

Savitribai Phule Pune University Pune



Local Inquiry Committee Report

**(Courses covered under faculty of Engineering,
Management, Pharmacy, Architecture etc.)**

SAVITRIBAI PHULE PUNE UNIVERSITY

Report of Local Inquiry Committee for Professional Courses

University of Pune ID – 1101

UNIPUNE ID: IMM013250

Date: 20/02/2015

To,
The Registrar,
Savtribai Phule Pune University ,
Ganeshkhind,
Pune - 411 007.

Subject: Report of Local Inquiry Committee for Continuation of affiliation of MBA & MCA Courses for Academic Year 2015-2016 and 2016-2017.

Ref.: SPPU Letter No. CA/LIC/14/PU/MMT/40, dated 14/01/2015.

Sir,

With reference to your letter mentioned above, we the following members of Local Inquiry Committee visited the Institute, 'Kamala Education Society's Pratibha Institute of Business Management', Chinchwad, Pune 19, on Friday, 20th February 2015 at 3.30 p.m.

Sr.	Name of the Member	Designation	Status
1	Prin. Dr. Balsaraf D. D.	Chairman	Present
2	Prof. Dr. Qureshi E. A.	Member	Absent
3	Prof. Bachhav Shreekala	Member	Present
4	Dr. Sarode N. G.	Member	Present
5	Prof. Dr. Kumbhar P. B.	Member	Present

The following members of the Management and Institute were present during the visit.

Sr.	Name of the Member	Designation
1	Mr. Deepak Shah	Secretary, Kamala Education Society
2	Dr. Prashant Gundawar	Director, PIBM
3	Prof. Gururaj Dangare	Dy. Director/Vice-Principal
4	Mr. Charudatta Sawant	Office Superintendent

Annexure – I (Sr. 1 to 23) (Attested Photocopies attached with LIC report)**The following documents were furnished before the committee:**

Sr.	Document	Please Tick (v)	Annexure No.
1	Letter Of University of Pune dated 14/01/2015		Annx. 1
2	A Society Registered Under The Registration of Societies Act 1860 Through The Chairman or Secretary of Society or A Trust Registered Under The Charitable Trusts Act 1950 or Any other Relevant Acts Through The Chairman or Secretary of The Trust or A Company Established Under Section 25 of Companies Act 1956		Annx. 2
3	AICTE Approval Letter For the Academic Year 2014-15		Annx. 3
4	Maharashtra Government Resolution For Recognition of Programs		Annx. 4
5	List of LMC And Governing Body Members		Annx. 5
6	Attendance Register (Muster, Teaching & Non-Teaching)		Annx. 6
7	List of Teaching & Non Teaching Staff (As per prescribed Format)		Annx. 7
8	Roster, Teaching (If Applicable)		N. A.
9	Roster, Non-Teaching Staff (If Applicable)		N. A.
10	Last Three Years Advertisements For Recruitment (If Applicable)		Annx. 8
11	Salary Statements And acknowledge Of Concerned Bank		Annx. 9
12	P.F. Returns (Form 6-A, 3-A & Monthly P.F. Challan)		N. A.
13	Built Up Area Statement dully Signed By Architect		Annx. 10
14	Land Use Certificate, 7/12 extract & NA Order		Annx. 11
15	Summary of Library Details & Last Five Pages of Accession Register		Annx. 12
16	Summary of Equipments/Computers etc. & Last 3 Pages of Dead Stock Register		Annx. 13
17	Balance Sheet with Audit Reports for F. Y. 2013-2014		Annx. 14
18	Academic Calendar For A. Y. 2014-2015		Annx. 15
19	NBA Accreditation Letter / Reaccreditation Letter No.		N. A.
20	College Covered Under 2(F) & 12(B)		N. A.
21	Pro-rata details (If Applicable)		Annx. 16
22	Fixed Deposit Receipts		Annx. 17
23	Last Year Affiliation Fees Receipt received from University of Pune		Annx. 18

On examination of the various documents submitted to the committee and inspection of infrastructure, instructional and other facilities the committee has to report as under:

