YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	SINHGAD INSTITUTE OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY
• Name of the Head of the institution	Prof. PARTHA PRATIM NATH
• Designation	I/C PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02114 673313 / 314
• Mobile No:	8411887334
• Registered e-mail	principal.sihmct@sinhgad.edu
• Alternate e-mail	iqac.sinhgad@gmail.com
• Address	Gat no.309/310, off. Mumbai - Pune Expressway, Kusgaon(BK),
• City/Town	Lonavala, Dist: - Pune
• State/UT	Maharashtra
• Pin Code	410401
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated to Savitribai Phule Pune University
• Type of Institution	Co-education
• Location	Rural

• Financial Status	**Self-financing**
• Name of the Affiliating University	**Savitribai Phule Pune University**
• Name of the IQAC Coordinator	**Prof. Saudagar Anna Godase**
• Phone No.	**02114 673319**
• Alternate phone No.	**02114 673313**
• Mobile	**9326041572**
• IQAC e-mail address	**iqac.sinhgad@gmail.com**
• Alternate e-mail address	**sagodase.sihmct@sinhgad.edu**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://sihmct.sinhgad.edu/wp-content/uploads/2023/07/AQAR-2021-22.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://sinhgad-sihmct.in/wp-content/uploads/2023/12/AC22-23.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A**	**3011**	**2017**	**27/11/2017**	**26/11/2022**

6.Date of Establishment of IQAC	**02/03/2017**

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**	**0**

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	View File	
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)
1.Implemented Annual plans for institution-level activities for quality enhancement. 2. Arranged feedback responses from stakeholders for quality-related institutional processes. 3. Developed and applied quality-related parameters & Innovative practices for various activities leading to quality enhancement. 4. Conducted workshops, seminars & provided platform for interaction with established entrepreneurs. 5. Conducted workshops and seminars on quality-related themes, promotion of quality circles and institution-wide dissemination of the proceedings of such activities.

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
Detailed academic calendar with working days, holidays, activities, term end and examination for the year prepared.	Conducted all academic work smoothly.
Subject allocation for the BSc HS & BHMCT prepared.	All faculties made course files, POS & PEOS, teaching plan, delivered lectures and practicals, etc.
New committees list for the 2022-23 is circulated to all teaching and non teaching staff along with their role and responsibility.	All activities are completed smoothly and maintained detailed documents.
To sign a greater number of MOUs for year 2022-23 to make stronger Industry-Institute interaction.	A number of industry integrated programs / courses conducted by Institute and efforts are taken to give a greater number of internships & placement to students.
To Organize Specialty training programs for the fulfilment of key expectation from industry employment skill.	organised career counselling seminars to understand the career path and arranged Mock GD/ PI sessions from industry experts for the students.
To create awareness about Entrepreneurship amongst the students that motivates for self-employment.	Conducted workshops and seminars & provided platform for interaction with the established entrepreneurs.

13.Whether the AQAR was placed before statutory body? — No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	12/12/2022

15.Multidisciplinary / interdisciplinary

The vision and mission of the institute is to inculcate holistic development of students with global recognition and developing competent socially sensitive professionals and teachers. The mission statement focuses on the needs of the society in explicit terms, namely imbibing a unique value system, transparent work culture, excellent academic and physical environment, and conducive to learning, creativity to accomplish the vision of the institution. The basic of hospitality curriculum includes Food Production, F& B Service, Accommodation Management, Communication skills, Development of Generic Skills & French are part of curriculum in the First Year Hotel Management. The institute follows the curriculum designed by the university wherein courses related to environment, Law, Management, Nutrition, Food Science, Tourism are all conducted at the institution. The institute follows credit-based curriculum prescribed by the university. The students are regularly engaged in community development programs through NSS, CSR etc. As the institute follows Savitribai Phule, Pune University curriculum, at present multi- disciplinary flexible curriculum that enables multiple entries and exits at the end of the academic year is not possible. All the departments of the institute encourage the students to focus on small projects as part of curriculum in Third and Final year of Hotel Management. The institute encourages students to participate in State and National level competitions to bring out best talent and to prepare them for competitiveness in the hospitality industry. The institute supports the students by providing adequate resources in terms of material and monetary support to participate in various activities. Value - based multidisciplinary education in the form of webinars, seminar, activities like Yoga, induction program, lectures by the industry experts are conducted for the students with an intention of developing humanistic, ethical, social, constitutional, intellectual, and universal human values.

16.Academic bank of credits (ABC):

Institute is affiliated to Savitribai Phule, Pune University (SPPU) and the curriculum proposed by the university is strictly followed. The University provides flexibility to the institute to conduct elective courses at UG level. The SPPU curriculum has mandatory industry internship in fourth and fifth semester which gives students adequate exposure to the industry. Faculty members are

engaged in development of delivering content effectively by referring reference books, internet, attending industry workshops and demonstration of practicals at Institute Laboratories. The student performance is evaluated by conducting Class tests, Quiz, Internal examinations and actual Practical's etc.

17.Skill development:

As a step towards competence-based learning that helps students to further improve their core skills, the institute conducts soft skills training in the form of Mock interviews, group discussions, self-Introduction & extempore to get them prepared for interviews. Also, students have hands on training during practical sessions in culinary, bakery, regional, international cuisine, service etiquettes, guest interaction techniques, guest room set ups, supplies and amenities, cocktail & mocktail sessions, reports etc. Research Methodology, Technical report writing during second & third year of Hotel Management enhances their analytical thinking. In the Fourth year, group activities are conducted like theme lunch, theme dinners, bread day, food day, tourism day and food festivals which further tones their marketing skills, organizational abilities and industry veterans share their latest technological developments and trending fields of hospitality in order to develop the skills sets as per the industry requirement. These value added programme are planned every year and floated as per the requirements of students' interest. The students actively participate in NSS activities to learn ethical, humanistic and universal human values. The college ties up with various international placement agencies for providing job opportunities for students to go for higher studies and secure placements abroad at various countries across the world like USA, Canada, Germany, United Kingdom, Australia, Dubai, Maldives, Mauritius, New-zeland etc. The college has made several MoU's with Hotels and placement agencies to facilitate international exposure as well as opportunities in India. The institute has organized various workshops and seminars in association with Savitribai Phule, Pune University on entrepreneurial topics, research methodology, food production, food & beverage service, accommodation management, contemporary trends in hospitality etc. These seminars are coordinated with industry stalwarts to deliver hands on knowledge on developments of the industry. The Institute offers environmental Studies I &II credit courses at first and second year to make the students familiar with environmental issues and their effect which includes conservation of biodiversity and sustainable tourism development. The curriculum also includes study of constitution, democracy and election.

