



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

IDEAL INSTITUTE OF MANAGEMENT AND TECHNOLOGY

IDEAL INSTITUTE OF MANAGEMENT AND TECHNOLOGY 16 X,
KARKARDOOMA INSTITUTIONAL AREA (NEAR TELEPHONE EXCHANGE),

DELHI - 110092

110092

<http://www.idealinstitute.edu.in>

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

November 2018

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

About Institution

Ideal Institute of Management and Technology was established in the year 1999 under the aegis of New Millennium Education Society and was accorded recognition and affiliation on 28th February, 2000 by the Directorate of Higher Education (DHE), Govt. of NCT of Delhi, and affiliation by GGSIP University.

Chairperson

Smt. Sudha Aggarwal

Director

Prof. (Dr.) Anil Parkash Sharma

Permanent Campus

16 X, Karkardooma Institutional Area, Delhi – 110092

Quality Policy

Ideal Institute of Management and Technology is committed to be an Academic Institution with Relevant, Accurate, Timely, Punctual, Approachable and Distinct Qualities in students and teachers for Excellence in Legal, Management & Leadership Qualities.

Making a very modest start, with the courses like BIS(H) , BCA and B.ED, as on date the Institute conducts the following programmes:

1. Bachelor of Business Administration
2. Bachelor of Business Administration (Computer – Aided Management)
3. 5 years Integrated Programme of BA LLB (H)
4. Bachelor of Business Administration (II Shift)
5. Bachelor of Business Administration (Computer – Aided Management) (II Shift)

The Institute is housed in an aesthetically designed campus surrounded by greenery, in a prime location of East

Delhi. The campus equipped with latest State-Of-The-Art technology having 50 CCTV cameras to monitor Campus activities along with duly approved fire safety measures. The campus is easily reachable having Karkardooma Metro Station and Preet Vihar Metro Stations at a distance of 1 km., Karkardooma Court Metro station at a distance of 500 mts. only and Welcome Metro Station at a distance of 3 kms.

The spacious well designed building exhibits contemporary architectural beauty and makes it thoroughly enjoyable place for students. The building is installed with complementary ramps and elevators for comfortable access to differently – abled students. The entire campus is Wi-Fi enabled to provide mobility to the users.

Vision

The vision of Institute is to develop into a center of Excellence for Technical, Professional, Legal and Management Education at the Graduate level. The institute strives for and ensures the best of ambience, culture, character and standards of an Education Institution.

Mission

The mission of the institute is to so shape the Institute as it acquires the status of acclaimed center of learning- an abode of excellence in Technical, Legal, Management and Professional Education.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. IIMT is co-sited with Management, IT & Law. There is tremendous quality in catering education to the students of BBA, BBA (CAM) and BA. LLB (H).
2. IIMT is situated in the metro connected zone which is in an institutional area.
3. IIMT is receiving grant from Government of India for the promotion of environment related activities through formation of Ideal Eco Club.
4. 11 Faculty Members are with Ph.D qualification, professionally skilled in legal and management education. These resources have already proven themselves in building professional competencies among the students as many of them are pursuing Ph.D.
5. Faculty members possessing Ph.D degrees are acting as Mentors to those who are either planning or pursuing PhD Programme.
6. IIMT regularly organizes research Colloquium where in faculty members share their research work or paper presentation with the faculty.
7. Free Medical Insurance to all the teachers of IIMT.
8. Awarded credentials to the meritorious students as well as faculty.

9. Good Track Record of Campus Placements.
10. Strong Network of Industry-Institute interaction.
11. Green & Eco Friendly environment.
12. Very low rate of turnover of teaching faculty members.
13. Full occupancy of seats in every course.
14. High rate of student retention.
15. Positive reputation in external community.
16. Extends support to University by acting as a Counselling Centre for admissions.

Institutional Weakness

1. Need to strengthen R&D Activities.
2. Consultancy projects need to be focussed.
3. Some of the students are lacking communication skills because of Socio - Economic background.
4. Alumni Network requires strengthening and regular interaction.
5. Students' preparedness at entrance level is low.

Institutional Opportunity

1. Collaboration with Foreign / Other Universities.
2. To increase in much more advance technique in Teaching & Learning Pedagogy.
3. To establish exchange programmes with Indian & foreign Universities.
4. To introduce Post Graduate programmes in Management and Law.
5. More job opportunities for UG in near future.
6. To develop collaboration with the MNCs.
7. To organize international seminars & conventions.
8. To increase interest in global initiatives.

Institutional Challenge

1. Booming of more Autonomous colleges, Survival of the fittest.
2. Passed Graduates Employability.
3. Gaps to be filled in the Industry Expectations for fresh brains.
4. Getting more research publications from Faculty Members with targetted impact factor/citation indices etc.
5. No support from Government or other Agencies in providing projects for research.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The Institute has a clear vision for learning, research and extension and to be an instrument of change for peace, progress and prosperity for all. Institute makes every effort to realize its mission of developing competent human resource through quality education, by creating innovative educational environment and promoting creativity to develop skilled human resource. To provide better chances for distributing available educational opportunities, the institute has made efforts to diversify the courses in tune with the diversifying interests and career opportunities. The institute provides opportunities for better exposure to the students by conducting Industrial Visits, Educational cum Excursion trips for students and also conducts Skill Development Programs by inviting resource persons from various institutes, inside and outside the state.

Students are provided with flexible Choice Based Credit system (CBCS) having access to excellent curricular and co-curricular opportunities for enhancing academic acumen, employability and entrepreneurial skills.

Curriculum design is aligned with the industry. Suggestion is invited from faculty regarding curriculum design and development and it is passed on to the Program coordination committee members who implement the suggestion at the University level. The College has a committee to look after the effective implementation and timely completion of prescribed syllabi in various disciplines. Latest software on tally, excel, Photoshop, Microsoft excel is provided to teachers for effectively translating the curriculum and improving teaching practices through the use of the Computer Lab, internet, and power point presentation.

Semester Planners are prepared by faculties of all departments at the start of every semester and it has been regularly checked by the principals whether curriculum is being covered according to the planner. Regular meetings are held with the Director of the institution, through the various Principals of the departments for improving the teaching practices. The teachers are regularly sent to conferences, Seminar and workshop for improving their teaching skills.

Feedback is regularly taken by the institute from various stakeholders like Students, Faculties, Employers, Alumni regarding curriculum and all the suggestions given are further forwarded to the GGSIPU for further action to be taken.

Teaching-learning and Evaluation

The educational institutions are meant to provide a conducive environment for teaching as well as learning. As per GGSIPU guidelines, IIMT contributes by welcoming students based on their ranking in the CET conducted by the university irrespective of their domicile, caste or religion. The students from reserved category are also given admission as per university norms and given an equal opportunity to become a part of the main stream education system. The institute also provides the adequate infrastructure for ease of the Divyangjan (differently – abled), that includes facility of ramps and lifts for students. The institute has well-structured system to address the requirements of advanced learners and slow-learners.

The institute maintains a teacher: student ratio of 1:19. This ratio helps the teachers to have better interaction with the students. We have also introduced the Mentorship programme in the institute where the teachers listen to the problems of the students and counsel them regarding their career options and also personal issues.

The teachers enthusiastically make use of the latest teaching methodologies, which are more student-centric like, Case study analysis, discussion methods, quizzes, project-based teaching and experiential teaching, ICT based teaching, tutorials, Power-point presentations etc.

The institute also believes in giving a practical exposure to the management students and law students. Regular guest lectures and industrial visits are organized for management students. The law students also visit the courts and jails at regular intervals to get hands –on training.

Research, Innovations and Extension

This Criterion seeks information on the policies, practices and outcomes of the institution, with reference to research, innovations and extension. It deals with the facilities provided and efforts made by the institution to promote a 'research environment'. Serving the community through extension, which is a social responsibility and a core value to be demonstrated by institutions, is also a major aspect of this Criterion. The faculties are empowered to take up research activities utilizing the existing facilities. The institution encourages its staff to engage in interdisciplinary and interdepartmental research activities and resource sharing.

The Institution has created an ecosystem for innovation including incubation centre and other initiatives for creation and transfer of knowledge. The Institution conducts workshops/seminars on Intellectual Property Rights (IPR). Research outcome is beneficial for the discipline, society, industry, region and the nation. Sharing of knowledge especially theoretical and practical findings of research through various media enhances quality of teaching and learning. Learning activities have a visible element for developing sensitivities towards community issues, gender disparities, social inequity etc. and in inculcating values and commitment to society. Affiliation and interaction with groups or individuals who have an interest in the activities of the institution and the ability to influence the actions, decisions, policies, practices or goals of the organization leads to mutual benefit to both the parties. Extension also is the aspect of education which emphasizes community services.

