



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	KJ's Educational Institute, Trinity Institute of Management and Research
• Name of the Head of the institution	Dr. Preeti Sharma
• Designation	Director - Additional Charge
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9822566915
• Mobile no	8999857040
• Registered e-mail	director.timr@kjei.edu.in
• Alternate e-mail	Trinitymba2016@gmail.com
• Address	Sr. No.- 25 27, Near Khadi Machine Chowk, Kondhwa Annexe, Pune- 411048
• City/Town	Pune
• State/UT	Maharashtra
• Pin Code	411048
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Self-financing				
• Name of the Affiliating University	Savitribai Phule Pune University				
• Name of the IQAC Coordinator	Dr. Pralhad Joshi				
• Phone No.	8956109866				
• Alternate phone No.	8956109865				
• Mobile	8087197719				
• IQAC e-mail address	pralhadjoshi.timr@kjei.edu.in				
• Alternate Email address	pralhad.pj@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)					
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.trinitymbapune.com/files/ugd/9565f1_13fc352ab2eb4d6b8abd7fc14a88d509.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.45	2022	26/04/2022	25/04/2027
6.Date of Establishment of IQAC	02/07/2017				
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines	Yes				
• Upload latest notification of formation of IQAC	View File				

9.No. of IQAC meetings held during the year	4
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> • 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
<ul style="list-style-type: none"> • If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
<p>The Internal Quality Assurance Cell (IQAC) has been formed in accordance with the guidelines issued by the National Assessment and Accreditation Council (NAAC) to ensure promotion of and to encourage towards achievement of higher academic and administrative standards. The NAAC accreditation process is completed and Grade B is awarded with the score 2.45 on 27 April 2022. The academic performances and evaluation systems are continuously monitored and improvements are suggested and implemented by IQAC to ensure effective and improved outcome of teaching and learning. It also ensures augmentation of the teaching-learning process, smooth conduction of examination, effective and timely academic co-ordination, promotion of research attitude among the teachers and students and assures better and adequate infrastructural facilities. The IQAC has played an active role in developing a culture of quality within the institution. The major and significant initiatives taken to ensure development of a quality culture during the year 2021-22 are highlighted below.</p>	
<ul style="list-style-type: none"> • Add on and Bridge Courses:- To improve the communication skills, technical competencies of the students. • Additional infrastructure is created and will be utilized in next academic year for various curricular and extra-curricular activities. • Conduction of Extension activities is ensured to develop students ensuring their responsibility towards society. • Initiation of bridging the gap courses for rural-urban background students through special and revision classes by the concerned course faculty members. • Policy framed for increase in the number of teachers for attending 	

Refresher courses, Orientation courses and staff training programs.
 • MoU's have been signed with various companies for Training, Placements, Industrial visits, Medical facilities, Extra Curricular activities and other areas where outside and industrial expertise is needed and available.

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
Academic Plan / Calendar	Academic calendar was prepared and executed during the year.
Quality Enhancement and assurance	All the activities are planned and conducted under the guidance and monitoring of the IQAC
MOU's	5 MoU's have been signed with various companies for Training, Placements, Industrial visits, Medical facilities, Extra Curricular activities and other areas.
FDP's	2 FDPs Conducted during the year internally.
Add on and Certificate courses	2 Add on and certification courses introduced during the academic year for bridging the gap between the industry and academia, theory and practical implementation in the industry
Infrastructure and Technical up - gradation	New infrastructure facility created. Technical up gradation process for computers is initiated and 1st phase is completed.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	16/06/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	12/04/2021

15. Multidisciplinary / interdisciplinary

- Trinity Institute of Management and Research is the college affiliated to Savitribai Phule Pune University delivering Masters Program in Business Administration and follows the rules of interdisciplinary approach till date as followed by the affiliating university.
- We offer various mix of Major and Minor Specializations as per the syllabus designed and developed by affiliating university which is updated periodically by the university.
- The syllabus focuses on multidisciplinary and interdisciplinary approach in learning of each specialization.
- Choice based credit system is followed as guided by university and evaluation process is designed according to the guidelines provided by the affiliating university.

16. Academic bank of credits (ABC):

- All the guidelines provided by Savitribai Phule Pune University as an affiliating university for implementation of academic bank of credits are followed strictly and timely.

17. Skill development:

- The institution offers various add on and certificate courses which educate, sensitize and help develop technical and core competencies amongst students.
- The institute has signed MOU's for skill development and further MOUs are to be signed for other areas of skill development in next five years.
- The institute has authorized local chapter of SWAYAM NPTEL.

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

- Regular classes for all subjects and Remedial classes for slow learners include ensuring conceptual clarity by using national and local language.
- Various extracurricular activities are conducted every year

for different diversities of the students from different geographies of the country for understanding local and national culture.

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

- The college has adopted the outcome based curriculum framework as per Program structure and curriculum approved by affiliating university and choice based credit system is implemented as per the syllabus structure.
- The college has established a robust and credible continuous internal evaluation system to constantly monitor the progress of the students.
- There is a plan initiated and under process of implementation to adopt outcome based approach in internal evaluation and extra-curricular activities.

20.Distance education/online education:

- The College has adopted Learning Management System and Student Management System to ensure that our students are provided a blend of offline and online teaching learning environment.
- Faculties are also equipped to deliver all their courses in completely online format to students from outside the institution.
- Guest faculty with expert knowledge is arranged in both on campus and online mode for specific subjects to ensure effective delivery of curriculum.
- Subject experts for technical subjects are arranged from outside in online mode to make the students equipped with one of the best resources for the complex subject.
- Teaching-learning process is ensured in a blended mode where continuous delivery, monitoring and evaluation process is done to ensure time bound delivery of curriculum.
- Examinations are conducted with combination of online and offline modes. This model will be further improved as per the guidelines of the affiliating university.

Extended Profile

1.Programme

1.1

180

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

File Description	Documents
Data Template	View File

2.Student

2.1 239

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 45

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

File Description	Documents
Data Template	View File

2.3 106

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 14

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 14

Number of sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	180
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	239
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	45
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	106
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	14
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	7
4.2 Total expenditure excluding salary during the year (INR in lakhs)	97.86
4.3 Total number of computers on campus for academic purposes	80

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

Curricular and Co curricular activities are planned in advance, that commensurate with SPPU andTIMR academic calendar.

Institutional Academic calendar is prepared with reference to the university academic calendar. It includes teaching plan dates, internal exam dates, university exam dates, semester commencement and conclusion dates.

Director &Academic coordinator conducts staff meeting to review the syllabus given by University. Work Load is given to the staff by considering their competencies and their specialization as well as area of interest.

The subject allocation to faculty is done well in advance so that the faculty can study the subject, prepare course file, subject notes, PPTs, Question bank and other study material.

Time table is prepared in consideration with guest lecturers /workshops /industrial visit for students.

Teaching plan prepared by each faculty member of their respective subjects. Strict adherence to the academic calendar, time table and teaching plan is monitored by academic coordinator and IQAC. Expert lectures, extra sessions are arranged as per the academic requirements. Daily attendance is recorded by the subject in-charge for respective subject lecture.

Events/Activities/ Academic work other than teaching are distributed to respective staff by considering their efficiency and area of interest.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.trinitymbapune.com/_files/ugd/9565f1_13fc352ab2eb4d6b8abd7fc14a88d509.pdf

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

- The Institute strongly trusts on transparency in its functioning. The institute has a well-defined standard operating procedure to develop the teaching plans and it follows a well-defined academic calendar.
- To make it practice a committee consisting of Director, Academic Coordinator, Controller of Examinations, class coordinator of MBA I & II Year, time-table in charge prepare the academic calendar well in advance before the commencement of academic year.
- The academic calendar is designed in line with the affiliating Savitribai Phule Pune University's academic calendar and takes into consideration the holidays and vacation, feedback of previous year programs.
- Preparation of academic calendar immensely contributes to achieving this. The academic calendar helps as a source of information and planner for students, faculty, staff, and other stakeholders of the institute.
- The institute has built in mechanisms to ensure syllabus

completion and conduct of CIE within the time frame and accordingly the various measures are taken.

- Remedial sessions are conducted on Sunday by faculty members as and when required.
- IQAC ensures strict adherence to academic calendar and conduct of CIE by monitoring activities.
- The status of checkpoints and gaps identified in monitoring are conveyed to the Academic Planning Committee for the necessary implementation.

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 process of the affiliating University

B. Any 3 of the above

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

01

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

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

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

8

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

113

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

The cross-cutting issues of gender, environment and sustainability, human values and professional ethics play an important role in overall student development. Trinity Institute of Management & Research, Pune (TIMR) understands the responsibility of creating future leaders through the integration of various cross cutting issues. Though the institute follows

syllabus prescribed by Pune University, TIMR tries to blend various cross cutting issues through co-curricular and extracurricular activities in more effective manner.

These activities are grouped under 4 categories.

Professional Ethics

- Summer Internship project.
- Industrial visits
- Guidance by experts from industry and legal fraternity

Gender

- Women Grievance Committee
- Women Safety Awareness Program
- Gender Equity Programs

Human Values

- Blood Donation Program
- Swachh Bharat
- Marathi Savrdhan Pandharwada
- Gandhi Jayanti
- Heritage visit

Environment and Sustainability

- Waste water is used for watering green areas.
- Use of email, whatsapp official group, SMS etc. used which reduces paperwork.
- Jal Shakti Abhiyan is conducted in campus.
- Tree plantation activities.
- Nirmalya collection activities.
- Road Safety and Traffic awareness Program.

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

05

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	View File
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

105

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

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://www.trinitymbapune.com/stakeholder-feedback
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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.trinitymbapune.com/stakeholder-feedback

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

133

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

45

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 provides equal opportunity for quality education for students from diverse backgrounds, which help to enrich themselves and make them competent.
- The Institute assesses the learning levels of the students and organizes programs and activities for different levels of learners.

Institute collects and analyzes the data and information on the academic performance of the students at the risk of drop is as follows:

- During admission process, detail information of every student is collected (students from the disadvantaged sections of society, physically challenged, economically weaker sections) Mentees are equally distributed among the mentor who maintains all record of students.
- Result analysis is available with institute which helps in getting the academic performance of students in preceding examination Special attention to slow learners resulted in improvement of students to higher level.
- Teachers keep boosting up the confidence of slow learners and give them full academic support.
- The Institute arranges remedial lecturers for difficult subjects.

