Yearly Status Report - 2018-2019

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. Vijay Wagh**
Designation	**Director**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**022-61966611**
Mobile no.	**7498437373**
Registered Email	**srbs@srbs.edu.in**
Alternate Email	**director@srbs.edu.in**
Address	**Raheja Education Complex, Kher Nagar, Opp. Chhatrapati Shivaji Ground, Bandra (East), Mumbai- 400051. INDIA**
City/Town	**Mumbai**
State/UT	**Maharashtra**
Pincode	**400051**
2. Institutional Status	
Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**

Location	**Urban**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Dr Mukesh Goyal**
Phone no/Alternate Phone no.	**02261966666**
Mobile no.	**9920899198**
Registered Email	**iqac@srbs.edu.in**
Alternate Email	**goyal@srbs.edu.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	**https://srbs.edu.in/NAAC/SSR-from-NAAC-after-DVV.pdf**

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	**https://www.srbs.edu.in/NAAC/Part-A-10-Academic-Calendar-18-19.pdf**

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	**Period To**
1	**B++**	**2.79**	**2019**	**04-Mar-2019**	**03-Mar-2024**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**10-Feb-2018**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Regular meeting of Internal Quality Assurance Cell (IQAC)	**10-Sep-2018 1**	9
Feedback from all stakeholders collected, analysed and used for improvements	**22-Mar-2019 1**	11

Academic Administrative Audit (AAA) conducted and its follow up action	01-Aug-2019 25	3

L::asset('/'),'public/').'/public/index.php/admin/get_file?
file_path='.encrypt('Postacc/Special_Status/'.$instdata->upload_special_status)}}

View Uploaded File

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				

No Files Uploaded !!!

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	**View Link**
10. Number of IQAC meetings held during the year :	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	**View Uploaded File**
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

1. Curricular Aspects 2. Teaching learning Process 3. Student Support Progression

View Uploaded File

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

Plan of Action	Achivements/Outcomes

Student Support & Progression (In the area of Placement Cell and Alumni Support)	On the suggestions of IQAC, the placement cell has created and started maintaining database of the companies and students. In the academic year 2018-19, the Alumni body of SRBS got itself formally registered as SRBS Alumni Association.
Teaching-learning Process (in the area of Evaluation Process & Reforms)	IQAC Recommended preparation of SOP in evaluation process. and question paper moderation by an expert committee, to the exam department. Both these suggestions have been implemented.
Curricular Aspects (In the areas of Academic Planning, Academic Delivery & Monitoring and Student Feedback)	On suggestions of IQAC, Academic Committee planned Annual Academic calendar in advance and adopted a fixed semester time-table. The same was executed in the academic year 2018-19. IQAC continued with practice of exposition lectures before allocation of subjects to teacher. Creation of semester reports was started in this academic year. IQAC reformed the online student feedback system and collected feedback every semester.

View Uploaded File

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
College Development Committee	17-Dec-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	07-Feb-2019
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	29-Dec-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500	We are using Aspire developed by Tally.ERP9. Based Software

words)

Solution. It is an integrated Educational Institute Management Software. It is a userfriendly system that manages and solves the most complex tasks in educational finance, accounts administration. It fulfills the entire administrative and academic requirements. Aspire offers a wide range of features. Description and a list of modules currently operational Accounts Module: This is a basic feature of Tally.ERP9 which maintains proper books of accounts with masters, ledgers, various voucher types. It also gives all types of financial reports as well as various analytical MIS reports. Budget Module: Budget module provides accountwise / groupwise control over financial activities with restrictions on overbudgeted expenses. With various analytical reports and functions preparation, implementation, revision etc. of budgets becomes easy. Admission and fees Management Module: Software allows school management to manage the admission process with ease. The software also keeps a count of students who register and the ones who get finalized. Students Database Management: Student administration management system is the most integral and essential module. Details of students, faculty and staff with other details of certificates, documents, sections, and enrolment numbers are maintained on the software. To list few operations: • Creation of admitted student record covering various details • Allotment of roll number, registration number, section and subjects • Updating student dues and fines • Issuance of certificates • Class Promotion • Caste/Subcaste, category, quota management • Scholarship and fee

	concession activity User Management Security: Tally.ERP9 alongwith Tally Server.9 user management software provides high level of user management, concurrency data security with proper access and locking of data, backup restore facility etc. to ensure data accuracy security and to avoid misuse, corruption and loss of data.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Exp words