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

using online course)
The curriculum of the institute is designed to instruct in English language, but the faculty members conduct separate lectures in English and local languages to take care of students from vernacular medium. The students participate in intra, intercollegiate competitions and social events like NSS Camp etc. In this forum students work for the enhancement of computer literacy, carrier guidance, and organization of camps like blood donation, tree plantations drives, sports competition, food donation at orphanage etc. The college organizes cultural event namely SINHGAD KARANDAK. It is a flagship annual event of cultural and sports extravaganza. This event enhances the creativity amongst students like modeling, analyzing, organizing, interpersonal, acting, singing, dancing, playing instruments and managerial skills etc.

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

The Institute is affiliated to Savitribai Phule, Pune University. The syllabus - curriculum is prepared by the University and institute follows it strictly. The faculty members of various departments participates and contributes in the process of syllabus framing. The valuable inputs are given by these faculty members in the framing of curriculum. All the courses mentioned under curriculum of a particular department have Program Educational Objectives (PEOs), Program Outcomes (POs) and Program Specific Outcomes (PSOs) as per the norms and guidelines of statutory regulatory bodies. The dissemination of these POs and PSOs to the teachers, students and various stake holders is done through institute Website, Student/Faculty notice boards, Laboratory notice boards, Posters in corridors, administrative areas, Laboratory manuals, student journals, Faculty Course files, etc. All the courses are defined with course objectives and course outcomes and the same is discussed with the students by the faculty. The outcomes of all the courses are mapped with POs and PEOs at the end of the semester by all the departments in order to make improvements in teaching-learning process in subsequent semester. The institute organizes various competitions related to the field of Hotel management like, bread day, uniform designing, and culinary skills competition, to enhance creativity in students and give power to their imagination.

20.Distance education/online education:

The institute motivates students to get certification for Massive Open Online Courses (MOOCs), Coursera, etc. The Institute uses online platforms like Google Classroom, Microsoft Teams, etc. for effective classroom teaching. The e-learning material in the form of

lectures notes, Videos, PPT etc. are shared through said platforms. This facility has been effectively used for conducting various courses practical in online mode for distant learning.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**104**

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

2.Student

2.1 Number of students during the year	**170**

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

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**129**

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

2.3 Number of outgoing/ final year students during the year	**40**

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

3.Academic

3.1 Number of full time teachers during the year	**14**

File Description	Documents
Data Template	View File

3.2	**30**
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**6**
Total number of Classrooms and Seminar halls	

4.2	**70.06**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**40**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Sinhgad Institute of Hotel management & Catering technology (SIHMCT), Lonavala affiliated to Savitribai Phule, Pune University (SPPU), Pune and approved by AICTE, New Delhi, has the system for well-planned curriculum delivery and documentation. Effective curriculum delivery is ensured through a transparent process. The Internal Quality Assurance Cell of the Institute has laid down the procedure for effective implementation of the curriculum.

IQAC first take the subject choices from each faculty and based on that prepared the workload and time tables for each class.

Each faculty is made & to maintain the Course file which necessarily should contain syllabus, Personal Timetable of the faculty member, Program Outcomes, Program Educational Objectives, Teaching Plan,

Assignment list, Attendance of the students, Study notes to be delivered to the students, List of Practical, etc.

IQAC comprisesthefaculty members from all departments monitor, the activities mentionedin the academic calendar and submits reports. Due to any unforssen circumtances by the universitythe institution adopts the revised schedule.

IQAC also uses the Feedback system for the improvement of Academic Quality such as Feedback from Teachers, Students, Alumni, Employer and Parents.

The Principal of the Institute as well as various committees conucts meetings periodically forthe academic excellence.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

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 IQAC Team in coordination with Principal and the In-charge of the departments. Afterit is displayed on all the Notice Boards for students. Minutechanges are made in the Academic Calendarafter Principal's approval. The Activity Calendar includes the academic commecment and completion dates, tentative schedule dates of internal/ external/ practical examinations, vacations.

Attached are Time tables, Program Educational Objective and Program Objectives, Internal Examination Schedule, University Examination Schedule.

The Continuous Assessment & Internal Assessment (CAIA) is done in accordance with following activities as per Academic Calendar.

To motivate the students to perform well, the unit tests and internal examination are conducted as per the academic calendar. Internal examinations results, assignments, continuous evaluation sheet and syllabus completionwith every subject teacher.

To enable the students to promptly follow all academic activities, a

class counselors create parents WhatsApp group, which is monitored closely for achieving overall academic performance of the students for all the years.

All evaluations are finally compiled into a term work evaluation sheet so that the students get the marks they deserve based on their academic performance for the semester.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	Nil

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	B. Any 3 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	No File Uploaded

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

2

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

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

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

6

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

144

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

144

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

Our Institution integrates Cross-cutting issues of the society like

Moral Values, Human Values & Professional Ethics

A one week Induction programme related to the values and ethics is an integral part of the curriculum of the first year. Professional Morals and Ethics are inculcated in the students timely. Students will be able to understand the importance of ethics and values in their personal, social & professional life after studying these courses.It is in response to a long- felt and urgent need to integrate value education with decision making skills in their personal, social and professional life. College celebrates days of National and International importance as Republic day, Women's day, Independence Day, Teacher`s day, Human Rights Day, International Yoga Day, Constitution Day, etc. These celebrations nurture the moral, ethical and social values in the students.

Gender Equality

The college has Women Grievance Cell and Grievance Redressal Cell to provide counselling to the female students, promote gender equalyamongs students and also to deal with related issues regardingsafety and security of female students, staff and faculty.There are separate Boys & Girls hostels (In-campus) for providingsafe environment to all the students.