Infrastructure and Learning Resources

Institute has an adequate no. of classrooms and seminar halls with ICT - enabled facilities such as 22 Class

room, Computer Lab 83 computers for students. 42 laptops of latest configuration for faculty and internet facility facilitating around 83 students to work individually at a time. The campus is enabled with Wi-Fi connectivity with state-of-the-art IT infrastructure, computing and communication resources facilities for teaching learning. Moreover institute has 15 printers 03 scanners and 17 UPS for power backup.

Institute Library resources consist of more than 21257 books, 3 rare book i.e. “The Constitution of India-1950”, “Speeches of President Akhruddin Ali Ahmed”, “Jawaharlal Nehru Speeches”. Institute has subscribed 39 national and international journals. 250 national and international online journals through DELNET membership. In periodicals we have, 09 Magazines, 14 Daily Newspapers. The institute also holds the membership of British Council Library, American Library, DELNET facilities and Manupatra. 7,89,067 (INR) is a average annual expenditure for purchase of books and journals during the last five years.

Institute has well Equipped Moot Court. Campus has fully air-conditioned and well equipped conference hall with 1 LCD projector and seating capacity of more than 60 persons. The institute is equipped with 2 Auditorium: mini auditorium and main Auditorium. To meet the needs of the differently able students institute has ramp as well as lift.

The Institution has adequate facilities for sports, indoor as well as outdoor and cultural activities.

Student Support and Progression

The students enrolled formally in the college are taken care of by providing various facilities in the form of indoor and outdoor sports facilities, encouragement for participation in co-curricular activities, besides supporting deserving students with financial assistance from the college and assisting them to benefit from the State Govt. and Central Govt. sponsored scholarship schemes.

More than Rs 975000 has been sanctioned through various schemes to about more than 114 deserving students in the last five years, to motivate the students in academics. The institution publishes its updated prospectus, which highlight the facilities available in the college having information about different committees of the college, college annual calendar, Ideal Student Council, library facilities, sports activities scholarship and free ship support system, and career counseling, etc. The college also publishes its annual magazine “Arunima- The Dawn” which provides a platform for their creative writing, besides publishing half yearly Newsletter “The Vibrations” which highlights the student’s curricular, co curricular and extra-curricular activities. The college also conducts coaching and remedial classes for aspiring students. The college has well established career counseling, entrepreneurship development and placement cells, for guiding students towards a better career and providing job opportunities through campus interviews with the support of prospective employers visiting this institution for placement of students in service, retail, management and law. The companies who are visiting the campus for placements are: Naukari.com, Sharekhan, Indus healthcare, RAD and Associates, British Telecommunication, UAS etc. The students of our institute are also goes for higher education in the reputed International/National Business Schools and Law Institutes.

Students from socially and economically weaker sections of the society and physically challenged get fair amount of attention in admissions, financial support, remedial coaching and career counseling. In addition, the institute has granted membership of students in various administrative bodies of the college such as Grievance and Redressal Committee, Literary Activities Committee, Magazine, Library Committee, Sports Committee and IQAC of the College.

Governance, Leadership and Management

This Criteria shows that the Institution Practices Effective leadership synchronized with the vision and mission of the Institution. It deals with Decentralisation also, which is simply “a matter of dividing up the managerial work and assigning specific duties to the various executive skills.” This Practice benefits in the following way:

- Reduces the burden on top executives

ØFacilitates diversification

ØExecutive Development

ØBetter control and supervision

ØQuick Decision-Making

Apart from the above this criteria discuss the service rules, Recruitment procedures, Promotional policies, Welfare Measures (for teaching and Non teaching Staff) and shows the effectiveness of various Bodies/cells/committees through their Minutes of meeting. It Provide the data of percentage of teachers who have been provided with the Financial Support from the Institution to attend Faculty Development Programmes/ workshops/Conferences. Also, the details of total number of programmes[Workshops/ Seminars/Faculty Development Programmes/ Short term courses e.t.c] Organized by the institution or attended by the faculty members in and outside the Institution during the last five years. It also enumerates internal and external Audits of last five years.

One of the most important sections of this criteria deals with the Internal quality assurance system. In which it discusses the following in detail:

- Describes two practices as a result of Internal quality assurance system initiatives
- Average Quality initiatives[numbers + details] by Internal quality assurance cell
- Description of the quality enhancement initiatives in the academic and administrative domains of last five years

Institutional Values and Best Practices

This criterion is to assess factors like

1. The approach of institution towards a greener, eco-friendly campus,
2. Energy conservation in the institution,
3. Innovative ideas implemented in the institution, and
4. Practices towards a common, better future. Etc.

These all proclaims the nature perspectives of the institution towards the outside world, and its moral values. The ‘Best practices’ includes anything that have contributed towards the institutional objectives and quality improvement. The institution has introduced innovative approaches during the last four years Viz.Use of ICT in the teaching learning processes through introduction of IP Boards, and smart class rooms in major departments to make the teaching more dynamic and interactive. Emphasis has been laid on entrepreneurship development

by establishing an entrepreneurship Development Cell. Gender sensitization programmes for creating awareness about educating a girl child, and women development, through women development cell. Established student-college relationship using social media, like face book web feedback and feedback forms. Monthly inspection meeting with different departments by IQAC to assess the academic progress.

NAAC

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	IDEAL INSTITUTE OF MANAGEMENT AND TECHNOLOGY
Address	Ideal Institute of Management and Technology 16 X, Karkardooma Institutional Area (Near Telephone Exchange), Delhi - 110092
City	Delhi
State	Delhi
Pin	110092
Website	http://www.idealinstitute.edu.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Director	Anil Parkash Sharma	011-22372639	9811862166	011-26020487	ideal_institute2@rediffmail.com
IQAC Coordinator	Mahesh Sharma	011-22375961	9810536828	011-22948567	sharmamahesh99@gmail.com

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular Day Evening

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details

Date of establishment of the college	28-02-2000
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University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Delhi	Guru Gobind Singh Indraprastha Vishwavidyalaya	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
BCI	View Document	05-06-2018	12	Temporary

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Ideal Institute of Management and Technology 16 X, Karkardooma Institutional Area (Near Telephone Exchange), Delhi - 110092	Urban	0.52	3809

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BBA,Management	36	Ten Plus Two	English	45	45
UG	BBA,Management	36	Ten Plus Two	English	60	59
UG	BA LLB, Law	60	Ten Plus Two	English	110	110
UG	BBA,Management Second Shift	36	Ten Plus Two	English	60	60
UG	BBA,Management Second Shift	36	Two Plus Two	English	45	45

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	2				5				45			
Recruited	2	0	0	2	1	4	0	5	10	35	0	45
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				28
Recruited	23	5	0	28
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				2
Recruited	2	0	0	2
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	2	0	0	1	4	0	0	4	0	11
M.Phil.	0	0	0	0	0	0	4	8	0	12
PG	0	0	0	0	0	0	6	23	0	29

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
		UG	Male	532	35	0
	Female	463	19	0	0	482
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	9	11	6	5
	Female	9	17	5	6
	Others	0	0	0	0
ST	Male	0	0	0	1
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
General	Male	179	169	164	171
	Female	105	116	134	135
	Others	0	0	0	0
Others	Male	0	1	0	1
	Female	0	0	0	0
	Others	0	0	0	0
Total		302	314	309	319

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 5

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	5	5	5	5

3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1049	1023	984	883	864

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
61	61	61	61	58

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
256	266	224	231	248

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
52	54	54	47	47

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
52	51	49	44	43

File Description	Document
Institutional Data in Prescribed Format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 25

Number of computers

Response: 83

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
238.47	238.51	209.41	239.32	214.34

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

Vision- to develop into a Centre of Excellence for Technical, Professional, Legal and Management education.

Mission- to make institute as acclaimed centre of learning-an abode of excellence in technical, Management and professional learning.

Institute follows curriculum developed by the GGS IP University with flexible Choice Based Credit system (CBCS) having access to excellent curricular and co-curricular opportunities for enhancing academic acumen, employability and entrepreneurial skills.

The institute provides immense exposure to Industries, field visits, community interaction, Educational cum Excursion trips for students and also conducts Skill Development Programs by inviting resource persons from various institutes, inside and outside the state.

Students are provided with to make the teaching and learning more innovative and interactive the institute has been equipped with the modern gadgets like interactive boards (Smart Boards), visualizers, LCD projectors and other ICT tools.

Curriculum design is aligned with the industry. Suggestion is invited from faculty regarding curriculum design and development and it is passed on to the Program coordination committee members who implement the suggestion at the University level. The Institute has a committee to look after the effective implementation and timely completion of prescribed syllabi in various disciplines. Latest software on tally, excel, Photoshop, power point, Microsoft excel is used in the teaching –learning processes.

