



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution

C.H.M.E. SOCIETY'S DR. MOONJE
INSTITUTE OF MANAGEMENT AND
COMPUTER STUDIES

- Name of the Head of the institution **Dr. Preeti Mahesh Kulkarni**
- Designation **Director**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **02532309617**
- Mobile no **9890646845**
- Registered e-mail **moonje_institute@rediffmail.com**
- Alternate e-mail **office@moonjeinstitute.com**
- Address **Bhonsala Military College Campus,
Rambhoomi**
- City/Town **Nashik**
- State/UT **Maharashtra**
- Pin Code **422005**

2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**

- Location **Urban**

- Financial Status **Self-financing**
- Name of the Affiliating University **SAVITRIBAI PHULE PUNE UNIVERSITY**
- Name of the IQAC Coordinator **Dr. Shital Gujarathi**
- Phone No. **02532342840**
- Alternate phone No. **9175947050**
- Mobile **9623453868**
- IQAC e-mail address **dmi.iqac@moonjeinstitute.com**
- Alternate Email address **moonje_institute@rediffmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year)) <https://moonjeinstitute.bhonsala.in/AQAR-2023-24.html>

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

- if yes, whether it is uploaded in the Institutional website Web link: https://moonjeinstitute.bhonsala.in/encyc/2024/6/12/Academeic-Calendar-2023-24_202404181907120116_202406121156015111.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B++	2.9	2024	25/10/2024	24/10/2029

6. Date of Establishment of IQAC **02/08/2017**

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
Institutional	Board of Student Development (BSD)	SAVITRIBAI PHULE PUNE UNIVERSITY, PUNE	2023-24	21000

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

- Upload latest notification of formation of IQAC [View File](#)

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

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

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

- If yes, mention the amount

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

1. The IQAC arranged Harvard Certifications for MBA II students. 2. The IQAC facilitated the participation of 10 students in Certification Programs under NISM. 3. The IQAC organized programs under various MoUs and linkages. 4. The IQAC encouraged students to pursue higher progression and certificate courses during the year. 5. A Standard Operating Procedure (SOP) was developed for various events and activities. During the year, all academic and extracurricular activities were conducted as per the approximate timeline provided in the academic calendar. Admissions were successfully completed, and the academic calendar was effectively executed. Initiatives such as the Industry Samvaad Series and extension activities, including Nirbhay Kanya Yojana, Adventure Camp, were conducted. Admissions under the Ph.D. Research Center were completed, and Ph.D. coursework was conducted for the first batch.

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
To introduce NEP 2020-IKS awareness	Awareness Session
To introduce some short term Addon/Certificate Courses.	Harvard Certification
SOP (Standard Operating Procedure)	Efficiency in various activities and events
Industrial Visit	Holistic Development and practical exposure to various sectors
Participation of staff at various bodies of SPPU	Dr. Preeti Kulkarni appointed as BOS member at SPPU
Preparation for NAAC Accreditation in 2nd Cycle	Successfully collected Data and filled SSR for 2nd Cycle
Co-teaching Sessions.	Co-teaching sessions are conducted successfully.

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

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	12/09/2023

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Designation	Director
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• if yes, whether it is uploaded in the Institutional website Web link:	https://moonjeinstitute.bhonsala.in/encyc/2024/6/12/Academeic-Calendar-2023-24_20240418190712011_6_202406121156015111.pdf				
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Name	Date of meeting(s)
College Development Committe	12/09/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	15/02/2024

15.Multidisciplinary / interdisciplinary

Institute is affiliated to the Savitribai Phule Pune University and adheres to the curriculum given by the University. The syllabus is revised every three years, now we are following 2019 pattern for MBA (II year) and 2022 pattern for MBA (I year). Academic programmes are redesigned by the Savitribai Phule Pune University will provide Multidisciplinary /Interdisciplinary courses as electives. When a learner successfully completes the

courses provided in an academic program at a certain level, he/she is allowed to transfer his/her credits in some of these courses to another same level academic program having these courses in common.

16.Academic bank of credits (ABC):

DMIMCS being affiliated to SPPU, Pune have made it mandatory for all students to get registered for ABC. So as per directives of SPPU our all MBA I/II year students are registered for ABC.

17.Skill development:

Our MBA programme is designed in such a way to mould future managers thoroughly conversant with the application of tools and techniques of modern management practices in order to align with industry needs. This new pattern of MBA syllabus adopted curriculum and the training imparted will help our management programme aspirants to get fully trained in accordance with the industry requirements. We strive to enhance the employability for our graduates as per the industry's current human resources requirements. The MBA program has specialization in marketing, finance, human resources, business analytics and operation -supply chain management. We have introduced add-on and certificate courses like personality development, Advanced MS Excel, Entrepreneur Development etc for improving management skills.

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

We recognize the cultural values embedded in Marathi literary works. To promote the preservation and protection of the Marathi language, we celebrate Marathi Bhasha Din and Maharashtra Day. The affiliating university's curriculum includes mandatory courses such as Professional Ethics and Human Values, Human Rights, the Constitution of India, and the Essence of Indian Traditional Knowledge, aiming to instill constitutional obligations among students. Every year, we celebrate National Constitution Day on November 26th, where we take an oath to abide by constitutional norms. On this occasion, we emphasize the rights and duties of citizens, sharing these with both students and staff members. The language academy established by the institute encourages students to learn both foreign and Indian-origin languages. The institute also includes books from the Indian Knowledge System (IKS) for reference. Additionally, our director serves as a resource person for IKS under Malaviya Mission Teacher Training Programme.

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

The MBA program, designed as an outcome-based education (OBE) by Savitribai Phule Pune University, aligns with the University's guidelines on Graduate Attributes (GA), Programme Outcomes (PO), Programme Specific Outcomes (PSO), and Course Outcomes (CO). Courses are structured using Bloom's Taxonomy to develop cognitive skills such as Remembering, Understanding, Applying, Analyzing, Evaluating, and Creating. In addition to domain-specific knowledge, the program emphasizes social responsibility, ethics, and entrepreneurial skills, preparing students to contribute to the nation's economic, environmental, and social well-being.

20.Distance education/online education:

We conducted online classes, leveraging digital platforms for teaching, conferences, and meetings . Platforms such as Zoom and Google Meet were used for online sessions and webinars, while Google Classroom supported academic delivery and assessments. The institute has implemented a Learning Management System (LMS) to ensure a seamless teaching-learning process and provides e-learning resources for both staff and students.

Extended Profile

1.Programme

1.1	2
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	254
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	110
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Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		
File Description		Documents
Data Template	View File	
2.3 Number of outgoing/ final year students during the year		93
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 Number of sanctioned posts during the year		16
File Description		Documents
Data Template	View File	
4.Institution		
4.1 Total number of Classrooms and Seminar halls		11
4.2 Total expenditure excluding salary during the year (INR in lakhs)		76.79
4.3 Total number of computers on campus for academic purposes		175

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The Dr. Moonje Institute of Management & Computer Studies, Nashik, affiliated with Savitribai Phule Pune University, ensures effective curriculum delivery through a well-structured and documented process. The MBA and MCA programmes follow the University's prescribed curriculum, with an academic calendar aligned to university guidelines. Departmental meetings determine subject allocation and faculty workloads, ensuring alignment with university policies.

Faculty members prepare detailed teaching plans, presenting the syllabus to students at the semester's start. Effective curriculum delivery is supported by ICT tools, Learning Management Systems, and access to digital and library resources, including Dellnet and EBESCO. Professionals, researchers, and industrialists contribute to curriculum enrichment through guest lectures and guidance. Faculty development programmes enhance teaching proficiency, while feedback from students and teachers fosters continuous improvement.

Practical exposure is emphasized through industrial visits and activities designed to enhance employability and holistic development. Classroom learning is complemented by resources like books, magazines, and online databases. Beyond academics, initiatives focus on nurturing personal growth, preparing students for future challenges.

This comprehensive approach underscores the institute's commitment to delivering a robust academic experience, equipping students with knowledge, skills, and competencies to excel in their careers and contribute effectively to society.

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 at Dr. Moonje Institute is meticulously prepared before the start of the academic year, detailing key activities such as class commencement, internal assessments, counselling sessions, and events. Formulated by the Academic and IQAC Coordinator and approved by the CDC Chairman, it serves as a foundation for curriculum implementation. The calendar is shared during the Induction Programme, displayed on notice boards, and uploaded to the website for accessibility.

Continuous Concurrent Evaluation (CCE) is implemented rigorously in alignment with the academic calendar to enhance the teaching-learning process. CCE evaluates student performance through a structured framework that includes internal assessments, term-end exams, viva voce, demonstrations, group discussions, case analyses, seminars, and open-book assessments.

An Examination Planner ensures advance communication of test schedules to departments, enabling timely preparation of departmental timetables. The assessment schedule is shared with students via the website, notice boards, and classroom announcements. Course coordinators design assignments, presentations, and case studies per course requirements, ensuring adherence to the academic calendar.

This systematic approach to planning and evaluation ensures the effective delivery of the curriculum while fostering the holistic development of students, enhancing their academic growth and overall competencies.

File Description	Documents
Upload relevant supporting document	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

B. Any 3 of the above

process of the affiliating University

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

1.2 - Academic Flexibility

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

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

2

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

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

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

13

File Description	Documents
Any additional information	No File Uploaded
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

855

File Description	Documents
Any additional information	No File Uploaded
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

Dr. Moonje Institute integrates cross-cutting issues like professional ethics, gender, human values, environment, and sustainability into the curriculum through co-curricular and extracurricular activities. These efforts aim to develop professional, moral, and personal qualities in students, ensuring they thrive in a competitive environment while fostering inclusiveness and equal opportunity.

The curriculum incorporates courses addressing themes such as IT security, cyber law, human rights, and corporate social responsibility. These subjects enable students to gain critical insights into ethical practices and societal responsibilities.

Gender: The institution organizes events like Women's Day celebrations, workshops on women empowerment laws, and campaigns such as Save Girl Child. Activities like essay writing, poster exhibitions, and wall presentations highlight and address gender-related challenges.

Environment and Sustainability: The institute actively supports environmental conservation through tree-planting drives and sustainable development initiatives in neighboring villages. Such activities align with government efforts to promote environmental awareness and sustainability.

Human Values and Human Rights: The SPPU Human Rights course educates students on human rights principles, their roles in protecting these rights, and strategies to address gender-related and societal issues. This comprehensive approach emphasizes human values and ethical responsibilities in professional and personal contexts.

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

2

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

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

117

File Description	Documents
Any additional information	No File Uploaded
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 **A. All of the above**

from the following stakeholders Students
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://moonjeinstitute.bhonsala.in/Encyc/2024/4/2/Feedback-System.html
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://moonjeinstitute.bhonsala.in/Encyc/2024/4/2/Feedback-System.html

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

161

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

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

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

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

2.2 - Catering to Student Diversity

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

The Institute follows a comprehensive approach to assess the learning levels of students, ensuring personalized academic support.

Primary Assessment

- Students undertake a Computer-Based Test to evaluate their knowledge and aptitude.
- Based on performance, students are classified as slow or fast learners.
- Continuous assessments and end-of-semester evaluations determine their overall academic performance.

Initiatives for Slow Learners

Students who score below 50% in the first Continuous Assessment are classified as slow learners and provided with the following support:

- Remedial classes, tutorials and assignments to help improve understanding.
- Special coaching and counselling sessions.
- Relevant study materials are uploaded on the LMS and Google Classroom.
- Practice on previous year's question papers and question banks.
- Mentors provide guidance to improve academic performance.

Initiatives for Advanced Learners

For fast learners, the Institute provides opportunities to enhance their learning experience:

- Encouragement to participate in symposiums, workshops, quizzes, poster presentations and inter-institutional competitions.
- Guidance for competitive exams and research activities.
- Opportunities for publishing research papers in conferences and journals.
- Specialized training programs for advanced technical knowledge.
- Career planning and participation in project competitions etc.

File Description	Documents
Paste link for additional information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/2.2.1-Programmes-organised-for-Advance-and-Slow-Learner_202501151733036663.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
254	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

The Institute adopts various student-centric methodologies such as experiential learning, participative learning and problem-solving techniques to enhance the overall learning experience.

1. Experiential Learning

- **Training Programs:** Additional skill-building programs beyond the syllabus are conducted.
- **Summer Internships:** Students gain practical, hands-on experience in the industry.
- **Online Courses:** Platforms like Coursera, NPTEL, and SWAYAM provide students with opportunities to expand

their knowledge in relevant fields.

- **Industrial Visits:** Students participate in visits to real-world industries for experiential exposure.
- **Career Guidance and Invited Talks:** Experts provide insights into career opportunities, helping students choose appropriate career paths.
- **Co-Teaching:** Industry practitioners contribute to 20% of the syllabus, bridging the gap between theory and practice.

2. Participative Learning

- **DMI Carnival:** A platform for students to showcase managerial skills.
- **Seminars and Paper Presentations:** Students present papers on contemporary topics, developing technical and functional skills.
- **Quizzes:** Faculty-driven interactive quizzes enhance student engagement.

3. Problem-Solving Methods

- **Case Studies:** Students are taught to analyse real-world scenarios, enhancing logical thinking and problem-solving abilities.
- **Master Classes & Industry Samwad:** These help students tackle real-world problems.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/2.3.1-Student-Centric-Programmes_202501151734514485.pdf

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

The Institute integrates ICT tools to support, enhance and optimize education delivery, ensuring an effective teaching-learning experience.