The institution identifies special educational/learning needs of advanced learners as follows:

- To identify advanced learners classroom participation and interaction is used as one of the basis.
- They are guided and supported to participate in various competitions and technical events organized at institute to exhibit their performance.

File Description	Documents
Paste link for additional information	Nil
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
133	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

Experiential learning

TIMR has adopted student-centric methodology. Institute teaches concepts of various courses and

provides students with an opportunity to understand its applications through experiential learning.

The main motive is to get them out of student mode and plunge into the corporate mode. Summer

Internship Projects and Dissertation are pursued by TIMR for experiential learning.

Case studies wherever appropriate are used in the curriculum.

Participative Learning

Institute uses Participative Learning to encourage students to actively involve them in learning

process. It is based on learning so that students learn from each other's ideas & experiences.

The Faculty members are encouraged to attend/participate in FDP,

Conferences, Workshops and

Seminars to facilitate learning in new areas of study.

Local visits to industries are organized every year to expose the faculty and students to the world

outside.

Problem solving Methodologies

Institute uses Problem solving Methodologies such as case studies, student research papers,

assignments, summer internship projects etc.

Student should learn to identify problems and use innovative thinking to solve problems faced by

the business organizations.

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

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

Information & Communications Technology (ICT) enabled teaching methodologies and advanced technology is being followed by the faculty members in class rooms.

Institute is having excellent infrastructure in the form of ICT enabled classrooms for making teaching more comprehensive.

Sufficient numbers of well equipped classrooms are available for compulsory and specialized subjects such as Subject Core, Generic Core, Generic Elective Institution level, and Generic Elective University Level etc.

Separate PC is offered to each faculty member which is equipped with multimedia, software and all time internet facility to make teaching more interesting and comprehensive.

The PC for Students is provided in the ratio of 1:4, to get the knowledge, prepare PPT and do the desk research projects given by the faculty.

The faculty members use ICT enabled modern teaching methods. All the faculty members use PowerPoint slides while teaching.

The faculty members show videos and movies for making education more interesting.

The library has many e-resources like DELNET, e-journals, databases, e-books etc.

The Institute has Language Lab for improving English communication skills.

Classrooms with Information and Communication Technology (ICT) facility:

The institute is equipped with smart classrooms having facilities like projectors for presentations, audio visuals etc.

File Description	Documents
Upload any additional information	No File Uploaded
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

12

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

2.4 - Teacher Profile and Quality

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

14

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

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

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

3

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

28.54

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

2.5 - Evaluation Process and Reforms

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

The mechanism for internal assessment is as follows.

For 'Concurrent Internal Evaluation (CIE)' the Institute uses 3 components of 10 marks each for Full Credit Course and 3 components of 20/20/10 marks each for Half Credit Course.

Both Summer Internship Project and Dissertation are evaluated internally by Institute and externally by University appointed expert panel through viva-voce. For their internal evaluation 50% marks are given by guide and 50% marks are given by internally appointed expert panel through viva-voce.

The internal assessment system followed by the Institute is transparent.

The Institute refers academic planning committee which includes internal assessment schedule.

The faculty members make the students aware about the internal assessment system w.r.t. their courses in the beginning of the semester.

The evaluation schedule of internal assessment is clearly communicated to students through notices & time to time announcements and reminders by the faculty members. The notices are displayed on the notice board and circulated through social media Groups and Academic Updates are sending through email.

The internal marks are displayed on the notice board. Students are allowed to meet and discuss with respective faculty members their performance in internal assessment and also clarify queries, if any.

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

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

The continuous evaluation of students is carried out by faculty in terms of theory lectures, internal tests, assignments etc.

The institute appoints a Senior Supervisor who controls all the examinations, displays schedules, instructs to the students for smooth conduction of examinations.

Secrecy of the question paper is been taken care by the CEO before the examination for smooth conduction of examination.

If students are facing any problems, they are solved by Senior Supervisor in coordination with Institute examination officer appointed by the Institute.

The grievances during the conduction of internal examinations are considered and discussed in consultation with the director.

Examination online form filling, exam seats allotments, results, photocopy, revaluations etc. are coordinated by office superintendent to University.

Any queries of students during examination are communicated to the SPPU immediately and get clarified to satisfy the student who is appearing for online examinations.

The same policy is also adopted for University theory examination. The queries related with errors in mark sheets, evaluation, photocopy are totally handled by University in which the role of institute is to inform the students about the circulars related to same and to take the follow up with SPPU till the student satisfies.

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

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.

Trinity Institute of Management and Research offers two years full time program of Masters in Business Administration (MBA) affiliated to SPPU Pune University. The Curriculum and Syllabus

comply with outcome based education. Each course in the program demonstrates different outcomes and they are mapped with Pos and PSOs

MBA POs

PO1

Generic and Domain Knowledge

PO2

Problem Solving & Innovation

PO3

Critical Thinking

PO4

Effective Communication

PO5

Leadership and Team Work

PO6

Global Orientation and Cross-Cultural Appreciation

PO7

Entrepreneurship

PO8

Environment and Sustainability

PO9

Social Responsiveness and Ethics

PO10

Life Long Learning

MBA PSOs

PSO1

MBA graduates shall acquire rational decision making and

professional ability through the multidisciplinary knowledge and skills.

PSO2

Students will be proficient in their area of specialization

PSO3

Students will attain required business expertise and become socially

responsible citizens.

The above said is displayed through

TIMR Website

Course Files

Notice Boards

Boards on the building Floors

The realization learning outcome is judged through students participation and performance.

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

Trinity Institute of Management and Research (TIMR) consider direct and indirect methods to calculate attainment level. Different methodologies such as classroom teaching, case studies, projects etc. are used to teach courses. Each subject is designed with specific course outcome. The course outcome is mapped with program outcome and program specific outcome. Students' performance is evaluated by various concurrent evaluation methods such as MCQs, assignments, attendance etc. University examination result is also considered for the attainment of COs. The external and internal evaluation data is considered for the attainment level of course outcome and corresponding program outcome.

Attainment Methods of Cos and POs

Direct Method :- This is carried out through internal and University examination. Marks obtained by the students in internal and university examinations are considered for attainment of each course.

Indirect Method:- It is carried out through course exit survey.

Assessment Tools

Methods

Tools

Direct

Assignments

MCQs/Internal Exam

University End Semester Exam

Indirect

Survey

Feedback

Curriculum assessment and evaluation are the major tools for POs and COs attainment

Deviation of attainment of POs & COs is corrected by following:

1. Modification in content delivery & assessment method
2. Revised attainment targets.

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

2.6.3 - Pass percentage of Students during the year

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

93

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	Nil

2.7 - Student Satisfaction Survey

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

https://www.trinitymbapune.com/_files/ugd/9565f1_636b9168b0474b18bb59763769fe6574.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)

00

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

02

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

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

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

00

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

Our institution has taken various initiatives for creation & transfer of knowledge to the M.B.A. students which expose them to the latest knowledge applications in their field. Our students also have project work according to the curriculum which helps them to get basic applied knowledge. There is separate Start Up Cell established with well defined goals & objectives to give assistance for students who desire to be job given rather than job seekers. They act as role models for other students and kindle the entrepreneurship. The variety of product or process ideas and the execution plans in their minds need a proper platform for the systematic processing and progression towards a viable innovation, which has been provided by the institute. It contributes not only towards their employment but also towards the contribution to the society or nation in form of the employment and solutions to the unsolved problems of the society.

The four pillars of our innovation ecosystem are

Knowledge Sharing Session Activity (KSSA) (Up skilling with the Trend, Continuous flow of Tacit Knowledge)

TSUE (Trinitian Start up Cell) Brainstorming and Idea Generation

Sochdhaara - Let Research (Develop and enhance the urge to Research

MOUs (Expertise and Specialization)

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

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

07

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

00

File Description	Documents
URL to the research page on HEI website	Nil
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	No File Uploaded

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

09

File Description	Documents
Any additional information	No File Uploaded
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

0

File Description	Documents
Any additional information	No File Uploaded
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 institute has conducted various activities through involvement of its students and staff for the benefit to the society. The students get a wonderful platform to involve with each other and learn more about culture, traditions and values of people. Under the extension activities our management students learn the Teamwork, Leadership Skills, Time Management, Effective Communication Skills and Effective Decision Making. Institute involves the faculty and students in community network. This helps the students to learn ethical values and understand their responsibilities and develop them holistically.

The institute is engaged in social activities with the help of the students like:

Road safety awareness program

Blood donation camps

Tree plantation

Swachh Bharat abhiyan, Nirmalaya Collection, "Eco friendly Ganesh visarjan"

For Keeping in the spirit with a Clean Environment and Green Environment

Women Empowerment sessions

Through these activities our students get socialized and learn to think beyond individual interests and for social welfare. Our institution is always encourages to faculties and students to follow social responsibility to makes them socially responsible and teaches them the values, responsibilities and ethics which are essential to be a good citizen.

File Description	Documents
Paste link for additional information	Nil
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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

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

8

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

65

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

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
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

05

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
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 institute has well defined process for maintaining and enhancing the infrastructural facilities.

The institute maintains infrastructure and facilities as follows,

Provide all necessary infrastructural facilities well in advance for better teaching & learning process. The requirements from all are collected according to increased intake or change in syllabi and these requirements are forwarded to GB through CDC for approval.

Carry out the smooth functioning of a computer lab, preventive maintenance is carried out before the commencement of the semester.

Provide all necessary systems in library such as Internet, Wi-Fi & other E-resources for easy access to all the resources.

All the classrooms are ICT equipped classrooms.

Provide seminar hall & auditorium with all the facilities like Wi-

Fi, Internet for smooth conduction of the events like seminar, guest lectures, conference, etc.

Provide facilities like library, reading hall and computer labs.

Provide tutorial rooms for conducting remedial classes and discussion among small groups.

Make the lab space with appropriate size of doors and windows for moving equipment and proper light & ventilation respectively.

Provide electricity to meet specific needs of the practical work to be conducted.

Maintain circulation space for accommodating the dynamic needs of ever increasing number of students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.trinitymbapune.com/_files/ugd/9565f1_7d0139f4f76c4c34b1807a63b915b297.pdf

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

Education is a broad concept that not only consist four walls of classroom but also fosters all around development of a student. All round development means social, physical, moral & intellectual development.

Sports:

To nurture the talents of students in different fields and for their all-round development, a large number of sports activities are conducted to shape their personality, health and fitness.

Every year at the time of KJ Youth Fest, Sports Event "Maidan" is conducted at campus level in which all the institutes participate with healthy competition.