Semester Planners are prepared by faculties of all departments at the start of every semester and monthly record of curriculum coverage is maintained. Regular sharing meetings are held with the Director, Principal and faculty for improving the academic inputs-outputs. Teachers are regularly deputed to the conferences, Seminar and workshop for improving their professional skills.

Feedback is obtained from various stakeholders i.e. Students, Faculties, Employers, Alumni regarding curriculum and analyzed prior to forward to the GGSIPU for further action to be taken.

1.1.2 Number of certificate/diploma program introduced during the last five years**Response:** 0**1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the certificate/Diploma programs	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years**Response:** 1.97**1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	1	0	0	0

File Description	Document
Details of participation of teachers in various bodies	View Document

1.2 Academic Flexibility**1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years****Response:** 0**1.2.1.1 How many new courses are introduced within the last five years**

File Description	Document
Details of the new courses introduced	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system

has been implemented

Response: 100

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 5

File Description

Document

Name of the programs in which CBCS is implemented

[View Document](#)

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 0.77

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
20	20	0	0	0

File Description

Document

Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs

[View Document](#)

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

Response:

In order to integrate the cross cutting issues relevant to gender, environment and sustainability, human values and professional ethics, University has different types of courses in the curriculum, some enhance professional competencies while others aim to inculcate general competencies like social & ethical values, human values, environment sensitivity etc., thereby leading to the holistic development of students. The courses on Ethics, Human Values and Environmental Studies are embedded in the curriculum of all UG programmes. The students undertake a number of activities to inculcate these values.

- **Gender**

At IIMT, gender sensitivity and gender sensitization is accomplished through amalgamation of theory and practice. There are many platforms for hands-on experiences related to gender sensitivity which enable students to interface with real life situations such as gender sensitization activities like Self Defense workshop, conferences, Debates, events. Brain storming sessions were conducted among the BBA and Law students on the topics like Triple Talaq, Article 377

SN	Topic
1	Triple Talaq
2	Article 377

- **Human Values and Professional Ethics**

The activities range from serving in old age homes, NGOs, organizing blood donation camps, health check-up camps, hygiene and health workshops, etc. College also organizes guest lectures by experts, spiritual gurus and luminaries to inculcate social, moral and ethical values in the students.

In order to ensure professional ethics and code of conduct, IIMT is having Research and Development cell who takes into consideration all the parameters to followed ethically in Research work done by students as well as Faculties.

As per University requirement, 3 units of NSS volunteers is being established in IIMT. One unit comprises of 100 students.

All the 3 departments have a unit of 100 students each respectively.

A programme was organized for the students on 29th September 2018 on Prakram Parv by this unit.

-

1. Working with Colleagues
2. Interacting with Stakeholders
3. Maintain Professional Boundaries
4. Abide by Laws
5. Make Ethical Decisions

Ethics of Law

1. Influencing students attitude concerning professional competence and responsibility
2. Refine, extend and transmit knowledge.
3. Aspire to excellence in Teaching
4. Treat Student with civility and respect
5. To foster a stimulating and productive learning environment.

- **Environmental and Sustainability**

Compulsory Course Environmental studies have been included in the curriculum of BBA and Law. The college is having the Eco Club which organizes Environment centric programmes through which various activities are undertaken like the Inter-college Extempore competition based on environmental themes, poster competition, Seminar on Global Warming, Skits on environmental issues like water conservation, noise pollution, etc.

In order to sensitize students about the environment and sustainability issues, a number of activities such as seminars, workshops, guest lectures, industry visits and field excursions are organized for students of all programmes.

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 0

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 56.82	
1.3.3.1 Number of students undertaking field projects or internships	
Response: 596	
File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

<p>1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise</p> <p>A. Any 4 of the above</p> <p>B. Any 3 of the above</p> <p>C. Any 2 of the above</p> <p>D. Any 1 of the above</p> <p>Response: A. Any 4 of the above</p>	
<p>1.4.2 Feedback processes of the institution may be classified as follows:</p> <p>A. Feedback collected, analysed and action taken and feedback available on website</p> <p>B. Feedback collected, analysed and action has been taken</p> <p>C. Feedback collected and analysed</p> <p>D. Feedback collected</p> <p>Response: B. Feedback collected, analysed and action has been taken</p>	
File Description	Document
Any additional information	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 4.59

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
54	49	57	36	27

File Description	Document
List of students (other states and countries)	View Document
Institutional data in prescribed format	View Document

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 93.76

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
319	307	314	302	234

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
320	320	320	320	290

File Description	Document
Institutional data in prescribed format	View Document

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 27.42

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
13	11	29	18	12

File Description	Document
Institutional data in prescribed format	View Document

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

Admissions to BALLB, BBA and BBA (CAM) are through CET conducted by the GGSIP University. Institution has devised its mechanism to assess the academic level of the newly admitted students at the time of admission and during the process of teaching and learning throughout the year which is as under:

- Rank earned by the student in the CET
- Interactive sessions during the first week of the admission
- Class-room interaction
- Unit based examination

Through this mechanism academic performance of the student is identified which is subject to their up-gradation in case of slow-learners, and appreciation to further strengthen and help in progress of the advanced learners.

Re-inforcement Techniques for Slow learners:

- 1.College conducts special sessions for the slow learners.
- 2.Tutorials
- 3.Counseling Sessions
- 4.Experts' discussion
- 5.Extra classes to clarify the doubts
- 6.Mentors: Two-Three slow students shall be adopted by the mentor who will extend academic support to the students. Institute has maintained a provision for interaction between the mentor and mentees beyond the time-table.

For Advanced Learners: Advanced learners are also identified through the same process of performance in class tests, interaction in class room ,discussions to understand their fundamental knowledge, concept

understanding and articulation abilities etc. The Institute promotes independent learning for them through:

1. Encouragement to sustain performance
2. Acting as a peer teacher
3. Assigning investigating projects
4. Involvement in the institutional planning
5. Assignment of various responsibilities in the committees

This process further motivates the slow-learner group to cope with the advanced learner group. Finally the academic programmes of the institution are conducted to create shared learning goals and to enhance learning.

2.2.2 Student - Full time teacher ratio

Response: 20.17

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0.19

2.2.3.1 Number of differently abled students on rolls

Response: 2

File Description	Document
Institutional data in prescribed format	View Document

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

Response:

Teaching-learning methods adopted by the faculty members include:

Lecture method

Interactive method: Ø The faculty members make learning interactive with students by motivating student participation in group discussion, role-play, subject quiz, news analysis, educational games, discussion and questions and answers on current topics relevant to the subject.

ICT Enabled Teaching: Ø ICT enabled teaching includes Wi-Fi enabled class rooms with OHPs, Smart Class rooms, E-learning resources.

Communication skills training: The students are trained in soft skills through Language lab sessions,

which is also part of curriculum for BBA students. Software is effectively used to train students to acquire proficiency in listening, speaking, reading and writing.

Case Study Analysis and Discussion: The case method is a participatory, discussion based way of learning where students gain skills in critical thinking, communication, and group dynamics.

Group Learning Method: Under group learning, heterogeneous group of students comprising Fast, Average and Slow learners are divided into groups of 5 to 10 members. Group Discussion, Management Games, Group Projects or Assignments are conducted by the subject teachers under group learning method.

Community Interaction and Field Studies: The students are given opportunities to interact with the people residing in the nearby areas. A marathon was organized to raise awareness about the role played by the armed forces to provide security with the theme “Run for Indian Army” and with the slogan “Jai Ho” on 8th November, 2016.

Debate on Recent Judgements of Supreme Court: The law students are regularly encouraged to debate on the recent judgements of Supreme Court.

Project – based learning: Certain courses related to Computer Studies and management demand project based Learning. (It is also a compulsory part of the curriculum). The teachers are the guides to the students in the process of preparation of projects.

Experiential learning The faculty members foster learning environment by engaging in rich experiential content of teaching through experience, Students are engaged in field study. through regular industrial visits for BBA students an regular court visits, jail visits, and activities like Moot court competition, Youth Parliament and Debates etc. for BALLB students.

Exploring Environment and Heritage: In order to make students understand the rich cultural heritage regular trips are organized for students to places like Hauz Khas monument and village, etc.

Peer Education: A culture of Peer education is being inculcated in which the quick learners are encouraged to help the slow learners. This method is very helpful in case of non-commerce background students in numerical based subjects like Mathematics and Accounts.

Student Seminars The Student seminars are organized where in the students make presentations on the topics relevant to their courses. The students are also encouraged to present papers on contemporary topics in the annual seminar/ conference organized in the institute, to enrich their learning experience.

