in understanding the strengths, weaknesses, opportunities and challenges of the Institution.

The first strategic plan sought to secure accreditation from NAAC for the institution is effectively deployed.

SRBS made an assessment of stakeholder's expectations which include students, faculty members, employers and society. The institute has a student centric approach and stakeholders are the final beneficiary of these developments.

The current strategic plan concerns how to continue the institute's growth in an era of increasing competition and greater challenges for higher education as an industry.

The Strategic Plan of the institute consists of initiatives for:

To impart high quality education

Faculty Development,

Students' Career Advancement programs,

To build the spirit of Innovation and Entrepreneurships amongst students.

Augmentation of Research Activities

Establishing Industry-Institute collaborations.

The Director along with IQAC & other functional committee members will be the upholder for the strategic plan and its deployment.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://srbs.edu.in/wp-content/uploads/2023/10/Strategic-Plan-Deployment-6.2.1.pdf
Upload any additional information	No File Uploaded

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

To get the optimum results in a transparent way, SRBS has a hierarchical set up established from top management to down the level clearly demarking the Duties, Responsibilities, Accountability and Authorities at every stage.

The Institute practices Participatory Management in all functions of various bodies. The Board of Governors is the highest decision making authority then there are various Institute Level Functional Committees to ensure smooth and effective execution of academic and administrative processes.

Some of the major committees are Academic, Research and Development, Library, Student/Staff Activity Body, Training and Placement, Internal Complaint and Exam Committees.

SRBS Director is a key link between CDC and different committees and Heads. Under the Director, the IQAC Coordinator monitors and ensures quality norms as laid down by NAAC and other regulators.

The Administrative Head and the team, acts as a nodal agency, ensures compliance and timely submission of documents to various statutory bodies.

The Faculty with vast experience and domain knowledge imparts diligently quality education with new learning methods. Student's councils, committees and clubs are active at SRBS. The Placement Cell helps in generating quality internships and placements.

File Description	Documents
Paste link for additional information	https://srbs.edu.in/statutory-compliance/statutory-committees/
Link to Organogram of the institution webpage	https://srbs.edu.in/about-srbs/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance	A. All of the above

and Accounts Student Admission and Support Examination

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

SRBS Management takes care of welfare measures for teaching and non-teaching staff, details as below: Teaching Staff: 1. Sponsoring/hosting National/International Conferences for Paper presentations and workshops. 2. Sabbatical Leave for Pursuing Ph.D. 3. Promotions to Eligible and Performing Candidates for the higher position. 4. Reimbursement of Registration fees for participating in Faculty Development Program, Conferences and Research activities. 5. Incentive Provided to Faculty as per norms for completing Ph.D. during their services. 6. Incentive/Award to Faculty based on Students Achievement at University level. 7. Maternity Leave is provided to Female Faculty members. 8. All Faculty members are covered under Accidental Group Insurance Scheme. 9. All Eligible Faculty members are provided Gratuity Benefits. 10. All Faculty members are covered under Employees Provident Fund Scheme. 11. All Faculty members are given facility to avail services of certified Counselor in case, if it is required at the Institute premises. 12. Casual Leave, Medical Leave and Vacation are given to all eligible faculty members as per norms.

Non-Teaching Staff: 1. All Non-Teaching Staff members are Covered under Employees Provident Fund. 2. All Non-Teaching Staff members are Covered under Accidental Group Insurance Scheme. 3. All Eligible Non-Teaching Staff members are provided Gratuity Benefits. 4. All regular Female Non-Teaching Staff members are provided with Maternity Leave facility. 5. Casual Leave, Earned Leave and Medical Leave are given to all eligible Non-Teaching Staff members as per norms. 6. All Non-Teaching

Staff members are given facility to avail Services of certified Counselor in case, if it is required at the Institute premises.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1j_4IZK7g KujbuoTZqSGc_S9mRVYRcUEv/view?usp=sharing
Upload any additional information	View File

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

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

8

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

5

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

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

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

17

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

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

SRBS followed a Performance Appraisal System which is based on parameters set as per the Strategic Plan and Goals of the institute, it serves as the base for evaluation and to reduce

biases.