Outdoor Games: A spacious playground is available for outdoor games like Cricket, Football, Volleyball, Basketball, etc. These

play grounds are shared by all the institutes of KJEI. Sports material is shared with TAE.

Indoor Games: The institute also has an indoor area for playing Chess, Table Tennis, Carom and Badminton, etc. There is space shared with TAE for smooth conduct of all indoor games. Sports equipment is made available to students as per requirement.

Cultural Activities: Institute encourages all the cultural activities like Dance, Drama, Singing and Instrument playing, etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.trinitymbapune.com/_files/ugd/9565f1_7d0139f4f76c4c34b1807a63b915b297.pdf

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

07

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.trinitymbapune.com/_files/ugd/9565f1_43dc9b02bf4d46eb85a00344b8bb2729.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)

14.64

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

4.2 - Library as a Learning Resource

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

Integrated Library Management System is used for managing the functions of library. The Institute's Library is partially automated with System for Library Information Management (SLIM 21) Software with Version 3.0.0. from year 2011. SLIM 21 is integrated multi-user, multi-tasking, user friendly software. SLIM 21 cataloguing adheres to popular international standards. The automation of library has made functioning simpler, convenient, efficient and effective. It is commercial software purchased from Algorithms Consultants, Pune. The vendor provides online & offline support for any problems, proper backup and maintenance & up gradation of software during annual maintenance contract period.

The Institute's library is a knowledge repository. It has collection of books, journals, newspapers, magazines, project reports etc. It has digital library facility where students can access e-resources like DELNET. Remote access facility is also provided to the students. It has collection of e-books. Institute is a member of NDL. The library has a spacious reading hall. Library provides various services to the users like Circulation, Book Bank Facility, Reference Service for Syllabus, Old Question Papers, Project Reports, e-Library Facility & Online Public Access Catalogue, etc. Business Standard newspaper is given to the students on daily basis.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.trinitymbapune.com/library

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

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

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

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

0.50

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

19

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

Institute has its IT policies to support and facilitate the teaching, evaluation, research and administrative functions of the institute through an e-managed environment, providing a wireless, high speed network, secured from intruders, with regular data backup and recovery techniques along with software and updated highly refined servers for better performance and flexibility. The computer labs are equipped with technology and are available for all the students. Whenever needed library software or other software are upgraded for better performance.

The institute's IT policy encompasses the following:

Ensure seamless connectivity to all users in the campus

Enforce secure and authenticated accessibility

Support administrative and academic activities of the institution

Provide accurate and transparent campus management

Timely back-up and storage system

Institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities

System Admin and lab in-charge review the condition of the computers in the Institute and decide the type of up gradation required.

Certain jobs like minor repairing in a breakdown etc. are done in-house from time to time.

Major breakdowns are taken care speedily.

Library software has also got updated in latest version.

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

4.3.2 - Number of Computers

118

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	No File Uploaded
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)

19.31

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

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

The institute follows definite system for optimal utilization of physical facilities. Physical facilities include classrooms, tutorial rooms, computer labs, library etc. These all physical facilities are made available for the students & staff. As a teaching learning process, the college allocates the budget for the maintenance of classrooms & labs on yearly basis. All the facilities are optimally utilized by both staff & students.

Cleaning of classrooms, labs, library & other physical facilities is taken care by housekeeping staff. The college has adequate number of computers with internet connection & other useful software at different locations like classrooms, office, faculty room & library etc. Every system is protected with a username and password, individual login identities are provided to students and faculty to access the internet facility. Faculty & students can also use Wi-Fi facility. Faculty members are provided with computers on their tables. The computers have been enabled with firewall for restricted access to the websites.

All computers are provided with power backup for uninterrupted service. Resources for conducting online exams are available in the institute.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

80

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 benefitted 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

0

File Description	Documents
Upload any additional information	No File Uploaded
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

B. 3 of the above

File Description	Documents
Link to Institutional website	https://trinitymbapune.wordpress.com/
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

73

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

73

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

5.1.5 - The Institution 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

55

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

Trinity Institute of Management and Research(TIMR) aims for versatile development of students. The institution aim is to promote collective and constructive leadership within student community. Institute has student council to develop leadership qualities and sense of responsibility among the students.

A number of events are organized by the student under the guidance of faculty in charge student activities, like gravity, poster making, sports, blood donation camps, annual cultural fest, etc. Such an engagement facilitates overall grooming and the institute encourages all these co-curricular activities and actively supports them.

The college has constituted various committees and student representatives are appointed in the same committees to carry out various academic and administrative activities.

Mentor mentee allotment and their regular meetings encourage students' engagement and participation in various activities.

The student representatives are nominated by the Director & Faculty members on committees such as, Anti ragging committee, Woman Grievance Committee, Grievance Redressal Committee, SC/ST

Committee, Library Committee, Cultural committee, Sports Committee. Faculty members identify students in sports, cultural activities and motivate them to get involve in various activities.

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

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

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

01

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

5.4 - Alumni Engagement

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

The Trinity Institute of Management and Research, (TIMR) Pune firmly believes that involvement of alumni is to be earned and not expected. The institute rests its foundation on the principle that the students - institute take life long journey. The institute acts as facilitator; enabler for the alumnus. The institute has registered alumni association that aims to engage alumni with its various stakeholders, rather than just generating operational revenue. The institute is very well aware that the alumni are current and future leaders, influencers and change-makers. The institute understands that even alumni needs helps and support in all parts of life be it higher education, achievements, moral

support, building community, networking.

The institute gives the alumni a platform wherein they can come, participate and share their experiences success with the enrolled students and their teachers. The alumnus can relive the moments as students.

TIMR aims to leverage the expertise, access and reach of Alumni to the institute's development. The institute sends an invitation to the alumni to attend various events, induction program and participate in it. Alumni portray themselves as a role model and offers practical guidance to students as they start their studies, careers, business avenues.

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

5.4.2 - Alumni contribution during the year D. 1 Lakhs - 3Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision and Mission of the institute is futuristic in nature which satisfiesthe needs of society by providing quality education through leading-edge technology.

The Governance of institute plays important role to provide excellent infrastructure facilities and healthy teaching and learning environment to the students and faculty in order to implement the quality policy and plans.

The values of the institute comprises of group work, morals, principals, trust, societal benefit, Industrial approach, Institute industrial relation, dedicated faculty, standard norms,

research, continuous learning, participation of all the members which together force the institute to accomplish the vision and mission of the institute.

The Campus Director in consultation with Director, Academic Coordinator frames the policies for the smooth running of the academics, administration etc. In this, faculty members play the most important role as a stakeholder who helps in achieving the target and smoothly running the policies which are framed.

The Internal Quality Assurance Cell (IQAC) of the institute plays the vital role in achieving and monitoring the quality which an institute needs to have such as teacher learning, training and development, research activity, planning for the quality improvement and administration.

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

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

TIMR Institute have participative management which have committees such as Governing Body, Local Managing Committee with different members includes Chairman, teaching staff, non- teaching staff so that all the representative involves in generating ideas and suggestions for the development of institute and the betterment of the employees of the institute with consideration and respect.

The Institute consistently promotes a culture of participative management.

- The Institute follows committee system for implementation of all its decisions and resolutions.
- The committees comprise of faculty members and students.
- GB and CDC have representation from faculty and other stakeholders.
- Director takes the decisions and implements the action plan.
- The faculty is involved in implementation of the policies of GB.

- Therefore the management is participative from students, faculty and Director to the trust level.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College's goals derive from its Mission, Vision, and Core Values. These goals are based on an analysis of our strengths and weaknesses as well as input solicited from our key constituents. They are constructed with resource limitations in mind. The College's goals are categorized in to the following areas of focus:

1. Master Programme
2. Value added and add-on Courses
3. Faculty and staff development
4. Industry Institute Interaction
5. Establishing Standards for overall Development
6. Financial Strategy
7. Research initiatives
8. Social and cultural enhancement of the students
9. Employment and entrepreneurship
10. Contribution towards nation building

Strategic plan is prepared by IQAC with consultation of Management and Director and the implementation is ensured by various departments as per the directions provided by the IQAC and Director.

The strategic plan is reviewed every year and updated after every five years by implementing the changes observed and suggested by the IQAC by effective and continuous monitoring.

Appropriate budget allocation is ensured by the top level management to ensure the implementation of strategic plan which lead to overall development of the institute.

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

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

Trinity Institute of Management and Research (TIMR) institute is having a decision-making process which includes Governing Body and College development Committee which is the highest authorities that governs the Institute by making management decision. The centralized decisions are taken by top management at the trust level which will be informed and implemented in the institute by the director. Effective implementation of policies is ensured by various committees at institute level.

The operational level Organizational structure includes four major sections Academic, Administrative, Training and placement and Other Auxiliary Bodies in the institute under the head of the director to ensure proper decision making and its implementation.

Appointment / Recruitment: The recruitment process and promotional policy of the institute are in line with the norms and statutes of Savitribai Phule Pune University, AICTE and Government of Maharashtra. Further, it is depending upon qualification, professional experience and performance appraisal of the individual as the case may be.

Service Rules: The service rules like various leaves benefit available to teaching and non-teaching, working time etc., followed by the institute is as per the statutes and norms of Savitribai Phule Pune University and Government of Maharashtra.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	View File

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

B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

KJEI's Trinity Institute of Management and Research provides various schemes and facilities to its employees (teaching and non teaching) which include:

Academic Support

- Faculty is aided to pursue research.
- Faculty is aided to attend/present research work in seminars, conferences and workshops.
- Due recognition is given to the faculty for research publication in reputed journals.
- Facilities to boost the qualification
- Generation of resources

Infrastructural Support

- Enriched library with books, journals and e-journals, etc.
- Free WIFI.
- Well-equipped digital, research laboratories.

Other Support

- State/national/international level seminars/conferences/workshops are conducted for keeping in-tune with latest trends.
- Award/reward system.
- Training is provided to the faculty (Faculty Development Programs).

Sr. No.

Welfare Scheme

Beneficiary Employee

1

Appreciation to faculty

Provision/process of Recognition of employees for Special Achievements.

2

Qualification Up gradation Support

Faculty is deputed for part time Ph.D. program by giving NOC.

3

Special Leaves

Provision of flexible office timing in certain cases by approval of Director.

4

Uniform for Non-teaching staff

Uniform for Non-teaching staff

5

Tie-up with hospital

Provision of free annual check-up, emergency ambulance facility and free health assistance.