Summer Internship Project: Summer Internships are considered as an important career stepping stone for the students. The final presentation and viva-voce is conducted at the end of the semester. Summer internships teach valuable on-the-job skills and provide excellent networking opportunities to the students.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 0

2.3.2.1 Number of teachers using ICT

Response: 00

File Description	Document
List of teachers (using ICT for teaching)	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 20.17

2.3.3.1 Number of mentors

Response: 52

2.3.4 Innovation and creativity in teaching-learning

Response:

Apart from the traditional method of Lecture, the faculty members adopt numerous methods, techniques and strategies to make teaching –learning more interactive, participative and learner-centric. Faculty is always flexible in teaching processes, which generates new energy and strength in the class-room. The following methods are extensively in application in the class-room teaching:

1. Ph.D. colloquium
2. Presentation of paper in Seminars by students
3. Poster presentation by students in conference
4. Case study analysis
5. Group discussions
6. Quizzes
7. Small multiple choice based tests
8. Assignments
9. Project work/ Summer Internships
10. Intensive use of ICT tools
11. Mentoring
12. Tutorials
13. Guest/Expert lectures
14. Power point Presentations
15. Industrial visits

Interactive and Activity Based Learning

Apart from the above methods, some methods are specifically adopted for teaching of Law students, like:

1. Moot courts
2. Debates

3. Youth parliament
4. Visits to different Courts and tribunals
5. Visits to Tihar Jail and Mandoli Jail and interaction with inmates

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 106.44

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 14.04

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
11	7	8	5	5

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 0.16

2.4.3.1 Total experience of full-time teachers

Response: 8.1

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 0

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 68.09

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
30	33	37	31	31

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

- **Centralized Continuous Internal Evaluation System:** Assessment of performance is an integral part of teaching and learning process. As a part of sound educational strategy, the institution adopts Centralized Continuous Internal Evaluation (CIE) System to assess all aspects of a student's development on a continuous basis throughout the year.

- **Orientation on Evaluation Process:** Students are made aware of the evaluation process through the following initiatives. The orientation programme is conducted at the beginning of the semester to make the students aware of the university evaluation rules. The Academic Calendar is shared with the students including the CIA Exam dates. Special meetings are arranged to introduce any changes and amendments in the evaluation process. All relevant information about evaluation is also displayed on the student notice board.

- **Performance Analysis & Review Meeting:** The performance of the students is monitored by the

Principal and the necessary feedback is given to the concerned faculty members. The Principal conducts Review Meetings department wise to give necessary feedback for the improvement of students' performance.

· **Sharing of Performance of students with parents:** The institution is keen on monitoring the performance of the students and reports to the Parents. Parents/ Guardians are advised to note the performance of their wards and take remedial measure if needed. Whenever necessary, the class in-charge shall recommend the visit of the parent to the college for a discussion about the student.

- **Remedial Classes** are conducted for the slow learners, absentees and the students who participate in Cultural Activities, Sports and Placement Interviews. This practice helps struggling learners to update their subject knowledge and helps them to catch up with their peers.
- **Mentoring:** Each faculty member is assigned the responsibility of 20-25 students, to be their mentor and interact with students in a friendly way to understand their problems and issues.

· **External examinations** of three hours duration will be conducted at the end of every semester for all the theory papers and practical papers. Students should satisfy the eligibility criteria of 75% attendance in each semester to appear for University Examination.

· **Supplementary Examinations** are held for the final year students who have appeared and failed in any one of the semester theory papers relating to completion of his/her degree.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The institute's indigenous internal assessment is transparent with due formative and summative evaluation. For effective implementation of Continuous Internal Evaluation (CIE) system at the institutional level, the institute conducts one unit test and one pre-university test/ internal exam per course per semester. The answer scripts are given back to the students after evaluation for their information, providing sufficient transparency and accountability. CIE marks are shown to students along with their answer scripts by the teacher concerned enabling them to have access to the evaluated answer scripts before the marks are forwarded to the examination section. An academic calendar clearly specifying the date/time of various academic events to take place during the academic session is notified prior to the commencement of the academic session.

It also promotes the student to participate in mini project demonstration, model exhibition, programming skill competitions, mega projects, technical paper presentation, workshop, and seminar. CIE Components also includes MCQs, Quiz competition, home assignments, Lab Exercises and Practicals. The participation and performance of students in sports and other extracurricular and cultural activities is also given weightage. Every year the events are organized at institute level as well as departmental level which will cover all the types of competitions as mentioned above.

Industrial visits are arranged for the students and students submit the visit report which is also evaluated for term work marks. For each programme viz., UG, PG and Professional courses, suitable components are included in their CIE. The participation and performance of students in sports, NSS, and other

extracurricular and cultural activities is also given weightage.

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

Response:

The institute has a three-tier system to address the examination related grievances, namely:

1. Departmental level
2. Institutional level
3. University level

Departmental level

- Department Level Grievance Redressal Committee and Institute Level Grievance Redressal Committee will look after college level grievances related to academic and non-academic matters.
- Grievance Redressal cell of the department helps the students to approach for general and personal grievances. After internal assessment, answer books are shown to all students. The internal marks of the students are then displayed on the notice board to ensure transparency in evaluation.
- The Head of the department primarily redress all grievances about evaluation, including the internal assessment marks awarded to the students. In case of dissatisfaction, the same is put before the Principal. The committee appointed by the principal looks after such grievances and redress the same.

Institutional level

Institute Level Grievance Redressal Committee will look after college level grievances related to academic and non-academic matters.

- The Student Grievance Redressal Committee will function as a recommendatory body and submit its recommendations in the form of a report to the competent authority concerned, which issues final orders with regard to the penal action is taken against the students after taking into account the reported facts and findings of the case by the Committee and after ensuring whether reasonable opportunity has been given to the implicated student concerned in his/her defence, the principles of natural justice have been followed and the recommended quantum of punishment is in accordance with the guidelines laid down in this behalf.

University level

- Students apply for revaluation and verification of marks. The University provides the photocopy of answer books to students on demand after paying some fee. After receiving own answer-sheet if student wants he/she can apply for reassessment of answer book. In addition, follow up is kept with the University

until the grievance is settled.

- An aggrieved student who has the grievance(s) at university level shall make an application to the university through the director of the college. The director, after verifying the facts, shall forward it to the concerned section of the university. The university redresses all such grievances within a reasonable time, preferably within fifteen days of the receipt of application.
- The application submitted by the aggrieved student shall be forwarded to the concerned section (Dy Registrar) viz. Academic grievance, administrative grievance etc. The university level committee is responsible to redress the matter.
- If the student is not satisfied with this decision, he/she can submit appeal to the higher authorities (Registrar/ VC) within a stipulated time.
- University level committee shall process grievance(s) submitted by the students within a stipulated period.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

Guru Gobind Singh Indraprastha University publishes academic calendar at the beginning of each session. The College also has its own academic calendar. The College publishes a common programme to the students at the beginning of the session and adheres to it in a time bound manner. Academic activities are always given priority and all other activities are performed without disturbing the classes. The Monthly Tests and Test Examinations are conducted as per the academic calendar and evaluation process follows in a transparent manner.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

Programme outcomes

The students pursuing the under-graduate programmes are expected, on completion of the program, to be able to:

PO1: Think critically

PO2: Communicate effectively

PO3: Become socially more responsible

PO4: Become more aware about the business environment & Strategies

PO5: Become self-driven for lifelong learning

PO6: Follow the basic code of ethics

PO7: Become employable

PO8: Become a good human-being and a valuable citizen contributing to the development of the nation.

PO9: Learn to work in team

P10: Promote Research Skills & Competencies

P11: Develop Documental & Dissemination Ability

Programme Specific Outcomes

For BBA students: The programme is developed to make the learners well-versed with the basics of Business Administration. Once the student completes the programme, he is expected to have

PSO1: Knowledge of the forms of the organizations

PSO2: Types of Organizational Structures

PSO3: Role of management in an organization

PSO4: Functions of management

PSO5: Practical application of management Principles

PSO6: Basic and commercial mathematics

PSO7: Statistical tools used in Business and various types of business research

PSO8: Basic market Research techniques, documentation & dissemination

PSO9: Accounting and its applicability and usefulness for decision making

PS10: Understand recent market trends

PS11: Device basic marketing strategies.

For BALLB students: The programme is developed to make the learners well-versed with the substantial laws of the country in accordance with the Bar Council of India Education Rules as well as raise the students in order to become legal professionals in various arena of the society. Once the

student completes the BALLB program, he/ she is expected to realize his/ her goal in professional life i.e.

- Placement in profession in general as an advocate after being enrolled with the State Bar Council and carry out profession in different fields of practice in law e.g., Civil, Criminal, Taxation, IPR, Corporate, Banking, Insolvency and competition Laws etc.
- Join Judicial services by appearing in the Judicial services Examination. 2 pass out students of the institute have already joined judicial services in Himachal Pradesh and Bihar and one student has joined as Judge Advocate General (JAG) in Indian Army.
- Go for higher education from National Law Universities or various other institutions of eminence within country and abroad especially from UK, Canada, and USA etc.
- Opt for academics as profession after competition of their requisite higher education.
- Join corporates as law officers/ Director (legal) or become associates/ partners with big law firms etc.