1. Name and Address of the Society / Trust

Name	Kamala Education Society
Address	3, Tamhane Bldg., Prabhat Road, Lane No. 1, Deccan Gymkhana, Pune
Taluka	Haveli
District	Pune
Pin Code	411004
Phone No. With STD Code	(020) 65111179, 8600100942/45
Fax No. With STD Code	(020) 30690510
Email ID	info@kes.org.in
Web site	www.kes.org.in

2. Registration No. & Year :

- 1. Under Society Registration Act:** Reg. No.: Maharashtra/6279-92/Pune, dt. 23/01/1992.
- 2. Under Public Trust Act:** Reg. No.: F-7404, dt. 16/03/1992.

3. Name and Address of the Institute / College

Name	Pratibha Institute of Business Management
Address	Block D-III, Plot No. 3, Behind Mehta Hospital, Off Mumbai Pune Road, Chinchwad Station, Pune
Taluka	Haveli
District	Pune
Pin Code	411019
Phone No. With STD Code	(020) 65111179, 8600100942/45
Fax No. With STD Code	(020) 30690510
Email ID	info@kes.org.in
Web site	www.pibmpune.org.in

4. University of Pune ID/ AICTE ID/ DTE Code No.

UNIPUNE ID	1	1	0	1						
AICTE – Permanent Institute ID	1	-	3	6	7	5	1	6	1	
DTE – Code	6	1	6	7						

Annexure – II

5. Name and Designation of the Head of the Institution (Director)

Name	Dr. Prashant Gundawar
Designation	Director
Qualification	Ph. D ; MBA(Mktg.) ; B. Pharm.
Experience	18 Years (9 yrs. Industrial + 9 yrs. Teaching)
Highest Degree	Ph. D.
Specialization	Marketing
Total Experience	18 Years
Date of Birth	18/08/1969
Phone No.	(O): (020) 65111149, 8600100942/45
	(R): 020- 30690510
	(M): 9890127600
E-Mail	director@kes.org.in, gundawar@gmail.com
Whether approved by University of Pune	Yes Approved from 17/08/2012
If yes, please maintain the approval letter No	Approval Letter No.: CCO/2468, dated 05/10/2012

6. Information on Establishment of the Institution

Year of Establishment	2008
Date on which first affiliation was accorded by the University	12/01/2008
Year of Commencement of the first batch	2008-2009

**6. (a) Continuation of Affiliation for AICTE approved Existing courses for
the academic Year: A. Y. 2014-2015**

A. Under Graduate (If applicable)

Sr.	Name of Course	Sanctioned Intake (Year wise)					Actual Admitted (Year wise)				
		1 st	2 nd	3 rd	4 th	Total	1 st	2 nd	3 rd	4 th	Total
NOT APPLICABLE											

B. Post Graduate

Sr.	Name of Course	Sanctioned Intake (2014-2015)					Actual Admitted (Year wise)				
		1 st	2 nd	3 rd	4 th	Total	1 st	2 nd	3 rd	4 th	Total
1	M. B. A.	120	120	N.A.	N.A.	240	103	103	N.A.	N.A.	194
2	M. C. A.	60	60	60	N.A.	180	02	62	69	N.A.	118

6. (b) Name of R.T.I. Officer & Appellant officer.

Name	Dr. Prashant Gundawar	Prof. Gururaj Dangare
Designation	Appellate Officer	Public Information Officer
Qualification	Ph. D.	MBA
Phone No.	(O) : 8600100942	(O) : 8600100942
	(R) : ----	(R) : ----
	(M): 9890127600	(M): 8624991767
E-Mail	director@kes.org.in	262299@gmail.com

6. (c) Whether Institute / Colleges is Aided/ Un-aided: : Unaided

**6. (d) Whether college is registered as a Minority Institute if yes, type of
Minority Linguistic / Religious etc. : Yes, Jain Minority**

**7. Whether Local Managing Committee has been constituted : YES
as per Maharashtra University Act 1994. and Date of last meeting:**