6

Financial Support to the ward of faculty

Provision of financial support to the ward of faculty who has excellent academics.

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

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

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

03

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

03

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

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

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

12

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 has developed an effective performance appraisal system for teaching and non-teaching staff. The faculty appraisal system is transparent and provides clear direction towards professional, organizational and personal objectives attainment.

The staff must complete the 'Self-appraisal form' after the completion of an academic year which is finally reviewed by the Director. Director takes necessary action if required.

At the end of each academic year 'Self-appraisal form' are submitted by the staff to the Director. Staff is supposed to fill the details of academic, administrative and research work. Director certifies the 'Self-appraisal form', it is then submitted to Internal Quality Assurance committee (IQAC).

IQAC reviews the same and gives recommendation/improvements to be followed by staff.

The strengths and weakness of staff is counseled by Director/ IQAC.

Student feedback system is implemented twice in a semester in which the faculty is evaluated on certain important parameters. The parameters have been collectively decided based on effective and impactful pedagogy. The various parameters for staff members are performance; technical, non-technical skills acquired, Research work, successful completion of the assigned responsibilities allotted by the institute, student feedback and who acts as a role model for others.

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

6.4 - Financial Management and Resource Mobilization

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

The institute has well-structured mechanisms for internal and external audit. Internal audit is carried out periodically. External audit is carried out once in a year.

Institute has also a well-defined policy for handling the available financial resources. At the start of every financial year the estimated budget from Institute is collected. This estimated budget is based on the requirements raised by the individual faculty and staff as per the requirements of syllabus

and pre-planned activities in consultation with the Director.

The internal audit program is carried out periodically to identify the implementation of various compliances by ensuring the mechanism of institutional policies, physical verification of assets, Maintenance & Repair copies, event receipts and expenses etc.

External Audit is also carried out in efficient ways. External Auditor verifies all receipts & payment details, Income & Expenditure statement, Balance sheet, Opening and closing balance of student fees collection, salaries, fees outstanding of students and social welfare, PT & PF challan copies, TDS on salary, fixed assets of purchase bill and other income & expenditure details etc.

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

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

TIMR receives funds mainly from student fees and government and non-government scholarships and free-ships, Alumni fees etc. Any shortfall/deficit is managed by taking assistance from the KJEI trust office. The institute conducts internal and external audit

to ensure proper utilisation of financial resources. The annual financial budget for different activity sectors is approved by Governing Body suggested through Director.

The budget plan is prepared on the basis of

1) Estimated cash inflow from student fees, governmental and non-governmental scholarship and free-ship, Funding from Savitribai Phule Pune University (like Exam, grants etc.) Alumni fees, interest from bank and other financial resources.

2) Estimated outflow is based on pre-planned activities, maintenance, administration & office expenses, new purchase, loan repayment etc.

3) Any shortfall/deficit is managed by taking assistance from the trust office.

The cash inflow/outflow on the basis of student intake, faculty requirement, lab and library equipment need, maintenance, administrative and infrastructural need is maintained by Accountant, monitored by Director. All financial transactions are recorded on Tally software. Financial progress and updates are regularly communicated to Director and Management.

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

Trinity Institute of Management and Research Quality Policy are aimed at achieving the excellence in Management Education, by acquiring independent control over its day-to-day operations and curriculum status to the institutes with recognition at State level.

IQAC Policy:

- Developing the faculty through FDP's.
- Optimization and integration of modern methods of teaching

and learning.

- Progression of academic policies.
- Up gradation of Concurrent evaluation.
- Collecting feedback from students (At the end of semester).
- Augmentation in infrastructure to enhance learning environment.

IQAC contribution:

- Heightened level of clarity and focus in institutional functioning towards quality enhancement and facilitate internalization of the quality culture as per guidelines by NAAC for Quality and Excellence in Higher Education
- Integral approach towards quality development through various activities which helps in academic enhancement.
- Act as a change catalyst in the institution
- Better internal communication.
- Collaborations with various industries/organizations.
- Organization of events/workshop.
- Implementation of Academic calendar prepared by Academic coordinator.
- Finalization for panel of eminent visiting professor for addition input as per need.
- Dead stock verification.
- Remedial classes for slow learners

Research initiatives

- Faculty qualification up gradation is encouraged to pursue M.Phil. , Ph.D.
- Various types of research activities are organized for staff and students.

Add-on/Certification Courses for students

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

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

The decision taken by the IQAC is communicated in regular meetings. So, each faculty is involved indirectly in functioning of IQAC.

As our institution is functioning towards the enhancement of quality of education, it has an integrated framework for Quality assurance of the academic and administrative activities. To impart quality education, all faculties maintain a course file. The course file content includes syllabus, teaching plan, academic calendar, time table, study material, assignments, question bank, university question papers. Academic committee checks this course file at the beginning of the semester and suggestions are given to the respective faculty. The essential contents are circulated to the students. Faculty uses that content for conducting the sessions during that semester.

Feedback from students of individual faculty depending upon various teaching parameters like effective teaching learning methods, audibility, writing, conceptual explanation, communication, interaction, presentation is taken. Student gives their opinions regarding academic and administrative method during Mentor mentee meeting. Depending upon students' feedback and feedback from IQAC directs the suggestions for improvement of teaching learning process.

The performance of academic practices and procedures against planned procedures is verified and confirmed by carrying Academic audit.

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
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

Women and girls represent half of the world's population and, therefore, also half of its potential. Gender equality, besides being a fundamental human right, is essential to achieve peaceful societies, with full human potential and sustainable development. Moreover, it has been shown that empowering women spurs productivity and economic growth. Gender Equity achieves fairness, through treating people differently dependent on need.

TIMR plays a significant role in ensuring the safety of the students by putting in place foolproof mechanisms and impregnable standards of safety. Mentor-mentee activity is conducted for the students for sharing their personal problems. In all Industrial visits, excursions, study tours, female teachers accompany the students and take care of them.

The girls' common room is maintained at TIMR and is a place for girl students to relax. It is well ventilated, has washrooms, dressing mirrors, newspapers. Female faculty and girl students are regularly counselled on safety and security. The institute supports the career progression and development of female professional and academic staff. It provides women with opportunities to grow in their leadership capabilities build professional skills and participate in important administrative roles in the college.

File Description	Documents
Annual gender sensitization action plan	https://9565f192-49c7-45de-b471-980ea62b93c8.usrfiles.com/ugd/9565f1_31eebae88be84472966093595fd347e9.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://www.trinitymbapune.com/files/ugd/9565f1_ada595ef59c147ffacc482671ecd85f1.pdf

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

B. Any 3 of the above

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

Solid wastes include college garbage; rubbish etc, e.g. paper in classrooms and offices, soiled tissue and disposable cups used in College, tin cans. Dry waste and wet waste are collected separately and deposited into garbage van (funded by Adar Poonawaala CSR initiative) for further recycling procedure.

We encourage and promote the use of one-sided pages for print-outs wherever possible.

E-waste Management:

Used electronics which are marked for reuse, resale, salvage, recycling, or disposal are also considered e-waste. Such waste is collected at a separate point. Arrangement are made with local e-

waste recycles for pickup and further processing disposal

The E-waste materials like Cables, Cd's, Lan cables, SMPS, Monitor stand, RAM, mother board are collectively disposed with e-waste recycling agency. For this purpose, Trinity Institute of Management and Research has also drawn an MOU with Samruddhi Mobile and Laptop Services Private Limited to ensure proper control and direction to e-waste systems.

Liquid Waste Management

Used water in washroom directly impact human health and have far reaching consequences when ignored. Used water directly connected to septic tank. The institute has a proper drainage facility and Sewage Treatment Plant. Water leakage is prevented by timely maintenance of the taps and water pipes.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	No File Uploaded

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

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: **B. Any 3 of the above**

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles

3. Pedestrian-friendly pathways

4. Ban on use of plastic

5. Landscaping

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

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

C. Any 2 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	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Every institute is remembered for its quality education and placements but the other important area is its inclusive environment. TIMR provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal, socioeconomic and other diversities.

Different sports and cultural activities are organized in the college and at campus level to promote harmony towards each other. Commemorative days like Women's day, Yoga day, along with many regional festival such as Diwali Festival, Ganesh Jayanti, Christmas, Chhatrapati Shivaji Jayanti etc.

There are grievance redressal cells in the institute for student grievance redressal, Women grievance redressal which deal with grievances without considering anyone's racial or cultural background.

Institute has code of ethics for students and a separate code of ethics for teachers and other employees which has to be followed by each one of them irrespective of their cultural, regional, linguistic, communal socioeconomic and other diversities.

Institution organizes National Festivals and Birth and Death Anniversaries of great Indian Personalities with enthusiasm. Our students are on a mission towards better India by breaking the boundaries of religion and caste. Thoughts of great Indian personalities sowed into the young minds through the exhibitions and programs conducted on these days.

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

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

TIMR undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation: Values, Rights, Duties and responsibilities of the citizens.

Postgraduate students have the Business Research methodology subject as a part of curriculum with the objective to acquaint with the ethics in research in connection with their contribution society. Human Rights Subject constitutes the part of curricular teaching and evaluation to sensitize the students on the preservation the ecosystem and environment. Students are also sensitized to adapt green practices, conservation of natural resources, alternative source of energy and renewable energy etc.

Every year institute organizes blood donation camp in association with sister institutes. The students are sensitized on the importance of the activity and are encouraged to participate in saving the life of citizens of India.

The students are encouraged to participate in the activities of spreading the awareness among citizens on social issues like road safety.

Students consistently and regularly participate in the cleaning activities on the several occasions including Mahatma Gandhi Jayanti on October 02. Moreover, students are encouraged for active participation in the plantation activities for environmental awareness.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://trinitymbapune.wordpress.com/
Any other relevant information	Nil

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

Various national and international commemorative days, events and festivals are celebrated by the institutional with the aim to inculcate gratitude and sense of responsibility among the students.

we celebrate Independence Day, Birth Anniversary of Dr. Sarvepalli Radhakrishnan, International Woman's Day, Republic Day, Shivaji Maharaj Jayanti, Ganesh Festival, Dussehra Celebration, Diwali celebration : From 2019 we have started Diwali celebration on our campus. Diwali, YOGA Day etc.

Other than specific mentioned as above we celebrated various other days such as Christmas, Hutaatma Din, sports day, JAL Diwas, constitution day etc. are celebrated.

We invited distinguished personalities and experts to deliver motivational speeches and share their experiences so that the students get insights to various national and international personalities and their contribution in the development of the society and humanity.