1. ICT Tools for Effective Teaching

- Teachers use high-performance laptops, LCD projectors, and smart boards for lectures.
- Google Classroom, WhatsApp messaging utilized for subject content uploads, providing easy access for students as needed.

- E-books on Management and IT are made available to students for further learning.

2. Innovative Teaching-Learning with ICT

- Multimedia Devices: Smart boards, projectors, and touch-screen laptops are employed to illustrate concepts clearly.
- MOOCs Integration: Courses are mapped through platforms like NPTEL, SWAYAM, and other MOOCs to enhance learning.

3. ICT Usage

- Teachers use higher-configured laptops, LCD projectors, and smart boards.
- The Institute uses an LMS for resource management and enhancing the teaching process.

4. ICT Infrastructure

- The library is equipped with project reports, faculty research papers, and access to databases like EBSCO, J-Gate, and Emerald.

5. Faculty Use of ICT Tools

- PowerPoint Presentations: Used with LCD projectors to enhance lectures.
- Online Quizzes: Conducted via Google Forms.
- Video Lectures: Expert sessions are recorded for continued learning with Zoom & Google Meet
- Webinars: Teachers facilitate webinars on contemporary business topics.

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

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

2.3.3.1 - Number of mentors

14

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	View File
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

6

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

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

2.4.3.1 - Total experience of full-time teachers

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

2.5 - Evaluation Process and Reforms

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

The Institute ensures a best mechanism for assessments.

Mechanism:

- Complaints are resolved informally at the root level whenever possible.
- Students must submit any assessment-related grievances within a week after the exam or assessment.
- Mentors and subject teachers guide students to resolve concerns before they escalate into formal complaints.
- The Exam Committee handles complaints confidentially, ensuring no bias or unfair treatment.
- The Exam Committee reviews complaints and notifies students of the decision within a week. Both students and staff concerned are present during deliberations.
- A review request is only allowed on grounds of procedural irregularity or new evidence.

Transparency:

- A dedicated Exam Department, led by the College Exam Officer (CEO), ensures smooth execution of assessments.
- Evaluation policies and guidelines are communicated to students at the start of each semester.
- At least three evaluations per course, including case studies, quizzes, and presentations, ensure varied assessment methods.
- Results and feedback are shared with students after each assessment, with grievance resolution through the Institute and University mechanisms.

Handling Grievances:

- Students can raise grievances regarding evaluated answer sheets and seek clarifications.

The University provides a revaluation process, with revised results communicated to students.

File Description	Documents
Any additional information	View File
Link for additional information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/2.5.1-Internal-Assesment-guidline_0001_202501151735107146.pdf

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

Dr. Moonje Institute has established a transparent, time-bound, and efficient system to address internal examination-related grievances. This mechanism, overseen by the Exam Committee led by the Director and the College Exam Officer, ensures that students have a fair and structured process for raising their concerns.

Key Features of the Grievance Redressal Procedure

Early Resolution: Many grievances are resolved informally and locally, minimizing escalation.

Timely Submission: Students are encouraged to submit complaints within one week of the exam or assessment, enabling prompt investigation and corrective action.

Student Support: Mentors and subject teachers actively counsel students, offering solutions or information to resolve issues before formal complaints arise.

Confidentiality: The Exam Committee ensures that grievances are handled confidentially, protecting students from bias or unfair treatment.

Structured Review: Students must specify the nature of their complaint, which is reviewed by the committee. Both students and staff members involved may attend deliberations, and the student is notified of the decision within a week.

Appeal Process: Students can request a review of decisions only in cases of procedural irregularities or new evidence not considered during the initial review.

This structured approach reflects the institute's commitment to maintaining fairness, transparency, and efficiency in its examination processes.

File Description	Documents
Any additional information	View File
Link for additional information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/2.5.2_202501151735299622.pdf

2.6 - Student Performance and Learning Outcomes

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

The institution has established a well-structured academic system that defines the Program Outcomes (POs), Program Specific Outcomes (PSOs), and Course Outcomes (COs) for all its programs. These outcomes serve as a guide for both students and teachers, helping them achieve specific learning goals. To ensure transparency and accessibility, the POs, PSOs, and COs are made available on the institution's website for all stakeholders to view.

At the start of each academic year, during the induction program, the institution presents the POs, PSOs, and COs to the incoming MBA and MCA students, along with other relevant academic details. These outcomes outline the broader objectives students are expected to achieve by completing their programs and courses, and are designed to equip them with the knowledge, skills, and attitudes needed for success in their fields.

By communicating these outcomes to both faculty and students, the institution encourages a collaborative approach to learning. Teachers align their teaching strategies and assessments with these outcomes, ensuring that students receive the necessary support to meet their objectives. The availability of these outcomes to all stakeholders promotes transparency and accountability.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/2.6.1_202501151735485960.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Yes, the institute evaluates the attainment of Program Outcomes (POs), Program Specific Outcomes (PSOs), and Course Outcomes (COs) in alignment with the curriculum of Savitribai Phule Pune University (SPPU). The IQAC Cell continuously assesses the teaching-learning process to ensure that the pre-decided outcomes are achieved. The evaluation of course attainment is based on student performance in both internal and external assessments, following a combination of direct and indirect evaluation methods.

Direct attainment is measured through students' performance in internal exams, assignments and external assessments, while indirect attainment is gauged via surveys & feedback. The attainment levels are categorized as low, moderate or high based on exam results. Academic activities, such as assignments, case studies, tests, quizzes and online evaluations, contribute to the achievement of COs, POs, & PSOs.

The institute ensures that the teaching-learning methods align with all POs, mapping them to the curriculum and PSOs. COs are designed to reflect the abilities students acquire upon course completion, and these are mapped to POs and PSOs. During the CO-PO/PSO mapping process, question papers are prepared to meet the COs, and course end surveys are framed to assess students' confidence levels and the effectiveness of the course outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/2.6.2_202501151736049177.pdf

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

77

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/2.6.3_202501151736231492.pdf

2.7 - Student Satisfaction Survey

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

https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/2.7-Student-Satisfactio-Survey_202501151736459492.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	No File Uploaded
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 teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

0

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

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

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

0

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

3.2 - Innovation Ecosystem

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

The Institute stands as a beacon on innovation, propelled by its visionary approach to

Fostering creativity and entrepreneurship for dynamic landscape of education and research. In this regard, the Institute has created a good atmosphere and provides excellent infrastructure for research activities, which is evident from the consistent increase in the number of research publications, patents and projects. Innovation is the cornerstone of progress in any society, and institutions play a pivotal role in nurturing an environment conducive to innovation.

Recognizing the importance of protecting intellectual property, the institution has placed a strong emphasis on raising awareness about Intellectual Property Rights (IPR) within its community through workshops, seminars, and training sessions for students, faculty, and staff. Eminent personalities who have significantly contributed to research, social activities, and industry are invited as resource persons for various events in the Institute for overall development of the Institute's culture. The incubation centre provides aspiring entrepreneurs with the resources and guidance needed to translate their ideas into viable businesses. The Institute has established the Research Centre approved by Savitribai Phule Pune University, Pune. The Institute's organizes various events like Industry Samwad, Guest Lecture, Workshops, Webinar etc. to obtain great experience for achieving the knowledge for holistic development. The institution provides the following activities to build confidence for enhancement of the capacity and competencies to students and staff in research and innovation activities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.moonjeinstitute.com/Encyc/2025/1/11/Dashboard.html

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

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

5

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

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	https://www.moonjeinstitute.com/Encyc/2025/1/11/Dashboard.html
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

3

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

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

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

1

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

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to

social issues, for their holistic development, and impact thereof during the year

The outcomes of extension activities in the neighborhood community have been a cornerstone of our institution's commitment to holistic student development over the last years. Through a variety of initiatives, Institutes have strived to make a meaningful impact on the community while sensitizing our students to pressing social issues. Our efforts have yielded tangible results, evidenced by the positive changes observed in the local community and the transformative experiences reported by our students.

Sr.

No

Activities

Outcomes

01

Tree Plantation

Awareness about environmental issues for the community service. water conservation and tree plantation.

02

Gender Equality

Gender equality fosters a more just society where individuals are treated fairly and have equal opportunities regardless of gender.

03

Yoga Day Celebration

Yoga Day promotes holistic well-being, cultural awareness

04

Independence Day and Republic Day Celebration

Independence Day and Republic Day reaffirms India's commitment to freedom, democracy.

05

Soft skill

Soft skills empowers individuals to thrive in today's interconnected and rapidly changing world.

06

Adventure camp

To facilitate student personal growth and development, our aim is to foster an environment conducive to nurturing individual potential.

07

Outbound Programm

It offer a rich experiential learning environment that promotes personal growth, teamwork, communication, cultural understanding

08

Environmental Activities

Inspiring environmental responsibilities. To empower everyone to harmoniously coexist with nature.

09

Cyber security

Cybersecurity awareness plays a critical role in building a more secure and resilient digital ecosystem.

10

Industry Samwad

Eminent personalities in various domains Interact with students, sharing their career experiences

File Description	Documents
Paste link for additional information	https://www.moonjeinstitute.com/Encyc/2025/1/11/Dashboard.html
Upload any additional information	View File

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

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

1

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

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

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

10

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

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

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

562

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

3.5 - Collaboration

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

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

86

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

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

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

12

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.

The institution provides advanced facilities to support effective teaching and learning, including classrooms, laboratories, and advanced computing equipment. All classrooms are equipped with ICT tools such as Wi-Fi, projectors, and internet access to enhance teaching methods and student engagement. The infrastructure is regularly updated to meet the evolving demands of the education sector.

The library offers internet-enabled access to online-learning resources, electronic journals, and book searches, along with an LMS for housekeeping operations. It is partially automated, with barcoded books for efficient management. The library also includes SPSS and SPSS AMOS software for research purposes. Additionally, the campus features an audio-visual-equipped auditorium, meeting-room, and well-designed classrooms.

MCA and MBA students benefit from modern computer laboratories equipped with advanced ICT tools, the latest PC configurations, antivirus software, and compliance with AICTE regulations for project and practical work. The institute has a dedicated Training and Placement (T&P) cell, indoor and outdoor sports facilities, first aid, and separate common rooms for boys and girls.

The campus is inclusive, offering ramps and wheelchairs for students with special needs. Security and awareness are ensured through CCTV surveillance across the campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/4.1.1_202501151548531925.pdf

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

The institute is equipped with the resources needed to run extracurricular and co-curricular student activities. Meeting rooms, seminar hall, and auditoriums of the institute are used for seminars, workshops, cultural events, and other student activities.

The conference room and auditorium include a separate music system, sound system, and other auxiliary equipment for smooth event operations.

Auditorium

- Area - 351 sq mtr
- User Rate - 260

Seminar Hall

- Area - 135.13 sq mtr
- User Rate - 70

Meeting Room

- Area - 105 sq mtr
- User Rate - 50

Sports including volleyball, badminton, and cricket are played on the institute campus sports pitch. The institute has a sports room where students can play indoor games including Carrom, Chess, Table Tennis, and more.

The sporting facilities of the C.H.M.E Society, which include a swimming pool, basketball and volleyball courts, an athletic field, and horseback riding, are open to the students. Students can participate in a range of activities at adventure camps.

On campus, Dhyan Mandir is a place for yoga and meditation. The organization provides both staff and students with yoga courses. The gym also features a range of fitness equipment.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/4.1.2_202501151549103955.pdf

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

11

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/4.1.3_202501151812123104.pdf
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)

5.99

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

4.2 - Library as a Learning Resource

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

The library plays a vital role in enhancing the quality of academic programs. Established alongside the inception of Dr. Moonje Institute of Management & Computer Studies, the library has evolved into a comprehensive resource center. It is organized into various sections, including the Stack Section, OPAC Section, Digital library Section, Research Section, Journal and Bound-Volume Section, Circulation Section, and Reading Hall.

The library boasts a collection of over 15,000 books, including rare editions, and subscribes to both national and international journals. To keep users informed, the library leverages multiple platforms such as email, WhatsApp, Google Classroom, and the institute's website to share updates on current content, new arrivals, and Selective Dissemination of Information (SDI) services.

The library operates using the "VM Edulife" Library Management Software and has implemented an online circulation system. It follows the "Dewey Decimal Classification" system for organizing its resources. Users can search the catalogue through OPAC (Online Public Access Catalogue).

Additionally, the library offers robust research support services to researchers. It is equipped with seven computers with internet access for searching e-resources and provides remote login facilities to ensure uninterrupted access. Users can also access a wide range of e-resources through the EMERALD Platform.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/4.2.1_202501151550132465.pdf

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)

5.25

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

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

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

60

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

Dr. Moonje Institute is committed to providing advanced technology and regularly updating its ICT infrastructure for efficient operations. Modern facilities, including computer labs, libraries, staff rooms, exam departments, and offices, are equipped with the latest laptops, PCs, printers, scanners, and essential

accessories. All systems feature necessary software and are secured with QuickHeal Secrite Endpoint Security, managed by a dedicated server and updated regularly. The campus is fully Wi-Fi enabled, allowing students and staff to complete academic tasks seamlessly. A centralized LAN connects all PCs, and the CCTV system is managed through the server room. Additionally, a specialized lab is under development to support robotics and Internet of Things (IoT) initiatives, enhancing innovation and research.