Syllabus: SRBS is an affiliated Institute and follows the Syllabus pre by the University of Mumbai. Regular updating of Syllabus happens eve to five years. SRBS follows the prescribed syllabus and delivers the s in an effective manner to maintain quality of learning. Academic Cal Curriculum delivery requires advanced planning for the entire Academi Before the beginning of the Academic Year, Academic Calendar is prepa consultation with the existing Committees of the Institute. Various t: and events are mentioned in it, which helps the Institute to prepare activities well in advance. Allotment of Subjects: Every Faculty M prepares and submits the competency matrix to the Director. Dependin the preferences mentioned in the matrix, a meeting is conducted an Subject Allotment takes place. Faculty Members then present one modul allotted subject through the Exposition Lecture in front of the other Members. This is followed by remarks and suggestions. The faculty m incorporates these changes before delivery of the subject in the cl Lecture Plan and Lecture Log: Each Faculty Member submits a Lecture before the beginning of the Semester. The Lecture Plan consists of a description of the course. It consists of information like Assignment given to students, Case Studies to be discussed during the session, helps students understand the contents of each lecture beforehand and them an opportunity to prepare for the same. A Lecture Log is the re data of topics covered by a Faculty Member during the Course. Each t recorded after its completion in the Lecture Log Book. Time Table: Tir is prepared for each semester at the beginning and is circulated to s and Faculty Members. In case of any unavoidable reasons, there is any in the Lecture Timing or in the Subject, it is communicated to stude advance. Course File: Every Faculty Member maintains a Course File consists of case studies, numerical etc. used during the course of Lecture. Guest Lecture: Experts with vast Industry knowledge holding positions in the Industry are invited on a regular basis for guidin students. Through this, students are given an opportunity to get an av

of the current trends and practices in the Industry. Curricular Feedba[...] institute takes feedback from its stakeholders. Feedbacks are taken [...] Alumni, Students etc. Feedbacks taken from the students help in knowin[...] expectations and improvising the pedagogical structure or teaching de[...] style, if required. Feedbacks on the curricular aspect are collected[...] Students, Alumni etc and analyzed for improvements. Parents Feedback [...] incorporated in the development of the Institute and Students. Indu[...] Program: For every new incoming batch there is 2 to 3 days Induction [...] held by the Institute. In this program the Institute briefs the stude[...] the various facilities available, courses that will be taught, exami[...] policies, etc. This helps the students to get well acquainted with Ins[...]

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Dev[...]
Certification Program on Basics of Stock Market and Technical Analysis	Not Applicable	13/04/2019	8	Focus on both employability entrepreneurship	Stoc[...] An[...] S[...] Impr[...]

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introdu[...]
PhD or DPhil	Marketing	29/11/201[...]

View Uploaded File

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implement[...] affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementatio[...] CBCS/Elective Course S[...]
MMS	Finance Marketing Human Resource Operations	02/07/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Cours[...]
Number of Students	21	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enr[...]
Spanish Language	23/08/2018	114
Presentation Skills	21/02/2019	114
English Language	12/01/2019	114

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled Projects / Internsh
MMS	Finance, Marketing, Human Resource, and Operations	114

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the ins (maximum 500 words)

Feedback Obtained

SRBS collects feedback from different stakeholders like students, pare teachers and alumni. Faculty feedback from students is taken semester various teaching learning aspects. Feedback is analysed and communicat respective faculty members for improvement areas. Feedback for relevan curriculum is taken from alumni and teachers. Based on the suggestions Alumni, students, teachers and parents, corrective actions are taken f improvement in the respective areas. As per the suggestions, following actions were taken. 1. To improve the teaching process, faculty who we already using the Smart Board for teaching with basic commands were tr on using the advanced features as well. It resulted in usage of Smart by all faculty members. This was done with a view of improving the eff communication between faculty and students. 2. Value added courses wer introduced to enhance the knowledge of students. 3. Personal grooming sessions, mock GDs and mock interviews were organized for students to their employability.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received
MMS	Finance Marketing Human Resource Operations	120	130

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Nu te teac UG c
2018	0	222	0	12	

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-res techn
12	12	9	8	1	

No file uploaded.

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentoring in SRBS is treated as a developmental opportunity for the students. Students are allotte members as Mentees. This communication of allotment happens after 5 – 10 days of the first offici day. If a student feels that he/she should change the Mentor for any personal reason whatsoever, t can do so by giving a written application to the Academic Co-ordinator after which the Mentor particular student is finalized. After this, the Mentor holds a meeting with the Mentees and comm the importance of Mentoring System. The Mentor also communicates his/her free time available in Mentee can meet the Mentor. After the initial introduction of the process, the Mentoring Sessions one on one session where Mentee and Mentor discuss Academic related activities. The Mentee take various issues like selection of specialization, internship program, advice on improving interperso etc. The Mentor supports learning and development of the Mentee. In a situation where the Men able to guide the Mentee on a specific topic, the Mentor sends the students to the concerned Me guidance The meeting of the Mentor and Mentee is recorded and kept confidential with the Mento disclosed to anyone else.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mer
222	12	1:1

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of fa F
12	12	1	1	

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fell received from Governm recognized bodie
	No Data Entered/Not Applicable !!!		

No file uploaded.

