



RAJMATA JIJAU SHIKSHAN PRASARAK MANDAL'S
INSTITUTE OF COMPUTER & MANAGEMENT RESEARCH

Approved by AICTE, Govt. of Maharashtra & DTE
Affiliated to Savitribai Phule Pune University, Pune
DTE Code :- 6158 University Code :- IMMPO13230

Certified by ISO : 9001 -2015,
ISO : 14001 -2015



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Campus

First Cycle 2023-2028

Hon. Shri. Vilas V. Lande
President

Hon. Shri. Sudhir V. Mungase
Secretary

Hon. Shri. Ajit D. Gavhane
Treasurer

7.1.9

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




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The Institute works to impart various human ideals, such as morality, harmony, the truth, love, and nonviolence. Professional ethics include convictions, moral guidelines, moral standards, and the Institute's moral code. Numerous events promote professional ethics & human values. A session on creating & maintaining team harmony at work that was held for the staff members. The virtue of showing love helped the students implant virtues of honesty, love & kindness, embracing nature, the importance of acceptance, respect for genders, moral precepts, cooperation, loyalty, moral respect, awareness of constitutional duties & tolerance.

In RJSPM ICMR students of all caste, creed, sex, religion, and race are admitted. RJSPM ICMR organizes all the cultural and religious activities in every community. Through this communal harmony is being maintained. This platform helps the students to build themselves through expression, words, and speech. Every student in the Institute has given opportunity to speak to express their thought in order to build up their personality. This is the process by which students are further nurtured and developed as future managers. They are molded as per requirement of industry requirement. As per the curriculum of University for the first and the second-semester university has added "Human rights" as a subject and in the third semester "Introduction to Constitution".

We had a faculty for this, to conduct the sessions on Human Rights, Fundamental duties and Indian Constitution. Students of our Institute belongs to very poor community, hence all faculties are putting more efforts in helping them to get scholarships. More efforts are put to uplift such students.

Also we create the awareness amongst the graduate students about MBA Programme, CET, Scholarship benefits and admission procedure. Also we conduct free CET classes.




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The College has a college development committees (CDC), governing body (GB) which is meritoriously governed by the Director, Dr. Dhananjay Bagul with over 29 years of experience. The Institute has well-defined its vision, mission and quality policy. Decentralization, participatory management, good retention of experienced staff contributes to the achievement of the vision, mission and goals, and building the organizational culture. The academic and administrative planning, step-by-step adoption of e-governance at different levels, and its implementation reflect the efforts of the organization in realizing its vision. A well-defined organogram for effective monitoring and implementation of prospective plans and policies are laid. Grievance redressal system, internal complaint committee and anti-ragging committee functions at ground level for safety and security. The institute follows AICTE / DTE / university norms for staff recruitment. Teaching and non-teaching staff members attend national and international conferences, seminars and workshops and are trained to enhance their professional competencies through various staff development, orientation and skill up gradation programmes. Staff welfare schemes are available. The major sources of income are fees and proper actions are taken for its optimum utilization for salary, purchases, operational, administrative and student expenses. The accounts are audited by hired auditors, internally and externally once annually. So far there are no errors pointed by the auditors. Performance appraisals and feedback mechanism are the key tools, which help in assessing the performance of the staff and provide insight into the improvement plans to be adopted. The institute has constituted Internal Quality Assurance Cell (IQAC). IQAC is involved in setting up quality parameters and process quality sustenance necessary for the development of the institute. The management in conjunction with IQAC puts consistent efforts in overall improvement and invites external agencies like NAAC to assess the quality standards.

Various staff committees are set up to carry out the academic and non-academic activities throughout the year and portfolios with tasks are assigned.




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The internal examination committee holds meetings of the faculty under the supervision of the Director and finalize the mechanism for effective implementation of the internal assessment process. The schedule of the internal assessment is given in the academic calendar which is displayed on notice board well in advance before the commencement of the session. The internal examinations are conducted as per academic calendar to check performance of the students. All the records of internal examinations, question papers, evaluated answer sheets/copies, model answer sheets, and summary of marks sheets, are properly maintained by the teachers and then it is submitted to the examination section

The college has an effective, efficient and transparent mechanism to address the grievances related to internal and external examinations. The entire mechanism focuses on amicably solving the grievances of the students. The whole process is completed in a time bound manner using holistic approach. The internal examinations are conducted as per the academic calendar and the results are declared immediately after the examinations. The grievances of students are resolved at teachers' level by discussing the answers with the students. In case the student is not happy with the teacher's explanation the problem is solved at the head of the department level. Internal examination marks of various subjects are filled and submitted through online portal of the university by the Login Id of the concerned subject teacher. Grievances of students related to incorrect entry of marks, hall tickets, absenteeism, wrong entries in names are addressed in stipulated time by the colleges and university. The grievances regarding the university are addressed as per the rule and guidelines of the university. There is a provision of verification of marks and revaluation of answer books. The students can apply for photo copy of their assessed answer books by paying the required amount of fees to the university through college.