Last LMC Meeting was meeting was held on 25/11/2014

**8. Whether Governing Body has been constituted : YES
and Date of last meeting**

Last Governing Body Meeting was meeting was held on 27/01/2015

9. Academic Calendar of the Institute

First Term Start : 2nd July 2014

Second Term Start : 5th Jan. 2015

10. Details of First affiliation for existing courses:**A. Under Graduate (If applicable)**

NOT APPLICABLE

B. Post Graduate

Sr.	Course	Year of affiliation	AICTE Approval No.	Government G.R. No.	Affiliation Letter No.
1	M. B. A.	2008	08/01/MHA/ MBA/2008/56 dt. 15/06/2009	TEM-2008 (237/008// TANSHI-1, dt. 30/06/2008	CA/492, dt. 12/01/2008
2	M. C. A.	2009	08/01/MHA/ MBA/2008/56 dt. 15/06/2009	CTC-201/ (101/2010// TANSHI-4 15/07/2010	CA/492, dt. 12/01/2008

11. New Course(s)/Increase in Intake to be affiliated for the academic year 2014-15**A. Under Graduate (If applicable)**

Sr.	Name of Course	Intake				
		1 st	2 nd	3 rd	4 th	Total
NOT APPLICABLE						

B. Post Graduate

Sr.	Name of Course	Intake				
		1 st	2 nd	3 rd	4 th	Total
NOT APPLICABLE						

12. Course(s) under consideration for extension of affiliation of existing courses for the Academic Years 2015-2016 & 2016-2017**A. Under Graduate**

NOT APPLICABLE

B. Post Graduate (If applicable)

For A. Y. 2015-2016						
Sr.	Name of Course	Intake				
		1 st	2 nd	3 rd	4 th	Total
1	M. B. A.	120	120	NA	NA	240
2	M. C. A.	60	60	60	NA	180
For A. Y. 2016-2017						
Sr.	Name of Course	Intake				
		1 st	2 nd	3 rd	4 th	Total
1	M. B. A.	120	120	NA	NA	240
2	M. C. A.	60	60	60	NA	120

13. Faculty strength for the existing programmes (As per Prescribed Format)

Sr.	Course	Sanctioned Intake	Faculty Strength	
			Required	Approved Faculty
For A. Y. 2013-2014				
1	M. B. A.	120	16	6
2	M. C. A.	60	12	4

14. Registrar / Office Superintendent:

a	Name of the Office Superintendent	Mr. Charudatta Sawant
b	Qualification	B. Sc.
c	Date of Appointment	31/03/2008
d	Date of joining	31/03/2008
e	Date of Birth	11/11/1962
f	Contact	9225605968
g	Email ID	charudattasawant@gmail.com
h	University Approval No. & Date	--

14. (a) Non-teaching Staff Details (As per List Attached)

Sr.	Name	Designation	Qualification	Experience	Date of Joining
1	Mr. Karani Hiten	Chief Admin. Officer	B. Com	11 Yrs.	01/07/2011
2	Mr. Charudatta Sawant	O. S.	B. Sc.	27 Yrs.	01/08/2007
3	Mrs. Trupti Shah	Head Clerk	B. Com	6 Yrs.	27/01/2007
4	Mrs. B. Vasanthi	Sr. Clerk	B. A.	11 Yrs.	01/01/2009
5	Mr. Sudhir Kamble	Sr. Clerk	M. A.	9 Yrs.	14/07/2008
6	Mrs. Shweta Jambhulkar	Jr. Clerk	M. Com	5 Yrs.	01/07/2011
7	Mrs. Netra Shah	Councilor	DMLT Micro	20 yrs.	01/02/2015
8	Mr. Yogesh Shejwal	Housekeeping	S. S. C.	16 Yrs.	01/08/2007

14. (b) Supporting Staff Details (As per List Attached)