All the students and staff participate with enthusiasm and passion.

The aura and warmth of these events vanishes all the negativity from the surroundings and is celebrated through the different classes of the society, bringing everyone together.

TIMR ensures that this rich Indian tradition is celebrated so that this habit is passed on to the next generation.

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 No. 1

Sochdhara - Let's Research.

Goal:

Sochdhara- Let's Research, an initiative by Trinity Institute of Management Research (TIMR), aims to develop and enhance the urge to research among the students.

The Practice

Human being is inquisitive by nature. So are the students. The only difference being that for students' research as a word is not a very promising activity, and that ideology needs to be revamped.

1. Students and faculty member write research paper together.

Expected outcome of the practice

Through Sochdhaara, the awareness amongst the students shall be built as to research being a part of their daily lives.

Best practice No. 2

Clean and Green.

Goal:

The purpose of Clean and Green Activity is to acknowledge the sustained and dedicated efforts of the Institute with regards to Social responsibility.

The Practice

Clean and Green Activities are carried out every year.

Expected outcome of the practice

Students inculcate themselves in improving social and environmental participation.

Students get motivation and improve their participation in various institutional and social activities.

Students able to understand the effectiveness and benefits of waste management cycle.

Students contribute towards environmental responsibilities and inculcate environmental sense.

File Description	Documents
Best practices in the Institutional website	https://www.trinitymbapune.com/_files/ugd/9565f1_8283cc8cae1a428ebd8d372e99250000.pdf
Any other relevant information	Nil

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

TIMR is one of the greenest campuses Pune can boast of. At 110 acres in the lap of Mother Nature, our distinctiveness lies in our campus location. It is this feature that enables us to provide one of the best infrastructural facilities for effective and efficient conduct of academics. The other support facilities are contributed to significantly for curricular, extra-curricular and administrative activities. Near to the Pune City but still full of green environment and pollution free campus helps students to inhale fresh air and study with fresh and positive mindset. All students feeling stressed can spend maximum time close to the nature at our campus and enjoy their studies.

One of the Small Scale Industrial Area, which is backbone of economy of our country, is situated within 5 km from the institute. The ease of accessibility both to Pune city and nearby rural area allows us to admit blend of urban and rural students. This in turn helps us to develop and deliver the education to students thereby reducing the gap between urban and rural students.

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

Curricular and Co curricular activities are planned in advance, that commensurate with SPPU andTIMR academic calendar.

Institutional Academic calendar is prepared with reference to the university academic calendar. It includes teaching plan dates, internal exam dates, university exam dates, semester commencement and conclusion dates.

Director &Academic coordinator conducts staff meeting to review the syllabus given by University. Work Load is given to the staff by considering their competencies and their specialization as well as area of interest.

The subject allocation to faculty is done well in advance so that the faculty can study the subject, prepare course file, subject notes, PPTs, Question bank and other study material.

Time table is prepared in consideration with guest lecturers /workshops /industrial visit for students.

Teaching plan prepared by each faculty member of their respective subjects. Strict adherence to the academic calendar, time table and teaching plan is monitored by academic coordinator and IQAC. Expert lectures, extra sessions are arranged as per the academic requirements. Daily attendance is recorded by the subject in-charge for respective subject lecture.

Events/Activities/ Academic work other than teaching are distributed to respective staff by considering their efficiency and area of interest.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.trinitymbapune.com/_files/ugd/9565f1_13fc352ab2eb4d6b8abd7fc14a88d509.pdf

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

- The Institute strongly trusts on transparency in its functioning. The institute has a well-defined standard operating procedure to develop the teaching plans and it follows a well-defined academic calendar.
- To make it practice a committee consisting of Director, Academic Coordinator, Controller of Examinations, class coordinator of MBA I & II Year, time-table in charge prepare the academic calendar well in advance before the commencement of academic year.
- The academic calendar is designed in line with the affiliating Savitribai Phule Pune University's academic calendar and takes into consideration the holidays and vacation, feedback of previous year programs.
- Preparation of academic calendar immensely contributes to achieving this. The academic calendar helps as a source of information and planner for students, faculty, staff, and other stakeholders of the institute.
- The institute has built in mechanisms to ensure syllabus completion and conduct of CIE within the time frame and accordingly the various measures are taken.
- Remedial sessions are conducted on Sunday by faculty members as and when required.
- IQAC ensures strict adherence to academic calendar and conduct of CIE by monitoring activities.
- The status of checkpoints and gaps identified in monitoring are conveyed to the Academic Planning Committee for the necessary implementation.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

<p>1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University</p>	<p>B. Any 3 of the above</p>
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File Description	Documents
<p>Details of participation of teachers in various bodies/activities provided as a response to the metric</p>	<p align="center">View File</p>
<p>Any additional information</p>	<p align="center">View File</p>

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

01

File Description	Documents
<p>Any additional information</p>	<p align="center">No File Uploaded</p>
<p>Minutes of relevant Academic Council/ BOS meetings</p>	<p align="center">View File</p>
<p>Institutional data in prescribed format (Data Template)</p>	<p align="center">View File</p>

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)

8

<p> </p>

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

113

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

The cross-cutting issues of gender, environment and sustainability, human values and professional ethics play an important role in overall student development. Trinity Institute of Management & Research, Pune (TIMR) understands the responsibility of creating future leaders through the integration of various cross cutting issues. Though the institute follows syllabus prescribed by Pune University, TIMR tries to blend various cross cutting issues through co-curricular and extracurricular activities in more effective manner.

These activities are grouped under 4 categories.

Professional Ethics

- Summer Internship project.
- Industrial visits
- Guidance by experts from industry and legal fraternity

Gender

- Women Grievance Committee
- Women Safety Awareness Program
- Gender Equity Programs

Human Values

- Blood Donation Program
- Swachh Bharat
- Marathi Savrdhan Pandharwada
- Gandhi Jayanti
- Heritage visit

Environment and Sustainability

- Waste water is used for watering green areas.
- Use of email, whatsapp official group, SMS etc. used which reduces paperwork.
- Jal Shakti Abhiyan is conducted in campus.
- Tree plantation activities.
- Nirmalya collection activities.
- Road Safety and Traffic awareness Program.

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

05

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	View File
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

105

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above
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File Description	Documents
URL for stakeholder feedback report	https://www.trinitymbapune.com/stakeholder-feedback
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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.trinitymbapune.com/stakeholder-feedback

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

133

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

45

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 provides equal opportunity for quality education for students from diverse backgrounds, which help to enrich themselves and make them competent.
- The Institute assesses the learning levels of the students and organizes programs and activities for different levels of learners.

Institute collects and analyzes the data and information on the academic performance of the students at the risk of drop is as follows:

- During admission process, detail information of every student is collected (students from the disadvantaged sections of society, physically challenged, economically weaker sections) Mentees are equally distributed among the mentor who maintains all record of students.
- Result analysis is available with institute which helps in getting the academic performance of students in preceding examination Special attention to slow learners resulted in improvement of students to higher level.
- Teachers keep boosting up the confidence of slow learners and give them full academic support.
- The Institute arranges remedial lecturers for difficult subjects.

The institution identifies special educational/learning needs of advanced learners as follows:

- To identify advanced learners classroom participation and interaction is used as one of the basis.
- They are guided and supported to participate in various competitions and technical events organized at institute to exhibit their performance.

File Description	Documents
Paste link for additional information	Nil
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
133	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

Experiential learning

TIMR has adopted student-centric methodology. Institute teaches concepts of various courses and

provides students with an opportunity to understand its applications through experiential learning.

The main motive is to get them out of student mode and plunge into the corporate mode. Summer

Internship Projects and Dissertation are pursued by TIMR for experiential learning.

Case studies wherever appropriate are used in the curriculum.

Participative Learning

Institute uses Participative Learning to encourage students to actively involve them in learning

process. It is based on learning so that students learn from each other's ideas & experiences.

The Faculty members are encouraged to attend/participate in

FDP, Conferences, Workshops and

Seminars to facilitate learning in new areas of study.

Local visits to industries are organized every year to expose the faculty and students to the world

outside.

Problem solving Methodologies

Institute uses Problem solving Methodologies such as case studies, student research papers,

assignments, summer internship projects etc.

Student should learn to identify problems and use innovative thinking to solve problems faced by

the business organizations.

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

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

Information & Communications Technology (ICT) enabled teaching methodologies and advanced technology is being followed by the faculty members in class rooms.

Institute is having excellent infrastructure in the form of ICT enabled classrooms for making teaching more comprehensive.

Sufficient numbers of well equipped classrooms are available for compulsory and specialized subjects such as Subject Core, Generic Core, Generic Elective Institution level, and Generic Elective University Level etc.

Separate PC is offered to each faculty member which is equipped with multimedia, software and all time internet facility to make teaching more interesting and comprehensive.

The PC for Students is provided in the ratio of 1:4, to get the knowledge, prepare PPT and do the desk research projects given by the faculty.

The faculty members use ICT enabled modern teaching methods. All the faculty members use PowerPoint slides while teaching.

The faculty members show videos and movies for making education more interesting.

The library has many e-resources like DELNET, e-journals, databases, e-books etc.

The Institute has Language Lab for improving English communication skills.

Classrooms with Information and Communication Technology (ICT) facility:

The institute is equipped with smart classrooms having facilities like projectors for presentations, audio visuals etc.

File Description	Documents
Upload any additional information	No File Uploaded
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

12

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

2.4 - Teacher Profile and Quality	
2.4.1 - Number of full time teachers against sanctioned posts during the year	
14	
File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File
2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)	
2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year	
3	
File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File
2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)	
2.4.3.1 - Total experience of full-time teachers	
28.54	
File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The mechanism for internal assessment is as follows.

For 'Concurrent Internal Evaluation (CIE)' the Institute uses 3 components of 10 marks each for Full Credit Course and 3 components of 20/20/10 marks each for Half Credit Course.

Both Summer Internship Project and Dissertation are evaluated internally by Institute and externally by University appointed expert panel through viva-voce. For their internal evaluation 50% marks are given by guide and 50% marks are given by internally appointed expert panel through viva-voce.

The internal assessment system followed by the Institute is transparent.

The Institute refers academic planning committee which includes internal assessment schedule.

The faculty members make the students aware about the internal assessment system w.r.t. their courses in the beginning of the semester.

The evaluation schedule of internal assessment is clearly communicated to students through notices & time to time announcements and reminders by the faculty members. The notices are displayed on the notice board and circulated through social media Groups and Academic Updates are sending through email.