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The accomplishment of effective program outcomes, program specific outcomes and course outcomes becomes fundamental for the successful running of an educational institution of any sort. To ensure the same, the institution follows the system of evaluation.

- The internal examinations are formulated keeping this in mind. The question papers are therefore mapped used the Course Outcomes and Blooms Taxonomy.
- As per the GGSIP University guidelines for evaluation of the students' performance, the internal assessment comprises of a total of 25 marks. These marks are distributed in a manner that each section tests the understanding of the topic by the student in depth. Accordingly, 15 marks are allotted for descriptive answers in the written tests , 10 marks for class participation, viva-voce, presentations, assignments etc.
- The subsequent targets for the students in relation to these examinations are set by the corresponding faculty based on the evaluation of previous test's results.
- The evaluation is rigorous. It is done by adjoining the marks acquired by the students to their corresponding Course Outcomes. The marks of descriptive questions as well as objective questions are considered.
- The remaining 75% weightage of marks is given to the end-term exam conducted by the University.
- The college follows a process of teaching that urges the teachers to design, deliver and assess. Upon receiving the syllabus from the university, the teachers design the curriculum in a way best suited for the students. They then follow a variety of teaching methods to successfully deliver the said curriculum to the students in a way that they can understand the same. After delivering the syllabus, the teachers conduct

examinations to assess this understanding. Based on their individual analysis of every student, they decide whether or not they need to modify their way of communicating with the said student. The ones who seem to require more attention than others are offered remedial classes to help with their academic performance.

- This process of providing additional support to the ones in need comes under the program of plan, do, check and act. Similar to design, deliver and assess program, the PDCA additionally helps those in need by providing the extra academic support from the teachers. This is done by assessing the average marks obtained by the students in their midterm tests.

- For each program, program specific outcomes and course outcomes are arrived at, after above mentioned steps are taken. After strict adherences to the above procedures, the college can provide outcomes. These outcomes are then closely analyzed by subject experts to incorporate any changes that are required in their way of teaching to better the students' performance. Using this procedure, teaching plans are finalized and necessary changes/modifications are notified. We at IIMT strive our best to ensure that our teachers deliver to the best of their capabilities to enable the students to receive the very best of their course and program outcomes.

2.6.3 Average pass percentage of Students

Response: 89.06

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 228

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 256

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.04

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

List of project and grant details

[View Document](#)

3.1.2 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

Response: 47

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

IIMT provides good environment for all, because the Environment at IIMT is an integral part of the institute. All the activities at IIMT focus on implementing, achieving and maintaining the environment and generating awareness.

Some of the Initiatives taken up by IIMT ECO CLUB are listed as follows-

1.To make green campus Regular cleanliness and tree plantation drives were conducted by the students under the supervision of the faculty.

1.**Tree Plantation Programme** was organized in IIMT Campus on **the occasion of International Conference** on 26TH Aug., 2017, **Prof. (Dr.) Yogesh Singh, Vice-Chancellor, Delhi Technological University, Delhi** was the Chief Guest and **planted various plants** along with heads and faculty.

1.Showed **Movies related to Nature and Environment** for the IIMT students as well as faculty members at a regular interval.

2.Quotes based on “**Save Nature**” were pasted.

3.Showed Small Documentary on theme “Create love for the Nature in heart” for the students as well as faculty of IIMT.

1.An **Essay Writing Competition** on Topic “*Swachh Bharat Abhiyan – Ek Mission*” was organized on 3rd Oct, 2017 on the occasion of **Mahatma Gandhi Jayanti**.

1.**Quiz Competition** on Topic “*Environmental Law*” was organized on 4th Oct, 2017.

1.**Diwali - “No Crackers Campaign”** was organized on 18th Oct, 2017.

1.A **Save Water Campaign** was organized on 5th April, 2018.

1.**Debate Competition** was organized on Topic “*E – Waste Management*” on 11th April, 2017.

1.Faculty members along with students were attended a **workshop on Water Bodies of Delhi and ITS convention** was held in Urdu Academy , Kashmiri Gate, Delhi on the Occasion of **World Wetland day**. The Workshop was organized by **Delhi Parks and Garden Society, Department of Environment, Government of NCT of Delhi** On 2nd Feb, 2018. .

- 1.To encourage the students for healthy environment, IIMT ECO CLUB organized a **Neatness & Cleanliness Awareness Camp** on 7th Feb, 2017.
- 2.The **Waterless Holi with Herbal Colours** was celebrated on 1st March, 2018.
- 3.“**Earth Day**” was celebrated in the gracious presence of Sh. Arvind Bansal (DJS), Secretary, North East Delhi Legal Services Authority on 24th April, 2018.

- 1.To enhance the understanding of green complexes, an industrial visit was conducted to Environmental Infrastructure & Service Ltd. (Delhi), where the students were made to understand about environmentally sustainable solutions and the companies’ endeavors in environmental planning in management, regulatory compliance assessment, waste management, environmental and social risk assessment etc.

The initiative of all these programs was undertaken to create an opportunity for the students as well as faculty of IIMT to explore their creative potential, raise their voice against various social & environmental issues and express their thoughts about positive outputs.

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 41

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
14	8	8	6	5

File Description	Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

File Description	Document
Institutional data in prescribed format	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards**Response:** No**3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years****Response:** 0.38**3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
30	16	21	20	11

File Description

List of research papers by title, author, department, name and year of publication

Document[View Document](#)**3.3.4 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years****Response:** 0.61**3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
3	3	15	8	2

File Description

List books and chapters in edited volumes / books published

Document[View Document](#)**3.4 Extension Activities****3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years**

Response:

Extension activities are essential and integral part in all the programmes. All students are invited to participate in all the extension activities The College has a well networked with its neighborhood and promotes constant interaction with the community on social awareness.

Activities organized:

1 BETI BACHAOO BETI PADAO:

To aware society about problems such as female foeticide and not giving education to girl child

2 FREE HEALTH CHECK UP CAMP:

The medical camp provided free tests for Health check-up, Diabetes, Blood Pressure, Dental check-up and offered counseling & treatment by trained Doctors and Specialists. Free medicines were also distributed at the camp.

3 DONATION

Donation has been given to Ashadaan Missionaries of Charity for Divyangjan, mentally retarded students

4 SWACHH BHARAT ABHIYAN – EK MISSION

Essay Writing Competition on Topic “Swachh Bharat Abhiyan – Ek Mission”: on the occasion of Gandhi Jayanti

5 SELF DEFENSE TRAINING PROGRAM FOR WOMEN:

Aim towards empowering Women physically and mentally by teaching Self Defense

6 LEGAL AID CLINIC AND COUNSELING CENTER:

The Institute has set a Legal Aid Clinic and counseling center within the institute where any person can step and they are provided with expert consultancy by the senior faculties who have the experience at Bar as well and also counseling is done for the needy people by expert faculties.

7 BLOOD DONATION CAMP

“The finest gesture one can make is to save life by donating blood.”For this noble cause our institute organized a blood donation camp along with the rotary club. Students, faculty members and members of the managing committee, came forward to donate blood. The students were briefed about the significance of donating blood to save precious lives.

8 LEGAL AID CAMP

Legal aid clinic of IIMT and School of Law in association with DLSA, North East and DLSA Shahdara organized legal aid and Legal awareness camp on 7th April 2018 in Karkardooma Village, Delhi-92.

9 WORLD WETLAND DAY

On 2nd Feb 2018, a Workshop of Wetland Day was organized by Delhi Parks and Garden Society, Department of Environment, Government of NCT Delhi.

10 LEGAL AID CAMP

Legal aid clinic of IIMT and School of Law in association with DLSA organized legal aid and Legal awareness camp on 12th January 2016 in Arya Nagar, Delhi.

11 LEGAL AID CAMP-Mandoli Jail

Legal aid clinic of IIMT and School of Law in association with DLSA organized legal aid and Legal awareness camp on 11th November 2017.

12 Marathon Rally on Run for nation

Marathon Rally on Run for nation was organized by Ideal Management Society on 8th November 2016.

13 URJAA-BATTLE OF WORD

IIMT & School of Law has organized the Youth Conclave – 2018 “URJAA- The Battle of Words” in the institute on 16th – 17th of October, 2018. This event has organized with a purpose to spread the maximum awareness among the students and the exposure to the current issues in the country. This event will surely add to the research and communication skills of the students on issues of national importance.

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	View Document

3.4.3 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 last five years

Response: 56

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., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
15	15	20	3	3

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 57.74

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
605	454	517	520	650

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 1

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc.	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 6

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	1	1	1

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The institute is housed in a campus situated in a conveniently approachable area of East Delhi and metro rail connectivity. The spacious well designed building exhibits contemporary.