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of semester-end/ y examinatio
MMS	344310210	Semester I/2018-19	15/12/2018	31/01/201
MMS	344310210	Semester II/ 2018-19	27/04/2019	13/05/201
MMS	344310210	Semester III/2018-19	28/11/2018	02/03/201
MMS	344310210	Semester IV /2018-19	07/05/2019	09/07/201

View Uploaded File

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (25

Our B-School works on the philosophy of fair and transparent system Continuous Internal Evaluation (CIE). The process has been followed incorporation and seeks to capture and assess the development of e Management student on a continuous basis throughout the year. There Examination Section at SRBS, which is responsible for the smooth cond examinations. The responsibilities and other examination administra functions are divided among the members of the Centralized Assessment (CAP). SRBS adopts a continuous cycle spread over the entire span of a session to build a total teaching learning process. This involves reg of assessment, unit tests, evaluation, identifying learning gaps, u corrective measures by Faculty members and students for their motivat self-evaluation. SRBS has clear and transparent objectives regarding and evaluation in the internal evaluation system. The process of cont improvement and learning are two fold: 1. To motivate or stimulate stu continues learning 2. To strengthen practical knowledge and complement with subject knowledge In consultation with the Director, IQAC Chai Academics Coordinator and four Senior most faculty of functiona specializations- Finance, Marketing, Human Resource and Operations, School has continued with the following measures for the effecti implementation of the evaluation reforms: (a) SRBS has incorporated v

evaluative techniques into the Internal Evaluation process such as (
Presentations, role Plays, Assignments, Projects, Class Tests, Quiz,
Study, Class Participation and Class Attendance which are given weigh
40. These activities are used by all subject teachers in each semeste
is taken for continuous and transparent internal evaluation by info
students of the nature of Internal Evaluation in the beginning of the
year. Faculty members calculate their attendance on a regular basis an
it as an integral part of evaluation system so that the student main
regular attendance. These assessments help faculty understand the lev
understanding of students and also differentiate slow learners from
learners. After assessment, feedback is provided to students and the
discuss the area of improvement with them. Students get an opportunity
a course correction. Faculty members also check improvement in studen
regular basis through different internal evaluation techniques ment
above. (b) SRBS is governed by the rules and regulations of Mumbai Uni
in letter and spirit for the Semester End Final Examination. In acco
with University directives, the Examination section obtains the Que
Papers for each subject from the Teaching Faculty in prescribed forma
sealed envelope. These question papers are selected and opened by
Director. The answer sheets are evaluated by the teachers as per Univ
rule in the CAP Centre of the Institute. The system of moderation is
followed.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related mat
words)

The B-School follows its Academic Calendar for the conduct of Examinat
The Academic calendar mentions the mid-semester and end-semester exami
dates before the commencement of each semester. Accordingly, the time
is prepared and students are informed about the Mid-Semester exam one
prior to the examination. The time-table for End-Semester Examination
up on the notice board three weeks before the commencement of the exam
after discussion with the Student Committee. Adherence to Academic Cal
is ensured and complied with. For end-semester examinations Question P
are required to be submitted to the Examination Department along with
answer papers 15 days prior to the commencement of the examination. Th
process of evaluating Answer sheets is carried out in the CAP Room by
subject teachers and moderation of the same by external examiners is
completed within 30 working days of the examination. The results are d
within stipulated time as prescribed by the University of Mumbai. For
semester examinations The Question Paper has to be submitted to the
Examination Department 7 days prior to commencement of the examination
process of evaluating Answer sheets by the subject teachers is complet
within 10 working days of the last examination. The results are declar
within stipulated time as prescribed by the University of Mumbai.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered
institution are stated and displayed in website of the institution (to provide the weblink)

https://www.srbs.edu.in/NAAC/2.6.1-POs-PSOs-&-Cos.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	
344310210	MMS	Finance, Marketing, Human Resource and Operations	108	107	

View Uploaded File

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may desig questionnaire) (results and details be provided as weblink)

https://www.srbs.edu.in/NAAC/2.7.1-Student-Satisfaction-Survey.p

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisat

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received year
No Data Entered/Not Applicable !!!				

No file uploaded.

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia practices during the year

Title of workshop/seminar	Name of the Dept.	
Intellectual Property Act Issues	MMS	11/0

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the ye

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	
No Data Entered/Not Applicable !!!				

No file uploaded.

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Comn
No Data Entered/Not Applicable !!!					

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if a
No Data Entered/Not Applicable !!!			

No file uploaded.

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/Internation Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	

No file uploaded.

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number c exclud cita
No Data Entered/Not Applicable !!!						

No file uploaded.

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional aff mentioned publicati
No Data Entered/Not Applicable !!!						

No file uploaded.

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State
Attended/Seminars/Workshops	0	2	0

View Uploaded File

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, co
and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of participate activi
Vigilance Awareness Week	NSS	2	85
Tree Plantation Program	NSS	2	53
Pulse Polio Immunization Program	NSS	2	88
Birth Anniversary of Maulana Abul Kalam Azad	NSS	4	45
Birth Anniversary Celebrations of Dr. A. P. J. Abdul Kalam	NSS	2	45
Anti-Plastic Campaign	NSS	2	56
Celebration of Constitution Day	NSS	2	95

View File

3.4.2 – Awards and recognition received for extension activities from Government and other recogn
during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number o Bene
Pulse Polio Immunization Program	Participation certificate and Honorarium	BMC	8

View File

3.4.3 – Students participating in extension activities with Government Organisations, Non-Governme
Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during th

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Num stu partic such
Environment	DTE	Tree Plantation Program	2	
Hygiene	AICTE	Swachh Bharat	2	
Health	BMC	Pulse Polio Immunization Program	2	

View File

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during

Nature of activity	Participant	Source of financial support
No Data Entered/Not Applicable !!!		