The internal marks are displayed on the notice board. Students are allowed to meet and discuss with respective faculty members their performance in internal assessment and also clarify queries, if any.

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

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

The continuous evaluation of students is carried out by faculty in terms of theory lectures, internal tests, assignments etc.

The institute appoints a Senior Supervisor who controls all the examinations, displays schedules, instructs to the students for smooth conduction of examinations.

Secrecy of the question paper is been taken care by the CEO before the examination for smooth conduction of examination.

If students are facing any problems, they are solved by Senior Supervisor in coordination with Institute examination officer appointed by the Institute.

The grievances during the conduction of internal examinations are considered and discussed in consultation with the director.

Examination online form filling, exam seats allotments, results, photocopy, revaluations etc. are coordinated by office superintendent to University.

Any queries of students during examination are communicated to the SPPU immediately and get clarified to satisfy the student who is appearing for online examinations.

The same policy is also adopted for University theory examination. The queries related with errors in mark sheets, evaluation, photocopy are totally handled by University in which the role of institute is to inform the students about the circulars related to same and to take the follow up with SPPU till the student satisfies.

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

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.

Trinity Institute of Management and Research offers two years full time program of Masters in Business Administration (MBA) affiliated to SPPU Pune University. The Curriculum and Syllabus

comply with outcome based education. Each course in the program demonstrates different outcomes and they are mapped with Pos and PSOs

MBA POs

PO1

Generic and Domain Knowledge

PO2

Problem Solving & Innovation

PO3

Critical Thinking

PO4

Effective Communication

PO5

Leadership and Team Work

PO6

Global Orientation and Cross-Cultural Appreciation

PO7

Entrepreneurship

PO8

Environment and Sustainability

PO9

Social Responsiveness and Ethics

PO10

Life Long Learning

MBA PSOs

PSO1

MBA graduates shall acquire rational decision making and professional ability through the multidisciplinary knowledge and skills.

PSO2

Students will be proficient in their area of specialization

PSO3

Students will attain required business expertise and become socially responsible citizens.

The above said is displayed through

TIMR Website

Course Files

Notice Boards

Boards on the building Floors

The realization learning outcome is judged through students participation and performance.

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

Trinity Institute of Management and Research (TIMR) consider direct and indirect methods to calculate attainment level. Different methodologies such as classroom teaching, case studies, projects etc. are used to teach courses. Each subject is designed with specific course outcome. The course outcome is mapped with program outcome and program specific outcome. Students' performance is evaluated by various concurrent evaluation methods such as MCQs, assignments, attendance etc. University examination result is also considered for the attainment of COs. The external and internal evaluation data is considered for the attainment level of course outcome and corresponding program outcome.

Attainment Methods of Cos and POs

Direct Method :- This is carried out through internal and University examination. Marks obtained by the students in internal and university examinations are considered for attainment of each course.

Indirect Method:- It is carried out through course exit survey.

Assessment Tools

Methods

Tools

Direct

Assignments

MCQs/Internal Exam

University End Semester Exam

Indirect

Survey

Feedback

Curriculum assessment and evaluation are the major tools for POs and COs attainment

Deviation of attainment of POs & COs is corrected by following:

1. Modification in content delivery & assessment method
2. Revised attainment targets.

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

2.6.3 - Pass percentage of Students during the year

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

93

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	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution

may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.trinitymbapune.com/files/ugd/9565f1_636b9168b0474b18bb59763769fe6574.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)

00

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

02

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

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

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

00

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

Our institution has taken various initiatives for creation & transfer of knowledge to the M.B.A. students which expose them to the latest knowledge applications in their field. Our students also have project work according to the curriculum which helps them to get basic applied knowledge. There is separate Start Up Cell established with well defined goals & objectives to give assistance for students who desire to be job given rather than job seekers. They act as role models for other students and kindle the entrepreneurship. The variety of product or process ideas and the execution plans in their minds need a proper platform for the systematic processing and progression towards a viable innovation, which has been provided by the institute. It contributes not only towards their employment but also towards the contribution to the society or nation in form of the employment and solutions to the unsolved problems of the society.

The four pillars of our innovation ecosystem are

Knowledge Sharing Session Activity (KSSA) (Up skilling with the Trend, Continuous flow of Tacit Knowledge)

TSUE (Trinitian Start up Cell) Brainstorming and Idea Generation

Sochdhaara - Let Research (Develop and enhance the urge to Research)

MOUs (Expertise and Specialization)

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

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

07

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

00

File Description	Documents
URL to the research page on HEI website	Nil
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	No File Uploaded

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

09

File Description	Documents
Any additional information	No File Uploaded
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

0

File Description	Documents
Any additional information	No File Uploaded
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 institute has conducted various activities through involvement of its students and staff for the benefit to the society. The students get a wonderful platform to involve with each other and learn more about culture, traditions and values of people. Under the extension activities our management students learn the Teamwork, Leadership Skills, Time Management, Effective Communication Skills and Effective Decision Making. Institute involves the faculty and students in community network. This helps the students to learn ethical values and understand their responsibilities and develop them holistically.

The institute is engaged in social activities with the help of the students like:

Road safety awareness program

Blood donation camps

Tree plantation

Swachh Bharat abhiyan, Nirmalaya Collection, "Eco friendly Ganesh visarjan"

For Keeping in the spirit with a Clean Environment and Green Environment

Women Empowerment sessions

Through these activities our students get socialized and learn to think beyond individual interests and for social welfare. Our institution is always encourages to faculties and students to follow social responsibility to makes them socially responsible and teaches them the values, responsibilities and ethics which are essential to be a good citizen.

File Description	Documents
Paste link for additional information	Nil
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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

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

8

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

65

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

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
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

05

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
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 institute has well defined process for maintaining and enhancing the infrastructural facilities.

The institute maintains infrastructure and facilities as follows,

Provide all necessary infrastructural facilities well in advance for better teaching & learning process. The requirements from all are collected according to increased intake or change in syllabi and these requirements are forwarded to GB through CDC for approval.

Carry out the smooth functioning of a computer lab, preventive maintenance is carried out before the commencement of the semester.

Provide all necessary systems in library such as Internet, Wi-Fi & other E-resources for easy access to all the resources.

All the classrooms are ICT equipped classrooms.

Provide seminar hall & auditorium with all the facilities like Wi-Fi, Internet for smooth conduction of the events like seminar, guest lectures, conference, etc.

Provide facilities like library, reading hall and computer labs.

Provide tutorial rooms for conducting remedial classes and discussion among small groups.

Make the lab space with appropriate size of doors and windows for moving equipment and proper light & ventilation respectively.

Provide electricity to meet specific needs of the practical work to be conducted.

Maintain circulation space for accommodating the dynamic needs of ever increasing number of students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.trinitymbapune.com/_files/ugd/9565f1_7d0139f4f76c4c34b1807a63b915b297.pdf

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

Education is a broad concept that not only consist four walls of classroom but also fosters all around development of a student. All round development means social, physical, moral & intellectual development.

Sports:

To nurture the talents of students in different fields and for their all-round development, a large number of sports activities are conducted to shape their personality, health and fitness.

Every year at the time of KJ Youth Fest, Sports Event "Maidan" is conducted at campus level in which all the institutes participate with healthy competition.

Outdoor Games: A spacious playground is available for outdoor games like Cricket, Football, Volleyball, Basketball, etc. These play grounds are shared by all the institutes of KJEI. Sports material is shared with TAE.

Indoor Games: The institute also has an indoor area for playing Chess, Table Tennis, Carom and Badminton, etc. There is space shared with TAE for smooth conduct of all indoor games. Sports equipment is made available to students as per requirement.

Cultural Activities: Institute encourages all the cultural activities like Dance, Drama, Singing and Instrument playing, etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.trinitymbapune.com/_files/ugd/9565f1_7d0139f4f76c4c34b1807a63b915b297.pdf

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

07

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.trinitymbapune.com/_files/ugd/9565f1_43dc9b02bf4d46eb85a00344b8bb2729.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)

14.64

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

4.2 - Library as a Learning Resource

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

Integrated Library Management System is used for managing the functions of library. The Institute's Library is partially automated with System for Library Information Management (SLIM 21) Software with Version 3.0.0. from year 2011. SLIM 21 is integrated multi-user, multi-tasking, user friendly software. SLIM 21 cataloguing adheres to popular international standards. The automation of library has made functioning simpler, convenient, efficient and effective. It is commercial software purchased from Algorhythms Consultants, Pune. The vendor provides online & offline support for any problems, proper backup and maintenance & up gradation of software during annual maintenance contract period.

The Institute's library is a knowledge repository. It has collection of books, journals, newspapers, magazines, project reports etc. It has digital library facility where students can access e-resources like DELNET. Remote access facility is also provided to the students. It has collection of e-books. Institute is a member of NDL. The library has a spacious reading hall. Library provides various services to the users like Circulation, Book Bank Facility, Reference Service for Syllabus, Old Question Papers, Project Reports, e-Library Facility & Online Public Access Catalogue, etc. Business Standard newspaper is given to the students on daily basis.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.trinitymbapune.com/library

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

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

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

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

0.50

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

19

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

Institute has its IT policies to support and facilitate the teaching, evaluation, research and administrative functions of the institute through an e-managed environment, providing a wireless, high speed network, secured from intruders, with regular data backup and recovery techniques along with software and updated highly refined servers for better performance and flexibility. The computer labs are equipped with technology and are available for all the students. Whenever needed library software or other software are upgraded for better performance.

The institute's IT policy encompasses the following:

Ensure seamless connectivity to all users in the campus

Enforce secure and authenticated accessibility

Support administrative and academic activities of the institution

Provide accurate and transparent campus management

Timely back-up and storage system

Institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities

System Admin and lab in-charge review the condition of the computers in the Institute and decide the type of up gradation required.

Certain jobs like minor repairing in a breakdown etc. are done in-house from time to time.

Major breakdowns are taken care speedily.

Library software has also got updated in latest version.

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

4.3.2 - Number of Computers

118

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	No File Uploaded
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)

19.31

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

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

The institute follows definite system for optimal utilization of physical facilities. Physical facilities include classrooms, tutorial rooms, computer labs, library etc. These all physical facilities are made available for the students & staff. As a teaching learning process, the college allocates the budget for the maintenance of classrooms & labs on yearly basis. All the facilities are optimally utilized by both staff & students. Cleaning of classrooms, labs, library & other physical facilities is taken care by housekeeping staff. The college has adequate number of computers with internet connection & other useful software at different locations like classrooms, office, faculty room & library etc. Every system is protected with a username and password, individual login identities are provided to students and faculty to access the internet facility. Faculty & students can also use Wi-Fi facility. Faculty members are provided with computers on their tables. The computers have been enabled with firewall for restricted access to the websites.