Environment & Ecology

Environmental Studies is a curriculum of the second year and third year of BSc HS. University prescribed this course for creating awareness and developing importance of environment amongs students.

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

4

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	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

109

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

1.4 - Feedback System

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

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://sinhgad-sihmct.in/wp-content/uploads/2023/12/Students_Action_Taken.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 sanctioned seats during the year

180

File Description	Documents
Any additional information	No File Uploaded
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

16

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

2.2 - Catering to Student Diversity

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

Students enrolled in various disciplines are identified as slow and advanced learners based on their HSC marks and the entry level

personal discussion conducted at institutionlevel.

• Bridge Courses are conducted to lift up the students to the level
of higher education. The Institute conducts bridge courses at the
commencmentof the academic year for the non-subject students
enabling them to cope up with the programme to which they are
enrolled. At institutionlevel we conduct communication skills and
English bridge Course in Basic English Grammar to enable students to
cope up with the course.

• Remedial Classes are conducted with an aim to improve the academic
performance of the slow learners,vurnacul medium, absentees and
students who representin sports and other activities.

• Advanced learners are encouraged to enroll in MOOC Courses –
Swayam

• Advanced Learners are provided with student development programme
for interviews.

• Students are encouraged to participate in various Seminars/
Conferences/ Workshops/ Inter and Intra-Collegiate Competitions
organized by other colleges.

• Participation by the students in the Intra-Collegiate Competitions
such as Debate, Group Discussion,Extempo,Problem Solving – Decision
Making Exercises and Quiz Programmes are also promoted.

• The college organizes guest lecturers of eminent personality,
students Seminars, and projects to inspire and motivate advanced
learners.

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

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

Number of Students	Number of Teachers
170	14

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

This methodology helps to transform the students from being relegated to the role of passive recipients to active and involved stake holders.

Since students vary in their ability to comprehend and absorb. It is not possible to address the needs and expectations of individual students and expect a uniformed learning outcome from them all in a teacher centric class. The teacher facilitates learning by allowing each individual student to comprehend at their personal level by ensuring their involvement in class activities so that they can absorb and grasp information at their own pace. Feedback of the Course and teachers, given by students at the end of each semester provides an opportunity to identify any lacunae which can then be addressed. Audio- Visual methodology, Google Classroom, Industrial Visits, Workshops, Field Work and Projects are some of the means utilized by the institute faculties to provide experiential and participative learning. Written Assignments are required to be submitted by students and these need to be done individually by researching on the given topic so as to enhance confidence, develop writing skills,apart from inculcating an interest in research activities.

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

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

As the result, teachers are combining technology with traditional methodof instructions to engage students in the long term learning process. Our Institute uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of

education. Four numbers ofPhotocopier machines - Multifunction printers are available at all prominent places in the institute. Five numbers of Scanners- Multifunction printers are available at all prominent places. Use of ICT By Faculty A. PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors. They are also equipped with digital library, online search engines and websites to prepare effective presentations. B. Industry Connect- Seminar and Conference room are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students. C. Online quiz- Faculties prepare online quiz for students after the completion of each unit with the help of GOOGLE FORMS. D. Video Conferencing- Students are counseled with the help of Zoom / Google meet applications. E. Video lecture- Recording of video lectures is made available to students for long term learning and future referencing. are being organized with the help of various Information Communication Tools. G. Workshops- Teachers use various ICT tools for conducting workshops.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[https://docs.google.com/presentation/d/1MESsCy6Ft0xljxJr_LhMVfMgoAAsbfFd/edit?usp=drive_link&ouid=110222865761000156096&rtpof=true&sd=true](#)

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

12

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

14

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

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

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

2

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

128

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The college has transparent and robust evaluation process in terms communicated with the students well in time to ensure effective implementation of the evaluation process. At the entry level, admissions are given purely on merit basis and the lists of merit students are displayed on Students who are admitted for the concerned course are assessed continuously through various evaluation processes at college and University level. Continuous evaluation is made through Group Discussion, Unit tests are conducted regularly as per the schedule given .The weightage for the unit tests varies as per the concerned faculty. Students marks is displayed on the Notice board and communicated to the students.

Personal guidance is given to the lowperforming the students after their assessment. Transparent and robust internal assessment is use to the Conduct of Examination. Interaction with students regarding their internal assessment. The method of internal assessment helps the teachers to evaluate the students more appropriately. Due to internal assessment, the students to take active participation in various co-curricular and the seminar presentation improves the communication skills of the students which is very essential to face the in this way mechanism of internal assessment is very transparent and robust.

File Description	Documents
Any additional information	View File
Link for additional information	**Nil**

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

- The internal assessment test schedules are prepared as per the university and communicated to the students well in advance. The marks obtained by the students in internal assessment tests are displayed on the department notice board.
- The marks obtained by the students in internal assessment tests are uploaded periodically on the university web portal along with their attendance.
- To ensure the transparency and curb the mall practices the university has introduced jumbling system and theory end examinations are conducted at a center other than the college.
- The end examination for the laboratory and projects shall be conducted with internal and external examiner appointed from the other colleges as decided by the University.
- Faculty Level: The continuous evaluation of students is carried out by faculty regarding theory lectures, labs, assignments, unit tests. The grievances during the conduction of online/theory examinations are considered and discussed in consultation with the Principal and if necessary forwarded to the university by examination section.
- Redressal of grievances at University level: The queries related to the results, corrections in mark sheets, other certificates issued by university are handled at SPPU examination section after forwarding such queries through the college examination section.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

In strict compliance with the objectives of Outcome Based Education (OBE), the Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) are framed by the Institute offering the concerned program after rigorous consultation with all faculty and the stakeholders. While addressing the students, the subject faculties create awareness on POs, PSOs and COs. The faculty members, class teachers, mentors, course coordinators also inform the students and create awareness and emphasize the need to attain the outcomes. Program Outcomes (POs) are broad statements that describe the professional accomplishments which the program aims at,

and these are to be attained by the students by the time they complete the program. The Course Outcomes are prepared by the course coordinator in consultation with concerned faculty members teaching the same course. Finally, they are discussed in the meeting with concerned faculty course-wise and approved.