No file uploaded.

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, shari research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To
Internship	Summer Internship Project	50	02/05/2019	29/06/2019

View File

3.5.3 – MoUs signed with institutions of national, international importance, other universities, indus corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/t participated under
Global CyberServices LLP	02/01/2019	Skill Development Placement	115

View File

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure deve
15.62	15.62

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing Ac
Class rooms	Newly
Value of the equipment purchased during the year (rs. in lakhs)	Newly
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly

View File

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of a
SLIM21	Fully	3.6.0.31681	2

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Tot
Text Books	3929	1372262	445	257261	4374
Reference Books	2576	914841	302	171508	2878
e-Books	0	0	17462	180605	17462
Journals	607	3697493	89	732732	696
e-Journals	0	0	0	0	0
Digital Database	2	2153068	0	355597	2
CD & Video	57	19797	0	0	57
Library Automation	1	222573	0	38940	1
Weeding (hard & soft)	0	0	0	0	0
Others(specify)	0	0	0	0	0

[View File](#)

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & i (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launchir content
No Data Entered/Not Applicable !!!			

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Availabl Bandwid (MBPS/GB
Existing	156	55	0	0	0	7	88	30
Added	0	0	0	0	0	0	0	0
Total	156	55	0	0	0	7	88	30

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

7 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and facility

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incu maintenance of facilites
17.7	17.7	77.53	77.53

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support faciliti laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information available in institutional Website, provide link)

• SRBS ensures that all the assets are being maintained and utilize optimum level over the years. Accordingly, adequate budget provisions for maintenance of the infrastructure. • SRBS has a maintenance tear maintenance of the Building, Elevators, Air Conditioners, CCTV Came Electrical equipment, UPS, Batteries, EPABX, Water Purifiers, and Control. The team conducts periodic checks to ensure the efficiency / condition of the infrastructure. • Maintenance team takes periodi preventive maintenance measures and in case of breakdown of the utili get it repaired. • The optimum working condition of all properties/ eq on the campus is ensured through annual maintenance contracts (AMC). purview includes maintenance of Elevators, Air Conditioners, CCTV ca Water Purifiers and Pest Control. • Maintenance of civil work such furniture repairs, masonry and plaster work, painting, carpentry, pl etc. is carried out regularly. • Computer and Labs – The IT Head is in of the computer and laboratory maintenance. He does periodic reporti requirements of repairs, upgrades and maintenance after which he resol problems, if any, by contacting the maintenance team or the machine v for repairs and up-gradation of the systems. The requirements are coll processed in every semester by the IT head during the break so as to things ready. • Library – SRBS has spacious state-of-the art air-condi library of 120 Sq. meters located on the 3rd Floor of the Campus. maintenance of the library is taken care of by the support team. Sui racks and cupboards are provided for keeping the books. • Sports – SRE sports room for the students. It comprises of Table Tennis and Car equipment. The equipment is maintained by the faculty sports in-char required, are taken up with the sports vendor. The tables and Carrom B regularly used and maintained by the sports in-charge with the help of member who is specifically allocated this responsibility. • The car building has a continuous electricity supply and power backup through Generator and are insured every year by the trust • The SRBS campus is by a compound wall from all the sides and Gates are manned by Secu Personnel. To ensure campus safety, campus is secured with 24 x 7 se personnel and most of the area is covered under CCTV surveillance for monitoring. • Provision for Smoke Detectors and Centralized sprinkle Water are made to take care of fire hazards. In addition, fire exting are placed at all important locations and are regularly refilled maintained. • A separate water supply from Municipal Corporation is p

which supplies water in adequate amount. Water Coolers along with Aqua
filters are installed to provide safe drinking water on each floor. •
outsourced housekeeping to a professional who has deputed adequate st
meticulously maintain hygiene and cleanliness in the campus. Wash roo
restrooms are well maintained. Dustbins are placed on each floor

https://www.srbs.edu.in/NAAC/4.4.2-Procedure-and-Policy-of-Maintenance.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Am R
Financial Support from institution	0	0	
Financial Support from Other Sources			
a) National	0	0	
b) International	0	0	

No file uploaded.

5.1.2 – Number of capability enhancement and development schemes such as Soft skill developmen
coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies i
Personal Counselling	01/07/2018	11	Ms Char Abhyar
Yoga, Meditation	14/07/2018	198	Art of I
Mentoring	01/08/2018	114	In House
Language Lab	12/01/2019	114	Ms Pallavi
Remedial Coaching	25/08/2018	17	In House
Soft skill development	21/02/2019	114	In House

View File

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered
institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	N s
2018	Career Counselling	0	108	0	

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance
0	0	15

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus	
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated
NIl	0	0	99acres.com, SSC GlobeOp, Oracle India, Equitas Small Finance Bank, Axis Bank, HDFC Mutual Fund, Nomura, ICICI Bank, GlobalGyan Academy, Chokhani Co., Convonix, Xylem, Hindustan Times, Insta Digital, HDFC Bank, Crisil, Monal Capital (P) Ltd.	108

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Nai progi admi
No Data Entered/Not Applicable !!!					