SRBS has developed and implemented an objective based well-documented performance appraisal system which is conducted with a self-administered appraisal form and later assessed by the appraiser.

Teaching Staff:

The appraisal form is designed on the basis of certain key parameters known as "Key Result Areas" in alignment with teaching faculty and the immediate supervisor. Appraisal is done on multiple activities like academic performance, teaching, learning and evaluation related activities, co-curricular, research, publication and academic contributions during the academic year. By considering all the above parameters along with academic results, management gives appraisal to the staff.

Key Result Areas for appraisal are:

1. Integrity, Regularity and Punctuality.

2. Students Feedback.

3. Research, Consultancy and Publications.

4. Additional Activities.

5. Organizing Seminar/Workshop/Conference/MDP/FDP.

6. Achievements/Rewards/Recognition.

7. Career Progression Initiatives.

Performance appraisal system of the non-teaching staff is adopted as per guidelines of Government of Maharashtra. While dealing with non-teaching staff members, the Administrative Officer ensures to implement continuous feedback mechanisms to safeguard the integrity of the members being appraised.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1FecBtTESxcnRIBtVqOOAlIS17tHyEDNC/view?usp=sharing
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

SRBS has implemented a formal mechanism for keeping control on all the financial transactions of the institute. SRBS maintains all the financial records as per the accounting standards defined by the Regulating Authorities. SRBS has implemented a full proof mechanism wherein every expense that is to be incurred by the Institute is approved prior by the Management through Inter Office Communication process. Due to this system every expense incurred is justified with respect to the requirement of the said expense with the necessary supporting documents. This ensures that no unwanted/unjustified expenses are incurred thereby keeping control on financials of the Institute. SRBS ensures that all the Fees collected is deposited in the bank. Bank statements are updated on a regular basis and monthly reconciliations are done which ensures that the problems, if any, are identified and are rectified at the right time. This way Internal control is kept. The accounts of the Institute are audited by Chartered Accountants appointed by the Society as per the Accounting Standards at the end of each fiscal year and are certified. The Institute conducts an external audit every year from M/s D.Y. Ranade & Co.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1GR7QkZ5H1RJ-gatCtzBGMswEF88Esr3J/view?usp=sharing
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers

during the year (INR in Lakhs)

0

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

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

SRBS Institute is a self-financed institute, where the funds are generated through fees paid by students as approved byCompetent Authorities. These funds are utilized for meeting all the expenses required for the development of the institute. The institute has a well-defined mechanism to monitor effective and efficient utilization of available financial resources for academic progress and infrastructure development. Institutional budget is prepared every year taking into consideration recurring and non-recurring expenditures. The said budget is prepared considering the requirement of all departments, expenses to be incurred as per the compliances of various regulating authorities and for maintaining high quality standards in Education. All the major financial transactions are analysed and verified under following areas: - Academics - Library Books / Journals - Research & Development - Training & Placements - Curricular & Co-curricular - Software & Internet charges - Repairs & Maintenance - Printing & Stationery - Equipments & Consumables - Furniture & Fixtures - University & Regulatory fees. SRBS has appointed External Auditors M/s D. Y. Ranade & Co.(Chartered Accountants). All the books of accounts are audited every year by them as per the accounting standards defined by the Regulating Authority.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1ecHLw8eG 9kaiwQO6IGqhvqXvS-3D7tfG/view?usp=sharing
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC of SRBS started storing scanned documents for indexing processes in the area of activities organized and faculty achievement/participation in various FDP, Workshops, Webinar etc. SRBS participated in several rankings and achieved respectable ranks.

SRBS organized National HR Conference and International Marketing Conference.

In order to strengthen the capacity building of the teachers One-Week Online National FDP on "OUTCOME BASED EDUCATION: PARADIGM SHIFT IN HIGHER EDUCATION" organized by SFIMAR and Guru Angad Dev Teaching Learning Centre, SGTB Khalsa College, University of Delhi under the Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching (P.M.M.M.N.M.T.T.) of Ministry of Education was attended by SRBS Faculties. IQAC encouraged faculties to participate in various FDP's, Seminar, Workshops, Webinar etc. and starting a research journal by the institute, the first copy sent for RNI.