Sr.	Name	Designation	Qualification	Experience	Date of Joining
1	Mr. Nachiket Mahajani	Lab. Asst.	H. S. C.	4 Yrs.	01/11/2013
2	Mr. Deepak Malgatti	Lab. Asst.	H. S. C.	2 Yrs.	01/06/2010
3	Mr. Mangesh Mandhare	Lab. Asst.	H. S. C.	2 Yrs.	01/10/2011
4	Mr. Avinash Darbare	Lab. Asst.	M.A.B.Ed.	5 Yrs.	01/07/2014
5	Mr. Ganesh Mate	Driver	S.S.C.	3 Yrs.	01/07/2012
6	Mr. Santosh Chaurse	Peon	S. S. C.	2 Yrs.	01/07/2011
7	Mrs. Alka Gade	Peon	8 th Std.	3 Yrs.	01/07/2010
8	Mr. Vinit Kharat	Peon	S. S. C.	1 Yr.	01/07/2012
9	Mrs. Lalita Khadse	Peon	8 th Std.	2 Yrs.	01/07/2010
10	Mrs. Pramila Phadke	Peon	8 th Std.	2 Yrs.	01/07/2010
11	Mr. Dhanbahaur Thapa	Watchman	S. S. C.	4 Yrs.	01/07/2009
12	Mr. Sarjerao Muley	Watchman	S. S. C.	4 Yrs.	01/07/2009

15. Librarian:

a	Name of the Librarian	Ms. Sarita Sthul
b	Qualification	SET, M. Lib. & I. Sc., M. A.
c	Date of Appointment	1/08/2014
d	Date of joining	1/08/2014
e	Date of Birth	20/07/1981
f	Contact	8007653316
g	Email ID	Sthul.sarita@gmail.com
h	University Approval No. & Date	----

15.(a) Library Staff Details (As per List Attached)

Sr.	Name	Designation	Qualification	Date of Joining
1	Mr. Vinod Kamble	Peon	S.S.C.	01/07/2014

16. Library facilities

Sr.	Particulars	Availability
01	Total area of the library	110 Sq. Mt.
02	Seating capacity of the library	100
03	Reprographic facility	Yes
04	Working hours of Library	9.30 am to 5.30 pm
05	Library networking facility	Yes
06	Usage data of the library (in terms of books issued to the faculty & students etc.)	80 %
07	Annual library budget (% of annual student fee collected)	3 %

16. (a) Details of the Library Books:

Sr.	Course	Total Number of Titles	Total Number of volumes	Number of Journals	
				National	International
1	M. B. A.	1645	4378	36	N/A
2	M. C. A.	374	1914	13	02

17. Details of Computer Facilities:

Sr.	Course	No. of P-IV / Latest Configuration	Peripherals
1	M. B. A.	120	12
2	M. C. A.	90	09

18. Internet Facility Details: 4 Mbps Leased Line Internet Available

19. Instructional Area (Carpet Area) in Sq. M.

(a) Existing Programmes (UG): NOT APPLICABLE

NOT APPLICABLE

(b) Existing Programmes (PG): For MBA Course, No. of Divisions = No. of PG programs x 2 = 2

Particulars	For existing intake			
	Nos.		Area	
	Required	Available	Required	Available
Class Rooms	4	4	264	304
Tutorial Rooms	1	1	33	40
Laboratories	N. A.	N. A.	N. A.	N. A.
Seminar Hall	1	1	132	200
Computer Center	1	3	150	168
Library and Reading Room	1	1	100	110
Research Laboratory	N. A.	N. A.	N. A.	N. A.
Total	8	10	679	822

Existing Programmes (PG): For MCA Course, No. of Divisions = No. of PG programs x 2 = 2

Particulars	For existing intake			
	Nos.		Area	
	Required	Available	Required	Available
Class Rooms	3	3	198	218
Tutorial Rooms	1	1	33	33
Laboratories	4	4	264	264
Seminar Hall	1	1	132	132
Computer Center	1	3	150	168
Library and Reading Room	1	1	100	110
Research Laboratory	N. A.	N. A.	N. A.	N. A.
Total	11	13	877	925

20. Administrative Area (Carpet Area) in Sq. M.

Particulars	For existing intake			
	Nos.		Area	
	Required	Available	Required	Available
Principal/Director Office	1	1	30	30
Board Room	1	1	20	30
Office all inclusive	1	1	300	306
Department Offices	1	1	20	22
Cabins for Head of Departments	2	4	20	40
Faculty Rooms	1	1	5	28
Examinations Control Office	1	1	30	30
Placement office	1	1	30	30
Central Stores	1	1	30	30
Maintenance	1	1	10	10
Security	1	1	10	10
House Keeping	1	1	10	10
Pantry for Staff	1	1	10	10