The POs/PSOs of the programme are published through electronic media at institute website located on the chrome-extension://efaidnbmnnnib pcajpcglclefindmkaj/http://sinhgad-sihmct.in/wp-content/uploads/2023/12/Course-Outcomes-of-BSCHS-and-BHMCT-NEW.pdf

The COs of the courses are also published through electronic media at the on the Institute website: chrome-extension://efaidnbmnnnibpca jpcglclefindmkaj/http://sinhgad-sihmct.in/wp-content/uploads/2023/12/Course-Outcomes-of-BSCHS-and-BHMCT-NEW.pdf

In all the interactions with the students, awareness on POs, PSOs and COs is consciously promoted.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

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

The performance of the students in the examinations during the semester in each course is used to compute the level of attainment of the POs and PSOs through the mapping of questions to COs and COs to POs and PSOs. CO-PO & PSO mapping for all the courses in the program is prepared by the program coordinator in consultation with other faculty members. The process of course outcome assessment by direct method is based on mid examinations, semester end examination and assignments. Each question in mid/semester end/assignment/quiz is tagged to the corresponding CO and the overall attainment of that CO is based on average mark set as target for final attainment. Semester End Examination is descriptive, and a metric for assessing whether all the COs are attained. The indirect assessment is done through the course end survey. The attainment of Course Outcomes of all courses with respect to set attainment levels are given under. For each course, the level of attainment of each CO is compared with the predefined targets, and if not attained, the course coordinator

takes necessary steps towardsimprovement.

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

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

40

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://drive.google.com/file/d/1wxSRItT4hm771Uv3Ju7C18jeAoLp3ClV/view?usp=drive_link

2.7 - Student Satisfaction Survey

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

http://sinhgad-sihmct.in/wp-content/uploads/2024/03/SSS-22-23.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

NIL

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

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

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

NIL

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

11

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during

the year

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

1

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

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

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

NIL

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

3.3 - Extension Activities

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

1. NSS Camp - SIHMCT conducted NSS camp at Kale Colony, Pawana Nagar, Lonavala from22ndFeb,to 28th Feb 2023. Studentslearned life skills & weremade aware to serve & give back values to the society.

2. Food Donation Camp- SIHMCT conducted Food Donation Camp at Samparc Balgram Ashram on 2nd Dec 2022. were200 childrenswas served sumptuous dinner.

3. Road Safety Week -SIHMCT conducted Road Safety Week24thOct 2022. NSS volunteesr work given insight aboutdon't drink & drive.

4. Cleanliness Drive -SIHMCT, Programme officers and staff organised a cleaning drive in STES campus. Tokeep campuscleaning and tiedie.

5. Swacchata Pakhwada - As part of the Swachh Bharat Mission

Programme NSS volunteer's cleaned road sides, bus stops, open grounds, parking areas of are college premiseson the occasion of "Swachata Pandharwada" on 18th Aug 2022.

6. Lokjagar - NSS Wing of SIHMCT 'Lokjagar' has been celebrated on 5th August 2022. Mr.Girish CharwadSketch Artist &Mrs.Shubhangi KoparkarDirector-'Snehalaya' foundation graised this ocasion.

7. Women Health Check-up- SIHMCT organised women health checkup on1 July, 2022 INcollabration of RHTC, Lonavala.

File Description	Documents
Paste link for additional information	http://sinhgad-sihmct.in/wp-content/uploads/2023/12/nss-22-23-final.pdf
Upload any additional information	View File

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

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

3

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	No File Uploaded

3.3.3 - 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

3.3.3.1 - 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

11

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

490

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

11

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

11

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.

SIHMCT is equiped.with common amenities and support systems such as concret road, ample parking space, 24/7 water supply, electricity, power backup, internet, WI-FI, sanitation and green initiatives, sports ground, cultural center, Health club, shopping arcade, student's activity center and security syatems with CCTV Servilance etc.. Estate manager with his team is appoined for 24/7 help and support.which is monitored by the Estate Manager and controlled by the Campus Director. The waste management and horticulturistis outsourced to by external agencies which helps to keep the campus clean,green and non-poluted. Equipments like food processor Micro-wave, Oven, Pasta Machine & Barbeque are maintainesd and sreviced periodically..The software updates,ICT tools and internet related problems are resolved from the respective service providers.

Maintenance of Infrastructure:- The regular maintenace of infratructure includes civil work, plumbing, electrical fittings, furniture repair and any other is done by Estate Office on reular basis.

Each facility in SIHMCT is provided with clean rooms, coocking rang,Ovens, Refrigerator, Pulveriser, Exhaust fans, Chimany, Deep Fridge, Grinder Planetary Mixer etc are maintened by specialised experts timely.

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

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

College has provided a number of facilities for supporting extra-curricular activities related to cultural, creativity, arts and recreation. College encourages students to participate in various College level, State level and National level competitions by providing financial support. College has established Sinhgad cultural center(SCC) which is comprises Principal, staff and students as members of that committee.The SCC teams actively organized events throughout the year. Apart from cultural events SCC organizes Student Parent - teacher meet, Freshers' Party, validictory, National level technical, Cultural and Sports day.Other than this the students are provideced coaching facility in various sports acivities and types of dance. The college is equiped with Indoor games likeTable Tennis, badminton, Carrom, Chess and health club to enahance the phisical fittnes and mental health of students and faculty..

The institution provides coaches for the above games and their by encourages students to participate the students in national level tournaments.

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

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

6

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

6

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://docs.google.com/presentation/d/1MESsCy6Ft0xljxJr_LhMVfMgoAAsbfFd/edit#slide=id.p1
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)

0

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

4.2 - Library as a Learning Resource

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

ILMS is used to manage different functions of library. Library is automated with Autolib Library Management Software, version 1.0 with OPAC from year 2005. Currently we have upgraded to KOHA cloud based Library Management Software with WEB-OPAC facility from year 2023. This software is purchased from Softech Solutions and Services, Pune, they provide online and offline support for software related problems, timely backup, and maintenance of software services. This software has modules like Acquisition, Cataloguing, Circulation and Serial Control. It is used to create register reports, bulk student records, update items lending policies and their status. Book issued to the students, books returned by the students are the available options under the Circulation module. This module generates a

variety of reports, including circulation status summary, item transactions, item inventory status, operator transactions, etc. This module has facility of library Barcodes, That makes library functions easier, acurate and more efficient. The Serial Control module keeps track of subscribed book issues in the library and keeps a track of printed journals. The module is also used for making time tables,KOHA software also provides statistical analysis for ILMS, such as daily and monthly transactions, most issued books, least issued books, and reference books, etc.