To generate interest among students towards innovation and entrepreneurship, IIC and EDC conducted various activities, workshops etc. Various Master Classes (guest lectures)/Seminar/webinar/ by Eminent speakers were organized by SRBS. One day study tour was organized at NSE, BSE, MSME. Session on IPR was conducted for creating awareness among students.

To motivate students towards research SRBS apart from curriculum has always encouraged them by providing them with access to e-journals, e- books from j-gate and pearson. At SRBS we subscribed to CheckForPlag anti-plagiarism software to respect quality published/Project among students & teachers.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1ptDu8OIjgkB6BlC_keHzfTGQmYiDHVkF/view?usp=sharing
Upload any additional information	View File

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

Teachers are most important resource of B-School and hence SRBS encourages teachers to participate in various FDPs/Workshops/Webinars/ Seminars, Sessions conducted by AIMS. Our 5 faculties completed AICTE's Workshop/FDP on "Inculcating Universal Human Values in Technical Education" and 8 faculties secured A grade in a One-Week Online National FDP on "OUTCOME BASED EDUCATION: PARADIGM SHIFT IN HIGHER EDUCATION" organized by SFIMAR and GADTLC, SGTB Khalsa College, University of Delhi under Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching (P.M.M.M.N.M.T.T.) of Ministry of Education.

Beyond curriculum prescribed by university, institute takes extra efforts to upskills our students in their area of specialization and arranges field visits such as visit to BSE, NSE and MSME for a one-day study tour to understand the functioning as well as to understand about IPR.Various eminent speakers from the industry are invited to guide and to sensitizethe students towardsexploring entrepreneurship as a career option under IIC and EDC.

To address specific industry needs or interests. SRBS organized National HR Conferenceon 'Diversity, Equity and Inclusion' and International Conference on 'Marketing for a Better World'.

For overall development of students, they are encouraged to organize Svagam an Intercollege festival, and sensitize them with Blood Donation Drive, HOPE event in association with Tata Memorial Hospital for Cancer Survivor Children among many.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1zYjE2uoSCYhf146Wun18hz5kx59B76IZ/view?usp=sharing
Upload any additional information	View File

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

C. Any 2 of the above

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

File Description	Documents
Paste web link of Annual reports of Institution	https://srbs.edu.in/wp-content/uploads/2023/12/Annnual-Report-2022-2023.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

To promote gender equality and women's empowerment, our Institute is committed to educating and following the idea of gender sensitization among the students and staff to cultivate a friendly working atmosphere and part of constitutional obligation.

Anti-ragging committee along-with WDC create awareness about students' rights and educate them about women empowerment. SRBS WDC takes the following measures to promote gender equity.

Women Security personnel with CCTV surveillance, separate female toilets, with sanitary napkin vending machines for their safety and hygiene.

A certified counsellor is available for the students and staff members, which provides counselling. With teachers mentoring support we take care of their academic, emotional, social and cognitive development.

Separate Girls and Boys common rooms are available.

SRBS organized a workshop on "Nuances of Implementation of Sexual Harassment of Women at workplace Act 2013" on the 5th December 2022, by SNEHA Foundation. In association with WDC SRBS conducted a session on "Awareness on Health and Hygiene" along-with Global Hunt Foundation.

On 8th March 2023, International Women's Day, SRBS organized a session of IPS Tejaswi Satpute and Sangeeta Punekar, Social worker and co-founder of Advait Foundation focusing on the importance of equality and empowerment of women in society.

File Description	Documents
Annual gender sensitization action plan	https://srbs.edu.in/wp-content/uploads/2023/09/Gender-Sensitization-Action-plan-7.1.1.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://drive.google.com/file/d/1bHV6OB3FjgMhWBROLUAZC09krgypr8Fj/view?usp=sharing

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

D. Any 1 of the above

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

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

Sustainable waste management is a central and urgent theme for harmonizing the relationship between society, environment, and economy. We at SRBS believe in sustainable development because they prepare professionals not only for the market but also for

society as responsible citizens.