21. Amenities Area (Carpet Area) in sqm

Particulars	For existing intake			
	Nos.		Area	
	Required	Available	Required	Available
Toilets (Ladies & Gents)	4	4	150	150
Boys Common Room	1	1	100	101
Girls Common Room	1	1	100	105
Cafeteria	1	1	150	171
Stationery Stores & Reprography	1	1	10	10
First Aid Cum Sick Room	1	1	10	10

22. Investment on Equipment (Department wise)

Sr.	Department	Equipment Cost
1	MBA & MCA	
	Computer Software & Printer	Rs. 05,24,404/-
	Other Equipments	Rs. 15,75,844/-
	Furniture	Rs. 36,06,318/-

23. Audited Balance sheet attached**Yes****24. Fees: As per Shikshan Shulka Samittee, Govt. of Maharashtra.****Adhoc Fees : NOT APPLICABLE****Interim Fees: NOT APPLICABLE****Final Fees: For MBA Course for A. Y. 2014-2015**

1	Tuition Fees	77064/- *
2	Development Fees	7706/- *
3	Other Fees	--
	Total	84770/- *

* Subject to approval from Shikshan Shulka Samiti

Final Fees: For MCA Course for A. Y. 2014-2015

1	Tuition Fees	57145/-
2	Development Fees	5715/-
3	Other Fees	--
	Total	62860/-

25. Land Availability

Land Category (Rural/ District Head Quarter/ State Capital/ Metropolitan city)	Area required as per Land Category (Acres)	Total Area available (Acres)
Metropolitan City	0.5	2.0

- (a) Whether the said land is demarcated by fencing/
boundary wall for the institution (Tick ✓ appropriate box) : Yes No
- (b) Whether the land is contiguous (Tick ✓ appropriate box) : Yes No

26. Other facilities

Sr.	Parameter	Availability
1	Language Laboratory	YES
2	All Weather Approach Road	YES
3	Potable Water Supply	YES
4	Electrical Generator	YES
5	Digital Library	YES
6	Parking facilities	YES
7	Medical facilities	YES
8	Insurance facilities	YES
9	Reprographic facilities in the Institutions	YES
10	Sewage Disposal	YES
11	Telephone and FAX	YES
12	General Notice Board and Departmental Notice Boards	YES
13	Medical and Counseling Facilities	YES
14	Institution web site	YES
15	First Aid facility	YES

27. Court cases? If any? give details?: Not Applicable

Observations:

- 1) Qualified Director is appointed as per norms and is approved by SPPU.
- 2) The institute has excellent infrastructure and other required facilities are provided to the staff and the students.
- 3) Library is fully equipped with sufficient number of books with volumes and titles, Periodicals and E-Journal.
- 4) The institute conducts Conferences, Seminars and Workshops for development of the faculties and students.
- 5) 14 Approved faculties have been appointed.
- 6) Leased line internet connection and Power Generator Backup is available.
- 7) Financial position of the institute is good.

Recommendations:

The undersigned committee unanimously recommends that:

Kamala Education Society's **Pratibha Institute of Business Management**, address at Block D-III, Plot No. 3, Behind Mehta Hospital, Off Mumbai Pune Road, MIDC, Chinchwad, Pune 411019 (University ID: 1101) be granted **Continuation of Affiliation of MBA - 120 Intake & MCA - 60 Intake for the Academic Year 2015-2016 and 2016-2017** subject to the fulfillment of following conditions within **three months**.

Terms & Conditions:

- 1) Required faculty to be appointed as per norms for MBA & MCA courses and approval to be obtained from Savitribai Phule University of Pune.
- 2) Qualified Librarian to be appointed as per norms and obtain approval from Savitribai Phule University of Pune.
- 3) Additional books/Journals worth Rs. 15,000/- to be purchased for MBA & MCA courses for academic year 2015-16 & 2016-17.
- 4) Online Journals to be renewed.
- 5) Faculties to be promoted for Faculty Development Programme and conferences.
- 6) Conferences/Seminars/Workshops to be organized.