No file uploaded.

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	

No file uploaded.

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the yea

Activity	Level	Number of Particip
Farewell Day	Institute	189
Khel Mahotsav	Institute	86

Marathi Bhasha Gaurav Din	Institute	92
Makar Sankranti	Institute	78
Diwali Celebration	Institute	77
Fresher's Day	Institute	156
Teacher's Day	Institute	79
Guru Purnima	Institute	86

[View File](#)

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Na
No Data Entered/Not Applicable !!!						

No file uploaded.

5.3.2 – Activity of Student Council & representation of students on academic & administra bodies/committees of the institution (maximum 500 words)

In SRBS, the Student Council works for the benefit of the students thr the year and pursues several activities within and outside the Inst campus. This council is constituted according to the University norm year, via properly set procedures. The Student Council consists of Representative, President, Secretary, Reserved Category Representativ Representative, NSS, Sports, Cultural one faculty member. The student part of planning, implementation and execution of all cultural activit curriculum and Extra –curriculum activities, some of which are as foll curricular Activities: • First Year Induction Program Pehchaan • Study Himachal Pradesh • Industrial Visit to Security Exchange Board of In Industry Visit to National Stock Exchange • IIT BOMBAY E-Summit atten Entrepreneurship Development Committee Extra-curricular Activities International Yoga Day • Guru Purnima Celebration • Pulse Polio Prog Teachers Day Celebration • Anti-Plastic Campaign • Freshers Day of Bat 20 • 150th Birth Anniversary of Mahatma Gandhi • Birth Anniversa Celebrations of Dr. A. P. J. Abdul Kalam • National Unity Day • Vigi Awareness Week • Pre Diwali Celebration • Birth Anniversary of Maulan Kalam Azad – National Education Day • National Constitution Day • M Sankranti Celebration • Marathi Bhasha Gaurav Din • International Women Swach Bharat Abhiyan • Khel Mahotsav • Farewell of Batch 2017-19 • Plantation Program

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

SRBS has its own registered Alumni Association. SRBS Alumni Associatio
incorporated on September 10, 2018 and it is the company limited by
guarantee. The procedure for formation of SRBS Alumni Association was
initiated as section 8 company with Mr. Akshay Patil, Mr. Dharak Chhay
Mr. Rushabh Mehta being the promoter directors. The "Article of Associ
as well as "Memorandum of Association" were drawn in conformity with t
Companies Act 2013.

5.4.2 – No. of enrolled Alumni:

329

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

Yes, Alumni Reunion on 17/11/2018

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last yea
(maximum 500 words)

The decision making at SRBS is decentralized and the style of managen
participative which reflects in the functional hierarchy of the inst
The policy making, decision making and the functioning of the instit
administered by the Board of Governors (constitute as per AICTE guide
College Development Committee (formed as per University of Mumbai guid
and IQAC (formed as per guidelines of NAAC). Day to day activities
carried out through various statutory and non-statutory committees
academic and administrative functions. The remaining statutory commi
comprise of representatives of all stakeholders of the Institute
coordinating important administrative activities. Besides managem
representatives the stakeholders include admin staff, faculty, stu
representatives, alumni, parents and academic industry expert. The st
committees at SRBS are formed as per the norms of the competent autho
The list of statutory committees is appended below: • Student's Grie
Redressal Committee • SC/ST Committee • Internal Complaints Committee
Ragging Committee The list of Non-statutory committees is appended be
Academic Committee • Exam Committee • Cultural Committee • Placem
Committee • Study Tour Committee

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in
each):

Strategy Type	Details

Admission of Students	Admissions for Full time Masters in Management Studie course are taken as per the eligibility criteria and laid down by Directorate of Technical Education, Gov of Maharashtra. The said admission process is on conducted by State CET Cell of Directorate of Tech Education. Our staff in administration does one to Counselling of the Students and educates the student the procedure, rules and regulation to be followed availing admission. Thus, they motivate students t admission.
Industry Interaction / Collaboration	Apart from giving academic input to the student's strives to help students with contemporary indus practices by continuing interaction with industries' following activities. • Inviting corporate personne industry to visit SRBS to share their knowledge Memorandum of Understanding between the Institute industries to bring the two sides strategically cl MMS- Summer Internships in industries under joint g of the faculty and experts from industry. • Visi faculty/professors from industries.
Human Resource Management	Recruitment- All Teaching Staff is selected and app through duly constituted Selection Committee of M University. Training- Faculty are encouraged to atte MDPs, workshop conferences organized by other insti professional bodies. Appraisal- Annual performance a is carried out. Retention- Faculty are provided academic and administrative assistance. There is co effort to maintain work life balance. Grievance committee is in place for Redressal of all stakeho grievances.
Library, ICT and Physical Infrastructure / Instrumentation	SRBS has spacious state-of-the art air conditioned of 120 Sq. meters located on 3rd Floor of the Cam Library is functional from 8 am to 6 pm on all worki Library has open access to books. Library is using Library Management software. Currently library is h 7252 books related to MMS course. SRBS has subscribe National and 10 International Journals. Library membership to National Digital Library (NDL). E collection includes 17462 books from EBSCO Informati SRBS library has purchased Anti Plagiarism Softwar checking of Research Project of the students.
Research and Development	The SRBS has identified research and development critical and important area for quality improvement decided to focus on three sub-areas of research development viz research by faculty, research by st and obtaining permission for a Research Centre to courses. Accordingly, the institute applied to University of Mumbai for making Sheila Raheja Scho Business a Research Centre. The SRBS has obtained pe