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

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)

0.21

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

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

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

22

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

The computer lab is well-equipped with branded PCs and has adequate internet connectivity thanks to 17Mbps leased lines. Students and faculty can carry out their academic and assigned work with un-interrupted supplies in the computer lab. A lab assistant is available to assist students and faculty with their academic work. The institute has 40 computers with a configuration of I3,2 GB RAM and 500 GB HD, which is a DELL390 LAN facility. The 3-Layer Switching (Core, Distributed, and Access) model is implemented. The core layer switches in the buildings are connected to the Optical Fiber Ring Network. The core switching is now being extended to Distributed Switching for various departments. Where 100/1000 Mbps (Gigabit Switches) are installed.

Based on the access point requirements, 10/100 (Megabit) or 100/1000 (Gigabit) switches are used. The IT department extends complete support to the students with Wi-Fi facilities. Staff and students have the option to access this facility on their laptops by registering themselves. The institute currently has state-of-the-art Wi-Fi access points for RAILTAIL and another service provider TATA to provide Wi-Fi internet access through Wi-Fi zones. The institute is planning to establish this campus with free Wi-Fi-services.. The campus is well inter-connected with telecom network that provides intercom facilities.

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

4.3.2 - Number of Computers

40

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution	C.10 - 30MBPS

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)

5.64

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

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

MECHANICAL MAINTENANCE The standard procedure followed for service and maintenance of equipment/machinery is as follows If the equipment/machinery is to be serviced during the warrantyperiod, the supplier of the equipment/machinery will be intimated about the

repair and it will be serviced either in-house or in the supplier premises based on the nature of defect. Authorised requisition is sent to the purchase in-charge for the equipment or any other machinery to be purchase if it is necessary. After the Machinery/equipments is purchased, if necessary it will be repaired by the experts. The efficient upkeep of sports equipmentsis done through regular monitoring using the required workforce.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

50

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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

04

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	Nil
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

182

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

182

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

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

40

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	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

04

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

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

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

03

File Description	Documents
Upload supporting data for the same	View File
Any additional information	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.

8

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

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

Students participation and engagement in various committees has always been very crucial in SIHMCT.The following committees have students representative which provide the important aspect of developing the administrative as well as management skill.

Anti-Ragging committee - It emphasis on the Safe and secure enviroment for each and every student ;

Internal Complaints committee - It is very vigilant committee whichfocuses on the complaints of student

Womens Grievances committee - It focus on the women safety and security as well as the hygiene issue related to girl studentsand staff member.

National Service Scheme volunteers - It is Youth inspiratuonal program which try to inculcate the self-less service , moral values , Spiritual values and petriotism.

Cultural Committee - It focus on the holistic development of student through various cultural activities

Sports Committee - it provides discipline towards life throught the physical , mental challenges

The Institute conducted various curricular, co-curricular and extracucurricular activities These activities were organised by the the students. The activities were Orientation for first year, Freshers party, fairwell party, Kerala theme lunch, Blood Donation camp, Yoga Day etc. organised the by the students in the Institute.

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

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

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

participated during the year

16

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

5.4 - Alumni Engagement

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

The Alumni Association established on academic year 2011-12 (MH.10/2012/Pune Dtd.05/01/2012Pune)

Objectives of Alumni Association :

To promote and foster beneficial interaction between Alumni and the Institute which evolve the Development of institute through placement activities; research and developmentExpert guidance etc.

Association helps tthe students to develop the right prospective toward the higher education , self-employment by inculcating hospitality values

It Promotes the Industry-Institute interaction to bridge the gap between industry requirements and education offered. Enhance students' job prospect which will also helps regional bodies in entrepreneur development

To encourage and support students of the Institute in sports, cultural and extra-curricular activities which helps to development good mindset for the anti-drug, anti-social activities.

Alumni's non-financial contributions:

They provide the Valuable feedback fordevelopment of the student.

They contribute significantly for enrichment of curriculum through student training , value addition programs,expert talks ,interpersonalskills. internships, industry sponsored projects, arranging industrial visits etc.

Financial contributions by alumni:

The financial contributions done in 2ways, wherealumni financially sponsors technical events , projects , theme of the student ,events in Sinhgad Karandak etc. also they helpinstitutional activities like admission awareness , technical activities during the various activities on non-chargeable basis.

File Description	Documents
Paste link for additional information	Nil
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

The Vision and Mission of the institute have been developed through the dynamic involvement and participation of all stakeholders in gentle and attentive deliberations. The Vision and Mission statements assist the institute as a directional guide for the betterment of the institute. The objectives help for consistantgrowin academics & healthy industry interface that are globally at par. The institute implements an advance level of teaching & hands on training that enhancesentrepreneurship skills. It also provides the good opportunity forthe students to participate in various co-curricular, extra-curricular and social activities for their overall development. Student Training Programs (STPs) and Value Addition Programs (VAPs) are organised on regular basis for improvement of placements..

Vision:

To emerge as the most preferred hospitality education institute with global recognition & developing competent & socially sensitive professionals committed to excellence.