Details of updation :

A.Y 2023-2024

Acrobat Pro for Teams Fresh (Annual Iicenses) For L Year

Canon Xerox Machine

Epson Printer

Computer Systems

Laptop

Camera

CCTV and SMPS

Quickheal Software licenses

ShreeLIPI Software

A.Y 2022-2023

IoT-Kits

Bluetooth-Speaker

Projector Logitech-Presenter R 400

Esst-Thumb Attendance MC K30+ID+B

Sandisk-Pendrive 32 Gb (metal)

VM- Edulife LMS Software

Google workspace subscription

A.Y 2021-2022

IoT Kits

DIY Kits

Bluetooth-Speaker

Computer-Systems

A.Y 2020-2021

Quick heal Antivirus -Seqrite Endpoint security Business edition

Canon Digital-Copier

Web-Camera

Headphone

Presenter

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/4.3.1_202501151550314430.pdf

4.3.2 - Number of Computers

237

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

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

14.15

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

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

The Dr. Moonje Institute has provided a detailed description of all the policies and processes governing its academic, support, and physical infrastructure. Maintenance of the Institute's Infrastructure: The conference rooms and classrooms are equipped with the newest ICT equipment, including sound systems, LCD projectors, and Internet connection, to promote interactive learning. In order to ensure the security and well-being of both the staff and the students, CCTVs were installed. Extinguishers for fires are positioned in easily accessible areas.

Installing and upgrading software and maintaining computer equipment are the responsibilities of a lab assistant. The institution has an AMC for printer and generator repair. The website is updated and maintained periodically with the help of other experts. The authorized vendors take care of IT peripheral repairs as needed. All computer systems maintained with updated

antivirus software. Also, dead stock register entries done on regular basis

Library Maintenance: The library has a system in place to keep track of purchases based on the offered courses. Journal editions are bound and kept as reference materials in the library once a year. Eliminating books and other reading materials that are no longer useful is standard procedure.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/4.4.2_202501151551033497.pdf

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

196

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

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

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

3

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

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

C. 2 of the above

File Description	Documents
Link to Institutional website	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/5-1-3-WEBLINK_20250115_1508228549.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

342

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

342

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

51

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

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

5.2.2.1 - Number of outgoing student progression to higher education

0

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

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

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
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)

For the academic year 2023-24, the institute has formed several committees with active student involvement to address various aspects of academic and extracurricular life. These committees aim to ensure a safe, enriching, and holistic experience for all students.

The Anti-Ragging Committee, established in alignment with Savitribai Phule Pune University's policies, works to create a secure environment by preventing and addressing ragging-related issues. The Library Committee addresses concerns related to book availability, reading room facilities, library timings, and electronic database access, enhancing the overall library experience for students.

The Grievance Redressal Committee provides a platform for students to voice complaints or concerns, ensuring fair investigation and resolution of issues. Similarly, the Internal Complaints Committee addresses harassment-related grievances and organizes sessions to promote health, safety, and well-being, fostering a respectful environment for all.

The Student Development Cell, chaired by the institute's director, focuses on students' overall growth through diverse initiatives. Comprising faculty and student representatives from MBA and MCA programs, it organizes and supports extracurricular activities, encouraging active student participation.

These committees reflect the institute's commitment to fostering

student welfare, engagement, and personal development through collaborative efforts in academic and non-academic spheres.

File Description	Documents
Paste link for additional information	https://moonjeinstitute.bhonsala.in/Encyc/2021/11/27/Anti-Ragging-Rules-are-enforced-at-DMIMCS.html
Upload any additional information	View File

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

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

151

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

5.4 - Alumni Engagement

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

The Dr. Moonje Institute Alumni Association plays a crucial role in maintaining a strong, mutually beneficial relationship between the institution and alumni. Acting as a platform for meaningful interactions, it fosters connections among alumni, students, faculty, and the administration, enriching the student experience. The association's primary goal is to strengthen ties with the alumni through regular engagement, ensuring both students and alumni benefit from shared knowledge and experiences.

As a registered public trust (F-0019384, NSK), it operates with a PAN number for smooth financial transactions. It organizes alumni guidance sessions to keep students informed about industry trends, career opportunities, and other relevant areas. Alumni actively participate in the College Development Committee, contributing to the college's growth and ensuring it remains responsive to evolving educational needs.

Alumni support co-curricular and extracurricular activities, mentor students, and assist in organizing events. They also play a key role in the institute's placement activities by offering job opportunities and internships, helping bridge the gap between academic learning and industry demands.

Through workshops, seminars, and cultural events, alumni remain engaged with the institute, fostering a sense of community. Overall, the Alumni Association significantly contributes to the development of students, ensuring a dynamic and thriving academic environment.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Dr. Moonje Institute of Management and Computer Studies (DMIMCS) envisions imparting quality education to nurture vibrant business leaders and high-caliber IT professionals rooted in Indian values, global vision, and social skills. Its mission focuses on professional education through three core values: building national character, quality education, and developing management

skills.

The institute's governance aligns with its vision and mission, emphasizing social transformation through education, skill development, and research. Activities like "Meri Mati Mera Desh" and Constitution Day exemplify this commitment. Senior management fosters participatory decision-making, enhancing organizational culture and academic leadership.

The College Development Committee (CDC) oversees academic governance, ensuring continuous improvement through regular policy discussions. The IQAC monitors academic and administrative functions, crafting perspective plans based on vision-aligned SWOC analysis. Key focus areas include student diversity, placements, ICT integration, faculty development, industry partnerships, and research.

Initiatives such as the Research Cell, Startup and Incubation Cell, and Student Welfare Programs support innovation and holistic student development. The institute integrates National Education Policy (NEP) principles, promoting holistic education, research, and skill development.

DMIMCS aspires to become a leading institute in Northern Maharashtra by fostering applied learning, research, and social responsibility, preparing students to excel in their careers.

File Description	Documents
Paste link for additional information	https://moonjeinstitute.bhonsala.in//Encyc/2021/11/26/Vision-Mission.html
Upload any additional information	View File

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

Leadership and governance at Dr. Moonje Institute align with its vision of quality education, global perspectives, character building, and management skills. The College Development Committee (CDC), chaired by the Chairman and supported by the Director, plays a central role in policy-making, financial planning, and institutional progress. Departmental coordinators bridge leadership and faculty, ensuring effective communication and decision implementation.

Leadership Framework: The governance structure includes the Society Head, CDC, Director, IQAC, coordinators, faculty, and support staff. The CDC facilitates deliberations on academics, research, collaboration, and faculty development, enhancing teaching and learning quality through regular meetings.

Faculty and Student Involvement: Participative management fosters inclusivity, with faculty actively engaged in committees like the Governing Council, Women's Grievance Cell, and Library Committee. Students contribute through representation in the Anti-Ragging and Placement Committees, providing feedback for continuous improvement.

IQAC and Decentralized Governance: The IQAC oversees all institutional activities, ensuring quality enhancement and holistic development. It identifies improvement areas and drives initiatives like the Research Cell, Startup and Incubation Cell, and Student Welfare programs, exemplifying innovation and student-centric policies.

Through participative management and decentralized governance, DMIMCS ensures efficient administration, policy implementation, and stakeholder satisfaction.

File Description	Documents
Paste link for additional information	https://moonjeinstitute.bhonsala.in/p/college-development-committee/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Dr. Moonje Institute of Management and Computer Studies (DMIMCS) demonstrates effective governance through well-structured policies, administrative frameworks, and strategic planning aligned with its vision for growth and excellence. The Governing Body, including the President, Vice-President, General Secretary, and Treasurer, along with the Nashik Division Committee, oversees critical institutional functions such as financial investments, admissions, and recruitment.

The College Development Committee (CDC), comprising stakeholders like industry representatives, alumni, and institutional leaders,

plays a pivotal role in academic policies, teaching methodologies, research, and collaborations. Addressing stakeholder needs, the CDC ensures comprehensive institutional development.

Strategic Plans for the Next Decade:

- Re-accreditation by NAAC and accreditation by NBA.
- Infrastructure expansion to accommodate student growth.
- Enhanced industry linkages for placements and training.
- Development of an Incubation Centre and a Language Laboratory.
- Strengthening the Alumni Association.

The Industry Interaction Cell promotes internships, placements, and expert sessions, improving the placement ratio. A registered Alumni Association fosters regular engagement. The institute adheres to Standard Operating Procedures (SOPs) for effective placement processes, career guidance, and student support.

DMIMCS also focuses on faculty development, offering training in pedagogy and emerging technologies. An academic calendar ensures balanced curriculum delivery and extracurricular activities, fostering student engagement and holistic development.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://moonjeinstitute.bhonsala.in//Encyc/2025/1/11/IQAC-Meetings-Action-Taken-Report.html
Upload any additional information	View File

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

The governance at CHMES Dr. Moonje Institute is highly efficient, driven by well-defined policies, robust administration, and transparent service rules. A participative management model ensures inclusivity and accountability across all levels.

Director Level: The Director oversees academic and administrative operations, making key decisions with the Registrar, Deputy Director, and HoDs. The Internal Quality Assurance Cell (IQAC),

led by the Chairman, Director, and IQAC Coordinator, monitors academic quality. Administrative reviews by the parent society and Office Superintendent ensure compliance and efficiency.

Administrative Framework: The institute follows a structured setup with clear roles, ensuring transparency in appointments, promotions, and staff-related matters. Service rules and procedures are documented and communicated to ensure transparency in appointments, promotions, and other staff-related matters.

Department Level: HoDs assign responsibilities based on faculty expertise, forming departmental committees to oversee academics and extracurriculars. Faculty actively participate in institutional committees, fostering collaboration.

Student Participation: Students contribute through roles in committees like IQAC, Student Council, and Anti-Ragging, ensuring inclusivity in governance.

Policy for Delegation of Work: The IQAC-defined SOPs streamline decision-making, ensuring accountability and efficiency.

Through inclusive governance involving management, staff, alumni, and students, the institution upholds its commitment to fostering a conducive environment for academic and administrative excellence.

File Description	Documents
Paste link for additional information	https://moonjeinstitute.bhonsala.in//Encyc/2022/4/9/Careers.html
Link to Organogram of the institution webpage	https://moonjeinstitute.bhonsala.in//Encyc/2021/11/26/Organization-Structure.html
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	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

CHMES Dr. Moonje Institute of Management and Computer Studies prioritizes the well-being of its teaching and non-teaching staff, recognizing their critical contributions to the institution's success. By implementing comprehensive welfare measures, the institute fosters a supportive work environment that enhances job satisfaction, professional growth, and a sense of belonging.

Key welfare initiatives include:

- **Professional Development:** Faculty are encouraged to pursue self-development programs and higher education.
- **Research Support:** Duty leaves, research resources, and ISBN-based publication opportunities are provided.
- **Financial Security:** Staff benefit from the Employee Provident Fund Act, group insurance, and a gratuity scheme for long-term stability.
- **Educational Benefits:** Fee concessions are offered for staff children in CHME Society schools.
- **Cooperative Credit Society:** Loan facilities are available at concessional rates.
- **Work-Life Balance:** Flexible work arrangements, stress management programs, and comprehensive leave policies promote well-being.
- **Research Infrastructure:** Faculty are equipped with laptops, SPSS software, Wi-Fi, and financial support under the Research Policy.
- **LMS Training:** Training on digital learning platforms enhances teaching effectiveness.

These measures, along with maternity leave, advance salary

provisions, and student-centric initiatives, highlight the institute's commitment to fostering a healthy, motivated, and growth-oriented workforce.

File Description	Documents
Paste link for additional information	https://annualreport.bhonsala.in/index.php?edition=Mpage&date=2024-06-10&page=1
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

3

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

1

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

19

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

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

The institute implements a well-structured 360-Degree Performance Appraisal System for teaching staff, emphasizing six key categories:

1. **Teaching Process:** Faculty are evaluated on lecture delivery, innovative teaching methodologies, examination duties, and knowledge dissemination.
2. **Student Feedback:** Confidential online feedback measures teaching effectiveness, course delivery, and student satisfaction. Faculty are also assessed based on student performance.
3. **Departmental Activities:** Contributions to co-curricular activities, such as workshops, seminars, and industrial visits, are evaluated.
4. **Institutional Activities:** Participation in accreditation (e.g., NAAC), departmental management, and professional development are key criteria.
5. **Research Contributions:** Faculty are assessed on published papers, books, research projects, consultancies, and participation in academic events.
6. **Social Contribution:** Engagement in initiatives by AICTE and societal activities is reviewed.

Faculty contributions and appraisals are regularly updated and reviewed by the IQAC.

Non-Teaching Staff Appraisal: Non-teaching staff complete a self-appraisal form annually, reviewed by the department head or registrar, then submitted to HR for action. Key assessment parameters include:

- **Profile Knowledge:** Understanding of job roles.
- **Attendance:** Regularity and informed leaves.
- **Communication:** Effective interaction with authorities and staff.
- **Teamwork:** Ability to collaborate.
- **Technology Skills:** Staying updated with tools like Tally and ERP.
- **Initiative:** Readiness for new responsibilities.

This appraisal system ensures accountability, development, and performance improvement across all staff.