Institute has developed modern facilities/learning resources as per the curriculum requirements.

The vision of the college management is to constantly improve the students learning environment by providing infrastructure that is on par with the prestigious institutions of India. The college is actively trying to improve the quality of the knowledge imparted on the students, our policy allows us to be flexible and adapt to the current needs of our students so that we are able to bring the best out of them. The institute has R&D cell, Training & placement cell and Legal aid cell to satisfy the aforementioned need.

The college also organizes several seminars, talks, workshops, faculty development programmes related to emerging technologies to keep everyone in college updated in their respective fields.

The campus area is 2095 sq.m.

The infrastructure facilities and learning resources are categorized as under:

(a) Learning Resources: This includes resources and infrastructure required for library, computer lab, class room, Auditoriums, Conference hall, reading room etc.

(b) Support facilities include canteen, waiting room, 2 lifts and Xerox facility.

(c) Utilities like safe drinking water, washrooms, green lawn Ventilation, an uninterrupted power supply and back-up facilities with generators, fire safety device, CCTV cameras etc.

Class rooms	22	
Moot Court	1	
Management Room	1	
Director Room	1	
Principal Room	3	
Administrative Office	1	
Guard Room	1	
Total no. of computer: 141		
Total no of computers for students	83	
Total no of computers in admin/library/Director's office/Principal's office/server room	16	
Total no of Faculty Laptop	42	
ICT Lab		

Total no of computers for students in Lab	83	
o	1	
Server	3	
(Main Server (IBM),Oracle Server, Linux)		
Printer	1	
Wi-Fi Facility	YES	
Power backup of the computer – (UPS Facility)	17	
No. of Scanner in campus	4	
2 Libraries		
(LAW Department & Management Departments)		
Total no books	21257	
Rare books	3	
National and International journals	39	
National and International online Journals (through Delnet membership)	250	
Magazines	8	
Newspapers	10	
Membership	5	
(British Council Library, American Library, DELNET facilities, Indian Journals, Publishing India, Indian Journals.com, Manupatra (especially for law students).	(British Council Library, American Library, DELNET facilities, Indian Journals, Publishing India, Indian Journals.com, Manupatra (especially for law students).	
Conference Hall: 01		
Seating Capacity	60	
Projector	1	
CCTV Camera	2	
Main Auditorium: 01 (Basement)		
Seating Capacity	300	
Projector	2	
Speakers	16	
Mini Auditorium: 01 (Room no: 303)		
Seating Capacity	100	
Projector	1	
Speakers	2	
Smart Board	1	
Support Facility		
Canteen	1	
Waiting Room	1	
Lift	2	
Ramp	1	
Common room	2	
	(1 Boys & 1 Girls)	

Utility Facilities	
Canteen	1
Water cooler	7 (07 on each floor+01 outside college)
Generator	1
Rest room	12 (6 boys + 6 girls)
Fire safety Device	6
No. of CCTV camera in campus	49
No. of AC's in campus	42
Water Storage Facility	YES
Staff Room: 03	
Microwave	3
Fridge	3
AC	3
Faculty Rest room	3

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

Response:

The institute has sports facilities which are enumerated as below:

S.NO.	CATEGORY	NO. OF EQUIPMENTS
1.	Badminton Kit	14
2.	Table Tennis	26
3.	Volleyball	05
4.	Gym Equipment	50
5.	Other Sports Kit	70

TOTAL SPORTS EQUIPMENTS: - 165

GYM FACILITIES AVAILABLE IN THE INSTITUTE

S.NO.	NAME OF THE EQUIPMENTS	QUANTITY
1.	ABDOMINAL BENCH	01
2.	BENCH PRESS	01
3.	CYCLING MACHINE	01
4.	DUMB BELLS	17
5.	INCLINE BENCH PRESS	01
6.	MULTI PURPOSE MACHINE	01

7.	PULL UP BAR	01
8.	PLATES	20
9.	RODS	02
10	TWISTER	01
11.	DUMBBELL ROD	02
12.	TREADMILL	01

Indoor Sports

1	CARROM BOARD
2	CHESS BOARD
3	CHINESE CHECKER
4	TABLE TENNIS

Outdoor Sports

1	BADMINTON
2.	SHOT PUT
3.	HIGH JUMP POLE

4.	JAVELIN
5.	VOLLYBALL

S.NO.	NAME OF THE SPORTS	AREA & SIZE	FACILITY
1.	COMMON ROOM (GIRLS)	6.80MTR. LENGTH 6.80MTR. WIDTH	INDOOR (CARROM CHESS, CHINESE CHECKER)
2.	COMMON ROOM (BOYS)	8.00MTR. LENGTH 6.00MTR. WIDTH	INDOOR (CARROM CHESS, CHINESE CHECKER)
3.	TABLE TENNIS	15.00MTR. LENGTH 6.00MTR. WIDTH	INDOOR
4.	BADMINTON	13.40MTR. LENGTH 6.10MTR. WIDTH	OUTDOOR

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

Response: 8

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 02

File Description

Document

Number of classrooms and seminar halls with ICT enabled facilities

[View Document](#)

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 14.42

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
57.1	29.3	30.7	23.9	28.5

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document

4.2 Library as a Learning Resource

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

Response:

The Institute has 2 libraries - Library for the Law Department on the first floor & Library for the Management Department on the fourth floor. The Library System is automated with a Software (ILMS). The details of the software is as follows:

1. **Name of the ILMS software: Alice 6.00.0220 (AfW) (#1) for Windows**
2. **Nature of automation :Fully**
3. **The version of the software: 6.00.020.**
4. **Year of automation: 01/08/2009.**

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

Name of the book	Publisher	Year of publishing	No. C
The Constitution of India-1950	Govt. of India.	Nov. 1949.	01
Speeches of President Akhruddin Ali Ahmed	Publishing Division, Ministry of Information & Broadcasting, Govt. of India.	Sep. 1980	01
Jawaharlal Nehru Speeches, Vol. 03, 1953-1957.	Publishing Division, Ministry of Information & Broadcasting, Govt. of India.	May, 1983	01

4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: B. Any 3 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 6.23

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
5.56	9.36	3.44	6.1	6.7

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

4.2.6 Percentage per day usage of library by teachers and students

Response: 1.82

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 20

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The service provider for the Wi-Fi in the college premises is Tata fiber leased line connection (06 MBPS) (fiber optic cable) and the service was active since April 2018.

Original software which is installed in the computer lab is as follows:

1. MS Office-2007
2. Turbo C++
3. Visual Basic 6.0
4. Oracle 9.0
5. Flash 8.0
6. Micro media Dream Viewer
7. Linux
8. Adobe reader

Campus has fully equipped computer lab with 83 computers, 42 laptops of latest configuration and internet facility, facilitating around 83 students to work individually at a time. The campus is enabled with Wi-Fi connectivity with state-of-the-art IT infrastructure, computing and communication resources facilities for teaching learning. Moreover institute has 15 printers 03 scanners which are installed at the various department and facilities. There are 56 devices which are Wi-Fi enabled and a smart board is installed in the Mini-Auditorium. 14 projectors are installed at the various locations in the institute for the smooth functioning of the classes. For the power backup of the computers and other device, 17 UPS (NEXUS UPS- HEAVY BATTERIES) has been installed.

No. of computers with Wi-Fi in Computer Lab	83
No. of Faculty laptops with Wi-Fi	42
No. of Computer in Director's Office (1 Laptop + 1 Desktop)	02

No. of Computer(Desktop) in Principal Office	02
No. of Computer(Desktop) in Administrative Office	03
No. of Computer(Desktop) in Library	05
No. of Computer(Desktop) in Server Room	01
No. of Computer(Desktop) in Legal Aid Cell(room no 106)	01
No. of printers	15
No. of scanners	03
No. of projectors	14
No. of smart board	01
Power backup of the computers and other device(UPS)	17

4.3.2 Student - Computer ratio

Response: 12.64

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS**Response:** 5-20 MBPS**4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)****Response:** Yes

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure**4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years****Response:** 41.93

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
124.76	106.35	79.86	83.14	85.45

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document

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.**Response:**

ICT Lab: The computers and other devices in the lab are maintained and updated by the lab in-charge with the advice of principals of both the Departments. The authorities provides the integrated IT services like smooth running of automation, up-gradation and maintenance of automation package, college website, biometric services, troubleshooting of hardware, networking equipments including internet connectivity, procurement of hardware, software. The college has adequate number of the computers with internet connections and the utility software's distributed in different locales like office, library, departments etc. ITC Lab is connected in LAN is open for the students as time permits them, the office computers

which are also connected through the LAN is consisting of the office software making work easier and systematic are restricted their use only to the appointed office staff.

Electrical Maintenance: The electrical maintenance section is headed by administration staff. It is supported by a Supervisor and Electricians. LM power system and Nexus power system provides electrical maintenance.