Mission:

To make incessant enterprise in translating our vision into a reality & achieve the following objectives:

- **To create state of the art facilities for advance level of teaching, hands on training & encouraging entrepreneurship.**
- **To continuously grow through consistent performance in academics & healthy industry interface.**
- **To develop students as global citizens with conscience commitment & dedication.**

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

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

The institute believes in the values of decentralization and participative management, with well-structured committees at different levels of administration. Management has given authority to the IQAC team that is actively workstowards improvement ofquality. It has set up a strong monitoring system through collateraldocumentation and records. Faculty members workinvarious committees that are formed at the institute level as per university norms.The opinions and sugesstions of committee members play vitalroles in decision making. Teaching and non-teaching Meetings are regularly held by the Head of Institution to discuss various issues. The administratiormakes sure that faculty members suggetions, opinions and proposals are included in theoverall development ofcollege

Dedicated faculty members makeefforts to improve results in university exams and ensure quality placements for students. Institute also helps in getting on job tarining & nternships through industry-institute interaction.The institue offers extra-curricular

programs that contributes in the overall growth of the students. The institute nurtures students and staff to become good human beingsand their by contributing through various social activities to society and the environment development around them.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The SIHMCT has a well-established administrative structure and a governing body to formvarious policies. The governing body assists in setting up processes for implementing academic, administrative, and overall development of the institute as per theVision and Mission of the institute. The decision taken by the Governing body is executed through the Principal, IQAC, various committees, and Administrative officers. All the various committees of the institute work effectively under the guidance of the Principal and the Internal Quality Assurance Cell (IQAC). Maintenance of Minutes of meetings are followed by execution of decisions, reflect the systematic and efficient work culture. The Institute has variouscommittees coordinated by faculty members and monitored by the Principal and IQAC to ensure effective and efficient performance of the Institute. The institute has a well-designed, updated and upgraded website that displays all the important information. The institute has a quality policy that is well-defined and applies to various activities and research projects.

The institute has designed service rules and HR policies according to the norms of AICTE, DTE, UGC, and the State Government, which have been approved by the Governing body. The institute has a transparent policy for internal promotion based on the performance of employees.

The institute is committed to the overall development of students thatinvolves curricular, co-curricular, and extra-curricular activities. This helps students build up confidence for good placement and also creates a positive impression in social and professional circles..

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	Nil
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.

The institute has a well-established academic and administrative setup with a governing body to formsvarious plans and policies. The governing body guides the processes for implementing the academic, administrative, and overall development of the institute along with the vision and Mission of the institute. Various committees of the institute work effectively under the guidance of the Principal and the Internal Quality Assurance Cell (IQAC). Decisions taken in the meeting are executed and implemented, reflecting a systematic and efficient work culture. The institute follows service rules and different HR policies as per the norms of AICTE, DTE, UGC, and state governments that have been approved by the governing body.

The institute implements e-governance in all aspects of functioning, like the library, accounts, admissions, administration, teaching, etc. The policy is designed and framed to make each and every function transparent and accountable.

The institute has recruited teaching faculties and non-teaching staff as per the norms of AICTE and university norms. The management allows CL, Medical leaves, Vacations, and Special leaves for non-teaching staff.Permission is granted forthe teaching staff, on-duty permission to attend seminars, conferences, familiarise programme etc. The management facilitates teaching as well as non-teaching employees with staff accomodation, provident fund, maternity leave, insurance, incentives, promotions, and bus facilities to and from for commuting to the institute.. The SIHMCT management appraises the staff on a regular basis based on their performance. Staff members are motivated for further skill enhancement and personal development.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	[View File](#)

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

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

6.3 - Faculty Empowerment Strategies

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

The institute has adapted E-governance for smooth functioning of the institute.Staff attendance is registered online. The staff is allotted individualemail ID for online communication. The leave management system for staffis operated through an online source. The institute maintains an updated website for displaying information about the institute, including notices for students, admission-related information, collegeevents, achievements,etc. this helps students to be updated all the time.

The institute has various categories of welfare measures for teaching and non-teaching staff, such as

Personal and general welfare schemes for all staff:

- **Casual leave, Earned leave, Medical leave, Official duty leave, and Study leaves are available for both teaching and**

non-teaching staff.
- Matenity leave of 180 days for femalestaff with an extended maternity leave if required.
- The teachingfaculties are eligibal for winter and summer vacation as per DTE norms.
- Staff are given annual increments in the salary based on their performance appraisal.
- Campus provides campus clinic and a doctor to provide free medical checkups for the teaching and non-teaching staff.
- Provision for staff quarters for both teaching and non-teaching on the STES campus in Lonavala.
- The institute encourages staff to pursue higher studies.

File Description	Documents
Paste link for additional information	**Nil**
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

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

11

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

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

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

9

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
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

The institute has systematically designed a performance appraisal system for teaching staff. For every performance appraisal cycle, each employee self-evaluates the appraisal form. The head of the institute reviews the performance appraisals, which are further reviewed by management. Areas to be evaluated include general appraisal, academic appraisal,student feedback and result analysis.

Performance Appraisal System for Teaching Staff:

A self-appraisal is the first step in the appraisal process. Employees are asked to sign appraisal forms. The employee's signature does not imply that the management or employee agrees with the appraisal, but that the employee has seen it. The employee can discuss the differences with management, who will then do an independent analysis of the issue. Productivity and activity are the keys to evaluating any employee. It is the responsibility of the employee to ensure that he or she has at least one performance during his or her twelve months of service. It is to be noted that all performance appraisals are used to provide a positive and developmental assessment of individuals and are not to be used as tools of personal vendetta under any circumstances.

Performance Appraisal System for the Non-Teaching Staff:

The performance-based appraisal system for non-teaching staff is based on quality of work, supervisory ability, initiative and cooperation, interpersonal relations, etc. The self-assessed forms are assessedby the Principal.and further reviewed by management.

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

6.4 - Financial Management and Resource Mobilization

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

The institute conducts transparent internal and external financial audits every year. The institute has an internal auditorsteam that conducts the internal audit.. The auditor insuresthe mobilization of funds isin optimal use for the benefit of the institute. The internal financial audit of the institute is delegated to a committee of 3 to 4 accountants working with the STES along with the instituteaccountdepartment. The original copies of invoices, vouchers, and supporting documents related to the expenditure are kept in the accounts department. All the documents are verified by the accounting officer.

During the internal financial audit, auditors raises a quiryrelated

to finance and give the college an opportunity to address and rectify the errors. They also give necessary guidance for the improvement in maintenance of the accounts. These measures ensure no further discrepancy in the records that willbe objected to by the external auditors.

Every financial year the external financial statutory audit is conducted by a Chartered Accountant. A complete examination and verification of all the financial transactions are carried out. All remarks and objections of the auditor are communicated through their report to the institute. These are examined by the Principal, the internal auditor, and the accounts department. The discripanciesin the auditor's report are addressed and rectified with the necessary supporting documents within the stipulated time limit.