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 CHME Society's Dr. Moonje Institute of Management & Computer Studies ensures robust financial oversight through comprehensive internal, external, and vigilance audits, adhering to fee fixation regulations. Internal audits, led by the Parent Society, use Tally and ERP software for precise record-keeping, enabling daily verification of accounts by accountants and fostering transparency. Annual external audits, conducted by certified Chartered Accountants, ensure compliance with budgetary allocations and state-level fee regulations.

Internal Audits: The CHME Society regularly conducts audits to evaluate financial controls, identify improvements, and mitigate risks. Utilizing Tally software, auditors meticulously review financial records, including receipts, payments, income, and balance sheets, ensuring alignment with Maharashtra's Fee Regulatory Committee guidelines. Discrepancies are promptly addressed, promoting accountability and safeguarding assets.

External Audits: Annual audits by certified Chartered Accountants provide an independent review of financial records. Account books are examined for accuracy and compliance with statutory requirements. Recommendations from auditors enhance financial governance and transparency. No major objections have been encountered, reflecting strong financial practices.

Vigilance Audits: These systematic assessments prevent inefficiencies, misconduct, and corruption by ensuring ethical standards and regulatory compliance. Vigilance audits enhance transparency, accountability, and institutional integrity, contributing to a culture of financial excellence.

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)

0

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 CHME Society's Dr. Moonje Institute of Management & Computer Studies ensures strong financial governance through internal, external, and vigilance audits, alongside adherence to fee fixation regulations. Internal audits, managed by the Parent Society, utilize Tally and ERP software for accurate record-keeping and daily account verification. Annual external audits by certified Chartered Accountants ensure compliance with budget allocations and state fee regulations. Budget preparation incorporates departmental needs, future plans, and estimated receipts to align with regulatory standards.

Internal Audits: Conducted by the CHME Society's internal auditors, these audits evaluate financial controls, identify areas for improvement, and mitigate risks. Financial records such as receipts, payments, balance sheets, and bank reconciliation statements are thoroughly examined using Tally software. By adhering to the Fee Regulatory Committee's guidelines, internal audits ensure compliance and safeguard assets, fostering a culture of accountability.

External Audits: Certified Chartered Accountants perform annual external audits, offering an independent review of financial records. These audits verify data accuracy, assess compliance with statutory norms, and provide actionable recommendations to enhance governance. No major objections have arisen, reflecting strong financial practices.

Vigilance Audits: Systematic reviews prevent inefficiencies, misconduct, and corruption, ensuring adherence to ethical and

regulatory standards. These audits reinforce transparency, accountability, and institutional integrity.

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

6.5 - Internal Quality Assurance System

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

The CHME Society's Dr. Moonje Institute of Management & Computer Studies ensures robust financial oversight through internal, external, and vigilance audits, adhering to fee fixation regulations. Internal audits, managed by the Parent Society, utilize Tally and ERP software for meticulous record-keeping and daily account verification. External audits, conducted annually by certified Chartered Accountants, ensure compliance with budgetary allocations and state-level fee regulations. Budgets incorporate departmental needs, future plans, and estimated receipts, ensuring alignment with regulatory standards. The Finance Committee provides insights for adjustments, fostering transparent and accountable financial management.

Internal Audits: Regular internal audits, conducted by the Parent Society's auditors, evaluate financial controls, identify improvements, and mitigate risks. Auditors scrutinize receipts, payments, income, expenditure, and balance sheets, ensuring adherence to Fee Regulatory Committee norms.

External Audits: Certified Chartered Accountants perform annual audits, verifying records for accuracy and compliance with statutory standards. Observations and recommendations drive improvements in financial governance.

Vigilance Audits: Systematic reviews detect misconduct, inefficiencies, or corruption, promoting ethical standards and regulatory compliance.

Mobilization of Funds: Tuition fees are the primary income source, with management providing loans when required. Budgets include recurring and planned expenses, approved by the Local Management Committee and monitored by the Accounts Department. Statutory

auditors certify financial statements annually.

Resource Utilization: Infrastructure is optimally used for research, extracurricular activities, and as a University Examination Centre, with extended library hours benefiting students and faculty.

File Description	Documents
Paste link for additional information	https://moonjeinstitute.bhonsala.in/Encyc/2024/4/2/Feedback-System.html
Upload any additional information	View File

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

The institution conducts periodic reviews of its teaching-learning process, operational structures, and methodologies to ensure alignment with academic goals and continuous improvement in learning outcomes. These reviews, facilitated by the Internal Quality Assurance Cell (IQAC), focus on identifying gaps, implementing corrective actions, and recording incremental improvements.

Key Initiatives and Processes by IQAC:

- Semester Planning:** Every faculty member prepares a detailed semester plan aligned with the institute's academic calendar. This plan incorporates various academic and co-curricular activities, including industrial visits, expert lectures, seminars, workshops, conferences, faculty development programs, and online technical events, contributing to students' holistic development.
- Student Feedback:** IQAC conducts structured student feedback on faculty performance, teaching-learning processes, and evaluation methods. Feedback is collected anonymously to ensure authenticity, and results are analyzed for actionable insights. Faculty with lower ratings are guided for improvement.
- Academic Monitoring:** The Academic Monitoring Committee conducts regular classroom visits to ensure punctuality and

adherence to schedules. Observations are reported daily to the Director for necessary interventions.

4. Remedial Classes: Special remedial sessions are organized for students needing additional academic support to bridge learning gaps.
5. Syllabus Monitoring: The IQAC Chairman monitors syllabus completion regularly. Faculty are required to provide updates on syllabus progress, ensuring timely completion and quality delivery.

These initiatives, systematically recorded and analyzed, ensure continuous improvement in teaching-learning practices, fostering a robust academic environment.

File Description	Documents
Paste link for additional information	https://moonjeinstitute.bhonsala.in//Encyc/2025/1/11/IQAC-Meetings-Action-Taken-Report.html
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://annualreport.bhonsala.in/index.php?edition=Mpage&date=2024-06-10&page=1
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

1. **Admissions Process:** Promoted gender equity by ensuring fairness, inclusivity, and equal opportunities for individuals of all genders in the admission process, in line with the rules and regulations.
2. **Programs/Activities:** Celebrated International Women's Day, Constitution Day, Rashtriya Ekta Diwas, Sadbhavna Diwas, and National Youth Day, involving both male and female students. Organized sessions on Yoga, Nirbhay Kanya Yojana, Adventure Camp, etc.
3. **Inclusive Representation in Leadership:** Actively encouraged students, both female and male, to take leadership roles in various activities, promoting equal representation through committee participation.
4. **Security Measures:** Installed security cameras to enhance safety on and around the campus, ensuring a secure environment for all.
5. **Facilities for Female Students:** Provided a separate ladies' room with sanitation facilities, addressing the specific needs of female students and creating a supportive atmosphere.

6. **Cyber Security Awareness:**Conducted dedicated cybersecurity sessions to address digital security concerns.
7. **Mentoring/Personal Counseling:**Offered counseling services for academic, examination, and family-related issues, supporting the holistic well-being of students.
8. **Committees for Compliance:**Established Anti-Ragging, Grievance Redressal, Student Council, and Mentoring Committees to comply with University/UGC norms and provide structured support.
9. **Separate Washroom Facilities:**Ensured separate washroom facilities for girls and boys, equipped with vending machines for sanitary napkins, ensuring comfort and hygiene.

File Description	Documents
Annual gender sensitization action plan	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/Gender-Action-Plan_202501151450545543.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/Specific-Facilities_202501151451229458.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 **A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Solid Waste Management:

- **Segregated Collection Bins:** The institute has implemented segregated bins for recyclable and non-recyclable waste to promote proper waste sorting.
- **Waste Compactor:** A waste compactor is used to reduce the volume of non-recyclable waste, making disposal more efficient.
- **Composting Area:** Organic waste is processed in a designated composting area, converting it into compost for future use.

E-waste Management:

- **E-waste Recycling Unit:** The institute has set up an e-waste recycling unit to dismantle and recycle electronic components safely.
- **Recycling of Outdated Equipment:** Outdated computers, toners, cartridges, and other electronic devices are sold as scrap, ensuring their proper recycling.
- **Data Destruction Facilities:** The institute also ensures the secure erasure of data from outdated electronic equipment to protect sensitive information.

The institute adopts an environmentally responsible approach to managing both biodegradable and non-biodegradable waste. Supervisors and staff are dedicated to managing waste reduction efforts, collecting waste daily for proper disposal and conversion into manure. Non-recyclable waste such as plastic disposables and liquid waste is segregated, stored, and transported by Nashik Municipal Corporation (NMC) for proper disposal. Additionally, the institute is working closely with top management and the local society to ensure that waste is handled and recycled appropriately for long-term environmental benefits.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting

A. Any 4 or all of the above

Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	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

B. Any 3 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

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

A. Any 4 or all of the above

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

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

IKS Activities:

- **Self-Management and Career Counselling with ISKCON: Focused on self-awareness and career planning, integrating spiritual principles.**

- **Indian Ethics:** Discussions on Dharma and ethics inspired by Indian mythology through various interactive sessions.
- **Swaminarayan Temple Visit:** A cultural visit to explore spiritual heritage and moral values among the students.

Awareness Programs:

- **Union Budget for Nashik Citizens:** Analysis of budget implications for local citizens.
- **Financial Literacy Workshop:** Empowering individuals with personal finance skills, including budgeting and investments.

Sensitization Workshops:

- Topics include Cyber Security, Nirbhay Kanya, Self-Defence, and Health Awareness.
- Educates students and staff on constitutional values, rights, and responsibilities.

Community Engagement:

- Activities like Nirbhay Kanya, Self Defence, Health Awareness, Swachata Abhiyan, and Ram Pratishtha Mahotsav.
- Promotes social welfare and community involvement.

Regional and Linguistic Inclusivity:

- Celebrations like Independence Day, Republic Day, Marathi Bhasha Diwas, Maharashtra Day, Azadi Ka Amrut Mahotsav, and various day celebrations.
- Encourages multilingualism and cultural appreciation.

Inclusive Practices:

- Transparent policies in admissions, hiring, and governance to ensure equality and prevent discrimination.
- IKS-related books available in the library for students and staff.

Cultural Sensitivity Activities:

- Events like Carnival, Mudra Festivals, Diwali Utsav, Navratri Utsav, Ganpati Festival, and Adventure & Sports foster cultural harmony.

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

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

Dr. Moonje Institute actively sensitizes students and staff to constitutional obligations, instilling values, rights, duties, and responsibilities that empower them to become responsible citizens. Various programs and activities during the academic year 2023-24 reflect this commitment. Events like Azadi ka Amrut Mahotsav and Constitution Day emphasized the importance of India's democratic principles through sessions on the Constitution, human rights, and cyber security. Sadbhavana Divas promoted national integration and communal harmony, while Vachan Prerana Divas encouraged a culture of reading for intellectual growth. Women empowerment initiatives, such as Nirbhay Kanya Yojana, highlighted themes like Beti Bachao and gender equality, fostering awareness and action. Celebrations like Republic Day and Dr. Babasaheb Ambedkar Jayanti reinforced civic values and social justice principles. Inclusivity was championed through the Special PH Student Workshop, and regional pride was celebrated during the Marathi Bhasha Divas, focusing on the preservation of the Marathi language and culture.

Additionally, the Investment and Cyber Security Awareness Program for students and staff on financial and cyber literacy, emphasizes the importance of informed decision-making in personal finance investment and its security.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/Sensitization-Activity-Reports_comp_202501151452145712.pdf
Any other relevant information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/Activity-Photos_202501151452438816.pdf

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

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

The following is a list of significant commemorative days, events, and festivals celebrated/organized by Dr. Moonje Institute of Management and Computer Studies:

- 06.06.2023 - Shiv Swarajya Din: Celebrated the legacy of Chhatrapati Shivaji Maharaj.
- 21.06.2023 - International Yoga Day: Promoted physical and mental well-being through yoga.
- 15.08.2023 - Independence Day: Commemorated India's independence and honored freedom fighters.
- 02.10.2023 - Swachhata Bharat Abhiyan: Participated in the national cleanliness drive.
- 15.10.2023 - Vachan Prerana Din (Dr. Abdul Kalam's Birth Anniversary): Honored Dr. APJ Abdul Kalam's vision for education and nation-building.
- 16.10.2023 - My Soil My Country-Amrit Kalash Yatra: Promoted environmental sustainability and patriotism.
- 08.11.2023 - Dazzling Diwali Mahotsav: Celebrated the

festival of Diwali with cultural performances and community activities.

- 26.11.2023 - Constitution Day: Observed the adoption of the Indian Constitution.
- 22.01.2024 - Shri Ram Pran Pratishtha Mahotsav: Celebrated cultural and religious traditions.
- 25.01.2024 - National Voters Day: Encouraged voter participation and civic responsibility.
- 26.01.2024 - Republic Day: Commemorated the adoption of the Indian Constitution.
- 10.02.2024 - Budget-2024 Session: Analyzed the national budget.
- 28.02.2024 - Marathi Bhasha Din: Celebrated the Marathi language and its cultural significance.
- 13.04.2024 - Dr. Babasaheb Ambedkar Jayanti: Honored Dr. Babasaheb Ambedkar's contributions to social justice.

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

7.2 - Best Practices

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

Best Practice 1: Industry Samvaad Series

Objectives:

- Foster meaningful dialogue and collaboration between academia and industry.
- Provide students with insights into real-world practices, emerging trends, and industry expectations.

The Context:

- Address challenges such as identifying relevant topics, resource allocation, and ensuring student engagement.