All computers are provided with power backup for uninterrupted service. Resources for conducting online exams are available in the institute.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students 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

80

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

File Description	Documents
Link to Institutional website	<p align="center">https://trinitymbapune.wordpress.com/</p>
Any additional information	<p align="center">View File</p>
Details of capability building and skills enhancement initiatives (Data Template)	<p align="center">View File</p>

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

73

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

73

File Description	Documents
Any additional information	<p align="center">No File Uploaded</p>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<p align="center">View File</p>

<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

55

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

Trinity Institute of Management and Research(TIMR) aims for versatile development of students. The institution aim is to

promote collective and constructive leadership within student community. Institute has student council to develop leadership qualities and sense of responsibility among the students.

A number of events are organized by the student under the guidance of faculty in charge student activities, like gravity, poster making, sports, blood donation camps, annual cultural fest, etc. Such an engagement facilitates overall grooming and the institute encourages all these co-curricular activities and actively supports them.

The college has constituted various committees and student representatives are appointed in the same committees to carry out various academic and administrative activities.

Mentor mentee allotment and their regular meetings encourage students' engagement and participation in various activities.

The student representatives are nominated by the Director & Faculty members on committees such as, Anti ragging committee, Woman Grievance Committee, Grievance Redressal Committee, SC/ST Committee, Library Committee, Cultural committee, Sports Committee. Faculty members identify students in sports, cultural activities and motivate them to get involve in various activities.

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

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

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

01

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

5.4 - Alumni Engagement

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

The Trinity Institute of Management and Research, (TIMR) Pune firmly believes that involvement of alumni is to be earned and not expected. The institute rests its foundation on the principle that the students - institute take life long journey. The institute acts as facilitator; enabler for the alumnus. The institute has registered alumni association that aims to engage alumni with its various stakeholders, rather than just generating operational revenue. The institute is very well aware that the alumni are current and future leaders, influencers and change-makers. The institute understands that even alumni needs helps and support in all parts of life be it higher education, achievements, moral support, building community, networking.

The institute gives the alumni a platform wherein they can come, participate and share their experiences success with the enrolled students and their teachers. The alumnus can relive the moments as students.

TIMR aims to leverage the expertise, access and reach of Alumni to the institute's development. The institute sends an invitation to the alumni to attend various events, induction program and participate in it. Alumni portray themselves as a role model and offers practical guidance to students as they start their studies, careers, business avenues.

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)	D. 1 Lakhs - 3Lakhs
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File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision and Mission of the institute is futuristic in nature which satisfiesthe needs of society by providing quality education through leading-edge technology.

The Governance of institute plays important role to provide excellent infrastructure facilities and healthy teaching and learning environment to the students and faculty in order to implement the quality policy and plans.

The values of the institute comprises of group work, morals, principals, trust, societal benefit, Industrial approach, Institute industrial relation, dedicated faculty, standard norms, research, continuous learning, participation of all the members which together force the institute to accomplish the vision and mission of the institute.

The Campus Director in consultation with Director, Academic Coordinator frames the policies for the smooth running of the academics, administration etc. In this, faculty members play the most important role as a stakeholder who helps in achieving the target and smoothly running the policies which are framed.

The Internal Quality Assurance Cell (IQAC) of the institute plays the vital role in achieving and monitoring the quality which an institute needs to have such as teacher learning,

training and development, research activity, planning for the quality improvement and administration.

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

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

TIMR Institute have participative management which have committees such as Governing Body, Local Managing Committee with different members includes Chairman, teaching staff, non-teaching staff so that all the representative involves in generating ideas and suggestions for the development of institute and the betterment of the employees of the institute with consideration and respect.

The Institute consistently promotes a culture of participative management.

- The Institute follows committee system for implementation of all its decisions and resolutions.
- The committees comprise of faculty members and students.
- GB and CDC have representation from faculty and other stakeholders.
- Director takes the decisions and implements the action plan.
- The faculty is involved in implementation of the policies of GB.
- Therefore the management is participative from students, faculty and Director to the trust level.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College's goals derive from its Mission, Vision, and Core Values. These goals are based on an analysis of our strengths and weaknesses as well as input solicited from our key constituents. They are constructed with resource limitations in mind. The College's goals are categorized in to the following areas of focus:

1. Master Programme
2. Value added and add-on Courses
3. Faculty and staff development
4. Industry Institute Interaction
5. Establishing Standards for overall Development
6. Financial Strategy
7. Research initiatives
8. Social and cultural enhancement of the students
9. Employment and entrepreneurship
10. Contribution towards nation building

Strategic plan is prepared by IQAC with consultation of Management and Director and the implementation is ensured by various departments as per the directions provided by the IQAC and Director.

The strategic plan is reviewed every year and updated after every five years by implementing the changes observed and suggested by the IQAC by effective and continuous monitoring.

Appropriate budget allocation is ensured by the top level management to ensure the implementation of strategic plan which lead to overall development of the institute.

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

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

Trinity Institute of Management and Research (TIMR) institute is having a decision-making process which includes Governing Body and College development Committee which is the highest authorities that governs the Institute by making management decision. The centralized decisions are taken by top management at the trust level which will be informed and implemented in the institute by the director. Effective implementation of policies is ensured by various committees at institute level.

The operational level Organizational structure includes four major sections Academic, Administrative, Training and placement and Other Auxiliary Bodies in the institute under the head of the director to ensure proper decision making and its implementation.

Appointment / Recruitment: The recruitment process and promotional policy of the institute are in line with the norms and statutes of Savitribai Phule Pune University, AICTE and Government of Maharashtra. Further, it is depending upon qualification, professional experience and performance appraisal of the individual as the case may be.

Service Rules: The service rules like various leaves benefit available to teaching and non-teaching, working time etc., followed by the institute is as per the statutes and norms of Savitribai Phule Pune University and Government of Maharashtra.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	View File

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

B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

KJEI's Trinity Institute of Management and Research provides various schemes and facilities to its employees (teaching and non teaching) which include:

Academic Support

- Faculty is aided to pursue research.
- Faculty is aided to attend/present research work in seminars, conferences and workshops.
- Due recognition is given to the faculty for research publication in reputed journals.
- Facilities to boost the qualification
- Generation of resources

Infrastructural Support

- Enriched library with books, journals and e-journals, etc.
- Free WIFI.
- Well-equipped digital, research laboratories.

Other Support

- State/national/international level seminars/conferences/workshops are conducted for keeping in-tune with latest trends.
- Award/reward system.
- Training is provided to the faculty (Faculty Development Programs).

Sr. No.

Welfare Scheme

Beneficiary Employee

1

Appreciation to faculty

Provision/process of Recognition of employees for Special Achievements.

2

Qualification Up gradation Support

Faculty is deputed for part time Ph.D. program by giving NOC.

3

Special Leaves

Provision of flexible office timing in certain cases by approval of Director.

4

Uniform for Non-teaching staff

Uniform for Non-teaching staff

5

Tie-up with hospital

Provision of free annual check-up, emergency ambulance facility and free health assistance.

6

Financial Support to the ward of faculty

Provision of financial support to the ward of faculty who has excellent academics.

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

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

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

03

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

03

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

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

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

12

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 has developed an effective performance appraisal system for teaching and non-teaching staff. The faculty appraisal system is transparent and provides clear direction

towards professional, organizational and personal objectives attainment.

The staff must complete the 'Self-appraisal form' after the completion of an academic year which is finally reviewed by the Director. Director takes necessary action if required.

At the end of each academic year 'Self-appraisal form' are submitted by the staff to the Director. Staff is supposed to fill the details of academic, administrative and research work. Director certifies the 'Self-appraisal form', it is then submitted to Internal Quality Assurance committee (IQAC).

IQAC reviews the same and gives recommendation/improvements to be followed by staff.

The strengths and weakness of staff is counseled by Director/ IQAC.

Student feedback system is implemented twice in a semester in which the faculty is evaluated on certain important parameters. The parameters have been collectively decided based on effective and impactful pedagogy. The various parameters for staff members are performance; technical, non-technical skills acquired, Research work, successful completion of the assigned responsibilities allotted by the institute, student feedback and who acts as a role model for others.

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

6.4 - Financial Management and Resource Mobilization

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

The institute has well-structured mechanisms for internal and external audit. Internal audit is carried out periodically. External audit is carried out once in a year.

Institute has also a well-defined policy for handling the available financial resources. At the start of every financial

year the estimated budget from Institute is collected. This estimated budget is based on the requirements raised by the individual faculty and staff as per the requirements of syllabus and pre-planned activities in consultation with the Director.

The internal audit program is carried out periodically to identify the implementation of various compliances by ensuring the mechanism of institutional policies, physical verification of assets, Maintenance & Repair copies, event receipts and expenses etc.

External Audit is also carried out in efficient ways. External Auditor verifies all receipts & payment details, Income & Expenditure statement, Balance sheet, Opening and closing balance of student fees collection, salaries, fees outstanding of students and social welfare, PT & PF challan copies, TDS on salary, fixed assets of purchase bill and other income & expenditure details etc.

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

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

TIMR receives funds mainly from student fees and government and non-government scholarships and free-ships, Alumni fees etc. Any shortfall/deficit is managed by taking assistance from the KJEI trust office. The institute conducts internal and external audit to ensure proper utilisation of financial resources. The annual financial budget for different activity sectors is approved by Governing Body suggested through Director.

The budget plan is prepared on the basis of

- 1) Estimated cash inflow from student fees, governmental and non-governmental scholarship and free-ship, Funding from Savitribai Phule Pune University (like Exam, grants etc.) Alumni fees, interest from bank and other financial resources.
- 2) Estimated outflow is based on pre-planned activities, maintenance, administration & office expenses, new purchase, loan repayment etc.
- 3) Any shortfall/deficit is managed by taking assistance from the trust office.

The cash inflow/outflow on the basis of student intake, faculty requirement, lab and library equipment need, maintenance, administrative and infrastructural need is maintained by Accountant, monitored by Director. All financial transactions are recorded on Tally software. Financial progress and updates are regularly communicated to Director and Management.