Class room: The classrooms, boards and furniture facilities are utilized regularly by the students but sometime it is also made available for the other governmental and the non-governmental organizations for conducting the exams like common entrance test, bar council of India etc. if not in use for the period.

Library: The library is headed by librarian for both management and Law library. He is supported by the supporting staff for Journal and Reference sections. In addition to the above staff, a junior assistant helps the students for searching and lending of the books in the library. The library is also provided with LAN facility for the computers and they are loaded with the library software. For the purchase of standards books, a library committee has been formed.

Sports: The sports department is facilitated by the sports in-charge to educate the students from all the departments. Infrastructure equipped with latest state of art, is supervised by the well trained staff under the supervision of the sports in-charge duly appointed the marker of the department makes the play field ready for the students, by marking the ground and providing the play kits.

College garden: The college garden, under the supervision of well trained gardener, is being maintained effectively, efficiently and irrigated on regular basis.

Security: The Security of the college is headed by the senior Teaching staff. He is supported by the Security officer. Security officer assigns the duty to the security guards to control and monitor the college the premises. The security guard takes care of the cleanliness inside the college with the support of housekeepers and sanitary workers. More than six guards on day and night duty monitored the in-n-out security. The whole campus is under the vigilance of 49 cameras monitored in control room. National Security services provide security services for campus. BKR housekeeping services provides housekeeping services for campus maintenance.

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 1.97

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
21	16	28	18	12

File Description

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Document

[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 2.34

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
25	22	23	20	22

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: A. 7 or more of the above

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 22.77

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
255	205	188	212	228

File Description

Document

Number of students benefited by guidance for competitive examinations and career counselling during the last five years

[View Document](#)

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 27.11

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
365	340	443	78	118

File Description

Document

Details of the students benefited by VET

[View Document](#)

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**Response:** Yes

File Description	Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression**5.2.1 Average percentage of placement of outgoing students during the last five years****Response:** 24.98

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
92	47	53	69	44

File Description	Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)**Response:** 33.59

5.2.2.1 Number of outgoing students progressing to higher education

Response: 86

File Description	Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)**Response:** 0

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

last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

A representative structure for students, through which they can become involved in the events of the institution, maintaining discipline, & proper smoothening of events time to time.

Vision

- To augment the innovation in student life, excellence edification and learner contribution.

Mission

- To bring transformation, appropriate access to professional learning and competence.
- To contribute to maintaining disciplined and professional behavior of students in their academic and social settings.
- To arbitrate the gap between the students and management.
- To advance precision through consistent communication with the students.
- To persuade and maintain active participation of all students in community engagement projects.

Purpose:

- The purpose of the student council is to give students an opportunity to develop leadership by organizing and carrying out Institute activities and service projects. In addition to **planning** events that contribute to school spirit and community welfare, the student council is the voice of the student body.
- Student Council is an organization conducted by students and supervised by adults. The purpose of the student council is to give students an opportunity to develop leadership by organizing and carrying out school activities and service projects. In addition to planning events that contribute to school spirit and community welfare, the student council is the voice of the student body. They help share student ideas, interests and concerns with the school wide community.
- The function of the student council is based upon parliamentary procedures. Ideas are presented, voted upon and confirmed by the student body president. Any student that is interested in leadership, organizational behavior, event planning or becoming more involved in the school are welcome to become involved.

Traits Required:

- Self confidence. Per DuBrin, “A leader who is self-assured without being bombastic or overbearing instills self-confidence in team members”

- Humility. ...
- Core self-evaluations. ...
- Trustworthiness. ...
- Authenticity. ...
- Extraversion. ...
- Assertiveness. ...
- Enthusiasm, optimism, and warmth.

What Student Council Does

The **student council** helps share **students'** ideas, interests, and concerns with teachers and **Institution** principals. They often also help for **Institution**-wide activities, including social events, community projects, helping people in need.

Formation:

- Head coordinator (1 from each programme)
- Event coordinator (1 from each programme)
- Coordinator (1 from each programme)
- Marshall (6 from BBA, 6 from BBA 2nd Shift & 9 from BA.LLB. (H) department)

In-Charges:

- Director
- President
- Vice – president
- Secretary
- Joint – secretary
- Coordinator
- Treasurer
- Law enforcement officer

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 35

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
39	35	35	34	32

File Description	Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

An Alumni Association is an association of graduates, broadly, of former students (alumni).

Vision:

- An institution that fosters a sense of community while instilling in its students a lifelong commitment to our alma mater.

Mission:

- To advance The College through programs that enhance the student experience, promote student-alumni interaction, establish a spirit of loyalty to the institution, and cultivate relationships between students: past, present, and future.
- To develop and strengthen ties between our Alumni and the IIMT by providing diverse tangible benefits including career services, networking opportunities, special events and lectures, and the opportunity to connect with and inspire students and graduates.
- The IIMT Alumni Association is an independent, non-profit organization whose purpose is to promote the welfare of the college by cultivating a mutually beneficial relationship between IIMT and its growing worldwide community of alumni.
- The Alumni Association provides and supports alumni programs and services, facilitates communication with alumni, and seeks to strengthen alumni bonds of fellowship, professional association and university affiliation.
- The Alumni Association leverages the resources, talents, and initiatives of alumni and friends to advice, guide, advocate for and support the Association and the university in achieving their respective missions and goals.
- The Alumni Association provides an alumni network and encourages alumni engagement in the life of the institution.
- The Alumni Association coordinates activities for advancing the university's academic, administrative, athletic, research and outreach programs.
- The Alumni Association encourages alumni to stay connected and serve as advocates for the Institution.

Values

- Service to The Institutions
- A mutually beneficial relationship.
- Buckeye spirit and tradition
- Diversity
- Leadership opportunities
- Educational excellence

What we are

Student Alumni Association is a student organization highly committed to continually serving as the connection between students and alumni and working to support the Institution Alumni Association.

- The Student-Alumni Association held its first meeting in 2017 when 6 students gathered under a unifying focus "to better The Ideal Institute of Management and Technology and school of Law through student-alumni involvement." Since that day, The Student-Alumni Association has grown day by day with active and outstanding members who work to advance The Institution. The Student-Alumni Association has a deep love for college—they hope to create this passion in all students.

What we do

- The Student-Alumni Association develops and supports an array of initiatives for both students and alumni.
- These programs are designed to strengthen both student-to-student and student-to-alumni relationships. The Student-Alumni Association members also serve as dedicated volunteers for campus events sponsored by other organizations and the Institution Alumni Association.

5.4.2 Alumni contribution during the last five years(INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: ? 5 Lakhs

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 0

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document

NAAAC

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

VISION - The vision of Institute is to develop in to a center of Excellence for Technical, professional and Management Education at the Graduate. The institute would strive for and ensure the best of ambience, culture, character and standards of an Education Institutions.

MISSION - The mission of the Institute is to so shape the Institute as it acquires the status of acclaimed center of learning-an abode of excellence in Technical, Management and Professional Education.

QUALITY POLICY- Ideal Institute of Management and Technology is committed to be an Academic Institution with Relevant, Accurate, Timely, Punctual, Approachable and Distinct Qualities in students and teachers for Excellence in Perception & Personality, Excellence in Environment & Education, Excellence in Legal Management & Leadership Qualities & to pursue global standards of Professional Education, Creativity , Innovation, Accountability, Critical Self Evaluation, Methodical Collection of Information and Continuous Improvement in the Self & Academic Standards through Effective Quality Management System of Knowledge Creation and Dissemination

NATURE OF GOVERNANCE

Ideal Institute of Management and Technology & School of Law is committed to be an Academic Institution with Relevant, Accurate, timely, Punctual, Approachable and Distinct Qualities in students and teacher for Excellence in Legal Management & Leadership Qualities.

To pursue global standards of professional Education, Creativity, Innovation, Accountability, Critical Self Evaluation, Methodical Collection of information and continuous improvement in the self & Academic Standards through Effective Quality Management System of Knowledge Creation and Dissemination.

PARTICIPATION OF TEACHERS IN DECISION MAKING PROCESS –

Teachers are included as members in Decision making bodies through various committees. This Process not only makes decentralization and makes teachers responsible and accountable to deliver the quality. Institution has its concern to involve students in some of the committees which are even headed by the students themselves and teachers act as a mentor.