The Practice:

- Holistic approach to industry-academia collaboration.
- Alumni share industry experiences and career journeys.

Evidence of Success:

- Signing of MoUs, joint initiatives, and invitations for collaboration.
- Alumni participation reflects the initiative's success.

Problems Encountered:

- Difficulty in securing and coordinating schedules of high-profile speakers.

Outcomes:

- Student empowerment and skill development.
- Higher employability rates among students.

Best Practice 2: Adventure & Sports

Objectives:

- Enhance academic learning through experiential activities promoting teamwork, leadership, problem-solving, and stress management skills.

The Context:

- Key considerations include leadership development, strategic thinking, curriculum integration, and health promotion.

The Practice:

- Provides experiential learning opportunities beyond classroom confines.
- Promotes leadership, resilience, and interpersonal skills.

Evidence of Success:

1. Significant enhancement in leadership, teamwork, and communication skills.
2. Improved physical fitness and overall well-being among students.

Problems Encountered:

- Generating interest among students with diverse priorities; tackled through awareness campaigns and incentives.

Outcomes:

- Enhanced cognitive abilities, creativity, and critical thinking.
- Cultivation of responsibility, empathy, and respect for cultural diversity.

File Description	Documents
Best practices in the Institutional website	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/Best-practices_202501151453485000.pdf
Any other relevant information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/Compressed-Reports-Best-practices-IS-AS_202501151506494877.pdf

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

Social Contributions of Dr. Moonje Institute of Management and Computer Studies (DMIMCS) through "Meri Maati Mera Desh - Amrit Kalash Yatra"

- Institute actively participated in the national initiative "Meri Maati Mera Desh - Amrit Kalash Yatra" on 16/10/2023 as part of its social responsibility and cultural engagement efforts.
- This program emphasized fostering a deep connection with the homeland and instilling patriotism among students. Activities included the collection of soil and planting saplings, symbolizing respect for the environment and national pride. Students were encouraged to actively participate, gaining leadership, teamwork, and social skills while embracing their civic responsibilities.
- The event also incorporated cultural and educational components, such as discussions, debates, and performances that enriched students' perspectives on sustainability and

national unity. It brought together participants from diverse backgrounds, creating an inclusive platform for engagement and fostering a collective sense of identity and belonging.

- DMIMCS contributed to enhancing cultural awareness, promoting environmental sustainability, and cultivating responsible citizenship. The program demonstrated the institute's commitment to creating socially conscious individuals who actively contribute to the nation's growth while respecting its rich traditions and values.
- This initiative stands as a testament to the institute's dedication to blending academic excellence with meaningful societal impact.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The Dr. Moonje Institute of Management & Computer Studies, Nashik, affiliated with Savitribai Phule Pune University, ensures effective curriculum delivery through a well-structured and documented process. The MBA and MCA programmes follow the University's prescribed curriculum, with an academic calendar aligned to university guidelines. Departmental meetings determine subject allocation and faculty workloads, ensuring alignment with university policies.

Faculty members prepare detailed teaching plans, presenting the syllabus to students at the semester's start. Effective curriculum delivery is supported by ICT tools, Learning Management Systems, and access to digital and library resources, including Dellnet and EBESCO. Professionals, researchers, and industrialists contribute to curriculum enrichment through guest lectures and guidance. Faculty development programmes enhance teaching proficiency, while feedback from students and teachers fosters continuous improvement.

Practical exposure is emphasized through industrial visits and activities designed to enhance employability and holistic development. Classroom learning is complemented by resources like books, magazines, and online databases. Beyond academics, initiatives focus on nurturing personal growth, preparing students for future challenges.

This comprehensive approach underscores the institute's commitment to delivering a robust academic experience, equipping students with knowledge, skills, and competencies to excel in their careers and contribute effectively to society.

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 at Dr. Moonje Institute is meticulously prepared before the start of the academic year, detailing key activities such as class commencement, internal assessments, counselling sessions, and events. Formulated by the Academic and IQAC Coordinator and approved by the CDC Chairman, it serves as a foundation for curriculum implementation. The calendar is shared during the Induction Programme, displayed on notice boards, and uploaded to the website for accessibility.

Continuous Concurrent Evaluation (CCE) is implemented rigorously in alignment with the academic calendar to enhance the teaching-learning process. CCE evaluates student performance through a structured framework that includes internal assessments, term-end exams, viva voce, demonstrations, group discussions, case analyses, seminars, and open-book assessments.

An Examination Planner ensures advance communication of test schedules to departments, enabling timely preparation of departmental timetables. The assessment schedule is shared with students via the website, notice boards, and classroom announcements. Course coordinators design assignments, presentations, and case studies per course requirements, ensuring adherence to the academic calendar.

This systematic approach to planning and evaluation ensures the effective delivery of the curriculum while fostering the holistic development of students, enhancing their academic growth and overall competencies.

File Description	Documents
Upload relevant supporting document	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

B. Any 3 of the above

**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**

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

1.2 - Academic Flexibility

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

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

2

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

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

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

13

File Description	Documents
Any additional information	No File Uploaded
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

855

File Description	Documents
Any additional information	No File Uploaded
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

Dr. Moonje Institute integrates cross-cutting issues like professional ethics, gender, human values, environment, and sustainability into the curriculum through co-curricular and extracurricular activities. These efforts aim to develop professional, moral, and personal qualities in students, ensuring they thrive in a competitive environment while fostering inclusiveness and equal opportunity.

The curriculum incorporates courses addressing themes such as IT security, cyber law, human rights, and corporate social responsibility. These subjects enable students to gain critical insights into ethical practices and societal responsibilities.

Gender: The institution organizes events like Women's Day celebrations, workshops on women empowerment laws, and campaigns such as Save Girl Child. Activities like essay writing, poster exhibitions, and wall presentations highlight and address gender-related challenges.

Environment and Sustainability: The institute actively supports environmental conservation through tree-planting drives and sustainable development initiatives in neighboring villages. Such activities align with government efforts to promote environmental awareness and sustainability.

Human Values and Human Rights: The SPPU Human Rights course educates students on human rights principles, their roles in protecting these rights, and strategies to address gender-related and societal issues. This comprehensive approach emphasizes human values and ethical responsibilities in

professional and personal contexts.

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

2

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

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

117

File Description	Documents
Any additional information	No File Uploaded
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
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File Description	Documents
URL for stakeholder feedback report	https://moonjeinstitute.bhonsala.in/Encyc/2024/4/2/Feedback-System.html
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://moonjeinstitute.bhonsala.in/Encyc/2024/4/2/Feedback-System.html

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

161

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

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

supernumerary seats)

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

93

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

2.2 - Catering to Student Diversity

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

The Institute follows a comprehensive approach to assess the learning levels of students, ensuring personalized academic support.

Primary Assessment

- Students undertake a Computer-Based Test to evaluate their knowledge and aptitude.
- Based on performance, students are classified as slow or fast learners.
- Continuous assessments and end-of-semester evaluations determine their overall academic performance.

Initiatives for Slow Learners

Students who score below 50% in the first Continuous Assessment are classified as slow learners and provided with the following support:

- Remedial classes, tutorials and assignments to help improve understanding.
- Special coaching and counselling sessions.
- Relevant study materials are uploaded on the LMS and Google Classroom.
- Practice on previous year's question papers and question banks.
- Mentors provide guidance to improve academic performance.

Initiatives for Advanced Learners

For fast learners, the Institute provides opportunities to enhance their learning experience:

- Encouragement to participate in symposiums, workshops, quizzes, poster presentations and inter-institutional competitions.
- Guidance for competitive exams and research activities.
- Opportunities for publishing research papers in conferences and journals.
- Specialized training programs for advanced technical knowledge.
- Career planning and participation in project competitions etc.

File Description	Documents
Paste link for additional information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/2.2.1-Programmes-organised-for-Advance-and-Slow-Learner_202501151733036663.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
254	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

The Institute adopts various student-centric methodologies such as experiential learning, participative learning and problem-solving techniques to enhance the overall learning experience.

1. Experiential Learning

- **Training Programs:** Additional skill-building programs beyond the syllabus are conducted.
- **Summer Internships:** Students gain practical, hands-

on experience in the industry.

- **Online Courses:** Platforms like Coursera, NPTEL, and SWAYAM provide students with opportunities to expand their knowledge in relevant fields.
- **Industrial Visits:** Students participate in visits to real-world industries for experiential exposure.
- **Career Guidance and Invited Talks:** Experts provide insights into career opportunities, helping students choose appropriate career paths.
- **Co-Teaching:** Industry practitioners contribute to 20% of the syllabus, bridging the gap between theory and practice.

2. Participative Learning

- **DMI Carnival:** A platform for students to showcase managerial skills.
- **Seminars and Paper Presentations:** Students present papers on contemporary topics, developing technical and functional skills.
- **Quizzes:** Faculty-driven interactive quizzes enhance student engagement.

3. Problem-Solving Methods

- **Case Studies:** Students are taught to analyse real-world scenarios, enhancing logical thinking and problem-solving abilities.
- **Master Classes & Industry Samwad:** These help students tackle real-world problems.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/2.3.1-Student-Centric-Programmes_202501151734514485.pdf

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

The Institute integrates ICT tools to support, enhance and optimize education delivery, ensuring an effective teaching-learning experience.

1. ICT Tools for Effective Teaching

- Teachers use high-performance laptops, LCD projectors, and smart boards for lectures.

- Google Classroom, WhatsApp messaging utilized for subject content uploads, providing easy access for students as needed.
- E-books on Management and IT are made available to students for further learning.

2. Innovative Teaching-Learning with ICT

- Multimedia Devices: Smart boards, projectors, and touch-screen laptops are employed to illustrate concepts clearly.
- MOOCs Integration: Courses are mapped through platforms like NPTEL, SWAYAM, and other MOOCs to enhance learning.

3. ICT Usage

- Teachers use higher-configured laptops, LCD projectors, and smart boards.
- The Institute uses an LMS for resource management and enhancing the teaching process.

4. ICT Infrastructure

- The library is equipped with project reports, faculty research papers, and access to databases like EBSCO, J-Gate, and Emerald.

5. Faculty Use of ICT Tools

- PowerPoint Presentations: Used with LCD projectors to enhance lectures.
- Online Quizzes: Conducted via Google Forms.
- Video Lectures: Expert sessions are recorded for continued learning with Zoom & Google Meet
- Webinars: Teachers facilitate webinars on contemporary business topics.

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

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

2.3.3.1 - Number of mentors

14

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	View File
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

6

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

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

2.4.3.1 - Total experience of full-time teachers

97

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

2.5 - Evaluation Process and Reforms

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

The Institute ensures a best mechanism for assessments.

Mechanism:

- Complaints are resolved informally at the root level whenever possible.
- Students must submit any assessment-related grievances within a week after the exam or assessment.
- Mentors and subject teachers guide students to resolve concerns before they escalate into formal complaints.
- The Exam Committee handles complaints confidentially, ensuring no bias or unfair treatment.
- The Exam Committee reviews complaints and notifies students of the decision within a week. Both students and staff concerned are present during deliberations.
- A review request is only allowed on grounds of procedural irregularity or new evidence.

Transparency:

- A dedicated Exam Department, led by the College Exam Officer (CEO), ensures smooth execution of assessments.
- Evaluation policies and guidelines are communicated to students at the start of each semester.
- At least three evaluations per course, including case studies, quizzes, and presentations, ensure varied assessment methods.
- Results and feedback are shared with students after each assessment, with grievance resolution through the Institute and University mechanisms.

Handling Grievances:

- Students can raise grievances regarding evaluated answer sheets and seek clarifications.

The University provides a revaluation process, with revised results communicated to students.

File Description	Documents
Any additional information	View File
Link for additional information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/2.5.1-Internal-Assesment-guidline_0001_202501151735107146.pdf

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

Dr. Moonje Institute has established a transparent, time-bound, and efficient system to address internal examination-related grievances. This mechanism, overseen by the Exam Committee led by the Director and the College Exam Officer, ensures that students have a fair and structured process for raising their concerns.

Key Features of the Grievance Redressal Procedure

Early Resolution: Many grievances are resolved informally and locally, minimizing escalation.

Timely Submission: Students are encouraged to submit complaints within one week of the exam or assessment, enabling prompt investigation and corrective action.

Student Support: Mentors and subject teachers actively counsel students, offering solutions or information to resolve issues before formal complaints arise.

Confidentiality: The Exam Committee ensures that grievances are handled confidentially, protecting students from bias or unfair treatment.

Structured Review: Students must specify the nature of their complaint, which is reviewed by the committee. Both students and staff members involved may attend deliberations, and the

student is notified of the decision within a week.

Appeal Process: Students can request a review of decisions only in cases of procedural irregularities or new evidence not considered during the initial review.

This structured approach reflects the institute's commitment to maintaining fairness, transparency, and efficiency in its examination processes.

File Description	Documents
Any additional information	View File
Link for additional information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/2.5.2_202501151735299622.pdf

2.6 - Student Performance and Learning Outcomes

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

The institution has established a well-structured academic system that defines the Program Outcomes (POs), Program Specific Outcomes (PSOs), and Course Outcomes (COs) for all its programs. These outcomes serve as a guide for both students and teachers, helping them achieve specific learning goals. To ensure transparency and accessibility, the POs, PSOs, and COs are made available on the institution's website for all stakeholders to view.