	and approval from the University of Mumbai for start same.
Examination and Evaluation	Examination and Evaluation is a very important met ensure what and how students have learnt from the te To make the examination effective at SRBS we have in moderation of the question paper. Continuous evalu consists of 40 marks for internal and 60 marks for e 40 marks internal are distributed into four parts: Test consists of 10 marks, 10 marks for Attendance a Room Participation. For remaining 20 marks faculties any two methods from the given option such as Gr Presentations, Role Plays, Case Studies, Assignme Projects and quizzes having weightage of 10 marks ea strategy helps in the pursuit of quality on a cont basis. It benefits students directly and promotes a culture and healthy competition among students
Teaching and Learning	SRBS strives to improve quality in the Teaching and Process on a regular basis. One of the quality impr techniques used is the inclusion of "Participati Learning". Where teachers involve students. While t they employ diverse pedagogical methods like role case study discussion, group discussion to name a fe result, it is observed that students not only improv thinking process but it also makes the subject m interesting. This improvement is regularly measured Faculty Members through continues evaluation.
Curriculum Development	SRBS is affiliated to the University of Mumbai. Curriculum is developed by the Board of the Studies University of Mumbai. The SRBS adheres to the pres syllabus which is generally updated by the Board Studies every three years. Apart from this, Faculty conduct additional lectures to teach the contempo industry practices presently followed in order to i knowledge of the students. This practice helps to k student's updated with corporate world.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	Our B. School website is fully functional and regularly with all the information required for admission, sche time table and examination dates. We provide attendance and other welfare activities with the help of electroni The College has a Biometric system where teaching and teaching staff have to punch in and out while enterin leaving the Campus. We have plagiarism software in plac are planning to improve efficiency by introducing adv version of plagiarism software.
Administration	Sheila Raheja School of Business Management Research functions under the aegis of Bombay Suburban Art and

	Education Society. Work is delegated by the Director of Raheja School of Business Management and Research to t of the Departments. All the norms, policies and amendme by the Competent Authorities is implemented by Sheila School of Business Management and Research. SRBS is adh all the online processes that are defined by the Goverr the areas of Administration, Admission, Examination, Ac Library, Student Support etc. from time to time. SRBS m payment of salary to the Faculty and Staff through IMF mode. Fees from students is collected through NEFT/ mandates. All the Statuary payments related to AIC affiliating bodies and other stake holders is done by mode through their respective portals as defined by concerned authorities.
Finance and Accounts	SRBS has full time Accountant who keeps all the records to income expenses in Electronic Format. • Receiving f way of NEFT/RTGS/IMPS etc. • Online salary payment of s Online payment to provident fund profession tax. • Re students deposit (Library deposit Lab caution money) t NEFT. • Online filing return of TDS.
Student Admission and Support	Admission for Full time Masters in Management Studies Course are taken as per eligibility criteria and norm down by Directorate of Technical Education (DTE), Gover Maharashtra. The said admission process is online condu State CET Cell of Directorate of Technical Education w followed by our Institute. Subsequent to the online ad process admission taken by the Colleges are checked verified by the Admission Regulating Authority through process defined by them. The said process is followed Institute. Students are guided and supported by Instit fill online Post Graduation Forms, Enrollment and Elig forms to be submitted to the University of Mumbai confirmation of their admission. Our Institute gives as to all Students belonging to Reserved category, Econom backward category and Minority category for availi Scholarships offered by State and Central Government ur schemes defined by them. In the Academic Year 2018-1 Institute has ensured that all 85 Students belongin Reserved category, Economically backward category and N category have applied for availing the benefit of Scho scheme offered by the Government.
Examination	Examination committee has incorporated use of Computer in most of the functional areas of the examinations internal marks uploading and result generation.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards me fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided
2018	Dr Vijay Wagh Prof Vivek Sharma	Nil	Bombay Management Association

View File

6.3.2 – Number of professional development / administrative training programmes organized by the for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	N pa (no
2019	EBSCO Database	Nil	15/01/2019	15/01/2019	7	
2019	J- Gate Database	Nil	29/01/2019	29/01/2019	8	

View File

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Program Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date
Short-term course conducted by UGC – Human Resource Development Centre on "Pedagogic Innovations: Challenges and transformations in inclusive Higher Education	1	06/05/2019	11/05/201

View File

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full T
0	1	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students

• Financial support for fdp/publications • Counsellor is available to resolve stress related issues • Medical check-up facility • First-aid amenity • Facility of Sanitary-pads vending machine • Group Insurance	• Counsellor is available to resolve stress related issues • Medical check-up facility • First-aid amenity • Facility of Sanitary-pads vending machine • Group Insurance	• Counsellor is av to resolve stress issues • Medical c facility • First amenity • Facili Sanitary-pads ve machine • Insura Travel concessi Facilitating var government schola facility.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

SRBS regularly conducts external audit and all account books are mair by the accountant as per the guidelines of the accounting standards. books, Ledgers, Invoices, Petty cash accounts and Bank pass-books are changeably assessed by the auditor. The accounts of the Institute are by Chartered Accountant appointed by the society regularly as per Accounting Standards at the end of each fiscal year and are certifie annual reports of the external audit since 2011 are available with institute. The Institute conducts external audit on every year from M Ranade Co. (External Auditor).