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

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

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

nil

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

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

The institute has a well formulated financial policy it ensures effective and optimal utilization of financial resources for academic, administrative and the overall development ofthe institute. The institute has an effective system in place to track how well the financial resources are being used. The financial

budget for the academic year is prepared by considering all the possible income and expenditure. The institute ensures that the expenditure is limited within the alloted budget. Every year the college fees are approved by the Fee Regulating Authority, the Government of Maharashtra, by considering various expenditures of the institute, including the audit reports.

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

6.5 - Internal Quality Assurance System

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

The role of IQAC in ensuring quality standards in teaching, learning, and evaluation is decisive. IQAC has contributed to implementQuality Assurance strategies and processes as follows.

1. Scheduling and implementing annual plans for institution-level activities to enhance quality.

2. Arrange feedback, responses from students, teachers, alumnis, and employees for institutional processes related to quality assurance.

3. Developing and implementing quality-related benchmarks/parameters for various academic curriculum and activities at the institution.

4. Information on the various quality parameters of higher education and the best practices followed by other institutions can be retrieved.

5. Organizing workshops and seminars related to quality, promoting quality circles, and sharing the outcomes of these activities through out the institution.

6. Quality enhancement is achieved through the development and application of innovative practices in various programs and activities.

7. Contributing to the creation of a learning-centered environment that is conducive to high-quality education.

8. Develop internalization and institutionalization of quality enhancement policies and practices.

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

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

The SIHMCT motivates its employees to strengthen their academics and collaborate with various hotels and organizations for quality initiatives. The students and faculty members are participatein these activities. Collaboration with institutes that give understandings for higher studies in India.abroad,the latest trends and innovations in hospitality inputs through workshops and seminars are conducted for students and faculty members. These activities are also based on feedback received from the stakeholders. A MoU has been signed by SIHMCT with hotels and organizations with national and international reputation. This is done to establish a mutually beneficial relationship that includes faculty development programs, workshops, seminars, training, internships, placements, and the sharing of physical resources.

IQAC mainly helps to regulate the teaching-learning process by organizing various activities to enhance the knowledge base and improve quality in different ways.

The institute offers value added programs to provide students with additional content beyond the syllabus and enhance their skills.

A mechanism for addressing observations and collecting periodic feedback from stakeholders is in place.

Result analysis is done after every examination and measures are taken accordingly by IQAC in consultation with the stakeholders and committee members.

The outcome of the audit is discussed in IQAC meetings and Governing Body (GB) meetings of the Institute. A plan of action is prepared to implement the suggestions accepted by IQAC and the Governing Body.

File Description	Documents
Paste link for additional information	https://sinhgad-sihmct.in/wp-content/uploads/2023/12/Academic-Handbook-link.pdf
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)	B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://sinhgad-sihmct.in/wp-content/uploads/2024/01/6.3.3.4.Annual-reports.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
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

Measures initiated by the Institution for the promotion of gender equity:

SIHMCT is a prestigious institution that promotes gender equity and equality, fostering a safe and secure environment for girls and women. The institute conducts various activities to acceleategender sensitization,integrate women into the workplace, fostering a peaceful, prosperous, and sustainable society. The institution has a dedicated women anti-harassment cell and anti-ragging committee,

which works together to prevent harassment and ragging on campus. The NSS unit organizes awareness rallies and events like International Women's Day to promote gender sensitization.

Girl students participate in various curricular and extracurricular activities, including outdoor catering services and NSS activities. Facilities for women include counseling and mentoring, separate common rooms with necessary amenities, and a sanitary napkin vending machine in the girl's wash room. The institute also provides safety and security measures, such as safe parking spaces with CCTV, a gated community, and 24x7 security services.

The institute also offers a separate hostel facility for females with efficient infrastructure and CCTV. A separate beauty parlour facility is available for grooming sessions. A well-equipped gym is available for female students to exercise and have separate time for self-care. The Primary Health Centre (PHC) provides essential health services to the campus. Overall, SIHMCT aims to create a supportive and inclusive environment for all students.

File Description	Documents
Annual gender sensitization action plan	**Nil**
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://sinhgad-sihmct.in/wp-content/uploads/2023/12/7.1.1_Additional_Information-3.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**B. Any 3 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

SIHMCT has executed various practisesto manage degradable and non-degradable waste generated in the institute and campus.

1. Solid waste management:

- Daily garbageis collected on a daily basis by housekeeping personand handed over to the Municipal garbage vehicle.
- Institute has installed sewage disposal plant of 2.31 Lakh litre capacity.
- FAB reactor of 3.55 Lakh litres is used to treat around 3.5 lakh litre wastes from the campus.
- 2. Liquid waste management

The waste water lines from toilets and bathrooms are connected to the municipal drainage mains and treated at a sewage disposal plant. The waste disposal plant has secondary tube settlers, sludge dig ester tanks, chlorine contact tanks, pressure sand filters, and activated carbon filters. These tube wells supply a significant portion of the water to campus habitation after treatment. The institute also collects rainwater for recharge and uses it for other purposes.

2. Biomedical Waste Management

- As per the category of waste, biomedical waste from institute, hospital and hostels is collected at the Rural Health Training Centre Department .
- The waste is transported to Pune at Shrimati Kashibai Navale Hospital of Sinhgad Technical Education Society.
- Waste is Collectively given to the agency to dispose.

3. Waste recycling system

- Recyclable waste materials like plastic, papers, etc. are collected and sold to a scrap dealerfrom time to time.
- Usage of used one side papers is done forprinting of interoffice communication which saves paper.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	http://sinhgad-sihmct.in/wp-content/uploads/2024/01/7.1.2-Geo-Tagged-Photo.pdf
Any other relevant information	View File

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
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	

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	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	B. Any 3 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).

SIHMCT Lonavala offersan excotic landscape and provides an condusive

environment through various activities, likeJOSH (annual gathering), Shivjaynti Celebrations, and other cultural events. These activities maintain harmony, promotes values, rights, duties, and encourages responsible citizenship amongst students as well asemployees.