At the start of each academic year, during the induction program, the institution presents the POs, PSOs, and COs to the incoming MBA and MCA students, along with other relevant academic details. These outcomes outline the broader objectives students are expected to achieve by completing their programs and courses, and are designed to equip them with the knowledge, skills, and attitudes needed for success in their fields.

By communicating these outcomes to both faculty and students, the institution encourages a collaborative approach to learning. Teachers align their teaching strategies and assessments with these outcomes, ensuring that students receive the necessary support to meet their objectives. The availability of these outcomes to all stakeholders promotes transparency and accountability.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/2.6.1_202501151735485960.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Yes, the institute evaluates the attainment of Program Outcomes (POs), Program Specific Outcomes (PSOs), and Course Outcomes (COs) in alignment with the curriculum of Savitribai Phule Pune University (SPPU). The IQAC Cell continuously assesses the teaching-learning process to ensure that the pre-decided outcomes are achieved. The evaluation of course attainment is based on student performance in both internal and external assessments, following a combination of direct and indirect evaluation methods.

Direct attainment is measured through students' performance in internal exams, assignments and external assessments, while indirect attainment is gauged via surveys & feedback. The attainment levels are categorized as low, moderate or high based on exam results. Academic activities, such as assignments, case studies, tests, quizzes and online evaluations, contribute to the achievement of COs, POs, & PSOs.

The institute ensures that the teaching-learning methods align with all POs, mapping them to the curriculum and PSOs. COs are designed to reflect the abilities students acquire upon course completion, and these are mapped to POs and PSOs. During the CO-PO/PSO mapping process, question papers are prepared to meet the COs, and course end surveys are framed to assess students' confidence levels and the effectiveness of the course outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/2.6.2_202501151736049177.pdf

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

77

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/2.6.3_202501151736231492.pdf

2.7 - Student Satisfaction Survey

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

https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/2.7-Student-Satisfactio-Survey_202501151736459492.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	No File Uploaded
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 teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

0

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

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

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

0

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

3.2 - Innovation Ecosystem

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

The Institute stands as a beacon on innovation, propelled by its visionary approach to

Fostering creativity and entrepreneurship for dynamic landscape of education and research. In this regard, the Institute has created a good atmosphere and provides excellent infrastructure for research activities, which is evident from the consistent increase in the number of research publications, patents and projects. Innovation is the cornerstone of progress in any society, and institutions play a pivotal role in nurturing an environment conducive to innovation.

Recognizing the importance of protecting intellectual property, the institution has placed a strong emphasis on raising awareness about Intellectual Property Rights (IPR) within its community through workshops, seminars, and training sessions for students, faculty, and staff. Eminent personalities who have significantly contributed to research, social activities, and industry are invited as resource persons for various events in the Institute for overall development of the Institute's culture. The incubation centre provides aspiring entrepreneurs with the resources and guidance needed to translate their ideas into viable businesses. The Institute has established the Research Centre approved by Savitribai Phule Pune University, Pune. The Institute's organizes various events like Industry Samwad, Guest Lecture, Workshops, Webinar etc. to obtain great experience for achieving the knowledge for holistic development. The institution provides the following activities to build confidence for enhancement of the capacity and competencies to students and staff in research and innovation activities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.moonjeinstitute.com/Encyc/2025/1/11/Dashboard.html

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

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

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

3.3 - Research Publications and Awards

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

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

0	
File Description	Documents
URL to the research page on HEI website	https://www.moonjeinstitute.com/Encyc/2025/1/11/Dashboard.html
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

3	
File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

1

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

3.4 - Extension Activities

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

The outcomes of extension activities in the neighborhood community have been a cornerstone of our institution's commitment to holistic student development over the last years. Through a variety of initiatives, Institutes have strived to make a meaningful impact on the community while sensitizing our students to pressing social issues. Our efforts have yielded tangible results, evidenced by the positive changes observed in the local community and the transformative experiences reported by our students.

Sr.

No

Activities

Outcomes

01

Tree Plantation

Awareness about environmental issues for the community service. water conservation and tree plantation.

02

Gender Equality

Gender equality fosters a more just society where individuals

are treated fairly and have equal opportunities regardless of gender.

03

Yoga Day Celebration

Yoga Day promotes holistic well-being, cultural awareness

04

Independence Day and Republic Day Celebration

Independence Day and Republic Day reaffirms India's commitment to freedom, democracy.

05

Soft skill

Soft skills empowers individuals to thrive in today's interconnected and rapidly changing world.

06

Adventure camp

To facilitate student personal growth and development, our aim is to foster an environment conducive to nurturing individual potential.

07

Outbound Programm

It offer a rich experiential learning environment that promotes personal growth, teamwork, communication, cultural understanding

08

Environmental Activities

Inspiring environmental responsibilities. To empower everyone to harmoniously coexist with nature.

09

Cyber security

Cybersecurity awareness plays a critical role in building a more secure and resilient digital ecosystem.

10

Industry Samwad

Eminent personalities in various domains Interact with students, sharing their career experiences

File Description	Documents
Paste link for additional information	https://www.moonjeinstitute.com/Encyc/2025/1/11/Dashboard.html
Upload any additional information	View File

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

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

1

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

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

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red

Cross/ YRC etc., during the year

10

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

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

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

562

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

3.5 - Collaboration

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

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

86

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

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

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

12

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.

The institution provides advanced facilities to support effective teaching and learning, including classrooms, laboratories, and advanced computing equipment. All classrooms are equipped with ICT tools such as Wi-Fi, projectors, and internet access to enhance teaching methods and student engagement. The infrastructure is regularly updated to meet the evolving demands of the education sector.

The library offers internet-enabled access to online-learning resources, electronic journals, and book searches, along with an LMS for housekeeping operations. It is partially automated, with barcoded books for efficient management. The library also

includes SPSS and SPSS AMOS software for research purposes. Additionally, the campus features an audio-visual-equipped auditorium, meeting-room, and well-designed classrooms.

MCA and MBA students benefit from modern computer laboratories equipped with advanced ICT tools, the latest PC configurations, antivirus software, and compliance with AICTE regulations for project and practical work. The institute has a dedicated Training and Placement (T&P) cell, indoor and outdoor sports facilities, first aid, and separate common rooms for boys and girls.

The campus is inclusive, offering ramps and wheelchairs for students with special needs. Security and awareness are ensured through CCTV surveillance across the campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/4.1.1_202501151548531925.pdf

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

The institute is equipped with the resources needed to run extracurricular and co-curricular student activities. Meeting rooms, seminar hall, and auditoriums of the institute are used for seminars, workshops, cultural events, and other student activities.

The conference room and auditorium include a separate music system, sound system, and other auxiliary equipment for smooth event operations.

Auditorium

- Area - 351 sq mtr
- User Rate - 260

Seminar Hall

- Area - 135.13 sq mtr
- User Rate - 70

Meeting Room

- Area - 105 sq mtr
- User Rate - 50

Sports including volleyball, badminton, and cricket are played on the institute campus sports pitch. The institute has a sports room where students can play indoor games including Carrom, Chess, Table Tennis, and more.

The sporting facilities of the C.H.M.E Society, which include a swimming pool, basketball and volleyball courts, an athletic field, and horseback riding, are open to the students. Students can participate in a range of activities at adventure camps.

On campus, Dhyan Mandir is a place for yoga and meditation. The organization provides both staff and students with yoga courses. The gym also features a range of fitness equipment.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/4.1.2_202501151549103955.pdf

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

11

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/4.1.3_202501151812123104.pdf
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)**

5.99

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

4.2 - Library as a Learning Resource

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

The library plays a vital role in enhancing the quality of academic programs. Established alongside the inception of Dr. Moonje Institute of Management & Computer Studies, the library has evolved into a comprehensive resource center. It is organized into various sections, including the Stack Section, OPAC Section, Digital library Section, Research Section, Journal and Bound-Volume Section, Circulation Section, and Reading Hall.

The library boasts a collection of over 15,000 books, including rare editions, and subscribes to both national and international journals. To keep users informed, the library leverages multiple platforms such as email, WhatsApp, Google Classroom, and the institute's website to share updates on current content, new arrivals, and Selective Dissemination of Information (SDI) services.

The library operates using the "VM Edulife" Library Management Software and has implemented an online circulation system. It follows the "Dewey Decimal Classification" system for organizing its resources. Users can search the catalogue through OPAC (Online Public Access Catalogue).

Additionally, the library offers robust research support services to researchers. It is equipped with seven computers with internet access for searching e-resources and provides

remote login facilities to ensure uninterrupted access. Users can also access a wide range of e-resources through the EMERALD Platform.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/4.2.1_202501151550132465.pdf

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)

5.25

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

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

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

60

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

Dr. Moonje Institute is committed to providing advanced technology and regularly updating its ICT infrastructure for efficient operations. Modern facilities, including computer labs, libraries, staff rooms, exam departments, and offices, are equipped with the latest laptops, PCs, printers, scanners, and essential accessories. All systems feature necessary software and are secured with QuickHeal Seqrite Endpoint Security, managed by a dedicated server and updated regularly. The campus is fully Wi-Fi enabled, allowing students and staff to complete academic tasks seamlessly. A centralized LAN connects all PCs, and the CCTV system is managed through the server room. Additionally, a specialized lab is under development to support robotics and Internet of Things (IoT) initiatives, enhancing innovation and research.

Details of updation :

A.Y 2023-2024

Acrobat Pro for Teams Fresh (Annual Licenses) For L Year

Canon Xerox Machine

Epson Printer

Computer Systems

Laptop

Camera

CCTV and SMPS

Quickheal Software licenses

ShreeLIPI Software

A.Y 2022-2023

IoT-Kits

Bluetooth-Speaker

Projector Logitech-Presenter R 400

Esst-Thumb Attendance MC K30+ID+B

Sandisk-Pendrive 32 Gb (metal)

VM- Edulife LMS Software

Google workspace subscription

A.Y 2021-2022

IoT Kits

DIY Kits

Bluetooth-Speaker

Computer-Systems

A.Y 2020-2021

Quick heal Antivirus -Seqrite Endpoint security Business
edition

Canon Digital-Copier

Web-Camera

Headphone

Presenter

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/4.3.1_202501151550314430.pdf

4.3.2 - Number of Computers

237

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

14.15

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

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

The Dr. Moonje Institute has provided a detailed description of all the policies and processes governing its academic, support, and physical infrastructure. Maintenance of the Institute's Infrastructure: The conference rooms and classrooms are equipped with the newest ICT equipment, including sound systems, LCD projectors, and Internet connection, to promote interactive learning. In order to ensure the security and well-being of both the staff and the students, CCTVs were installed. Extinguishers for fires are positioned in easily accessible areas.

Installing and upgrading software and maintaining computer equipment are the responsibilities of a lab assistant. The institution has an AMC for printer and generator repair. The website is updated and maintained periodically with the help of other experts. The authorized vendors take care of IT peripheral repairs as needed. All computer systems maintained with updated antivirus software. Also, dead stock register entries done on regular basis

Library Maintenance: The library has a system in place to keep track of purchases based on the offered courses. Journal editions are bound and kept as reference materials in the library once a year. Eliminating books and other reading materials that are no longer useful is standard procedure.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/4.4.2_202501151551033497.pdf

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

196

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

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

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

3

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	C. 2 of the above
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File Description	Documents
Link to Institutional website	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/5-1-3-WEBLINK_202501151508228549.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year
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342

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year
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342

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

51

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

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

5.2.2.1 - Number of outgoing student progression to higher education

0

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

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

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
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)

For the academic year 2023-24, the institute has formed several committees with active student involvement to address various aspects of academic and extracurricular life. These committees aim to ensure a safe, enriching, and holistic experience for all students.

The Anti-Ragging Committee, established in alignment with Savitribai Phule Pune University's policies, works to create a secure environment by preventing and addressing ragging-related issues. The Library Committee addresses concerns related to book availability, reading room facilities, library timings, and electronic database access, enhancing the overall library experience for students.

The Grievance Redressal Committee provides a platform for students to voice complaints or concerns, ensuring fair investigation and resolution of issues. Similarly, the Internal Complaints Committee addresses harassment-related grievances and organizes sessions to promote health, safety, and well-being, fostering a respectful environment for all.

The Student Development Cell, chaired by the institute's director, focuses on students' overall growth through diverse initiatives. Comprising faculty and student representatives from MBA and MCA programs, it organizes and supports extracurricular activities, encouraging active student participation.

These committees reflect the institute's commitment to fostering student welfare, engagement, and personal development through collaborative efforts in academic and non-academic spheres.

File Description	Documents
Paste link for additional information	https://moonjeinstitute.bhonsala.in/Encyc/2021/11/27/Anti-Ragging-Rules-are-enforced-at-DMIMCS.html
Upload any additional information	View File

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

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

151

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

5.4 - Alumni Engagement

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

The Dr. Moonje Institute Alumni Association plays a crucial role in maintaining a strong, mutually beneficial relationship between the institution and alumni. Acting as a platform for meaningful interactions, it fosters connections among alumni, students, faculty, and the administration, enriching the student experience. The association's primary goal is to

strengthen ties with the alumni through regular engagement, ensuring both students and alumni benefit from shared knowledge and experiences.

As a registered public trust (F-0019384, NSK), it operates with a PAN number for smooth financial transactions. It organizes alumni guidance sessions to keep students informed about industry trends, career opportunities, and other relevant areas. Alumni actively participate in the College Development Committee, contributing to the college's growth and ensuring it remains responsive to evolving educational needs.