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.
Nil	0

No file uploaded.

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Au
Academic	Yes	Dr Sunil Karve	Yes	Dir
Administrative	Yes	Dr Sunil Karve	Yes	Dir

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Feedback Collected from Parents 2. Participate as Members in Inst Committee 3. Invite Suggestions for improvement on student performance Meetings

6.5.3 – Development programmes for support staff (at least three)

1. Grooming Session for Administrative Staff 2. Training Session Etiq and Manners for Supporting Staff 3. Tally Software Training	

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Reforms in Examination 2. Grooming Session for Faculty 3. Worksho Teacher to provide students emotional support

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	
b)Participation in NIRF	
c)ISO certification	
d)NBA or any other quality audit	

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	N pa
2018	Regular meeting of Internal Quality Assurance Cell (IQAC)	10/09/2018	10/09/2018	10/09/2018	
2018	Feedback from all stakeholders collected, analysed and used for improvements	22/03/2019	22/03/2019	24/04/2019	
2018	Academic Administrative Audit (AAA) conducted and its follow up action	01/08/2019	01/08/2019	26/08/2019	

View File

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution year)

Title of the programme	Period from	Period To	Numb Partici
			Female
Security Threats Women Face	10/09/2018	10/09/2018	39
Women in Workplace: Issues and Challenges	22/12/2018	22/12/2018	56
International Women Day	08/03/2019	08/03/2019	40

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sour

| | Nil | | |

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Numbe benefic
Physical facilities	Yes	0
Provision for lift	Yes	0
Ramp/Rails	Yes	0
Braille Software/facilities	No	0
Rest Rooms	Yes	0
Scribes for examination	Yes	0
Special skill development for differently abled students	No	0
Any other similar facility	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	N pa
2018	0	1	05/08/2018	6	Pulse Polio Immunization Program	Health Hygiene	
2018	0	1	15/10/2018	1	Tree Plantation Program	Environmental Awareness	
2019	0	1	10/01/2019	1	Blood Donation	Social Welfare	

View File

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Conduct	05/07/2018	After successfully communicating the code of cond various stakeholders a follow up on the effectiver its implementation was carried out. Based on the sampling method, stakeholders were selected and fur with a questionnaire, designed to understand the fo a. The perception of the stakeholders towards the conduct. b. The extent to which they understood the conduct. c. The extent to which they were willing t

to it. d. Any suggestions from their side to impro
effectiveness. • The survey revealed that most o
stakeholders accepted the code of conduct as a nec
means to maintaining uniformity, discipline and
societal discipline window. • It also revealed tha
holders understood the code of conduct. • All the
holders were willing to adhere to it. • A few stake
gave some suggestions.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Numb partic
Birth Anniversary of Maulana Abul Kalam Azad	13/11/2018	13/11/2018	4
Constitution day	26/11/2018	26/11/2018	9
International Women's Day	08/03/2019	08/03/2019	7
Swach Bharat Abhiyaan	20/03/2019	20/03/2019	1(
Pulse Polio Immunization Program	05/08/2018	10/08/2018	8
Anti-Plastic Campaign	08/09/2018	08/09/2018	5
Birth Anniversary of Dr. A. P. J. Abdul Kalam	15/10/2018	15/10/2018	4
Tree Plantation Program	15/10/2018	15/10/2018	5
Vigilance Awareness Week	29/10/2018	03/11/2018	8
Birth Anniversary of Sardar Vallabhai Patel	31/10/2018	31/10/2018	8

[View File](#)

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Plastic free campus 2. Paperless Office 3. Waste Management 4. E
Management 5. Public Transport

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1: Title of the Practice- Practice of Exposition Lect
Objective of the practice: In order to deliver the course in a compreh
and interesting manner with full involvement of the students by empl
contents of latest industry practices and examples through use of pe
like case studies, role-play, video, discussion etc., the practice
exposition lecture has been introduced. The Context: A faculty give
exposition lecture in front of other faculty where they demonstrate s
delivery and the relevancy of the topic to current market needs. In ac
they get constructive suggestions from fellow faculty members to de
sessions in the best possible manner. This is a classic example of
evaluation and internalization of quality endeavors. The Practi
the end of the Academic Year every faculty is asked to prepare a comp