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

Trinity Institute of Management and Research Quality Policy are aimed at achieving the excellence in Management Education, by acquiring independent control over its day-to-day operations and curriculum status to the institutes with recognition at

State level.

IQAC Policy:

- Developing the faculty through FDP's.
- Optimization and integration of modern methods of teaching and learning.
- Progression of academic policies.
- Up gradation of Concurrent evaluation.
- Collecting feedback from students (At the end of semester).
- Augmentation in infrastructure to enhance learning environment.

IQAC contribution:

- Heightened level of clarity and focus in institutional functioning towards quality enhancement and facilitate internalization of the quality culture as per guidelines by NAAC for Quality and Excellence in Higher Education
- Integral approach towards quality development through various activities which helps in academic enhancement.
- Act as a change catalyst in the institution
- Better internal communication.
- Collaborations with various industries/organizations.

- Organization of events/workshop.
- Implementation of Academic calendar prepared by Academic coordinator.
- Finalization for panel of eminent visiting professor for addition input as per need.
- Dead stock verification.
- Remedial classes for slow learners

Research initiatives

- Faculty qualification up gradation is encouraged to pursue M.Phil. , Ph.D.
- Various types of research activities are organized for staff and students.

Add-on/Certification Courses for students

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

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

The decision taken by the IQAC is communicated in regular meetings. So, each faculty is involved indirectly in functioning of IQAC.

As our institution is functioning towards the enhancement of quality of education, it has an integrated framework for Quality assurance of the academic and administrative activities. To impart quality education, all faculties maintain a course file. The course file content includes syllabus, teaching plan, academic calendar, time table, study material, assignments, question bank, university question papers. Academic committee checks this course file at the beginning of the semester and suggestions are given to the respective faculty. The essential contents are circulated to the students. Faculty uses that content for conducting the sessions during that semester.

Feedback from students of individual faculty depending upon various teaching parameters like effective teaching learning methods, audibility, writing, conceptual explanation, communication, interaction, presentation is taken. Student gives their opinions regarding academic and administrative method during Mentor mentee meeting. Depending upon students' feedback and feedback from IQAC directs the suggestions for improvement of teaching learning process.

The performance of academic practices and procedures against planned procedures is verified and confirmed by carrying Academic audit.

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

<p>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)</p>	<p>C. Any 2 of the above</p>
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File Description	Documents
Paste web link of Annual reports of Institution	Nil
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

Women and girls represent half of the world's population and, therefore, also half of its potential. Gender equality, besides being a fundamental human right, is essential to achieve peaceful societies, with full human potential and sustainable development. Moreover, it has been shown that empowering women spurs productivity and economic growth. Gender Equity achieves fairness, through treating people differently dependent on need.

TIMR plays a significant role in ensuring the safety of the students by putting in place foolproof mechanisms and impregnable standards of safety. Mentor-mentee activity is conducted for the students for sharing their personal problems. In all Industrial visits, excursions, study tours, female teachers accompany the students and take care of them.

The girls' common room is maintained at TIMR and is a place for girl students to relax. It is well ventilated, has washrooms, dressing mirrors, newspapers. Female faculty and girl students are regularly counselled on safety and security. The institute supports the career progression and development of female professional and academic staff. It provides women with opportunities to grow in their leadership capabilities build professional skills and participate in important administrative roles in the college.

File Description	Documents
Annual gender sensitization action plan	https://9565f192-49c7-45de-b471-980ea62b93c8.usrfiles.com/ugd/9565f1_3leebae88be84472966093595fd347e9.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://www.trinitymbapune.com/files/ugd/9565f1_ada595ef59c147ffacc482671ecd85f1.pdf

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

B. Any 3 of the above

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

Solid wastes include college garbage; rubbish etc, e.g. paper in classrooms and offices, soiled tissue and disposable cups used in College, tin cans. Dry waste and wet waste are collected separately and deposited into garbage van (funded by Adar Poonawaala CSR initiative) for further recycling procedure.

We encourage and promote the use of one-sided pages for print-outs wherever possible.

E-waste Management:

Used electronics which are marked for reuse, resale, salvage, recycling, or disposal are also considered e-waste. Such waste is collected at a separate point. Arrangement are made with local e-waste recycles for pickup and further processing disposal

The E-waste materials like Cables, Cd's, Lan cables, SMPS, Monitor stand, RAM, mother board are collectively disposed with e-waste recycling agency. For this purpose, Trinity Institute of Management and Research has also drawn an MOU with Samruddhi Mobile and Laptop Services Private Limited to ensure proper control and direction to e-waste systems.

Liquid Waste Management

Used water in washroom directly impact human health and have far reaching consequences when ignored. Used water directly connected to septic tank. The institute has a proper drainage facility and Sewage Treatment Plant. Water leakage is prevented by timely maintenance of the taps and water pipes.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	No File Uploaded

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

B. Any 3 of the above

**harvesting 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:

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

B. Any 3 of the above

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

<p>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</p>	<p>C. Any 2 of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Every institute is remembered for its quality education and placements but the other important area is its inclusive environment. TIMR provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional,

linguistic, communal, socioeconomic and other diversities.

Different sports and cultural activities are organized in the college and at campus level to promote harmony towards each other. Commemorative days like Women's day, Yoga day, along with many regional festival such as Diwali Festival, Ganesh Jayanti, Christmas, Chhatrapati Shivaji Jayanti etc.

There are grievance redressal cells in the institute for Student grievance redressal, Women grievance redressal which deal with grievances without considering anyone's racial or cultural background.

Institute has code of ethics for students and a separate code of ethics for teachers and other employees which has to be followed by each one of them irrespective of their cultural, regional, linguistic, communal socioeconomic and other diversities.

Institution organizes National Festivals and Birth and Death Anniversaries of great Indian Personalities with enthusiasm. Our students are on a mission towards better India by breaking the boundaries of religion and caste. Thoughts of great Indian personalities sowed into the young minds through the exhibitions and programs conducted on these days.

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

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

TIMR undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation: Values, Rights, Duties and responsibilities of the citizens.

Postgraduate students have the Business Research methodology subject as a part of curriculum with the objective to acquaint with the ethics in research in connection with their contribution society. Human Rights Subject constitutes the part

of curricular teaching and evaluation to sensitize the students on the preservation the ecosystem and environment. Students are also sensitized to adapt green practices, conservation of natural resources, alternative source of energy and renewable energy etc.

Every year institute organizes blood donation camp in association with sister institutes. The students are sensitized on the importance of the activity and are encouraged to participate in saving the life of citizens of India.

The students are encouraged to participate in the activities of spreading the awareness among citizens on social issues like road safety.

Students consistently and regularly participate in the cleaning activities on the several occasions including Mahatma Gandhi Jayanti on October 02. Moreover, students are encouraged for active participation in the plantation activities for environmental awareness.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://trinitymbapune.wordpress.com/
Any other relevant information	Nil

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

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various 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

Various national and international commemorative days, events and festivals are celebrated by the institutional with the aim to inculcate gratitude and sense of responsibility among the students.

we celebrate Independence Day, Birth Anniversary of Dr. Sarvepalli Radhakrishnan, International Woman's Day, Republic Day, Shivaji Maharaj Jayanti, Ganesh Festival, Dussehra Celebration, Diwali celebration : From 2019 we have started Diwali celebration on our campus. Diwali, YOGA Day etc.

Other than specific mentioned as above we celebrated various other days such as Christmas, Hutaatma Din, sports day, JAL Diwas, constitution day etc. are celebrated.

We invited distinguished personalities and experts to deliver motivational speeches and share their experiences so that the students get insights to various national and international personalities and their contribution in the development of the society and humanity.

All the students and staff participate with enthusiasm and passion.

The aura and warmth of these events vanishes all the negativity from the surroundings and is celebrated through the different classes of the society, bringing everyone together.

TIMR ensures that this rich Indian tradition is celebrated so that this habit is passed on to the next generation.

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 No. 1

Sochdhara - Let's Research.

Goal:

Sochdhaara- Let's Research, an initiative by Trinity Institute of Management Research (TIMR), aims to develop and enhance the urge to research among the students.

The Practice

Human being is inquisitive by nature. So are the students. The only difference being that for students' research as a word is not a very promising activity, and that ideology needs to be revamped.

1. Students and faculty member write research paper together.

Expected outcome of the practice

Through Sochdhaara, the awareness amongst the students shall be built as to research being a part of their daily lives.

Best practice No. 2

Clean and Green.

Goal:

The purpose of Clean and Green Activity is to acknowledge the sustained and dedicated efforts of the Institute with regards to Social responsibility.

The Practice

Clean and Green Activities are carried out every year.

Expected outcome of the practice

Students inculcate themselves in improving social and environmental participation.

Students get motivation and improve their participation in various institutional and social activities.

Students able to understand the effectiveness and benefits of waste management cycle.

Students contribute towards environmental responsibilities and inculcate environmental sense.

File Description	Documents
Best practices in the Institutional website	https://www.trinitymbapune.com/_files/ugd/9565f1_8283cc8caea1a428ebd8d372e99250000.pdf
Any other relevant information	Nil

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

TIMR is one of the greenest campuses Pune can boast of. At 110 acres in the lap of Mother Nature, our distinctiveness lies in our campus location. It is this feature that enables us to provide one of the best infrastructural facilities for effective and efficient conduct of academics. The other support facilities are contributed to significantly for curricular, extra-curricular and administrative activities. Near to the Pune City but still full of green environment and pollution

free campus helps students to inhale fresh air and study with fresh and positive mindset. All students feeling stressed can spend maximum time close to the nature at our campus and enjoy their studies.

One of the Small Scale Industrial Area, which is backbone of economy of our country, is situated within 5 km from the institute. The ease of accessibility both to Pune city and nearby rural area allows us to admit blend of urban and rural students. This in turn helps us to develop and deliver the education to students thereby reducing the gap between urban and rural students.

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

TIMR strives for delivery quality education and promote research driven advancement of knowledge for creating competitive professionals. blend of latest pedagogy and teaching aid will be exercised to impart the best education to the students.

The College has approved following action plan for the Academic Year 2022-23

- The College plans to organize regular Competency building workshops/Faculty development programme for the teaching and non-teaching staff.
- To take more Initiatives for Industry - Academia and Alumni engagement for development of students.
- To strengthen the research base of the teachers and the students, college plans to hold seminar, conference of national and international level.
- To strengthen Sports, Cultural and Social Activities and sensitize the students for environmental protection.
- To establish linkages with nearby colleges for knowledge/resource sharing.