Alumni support co-curricular and extracurricular activities, mentor students, and assist in organizing events. They also play a key role in the institute's placement activities by offering job opportunities and internships, helping bridge the gap between academic learning and industry demands.

Through workshops, seminars, and cultural events, alumni remain engaged with the institute, fostering a sense of community. Overall, the Alumni Association significantly contributes to the development of students, ensuring a dynamic and thriving academic environment.

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	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Dr. Moonje Institute of Management and Computer Studies (DMIMCS) envisions imparting quality education to nurture

vibrant business leaders and high-caliber IT professionals rooted in Indian values, global vision, and social skills. Its mission focuses on professional education through three core values: building national character, quality education, and developing management skills.

The institute's governance aligns with its vision and mission, emphasizing social transformation through education, skill development, and research. Activities like "Meri Mati Mera Desh" and Constitution Day exemplify this commitment. Senior management fosters participatory decision-making, enhancing organizational culture and academic leadership.

The College Development Committee (CDC) oversees academic governance, ensuring continuous improvement through regular policy discussions. The IQAC monitors academic and administrative functions, crafting perspective plans based on vision-aligned SWOC analysis. Key focus areas include student diversity, placements, ICT integration, faculty development, industry partnerships, and research.

Initiatives such as the Research Cell, Startup and Incubation Cell, and Student Welfare Programs support innovation and holistic student development. The institute integrates National Education Policy (NEP) principles, promoting holistic education, research, and skill development.

DMIMCS aspires to become a leading institute in Northern Maharashtra by fostering applied learning, research, and social responsibility, preparing students to excel in their careers.

File Description	Documents
Paste link for additional information	https://moonjeinstitute.bhonsala.in//Encyc/2021/11/26/Vision-Mission.html
Upload any additional information	View File

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

Leadership and governance at Dr. Moonje Institute align with its vision of quality education, global perspectives, character building, and management skills. The College Development Committee (CDC), chaired by the Chairman and supported by the

Director, plays a central role in policy-making, financial planning, and institutional progress. Departmental coordinators bridge leadership and faculty, ensuring effective communication and decision implementation.

Leadership Framework: The governance structure includes the Society Head, CDC, Director, IQAC, coordinators, faculty, and support staff. The CDC facilitates deliberations on academics, research, collaboration, and faculty development, enhancing teaching and learning quality through regular meetings.

Faculty and Student Involvement: Participative management fosters inclusivity, with faculty actively engaged in committees like the Governing Council, Women's Grievance Cell, and Library Committee. Students contribute through representation in the Anti-Ragging and Placement Committees, providing feedback for continuous improvement.

IQAC and Decentralized Governance: The IQAC oversees all institutional activities, ensuring quality enhancement and holistic development. It identifies improvement areas and drives initiatives like the Research Cell, Startup and Incubation Cell, and Student Welfare programs, exemplifying innovation and student-centric policies.

Through participative management and decentralized governance, DMIMCS ensures efficient administration, policy implementation, and stakeholder satisfaction.

File Description	Documents
Paste link for additional information	https://moonjeinstitute.bhonsala.in/p/college-development-committee/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Dr. Moonje Institute of Management and Computer Studies (DMIMCS) demonstrates effective governance through well-structured policies, administrative frameworks, and strategic planning aligned with its vision for growth and excellence. The Governing Body, including the President, Vice-President, General Secretary, and Treasurer, along with the Nashik

Division Committee, oversees critical institutional functions such as financial investments, admissions, and recruitment.

The College Development Committee (CDC), comprising stakeholders like industry representatives, alumni, and institutional leaders, plays a pivotal role in academic policies, teaching methodologies, research, and collaborations. Addressing stakeholder needs, the CDC ensures comprehensive institutional development.

Strategic Plans for the Next Decade:

- Re-accreditation by NAAC and accreditation by NBA.
- Infrastructure expansion to accommodate student growth.
- Enhanced industry linkages for placements and training.
- Development of an Incubation Centre and a Language Laboratory.
- Strengthening the Alumni Association.

The Industry Interaction Cell promotes internships, placements, and expert sessions, improving the placement ratio. A registered Alumni Association fosters regular engagement. The institute adheres to Standard Operating Procedures (SOPs) for effective placement processes, career guidance, and student support.

DMIMCS also focuses on faculty development, offering training in pedagogy and emerging technologies. An academic calendar ensures balanced curriculum delivery and extracurricular activities, fostering student engagement and holistic development.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://moonjeinstitute.bhonsala.in//Encyc/2025/1/11/IQAC-Meetings-Action-Taken-Report.html
Upload any additional information	View File

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

The governance at CHMES Dr. Moonje Institute is highly efficient, driven by well-defined policies, robust administration, and transparent service rules. A participative management model ensures inclusivity and accountability across all levels.

Director Level: The Director oversees academic and administrative operations, making key decisions with the Registrar, Deputy Director, and HoDs. The Internal Quality Assurance Cell (IQAC), led by the Chairman, Director, and IQAC Coordinator, monitors academic quality. Administrative reviews by the parent society and Office Superintendent ensure compliance and efficiency.

Administrative Framework: The institute follows a structured setup with clear roles, ensuring transparency in appointments, promotions, and staff-related matters. Service rules and procedures are documented and communicated to ensure transparency in appointments, promotions, and other staff-related matters.

Department Level: HoDs assign responsibilities based on faculty expertise, forming departmental committees to oversee academics and extracurriculars. Faculty actively participate in institutional committees, fostering collaboration.

Student Participation: Students contribute through roles in committees like IQAC, Student Council, and Anti-Ragging, ensuring inclusivity in governance.

Policy for Delegation of Work: The IQAC-defined SOPs streamline decision-making, ensuring accountability and efficiency.

Through inclusive governance involving management, staff, alumni, and students, the institution upholds its commitment to fostering a conducive environment for academic and administrative excellence.

File Description	Documents
Paste link for additional information	https://moonjeinstitute.bhonsala.in//Encyc/2022/4/9/Careers.html
Link to Organogram of the institution webpage	https://moonjeinstitute.bhonsala.in//Encyc/2021/11/26/Organization-Structure.html
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	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

CHMES Dr. Moonje Institute of Management and Computer Studies prioritizes the well-being of its teaching and non-teaching staff, recognizing their critical contributions to the institution's success. By implementing comprehensive welfare measures, the institute fosters a supportive work environment that enhances job satisfaction, professional growth, and a sense of belonging.

Key welfare initiatives include:

- Professional Development: Faculty are encouraged to pursue self-development programs and higher education.
- Research Support: Duty leaves, research resources, and ISBN-based publication opportunities are provided.

- **Financial Security:** Staff benefit from the Employee Provident Fund Act, group insurance, and a gratuity scheme for long-term stability.
- **Educational Benefits:** Fee concessions are offered for staff children in CHME Society schools.
- **Cooperative Credit Society:** Loan facilities are available at concessional rates.
- **Work-Life Balance:** Flexible work arrangements, stress management programs, and comprehensive leave policies promote well-being.
- **Research Infrastructure:** Faculty are equipped with laptops, SPSS software, Wi-Fi, and financial support under the Research Policy.
- **LMS Training:** Training on digital learning platforms enhances teaching effectiveness.

These measures, along with maternity leave, advance salary provisions, and student-centric initiatives, highlight the institute's commitment to fostering a healthy, motivated, and growth-oriented workforce.

File Description	Documents
Paste link for additional information	https://annualreport.bhonsala.in/index.php?edition=Mpage&date=2024-06-10&page=1
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

3

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

1

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

19

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

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

The institute implements a well-structured 360-Degree Performance Appraisal System for teaching staff, emphasizing six key categories:

1. **Teaching Process:** Faculty are evaluated on lecture delivery, innovative teaching methodologies, examination duties, and knowledge dissemination.
2. **Student Feedback:** Confidential online feedback measures teaching effectiveness, course delivery, and student satisfaction. Faculty are also assessed based on student performance.
3. **Departmental Activities:** Contributions to co-curricular activities, such as workshops, seminars, and industrial visits, are evaluated.
4. **Institutional Activities:** Participation in accreditation (e.g., NAAC), departmental management, and professional development are key criteria.
5. **Research Contributions:** Faculty are assessed on published papers, books, research projects, consultancies, and participation in academic events.
6. **Social Contribution:** Engagement in initiatives by AICTE and societal activities is reviewed.

Faculty contributions and appraisals are regularly updated and reviewed by the IQAC.

Non-Teaching Staff Appraisal: Non-teaching staff complete a self-appraisal form annually, reviewed by the department head or registrar, then submitted to HR for action. Key assessment

parameters include:

- Profile Knowledge: Understanding of job roles.
- Attendance: Regularity and informed leaves.
- Communication: Effective interaction with authorities and staff.
- Teamwork: Ability to collaborate.
- Technology Skills: Staying updated with tools like Tally and ERP.
- Initiative: Readiness for new responsibilities.

This appraisal system ensures accountability, development, and performance improvement across all staff.

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 CHME Society's Dr. Moonje Institute of Management & Computer Studies ensures robust financial oversight through comprehensive internal, external, and vigilance audits, adhering to fee fixation regulations. Internal audits, led by the Parent Society, use Tally and ERP software for precise record-keeping, enabling daily verification of accounts by accountants and fostering transparency. Annual external audits, conducted by certified Chartered Accountants, ensure compliance with budgetary allocations and state-level fee regulations.

Internal Audits: The CHME Society regularly conducts audits to evaluate financial controls, identify improvements, and mitigate risks. Utilizing Tally software, auditors meticulously review financial records, including receipts, payments, income, and balance sheets, ensuring alignment with Maharashtra's Fee Regulatory Committee guidelines. Discrepancies are promptly addressed, promoting accountability and safeguarding assets.

External Audits: Annual audits by certified Chartered Accountants provide an independent review of financial records.

Account books are examined for accuracy and compliance with statutory requirements. Recommendations from auditors enhance financial governance and transparency. No major objections have been encountered, reflecting strong financial practices.

Vigilance Audits: These systematic assessments prevent inefficiencies, misconduct, and corruption by ensuring ethical standards and regulatory compliance. Vigilance audits enhance transparency, accountability, and institutional integrity, contributing to a culture of financial excellence.

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)

0

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 CHME Society's Dr. Moonje Institute of Management & Computer Studies ensures strong financial governance through internal, external, and vigilance audits, alongside adherence to fee fixation regulations. Internal audits, managed by the Parent Society, utilize Tally and ERP software for accurate record-keeping and daily account verification. Annual external audits by certified Chartered Accountants ensure compliance with budget allocations and state fee regulations. Budget

preparation incorporates departmental needs, future plans, and estimated receipts to align with regulatory standards.

Internal Audits: Conducted by the CHME Society's internal auditors, these audits evaluate financial controls, identify areas for improvement, and mitigate risks. Financial records such as receipts, payments, balance sheets, and bank reconciliation statements are thoroughly examined using Tally software. By adhering to the Fee Regulatory Committee's guidelines, internal audits ensure compliance and safeguard assets, fostering a culture of accountability.

External Audits: Certified Chartered Accountants perform annual external audits, offering an independent review of financial records. These audits verify data accuracy, assess compliance with statutory norms, and provide actionable recommendations to enhance governance. No major objections have arisen, reflecting strong financial practices.

Vigilance Audits: Systematic reviews prevent inefficiencies, misconduct, and corruption, ensuring adherence to ethical and regulatory standards. These audits reinforce transparency, accountability, and institutional integrity.

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

6.5 - Internal Quality Assurance System

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

The CHME Society's Dr. Moonje Institute of Management & Computer Studies ensures robust financial oversight through internal, external, and vigilance audits, adhering to fee fixation regulations. Internal audits, managed by the Parent Society, utilize Tally and ERP software for meticulous record-keeping and daily account verification. External audits, conducted annually by certified Chartered Accountants, ensure compliance with budgetary allocations and state-level fee regulations. Budgets incorporate departmental needs, future plans, and estimated receipts, ensuring alignment with regulatory standards. The Finance Committee provides insights

for adjustments, fostering transparent and accountable financial management.

Internal Audits: Regular internal audits, conducted by the Parent Society's auditors, evaluate financial controls, identify improvements, and mitigate risks. Auditors scrutinize receipts, payments, income, expenditure, and balance sheets, ensuring adherence to Fee Regulatory Committee norms.

External Audits: Certified Chartered Accountants perform annual audits, verifying records for accuracy and compliance with statutory standards. Observations and recommendations drive improvements in financial governance.

Vigilance Audits: Systematic reviews detect misconduct, inefficiencies, or corruption, promoting ethical standards and regulatory compliance.

Mobilization of Funds: Tuition fees are the primary income source, with management providing loans when required. Budgets include recurring and planned expenses, approved by the Local Management Committee and monitored by the Accounts Department. Statutory auditors certify financial statements annually.

Resource Utilization: Infrastructure is optimally used for research, extracurricular activities, and as a University Examination Centre, with extended library hours benefiting students and faculty.

File Description	Documents
Paste link for additional information	https://moonjeinstitute.bhonsala.in/Encyc/2024/4/2/Feedback-System.html
Upload any additional information	View File

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

The institution conducts periodic reviews of its teaching-learning process, operational structures, and methodologies to ensure alignment with academic goals and continuous improvement in learning outcomes. These reviews, facilitated by the Internal Quality Assurance Cell (IQAC), focus on identifying

gaps, implementing corrective actions, and recording incremental improvements.