Staff and Students are made aware of solid waste management and practices in terms of proper reducing and reusing, proper segregation and disposal practices. One time use of plastic is banned in the campus.

The Institute promotes environment friendly green practices by promoting digitization of records and reducing paper use. Waste management department of MCGM (Municipal Corporation of Greater Mumbai) collects solid waste on a daily basis from the institute.

Institute has kept different bins at prominent places to collectDRY, WET waste and E-waste. According to MCGM, such establishments that generate over 100 kg of solid waste each day, are considered as bulk waste generators. Since we are below 100 kg, MCGM helps us in solid waste management. There is no chemical and hazardous waste generated by the Institute. The e-waste generated from hardware which cannot be reused or recycled is being disposed of through an outside agency.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

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

7.1.5 - Green campus initiatives include

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

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

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly	A. Any 4 or all of the above

washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment   5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

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

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

SRBS focusses on inclusive learning environments that cater to the diverse Social and Cultural needs of staff and students.

Different activities conducted at SRBS are Awareness on Menstrual hygiene, Community Service - Blood Donation Drive, Social Interface with underprivileged students in municipal schools in surrounding areas, Celebrations of Marathi Bhasha Diwas and HOPE event in association with Tata Memorial Hospital for Cancer Survivor Children among many.

Some of the other activities organized by SRBS

HR Professional Day

Session on "Intellectual Property Rights and IP Management for startup"

Orientation program for BMS and MMS students informing rule and regulations of the institute including session on Universal Human Values

Swachha Bharat Abhiyan to inculcate value of responsible citizenship

Swagam an inter-collegiate cultural festival

Navratri celebrations

International Yoga Day

Awareness campaign on Cyber Frauds.

National conference on "Diversity, Equity and Inclusion" to understand the barriers of diversity and how to build an inclusive workplace.

Workshop on "Nuances of Implementation of sexual harassment of women at work place Act, 2013"

SRBS students visited NMACC in the "India in Fashion" event to understand the different facets of Indian fashion and style and impact of traditional Indian dresses.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	[View File](#)

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

SRBS organizes activities to promote constitutional values and fulfill social duties.

- **Independence Day and Republic Day celebrations showcase India's unity and diversity, which are two of the fundamental values enshrined in the Constitution.**

- **The Blood Donation drive encourages people to donate blood, which is a way to help save lives and promote a healthy society.**

- **National Voters Day raises awareness about the importance of voting, which is a fundamental right of citizens and a**

way to participate in the democratic process.

- Atma Nirbhar Bharat aims to make India self-reliant, which is a way to promote economic independence and national pride.

- Partition Heroes Remembrance Day pays tribute to the victims of the Partition of India, which is a way to promote peace and harmony.

- Swachh Bharat Abhiyan aims to make India a clean and hygienic country, which is a way to promote civic sense and environmental awareness.

- Celebrating India's Presidency of the G20 highlights India's commitment to international cooperation.

- The Awareness Campaign on Cyber Frauds protects people from financial losses and identity theft.

These are just a few of the many events that are celebrated to promote constitutional values and human values among the stakeholders of SRBS. These events are important to create a more just, equitable, and sustainable society. SRBS faculty members have successfully participated in these activities and have also been awarded certificates for "Universal Human Values" under the flagship of AICTE.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/file/d/1P1gx8-jv6-AO5SSQqfkpgM4aPwKMQpYG/view?usp=sharing
Any other relevant information	https://drive.google.com/file/d/1ycCgUzJtDwahdXmE8gHsMGnnjMsAmsWj/view?usp=sharing

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct	A. All of the above

Institution organizes professional ethics programmes for students, teachers, administrators and other staff **4. Annual awareness programmes on Code of Conduct are organized**	

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

National days are of great importance to uphold the pride and respect of our great nation.These days are celebrated with great enthusiasm at SRBS to inculcate values of Respect for the country, its leaders and the glory of our constitution.

We at SRBS organize various events of social responsibility like Voters day, Women's day, Day of Reading, World Students' day, HOPE event and Blood donation drive.