matrix which includes the list of subjects of their expertise and tho
have taught. Based on the competency matrix, 45 days before beginnin
semester, subjects are allotted to the faculty who then have to deli
lecture on any topic from that subject in the presence of other fac
members of the Institute. The delivery of the lecture is judged on
following parameters:- Contents • Citing industry case studies • Appl
Orientation • Pedagogy encouraging learners participation • Communicat
body language • Giving take home messages for further study The facult
constructive feedback and asked to prepare the course delivery keepi
mind the above parameters as well as expectations and interest of
students. This practice also helps them to keep themselves updated wi
latest practices and trends in the industry. This practice gives fa
members sufficient time and input to prepare their delivery. Eviden
Success: • Faculty members have developed a habit of going well prepa
the lecture. • The Knowledge quotient as well as employability of
students has improved as evidenced from the placement scenario. •
Institute has got positive feedback from the parents and other stakeh
Problems Encountered and Resources Required: • Faculty needs time to
the competency matrix. • The faculty did not initially agree for gi
Exposition Lecture for reasons of being subjected to evaluation and so
Some counselling had to be done. • The fellow faculty colleagues wer
willing to give suggestions to faculty. • It was perceived as a t
consuming exercise. Best Practice 2 Title of the Practice: Workshop o
Internship Project (SIP). Objective of the Practice: To educate stude
the purpose and importance of SIP, qualities of good research, provid
with appropriate research tools, questionnaire construction techni
report writing skills and also equip them with required soft skills
etiquette before they embark on a journey to their Summer Internship
(SIP). The Context: As per the curriculum prescribed by University of
students who complete MMS semester-I should do a Summer Internship P
(SIP) between their II and III semesters. SIP is meant to supplement
classroom learning with industry norms and practices. The Viva Vo
examination is administered post internship to evaluate students. The
Voce evaluation conducted four years ago revealed that majority of
students had insufficient understanding of what was expected in the SI
had little knowledge of what constituted a good research, research to
they lacked required office and project work etiquette. It was, ther
decided to work on these deficiencies, which indirectly affected pla
opportunities because of unimpressive internship project reports. It i
from the industry feedback and analysis of students' placements vis-
summer internship projects by them, those students who impress the in
with quality summer internships projects either receive pre-placement
or get regular placement opportunities. Since SIP is important fro
employment point of view, the practice of conducting an intensive wo
for students before they embark on their internship journey, with in
faculty with industry experience as resource persons came into existe
the year 2016. The Practice: All five sessions in the Summer Intern
Workshop are delivered by in-house faculty members with industry expe
The five sessions comprise of a) Purpose Importance of SIP, b) Qualit
good research, research tools and how to construct a questionnaire c)
a good research report, d) Presenting project work and e) Soft Skill

Etiquette during SIP. The faculty in-charge issues a circular to all
detailing the guidelines for internship, Workshop details such as P
topic finalization, submission dates for Synopsis, date for submiss
first draft of the Report to academic mentor, date for final submiss
the Report etc. Evidence of Success: Sessions on Summer Internship
helping students to master research skills that are the key for succe
job and in taking well-informed decisions about their career. Prob
Encountered and Resources Required: No serious problems in organizi
conducting the Workshop or implementing and monitoring the detailed
Internship Process in a systematic manner are faced by the Institu
However, the challenges faced in the conduct of a Workshop are Abser
awareness and realization among the students about the vital importa
good Internship projects which may fetch them a pre-placement offer a
regular good placement opportunity.

Upload details of two best practices successfully implemented by the institution as per NAAC your institution website, provide the link
https://www.srbs.edu.in/NAAC/Best-Practice-1and2.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision,
and thrust in not more than 500 words

While the institute does provide a transformative educational experie
also strives to inspire and encourage students to contribute to the s
and nation building. The Institute introduced a major program this
Institutional Social Responsibility (ISR) to make the students social
environmentally accountable and create a positive impact on the soc
Various initiatives were taken under this program, few being mentioned
NSS Camp: The theme of this year's NSS camp was "Empowering Tribal Vi
with an objective to build an interface with the community, genera
rapport with them, develop a deep understanding of the village and tal
for their upliftment. The camp held at Suryamal village witnesse
enthusiastic participation from several volunteers. Many activities
identified and executed for the upliftment of the village. Campaigns
plantation, no plastic, no tobacco day, fit India and Bharat Swach
Abhiyaan were conducted. Blood donation camps, district level yoga
workshop on HIV-AIDS, drug abuse prevention and women sensitization
organized to create awareness about the relevant social causes.
commemorate significant days of our Indian calendar, Education Da
Constitution day, Unity Day, death anniversary of Mahatma Gandhi wer
celebrated during the tenure of the camp. The institute has made sus
efforts to promote compassion and empathy among the students and ensu
they develop a deep sense of responsibility towards our society and p

Provide the weblink of the institution
https://www.srbs.edu.in/NAAC/Institute-Distinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

For the upcoming academic year, the Institute has set forth the follow
goals: 1. Strengthening Establish Management Development Program (MDP)a

conduct its activities 2. Strengthen Entrepreneur Development cell (ED
foster entrepreneurial skills among the students 3. Adopt tribal habit
conservation plan 4. Improve College cultural fest participation 5. Ca
external moderators for moderating end term examination answer sheets