The above conditions should be complied within the period of 3 months and the Compliance Report be submitted to the University through the Chairman of the Committee.

Prin. Dr. Balsaraf Dattatray Dagdu
Chairman, LIC

Prof. Dr. Qureshi Ejaz Ahmed
Member

Prof. Bachhav Shreekala
Member

Dr. Sarode Nandkishor G.
Member

Prof. Dr. Kumbhar P. B.
Member

NO RELATION CERTIFICATE

This is to certify that, no member from the Local Inquiry Committee has any relation with the Teaching, Non-Teaching staff members and Management of Pratibha Institute of Business Management, Chinchwad, Pune 411019.

University of Pune code: 1101

Unipune ID: IMMP013250

This Certificate is given on behalf of LIC.

Prin. Dr. Balsaraf Dattatray Dagdu
Chairman, LIC

Prof. Dr. Qureshi Ejaz Ahmed
Member

Prof. Bachhav Shreekala
Member

Dr. Sarode Nandkishor G.
Member

Prof. Dr. Kumbhar P. B.
Member

Place: Chinchwad, Pune

Date: 20/02/2015

CERTIFICATE

Institute Name: Pratibha Institute of Business Management, Chinchwad, Pune 411019.

University of Pune Code: 1101

UNIPUNE ID: IMMPO13250

I, hereby certify that:

- i. The Local Inquiry Committee (LIC) has verified all the papers and documents such as Salary Payment Record, PF Record etc. of the college/institute as required by the University.
- ii. Out of available funds Institute will be depositing for various funds viz. Building Fund, Security Fund and Reserve Fund etc. accordingly.
- iii. The Institute has complied with all the provisions of Maharashtra Universities Act 1994 and the Provisions of Statutes, Ordinance, Regulation & Rules made there under as required under Section 81 of the Act.

This certificate is given on behalf of Local Inquiry Committee.

Prin. Dr. Balsaraf Dattatray Dagadu
Chairman
Local Inquiry Committee

Place: Chinchwad, Pune.

Date: 21/02/2015

ATTENDANCE SHEET

The following members were present at the time of LIC visit to Kamala Education Society's 'Pratibha Institute of Business Management, Chinchwad, Pune 411019' on Friday, 21st Feb. 2014.

Sr. No.	Name	Designation	Signature
1	Prin. Dr. Balsaraf D. D.	Chairman, LIC	
2	Prof. Dr. Qureshi E. A.	Member of LIC	
3	Prof. Bachhav Shreekala	Member of LIC	
4	Dr. Sarode N. G.	Member of LIC	
5	Prof. Dr. Kumbhar P. B.	Member of LIC	
6	Mr. Deepak V. Shah	Secretary, Kamala Education Society	
7	Dr. Prashant Gundawar	Director, PIBM	

UNDERTAKING

I hereby undertake that:

- (i) The Institute has constituted a separate Local Managing Committee (LMC) as required under Section - 85 of the Maharashtra University Act, 1994 and meetings of the LMC were held during the year 2014-2015, as well as Women's Grievance Committee, Reservation Grievance Committee, etc.
- (ii) The emoluments including allowances that are required to pay to the teachers and other employees of the Institution are and shall be in accordance with the grades allowances as per the rules. All the appointments of teachers and other employees are strictly made in accordance with rules and regulations.
- (iii) All the necessary facilities are provided to the students.
- (iv) All the necessary funds such as Building Fund, Security Fund etc. are deposited in the Nationalized Bank, State Bank Of India, Chinchwad Branch & Syndicate Bank, Chinchwad Branch as directed by the University.
- (v) The institute has complied with all the provisions of MUA, 1994 and provisions of Statutes, Ordinances, Regulations and Rules made in this behalf by the University from time to time.

Dr. Prashant Gundawar
Director
Pratibha Institute of Business Management

Place: Chinchwad, Pune
Date : 20/02/2015