To commemorate the 75th year of Indian Independence, SRBS organized with great pride events for Republic day and Independence day to pay respect to all our Freedom fighters, National leaders and honor their contribution.

Understanding India's great diversity and cultural legacy, SRBS organized events like Marathi Bhasha Divas, Navratri Festival to encourage the students to respect and participate in the cultural diversity of our great nation.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice 1:

Title: Scanning and Indexing of Documents

Duration: One year; Started in 2022

Objectives: Digital documents help in improved collaboration, easier audit compliance, time and cost savings and reduced data loss.

Context: Modern-day operations generate a tremendous amount of paperwork.

Practice: Digitizing paper-based documents and uploading them directly on drives.

Evidence: Reduced manual work and acceleration of processes to get a summarized view on the activities.

Problems: Training of Faculty and developing formats

Best Practice 2:

Title: Institution's Innovation Council and Entrepreneurship Development Cell

Duration:

Inception of Entrepreneurship Development Cell: A.Y 2020-2021

Inception of Institution's Innovation Council: A.Y 2021-2022

Objectives: To encourage students to work on innovative ideas and stimulate them towards entrepreneurial ventures.

The Context: With India poised for exponential growth there are many young students who want to be part of the Innovation and Entrepreneurial culture.

The Practice: Through interactive sessions and workshops we nurture entrepreneurial acumen and Mind- set in students and faculty so that aspiring Students would plunge into entrepreneurial ventures.

Evidence: IIC has conducted more than 11 events in the calendar year and has been instrumental in organizing sessions from Start-up founders, Legal and Ethical consultants and industry experts.

Problems: Student mentoring and resource gathering

File Description	Documents
Best practices in the Institutional website	https://srbs.edu.in/wp-content/uploads/2023/11/Best-Practices.pdf
Any other relevant information	https://drive.google.com/file/d/17tf7X9H0H0dHBFWBWRFgo5AhF6RpLa4g/view?usp=sharing

7.3 - Institutional Distinctiveness

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

Faculties are one of the key catalysts in accomplishing educational objectives and Faculty Development Programs (FDP) help foster academic quality and creativity in faculty.

FDP helps faculty in the development of their knowledge base and competencies.

We at SRBS believe Faculty members need to be more flexible when developing course delivery contents and assessing the students' progress.

In SRBS to promote academic career growth, organizational transformation, and development FDPs play a critical role.

FDP helped faculty members to improve their teaching efficacy, research efficacy, technology adaptations in traditional and online classes, students' counseling, self-efficacy, effective course design, and ability to measure student learning.

We also encourage FDPs such as experiential learning, mentoring, workshops, learning online teaching, microteaching, online interactive modules, courses, as well as the use of social media.

Some of the FDPs attended by faculties in areas such as:

Innovative Approaches in Management Teaching & Research

AICTE's Universal Human Values Workshop

FDP on Data Analysis Using MS Excel

FDP on "Building blocks of Startup Entrepreneurship"

One-Week Online FDP on "Outcome Based Education: Paradigm Shift in Higher Education" organized by the Ministry of Education under PMMMNMTT etc.

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

7.3.2 - Plan of action for the next academic year

1. Primary goal of SRBS institute is to complete the institutional accreditation by NAAC for the second cycle and subsequently implement suggestions made by the NAAC peer Team committee members in future.

2. Support career aspirations of students and map student requirements to engage in career mentoring, internship opportunities and job placements through Student Skill Set Development program/activities.

3. To enhance the Brand Equity of the institution, which it has

created for itself, by focusing on promotional activities in the target geographies.

4. To create an enabling environment for holistic development of Students by encouraging participation in youth festivals and other co-curricular activities.

5. To promote Institute – Industry linkages for enhancing placements, internship, training, etc. for the students.

6. To sensitize students towards their moral responsibilities as citizens, they will be encouraged to voluntarily participate in Blood Donation drive and "Hope 2023" – an event organized for cancer survivor kids by Sheila Gopal Raheja Foundation in association with TATA Memorial Hospital and IMPACCT Foundation for Hope.

7. To conduct Masterclass sessions, Workshop, Guest lectures from Industry experts throughout the academic year.