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The library committee controls all activities in library which consists of the principal as chairperson, senior faculty as member and the librarian as secretary of the committee. The committee plays an important role in preparing the guidelines for library operations and for providing information to the new entrants. The committee meets regularly to engage with all the issues related to student requirements from the library as resource. The library committee pays attention to the needs and intellectual aspirations of the students who are enabled by this valuable. National digital library which are helpful students and faculty for their study. The library also has various educational CD's and student can interact with the subject matters through the use of such educational CD's.

The College Development Committee (CDC) is also constituted as per the Maharashtra Public Universities Act, 2016, reviews activities organized by the Institute. It takes necessary decisions regarding routine aspects of management and administration and recommends to management for encouraging research culture, consultancy, extension activities, academic collaborations, use of ICT in teaching learning, training facility to staff and also prepare annual financial statements & budget for approvals.

The Governance and Leadership is in accordance with Vision and Mission with principles;

1. All key decisions are based on a core mission and set of values.
2. To adapt to environmental change in alignment with the mission and core values.
3. Committed to democratic ideals by seeking to promote them and modelling transparent practices on and off campus.
4. To emphasize on affordability, inclusivity and equity in imparting education leading to positive social change.




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Decentralization and Participative Management Policies:

The Director is responsible for various administrative and academic activities has constituted various committees for smooth and efficient conducting of academics and administration. The faculty members having various portfolios according to their expertise participate in decision-making processes whenever necessary.




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1. Organogram




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Rajmata Jijau Shikshan Prasarak Mandal, (RJSPM)

Rajmata Jijau Shikshan Prasarak Mandal, (RJSPM) a public trust has been established in the A.Y. 2000 with a single minded goal to impart value-based, student-centric education to the aspirants coming from urban and rural part of Maharashtra. Trust has knitted together a network of educational activities within short span encompassing pre-primary to professional education. Post Graduate Degree course in Master of Business Administration (M.B.A) was started in 2007 with an objective to provide high quality professional education affordable to ordinary elements of the society.

Vision of Rajmata Jijau Shikshan Prasarak Mandal's Institute of Computer and Management research (RJSPM's ICMR) is "To serve the needs of the society by imparting knowledge and developing skills and attitudes to Inculcate in them values of life. "Mission of Rajmata Jijau Shikshan Prasarak Mandal's Institute of Computer and Management research (RJSPM's ICMR) To inculcate among the students the moral, spiritual and social values to grow as useful citizens and fully developed individuals to enable them to obtain gainful employment or self-employment. To nourish, nurture and develop the all-round personality of students. To stimulate the academic environment for promotion of quality teaching, learning and research. To inculcate among the students, the moral, spiritual and social values to grow as useful citizens and fully developed individuals to enable them to obtain gainful employment or self-employment. To nourish, nurture and develop the all-round personality of students to enable them to obtain gainful employment or self-employment to stimulate the academic environment for promotion of quality teaching, learning and research. To bridge the gap between academic and practical, industrial and business world by organizing seminars, lectures, demonstration, visits to industrial and business houses.




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Apart from institute priorities, institute is showing



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distinctiveness in many areas, of which, faculty development activity is one of the important areas where institute is taking lots of efforts. Management believes in quality education and this will be achieved only when faculty members are competent. Hence management encourages faculty for Ph.D. registration as well as improve their CV. College always supports and motivates the faculty for higher education which is reflected in the faculty registered for Ph.D. For this purpose, faculty is encouraged by providing various facilities and these are as follows,

a. **Consents and NOC's:** Institute provides necessary letters and documents required for Ph.D admission.

b. **Facilities for research work:**

i. **Library:** Institute provides facility of library to the faculty members for their research apart from regular academic books. Faculty can also use databases, journals, periodicals, reference books, etc.

ii. **Computer and software facility:** Institute provides computer facility with internet to the research work.

iii. **Publications and Presentations:** Institute supports in the endeavours of the faculty in their research publications as well as in conferences and proceedings.

iv. **Leaves:** Institute allows faculty to attend their PhD related work like submission of progress work, course work, conferences, workshops, pre-synopsis presentations and Viva-voce, etc. Institute considers PhD work as an important




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task and hence provides certain leaves beyond sanctioned leaves.

- c. **Appreciation:** Institute appreciates the faculty members after successful completion of PhD or any other course and includes these achievements for consideration during their appraisal.
- d. **Promotions:** After PhD completion, institute considers promotion of the faculty member in terms of salary as well as position as applicable.




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