Key Initiatives and Processes by IQAC:

1. **Semester Planning:** Every faculty member prepares a detailed semester plan aligned with the institute's academic calendar. This plan incorporates various academic and co-curricular activities, including industrial visits, expert lectures, seminars, workshops, conferences, faculty development programs, and online technical events, contributing to students' holistic development.
2. **Student Feedback:** IQAC conducts structured student feedback on faculty performance, teaching-learning processes, and evaluation methods. Feedback is collected anonymously to ensure authenticity, and results are analyzed for actionable insights. Faculty with lower ratings are guided for improvement.
3. **Academic Monitoring:** The Academic Monitoring Committee conducts regular classroom visits to ensure punctuality and adherence to schedules. Observations are reported daily to the Director for necessary interventions.
4. **Remedial Classes:** Special remedial sessions are organized for students needing additional academic support to bridge learning gaps.
5. **Syllabus Monitoring:** The IQAC Chairman monitors syllabus completion regularly. Faculty are required to provide updates on syllabus progress, ensuring timely completion and quality delivery.

These initiatives, systematically recorded and analyzed, ensure continuous improvement in teaching-learning practices, fostering a robust academic environment.

File Description	Documents
Paste link for additional information	https://moonjeinstitute.bhonsala.in//Encyc/2025/1/11/IQAC-Meetings-Action-Taken-Report.html
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	B. Any 3 of the above
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File Description	Documents
Paste web link of Annual reports of Institution	https://annualreport.bhonsala.in/index.php?edition=Mpage&date=2024-06-10&page=1
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

1. Admissions Process: Promoted gender equity by ensuring fairness, inclusivity, and equal opportunities for individuals of all genders in the admission process, in line with the rules and regulations.

2. **Programs/Activities:** Celebrated International Women's Day, Constitution Day, Rashtriya Ekta Diwas, Sadbhavna Diwas, and National Youth Day, involving both male and female students. Organized sessions on Yoga, Nirbhay Kanya Yojana, Adventure Camp, etc.
3. **Inclusive Representation in Leadership:** Actively encouraged students, both female and male, to take leadership roles in various activities, promoting equal representation through committee participation.
4. **Security Measures:** Installed security cameras to enhance safety on and around the campus, ensuring a secure environment for all.
5. **Facilities for Female Students:** Provided a separate ladies' room with sanitation facilities, addressing the specific needs of female students and creating a supportive atmosphere.
6. **Cyber Security Awareness:** Conducted dedicated cybersecurity sessions to address digital security concerns.
7. **Mentoring/Personal Counseling:** Offered counseling services for academic, examination, and family-related issues, supporting the holistic well-being of students.
8. **Committees for Compliance:** Established Anti-Ragging, Grievance Redressal, Student Council, and Mentoring Committees to comply with University/UGC norms and provide structured support.
9. **Separate Washroom Facilities:** Ensured separate washroom facilities for girls and boys, equipped with vending machines for sanitary napkins, ensuring comfort and hygiene.

File Description	Documents
Annual gender sensitization action plan	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/Gender-Action-Plan_202501151450545543.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/Specific-Facilities_202501151451229458.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	A. 4 or All of the above
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Solid Waste Management:

- **Segregated Collection Bins:** The institute has implemented segregated bins for recyclable and non-recyclable waste to promote proper waste sorting.
- **Waste Compactor:** A waste compactor is used to reduce the volume of non-recyclable waste, making disposal more efficient.
- **Composting Area:** Organic waste is processed in a designated composting area, converting it into compost for future use.

E-waste Management:

- **E-waste Recycling Unit:** The institute has set up an e-

waste recycling unit to dismantle and recycle electronic components safely.

- **Recycling of Outdated Equipment:** Outdated computers, toners, cartridges, and other electronic devices are sold as scrap, ensuring their proper recycling.
- **Data Destruction Facilities:** The institute also ensures the secure erasure of data from outdated electronic equipment to protect sensitive information.

The institute adopts an environmentally responsible approach to managing both biodegradable and non-biodegradable waste. Supervisors and staff are dedicated to managing waste reduction efforts, collecting waste daily for proper disposal and conversion into manure. Non-recyclable waste such as plastic disposables and liquid waste is segregated, stored, and transported by Nashik Municipal Corporation (NMC) for proper disposal. Additionally, the institute is working closely with top management and the local society to ensure that waste is handled and recycled appropriately for long-term environmental benefits.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

<p>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</p> <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	<p>A. Any 4 or All of the above</p>
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File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

<p>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</p>	<p>B. Any 3 of the above</p>
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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

<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly</p>	<p>A. Any 4 or all of the above</p>
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washrooms Signage including tactile path, lights, display boards and signposts
 Assistive technology and facilities for persons with disabilities (Divyangjan)
 accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

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

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

IKS Activities:

- **Self-Management and Career Counselling with ISKCON:** Focused on self-awareness and career planning, integrating spiritual principles.
- **Indian Ethics:** Discussions on Dharma and ethics inspired by Indian mythology through various interactive sessions.
- **Swaminarayan Temple Visit:** A cultural visit to explore spiritual heritage and moral values among the students.

Awareness Programs:

- **Union Budget for Nashik Citizens:** Analysis of budget implications for local citizens.
- **Financial Literacy Workshop:** Empowering individuals with personal finance skills, including budgeting and investments.

Sensitization Workshops:

- Topics include Cyber Security, Nirbhay Kanya, Self-Defence, and Health Awareness.
- Educates students and staff on constitutional values, rights, and responsibilities.

Community Engagement:

- Activities like Nirbhay Kanya, Self Defence, Health Awareness, Swachata Abhiyan, and Ram Pratishtha Mahotsav.
- Promotes social welfare and community involvement.

Regional and Linguistic Inclusivity:

- Celebrations like Independence Day, Republic Day, Marathi Bhasha Diwas, Maharashtra Day, Azadi Ka Amrut Mahotsav, and various day celebrations.
- Encourages multilingualism and cultural appreciation.

Inclusive Practices:

- Transparent policies in admissions, hiring, and governance to ensure equality and prevent discrimination.
- IKS-related books available in the library for students and staff.

Cultural Sensitivity Activities:

- Events like Carnival, Mudra Festivals, Diwali Utsav, Navratri Utsav, Ganpati Festival, and Adventure & Sports foster cultural harmony.

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

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

Dr. Moonje Institute actively sensitizes students and staff to constitutional obligations, instilling values, rights, duties, and responsibilities that empower them to become responsible citizens. Various programs and activities during the academic

year 2023-24 reflect this commitment. Events like Azadi ka Amrut Mahotsav and Constitution Day emphasized the importance of India's democratic principles through sessions on the Constitution, human rights, and cyber security. Sadbhavana Diwas promoted national integration and communal harmony, while Vachan Prerana Divas encouraged a culture of reading for intellectual growth. Women empowerment initiatives, such as Nirbhay Kanya Yojana, highlighted themes like Beti Bachao and gender equality, fostering awareness and action. Celebrations like Republic Day and Dr. Babasaheb Ambedkar Jayanti reinforced civic values and social justice principles. Inclusivity was championed through the Special PH Student Workshop, and regional pride was celebrated during the Marathi Bhasha Divas, focusing on the preservation of the Marathi language and culture.

Additionally, the Investment and Cyber Security Awareness Program for students and staff on financial and cyber literacy, emphasizes the importance of informed decision-making in personal finance investment and its security.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/Sensitization-Activity-Reports_comp_202501151452145712.pdf
Any other relevant information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/Activity-Photos_202501151452438816.pdf

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

The following is a list of significant commemorative days, events, and festivals celebrated/organized by Dr. Moonje Institute of Management and Computer Studies:

- 06.06.2023 - Shiv Swarajya Din: Celebrated the legacy of Chhatrapati Shivaji Maharaj.
- 21.06.2023 - International Yoga Day: Promoted physical and mental well-being through yoga.
- 15.08.2023 - Independence Day: Commemorated India's independence and honored freedom fighters.
- 02.10.2023 - Swachhata Bharat Abhiyan: Participated in the national cleanliness drive.
- 15.10.2023 - Vachan Prerana Din (Dr. Abdul Kalam's Birth Anniversary): Honored Dr. APJ Abdul Kalam's vision for education and nation-building.
- 16.10.2023 - My Soil My Country-Amrit Kalash Yatra: Promoted environmental sustainability and patriotism.
- 08.11.2023 - Dazzling Diwali Mahotsav: Celebrated the festival of Diwali with cultural performances and community activities.
- 26.11.2023 - Constitution Day: Observed the adoption of the Indian Constitution.
- 22.01.2024 - Shri Ram Pran Pratishtha Mahotsav: Celebrated cultural and religious traditions.
- 25.01.2024 - National Voters Day: Encouraged voter participation and civic responsibility.
- 26.01.2024 - Republic Day: Commemorated the adoption of the Indian Constitution.
- 10.02.2024 - Budget-2024 Session: Analyzed the national budget.

- 28.02.2024 - Marathi Bhasha Din: Celebrated the Marathi language and its cultural significance.
- 13.04.2024 - Dr. Babasaheb Ambedkar Jayanti: Honored Dr. Babasaheb Ambedkar's contributions to social justice.

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

7.2 - Best Practices

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

Best Practice 1: Industry Samvaad Series

Objectives:

- Foster meaningful dialogue and collaboration between academia and industry.
- Provide students with insights into real-world practices, emerging trends, and industry expectations.

The Context:

- Address challenges such as identifying relevant topics, resource allocation, and ensuring student engagement.

The Practice:

- Holistic approach to industry-academia collaboration.
- Alumni share industry experiences and career journeys.

Evidence of Success:

- Signing of MoUs, joint initiatives, and invitations for collaboration.
- Alumni participation reflects the initiative's success.

Problems Encountered:

- Difficulty in securing and coordinating schedules of high-profile speakers.

Outcomes:

- Student empowerment and skill development.
- Higher employability rates among students.

Best Practice 2: Adventure & Sports

Objectives:

- Enhance academic learning through experiential activities promoting teamwork, leadership, problem-solving, and stress management skills.

The Context:

- Key considerations include leadership development, strategic thinking, curriculum integration, and health promotion.

The Practice:

- Provides experiential learning opportunities beyond classroom confines.
- Promotes leadership, resilience, and interpersonal skills.

Evidence of Success:

1. Significant enhancement in leadership, teamwork, and communication skills.
2. Improved physical fitness and overall well-being among students.

Problems Encountered:

- Generating interest among students with diverse priorities; tackled through awareness campaigns and incentives.

Outcomes:

- Enhanced cognitive abilities, creativity, and critical thinking.

- Cultivation of responsibility, empathy, and respect for cultural diversity.

File Description	Documents
Best practices in the Institutional website	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/Best-practices_202501151453485000.pdf
Any other relevant information	https://moonjeinstitute.bhonsala.in/encyc/2025/1/15/Compressed-Reports-Best-practices-IS-AS_202501151506494877.pdf

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

Social Contributions of Dr. Moonje Institute of Management and Computer Studies (DMIMCS) through "Meri Maati Mera Desh - Amrit Kalash Yatra"

- Institute actively participated in the national initiative "Meri Maati Mera Desh - Amrit Kalash Yatra" on 16/10/2023 as part of its social responsibility and cultural engagement efforts.
- This program emphasized fostering a deep connection with the homeland and instilling patriotism among students. Activities included the collection of soil and planting saplings, symbolizing respect for the environment and national pride. Students were encouraged to actively participate, gaining leadership, teamwork, and social skills while embracing their civic responsibilities.
- The event also incorporated cultural and educational components, such as discussions, debates, and performances that enriched students' perspectives on sustainability and national unity. It brought together participants from diverse backgrounds, creating an inclusive platform for engagement and fostering a collective sense of identity and belonging.
- DMIMCS contributed to enhancing cultural awareness, promoting environmental sustainability, and cultivating responsible citizenship. The program demonstrated the institute's commitment to creating socially conscious individuals who actively contribute to the nation's

growth while respecting its rich traditions and values.

- This initiative stands as a testament to the institute's dedication to blending academic excellence with meaningful societal impact.

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

At Dr. Moonje Institute of Management and Computer Studies, governance is structured for decisive growth aligned with institutional excellence. The Governing Body and Nashik Division Committee oversee key areas like financial investments, admissions, and staff recruitment. The College Development Committee (CDC), comprising stakeholders such as industry representatives, alumni, and institutional leaders, drives decisions on teaching methodologies, research, and collaborations.

The institute's strategic goals include NAAC and NBA re-accreditation, expanding the incubation center, infrastructure development, enhanced industry linkages, a language lab, and an active alumni association. Industry interactions will foster practical knowledge through internships, placements, field visits, and expert sessions, leading to improved placement ratios. The registered Alumni Association ensures strong alumni ties through regular interactions and events.

The placement cell follows a structured process, from student entry to career guidance, emphasizing industry collaboration through initiatives like Industry Samvaad and pre-placement training. An academic calendar balances curriculum delivery and extracurricular activities while allowing flexibility for disruptions. Faculty development programs focus on pedagogy, research, and emerging technologies, supporting professional growth.

This comprehensive plan ensures governance excellence, industry partnerships, student success, and faculty development, fostering holistic growth at Dr. Moonje Institute.