SIHMCT organizes JOSH, an annual event in the month of January or February every year, that gives an apportunity tostudents forshowcase their extra-curricular skills. Events includes Solo Singing, Duet Singing, Solo Dance, Group Dance, Fashion Show, Mr. and Miss SIHMCT, Stage Play, and Ages of Rock (Rock Band). Judges select the best performances for overall student development.

On World Environment Day, our Institute launched an extensive Tree Plantation Programme in open spaces, usingsaplings supplied by local government nursery to restore eco-balance and organize the planting process.

Blood donation camps and cleanliness drives are vital initiatives in India. Blood donation camps, organized by Sinhgad Institute, collect over 100 bottles of blood annually, promoting awareness about the importance of blood donation. The cleanliness drive, launched by the government, aims to address sanitation and waste management issues, ensuring hygiene across the country. Both initiatives aim to save lives and promote cleanliness.

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

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

SIHMCT Lonavala carried out various activities for students & employees to add values, rights, duties to make them a responsible citizen. For that purpose we organise different activities such as tree plantation, blood donation, cleanliness drive, visit to orphanage, NSS camp visits to different villages & many more

The Sinhgad Institute of Hotel Management & Catering Technology has launched an extensive Tree Plantation Programme on World Environment Day, aiming to restore the eco-balance by planting saplings in empty spaces. Blood donation is a noble act, as it constitutes almost 7%

of the body weight. The institute organizes annual blood donation camps, with the help of Smt Kashibai Nawale Medical Hospital, involving teachers and students. Over 100 bottles of blood are collected each year, spreading awareness about the importance of blood donation. The cleanliness drive, Swachh Bharatabhiyan, was launched by the Government of India to address sanitation and waste management issues in India. The institute organized a cleanliness drive on its campus, involving NSS students and teachers to ensure hygiene across the country. These initiatives aim to raise awareness about the importance of blood donation and cleanliness in India.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic 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

SIHMCT play a crucial role in celebrating and organizing National

and International Commemorative days, events, and festivals. It serve as platforms for communities to come together, celebrate their cultural heritage, and highlight important historical events. These celebrations often bring people from different backgrounds together, fostering a sense of unity and solidarity. As we dwelveinto the historical context, key figures, impact, and influential individuals in this field, we can gain a deeper understanding of the significance of these institutions in promoting social cohesion and cultural awareness.

Key figures in the field of organizing commemorative events include government officials, cultural ambassadors, event planners, and community leaders. These individuals play a crucial role in conceptualizing, planning, and executing celebrations that resonate with diverse audiences.

The impact of institutecelebrating national and international commemorative days, events, and festivals is multifaceted. On a social level, these celebrations contribute to the preservation of cultural heritage, fostering a sense of pride and belonging among community members. They also serve as spaces for dialogue and exchange, allowing different groups to come together and learn from one another.

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 (A)

1. Title

Students interface with industry

2. Objective:

Paralleling with the industry to upkeep with the latest trends in the industry and to make them industry ready to take up a challenging career.

3. The Context:

This program prepares students for diverse hospitality careers, enables them to innovate and transform the industry, and provides them with exciting global opportunities.

4. The Practice:

The institute hosts events like seminars, visits, workshops, and alumni meet programs to foster student-industry interaction, with industry professionals serving as jury members to assess student skill levels.

Best Practices (B)

1. Title:

Paperless Governance

2. Objective:

A paperless office reduces physical paper usage by using digital documents instead of filing cabinets, saving time and reducing the need for physical file retrieval.

3. The Context:

Modern information technology enables paperless offices, offering environmental benefits. However, eliminating paper from the office can be challenging, as it is often difficult to achieve.

4. The Practice:

SIHMCT institute is utilizing computerized education systems to enhance administrative efficiency and reduce paper work for millennial students. Electronic communication processes, including uploading documents on the website and sending individual letters via email and WhatsApp, are implemented.

`Salary- Saral Pay Pack & Paywiz`

`Tally Prime- Aspire, Aspire Tally`

`TDS Return- TDS Institutional software`

`Biometric- Zenon`

`Library- Coha software`

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	[View File](#)

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

`SIHMCT Lonavala is implementing a Green Campus initiative to promote environmentally sustainable development, promoting bicycle use, public transport, pedestrian-friendly roads, and green landscaping with various tree and plant species.`

`SIHMCT Lonavala is implementing green campus initiatives, planting 10% more trees annually, and strictly adhering to its green policy, ensuring sustainable and responsible resource utilization.`

`SIHMCT Lonavala, a renowned green campus, has over 7500 well-grown trees of various species. The campus conducts tree plantation activities on various occasions, and a dedicated gardening team is responsible for nurturing plants. The campus is transforming from a regional to a national level campus, and the team has decided to enumerate the green cover and quantify the carbon sequestration of its existing tree population. The objectives of the green audit include studying the woody green cover, species diversity, biomass and carbon stock, carbon sequestration potential, oxygen source, and canopy cover. The study area covers about 200 acres, with the major area covered with vegetation. Data analysis using MS-Excel spreadsheets and factors given by the Intergovernmental Panel on Climate Change (IPCC) was used to analyze the data. Findings include carbon sequestration, oxygen release, canopy cover, and carbon footprint. The campus's use of energy resources like electricity,`

fuels, and Liquefied petroleum gas (LPG) necessitates calculating the campus's carbon footprint to upgrade its Clean Developmental practices.

File Description	Documents
Appropriate web in the Institutional website	[View File]()
Any other relevant information	[View File]()

7.3.2 - Plan of action for the next academic year

FUTURE PLANS

- **Strengthening stake holder participation for growth development by involving alumni and industry stalwarts to share their expertise.**
- **Membership of Professional bodies for sharing of knowledge.**
- **Allotment of resources for research, increased research publication, encouragement for higher education of faculty through enrolment for Ph.D, exposure to various hospitality assignments, workshops seminars.**
- **Effective utilization of resources and creation of avenues for additional revenue.**
- **Collaboration with international faculty and student exchange programme.**
- **Collaboration with various foreign placement agencies for placement of students for work and further studies by generating MoU's.**
- **Implementation of CCC (Carrier Counselling Center) for students.**