PERSPECTIVE PLANS OF THE INSTITUTION

The Institute is committed to serve as per the objectives of the university which is in tune with the vision and mission of the Institute

- To Innovate Classroom with latest smart technologies as well as to expose students to new ideas, fresh vision, pragmatic ambition and enhance their competency in the ever-changing business

environment

- Encourage Flexibility in Teaching Learning Process through use of ICT.
- Strengthen academic environment with more focus on Professional Ethics while giving them a conducive environment for pursuing research
- Augmentation of infrastructure-adding one more floor equipped with all kind of technologies
- Add on Courses to be planned

6.1.2 The institution practices decentralization and participative management

Response:

The word Decentralization means the process by which the activities of an organization, particularly those regarding planning and decision-making are distributed or delegated away from a central, authoritative location or group. Concepts of decentralization have been applied to group dynamics and management science in private businesses and organizations

Institution practices decentralization for all its five courses namely; BBA, BBA (CAM), BBA II Shift, BBA (CAM) II Shift and BALLB. They are autonomous in working. The Institution follows the above chain of command at all times.

Also, the Institution has nine different clubs, committees and Associations namely:

? IDEAL DANCE SOCIETY

? IDEAL DRAMATICS SOCIETY

? IDEAL MUSIC SOCIETY

? IDEAL PHOTOGRAPHY CLUB

? IDEAL TALENT CLUB

? IDEAL LITERARY ASSOCIATION

? IDEAL STUDENT COUNCIL

? LIBRARY COMMITTEE

and as an example, following is the decentralization we follow in few of the above

S.NO	NAME	MEMBERS	
1	IDEAL DANCE SOCIETY	1. PRESIDENT: JAIN 2. VICE – PRESIDENT JAIN	MS.

		3. SECRETARY: MS. S TREASURER : MR. SA 5.COORDINATOR: MS
2	IDEAL DRAMATIC SOCIETY	1. PRESIDENT: SHARMA 2. VICE – PRESIDENT SHARMA 3. SECRETARY: MS KAUR 4. TREASURER : MR. S 5. COORDINATOR: MS 6. EVENT MANAGER KAUR
3	IDEAL MUSIC SOCIETY	1. PRESIDENT: MS. SH 2. VICE – PRE JASMANDEEP KAUR 3. SECRETARY: MS. TREASURER : MR. SA 5. COORDINATOR: SHARMA

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

Ideal Institute of management and technology was set up in 2000 under the aegis of New millennium Education Society. The following are the broad aims considered at the time of strategy development:

1. To have academic calendar
2. To attain academic excellence parameters
3. To up gradation of infrastructure

4. To review and revise student support mechanism

The Institute has its own vision and Mission to emerge as a brand name in Management Institute in terms of Teaching, Counseling, Training, Placement and research.

Talking in terms of Infrastructure the Institute has following facilities:

- The total number of classrooms with **LCD** facilities is 9, classrooms with **Wi-Fi** facilities are 22 and number of seminar halls with **ICT** facilities are 03.
- **Class room:** There are 22 lecture rooms in the institute.
- **ICT lab:** ICT lab is equipped with 83 computers and internet facility facilitating around 83 students to work individually at a time. The campus is enabled with Wi-Fi connectivity with state-of-the-art IT infrastructure, computing and communication resources facilities for teaching learning.
- **Library:** The institute is equipped with 02 libraries catering to the needs of different departments having a collection of more than 21257 books, 1 rare book i.e. "The Constitution of India-1950". Institute has subscribed 39 national and international journals and we can access approx. 250 national and international online journals through DELNET membership. In periodicals we have, 09 Magazines, 14 Daily Newspapers which are regularly subscribed for enrichment of the knowledge of faculty members as well as students. The institute also holds the membership of British Council Library, American Library, DELNET facilities, Indianjournals.com, Publishingindia.com and Manupatra (especially for law students).
- **Moot Court:** A well Equipped Moot Court provides basic training to Law students with the purpose of enhancing professional skills and competence of argument through trails on legal issues. It provides the closet experience of court to research, argue and discuss hypothetical cases, thereby enhancing the advocacy skills.
- **Conference hall:** Campus has fully air-conditioned and well equipped conference hall with 1 LCD projector and seating capacity of more than 60 persons. The institute is equipped with 2 Auditorium, mini auditorium and main Auditorium. Mini Auditorium is well furnished and equipped with Smart board, LCD projector and 2 speakers having seating capacity of 100 students. Whereas main auditorium is fully air-conditioned, well furnished and equipped with 02 LCD projector, 2 Project screens and 16 speakers with seating capacity of more than 400 students.
- 42 laptops of latest configuration with internet facility are provided to the faculty members to support them in their research work

Also to Inculcate the spirit of this Policy Institute organize faculty development programme to educate, update as well as nurture the skills of the faculty regarding the changes introduced and there by guiding the students in more focused way. The Training and Placement cell of the Institute also plays a vital role in sending and placing the students to various companies. Also, the cell organizes for Internship programmes to guide students in a proper way.

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

◦ **ORGANOGRAM OF THE INSTITUTION (GOVERNING BODY)–**

S.N.O	NAME OF THE PERSON	DESIGNATION
1	Smt Sudha Aggarwal	Chairperson
2	Sh Manish Kumar Garg	Member
3	Sh Puneet Aggarwal	Member
4	Shri Vineet Aggarwal	Member
5	Shri Manoj Gupta	Member
6	Shri Mahendra Aggarwal	Member
7	Prof. (Dr.) Anil Parkash Sharma	Member Secretary
8	Prof. (Dr.) T.P.S. Rathore	Staff Representative(La
9	Smt. Seema Nath Jain	Staff Representative(Ma Department
10	Sh Abhishek Gupta	Industry Representative

Administrative Set up – The Institute is being run under the aegis of New Millennium Education Society and has five courses namely; BBA, BBA (CAM), BBA II Shift, BBA (CAM) II Shift and BALLB. The BBA and BBA (CAM) Department is headed by Dr Vineeta Sharma and BBA Second Shift is Headed by Ms Seema Nath Jain. The BALLB is headed by Prof (Dr.) T.P.S Rathore.

◦ **FUNCTIONS OF VARIOUS BODIES:**

- **Examination Committee**-Function of the examination Committee is to conduct the examinations in an impartial way
- **Library Committee**- Function of the Library Committee is to upgrade the books as per the Syllabus of each course every year
- **Women Development Cell** - Function of the Women Development Cell is to keep a close check on security towards female students and faculty members and also to organize awareness programmes for them
- **Research Development CELL**- Function of the Research Development Cell is to organize various seminars and workshops to upgrade the knowledge of the faculty members and to have complete database of their research work
- **Faculty Development Cell**- Function of the Faculty Development Cell is to organize one week Faculty Development programme every year to upgrade the knowledge of the faculty members
- **IQAC** – Function of IQAC to maintain the quality standards in teaching, learning process in an institution
- **Discipline committee**- Function of the discipline committee is to maintain the discipline during the college hours and during the all college level functions and events.
- **Coordination Committee** - Function of the Coordination committee is to have a proper coordination among all the faculty so as to have a smooth working during all college events
- **Cultural Committee**- Function of the cultural committee is to well organized all the cultural programmes of the college
- **Sports Committee**- Function of the sports committee is to organize all the sports events for the Institute with proper coordination with students and faculty members
- **Anti Ragging Committee**- Function of the Anti ragging committee is keep a close check to avoid ragging inside the college campus
- **Steering Committee of NAAC**- Function of the steering committee is to focus on the work and the data collection of all the seven criteria's of NAAC

SERVICE RULES-

- Leaves- As per GGSIPU which includes Academic Leaves ,Maternity Leaves and Paternity Leaves and Study Leave

RECRUITMENT

- Advertisement-Screening of Application, Recruitment Rules follows UGC Rules, Amendment from time to time

PROMOTIONAL POLICIES

Follows UGC Promotion Schemes as amended from time to time

GRIEVANCES REDRESSAL COMMITTEE

Institute has functional grievance committee which resolves all issues irrespective of Faculty and Students.

6.2.3 Implementation of e-governance in areas of operation

- 1.Planning and Development
- 2.Administration
- 3.Finance and Accounts
- 4.Student Admission and Support
- 5.Examination

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: A. All 5 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and

implementation of their resolutions**Response:**

IIMT has a well defined organizational structure of Co-curricular Committee at college level which is headed by Principal BBA I Shift and members of the Committee includes faculty of various Departments. The CCA Core Committee Successfully organized Fresher Party and Teachers day celebration on 5th September 2017. For this a Schedule was made which listed various Duties to be undertaken by Faculty members of various committees. The event started with great excitement and merriment, as all the students were dressed up to their glamorous best. It was a fulfilled event at which the Fresher's got an Opportunity to showcase their Talent. Teachers were also appraised by the management for their Excellence in their various in-charge ships. The Fresher's were crowned with various titles. Finally all the freshers including the senior's rocked the show and enjoyed the celebrations.

- **Examination Committee**-Function of the examination Committee is to conduct the examinations in an impartial way
- **Library Committee**- Function of the Library Committee is to upgrade the books as per the Syllabus of each course every year
- **Women Development Cell** - Function of the Women Development Cell is to keep a close check on security towards female students and faculty members and also to organize awareness programmes for them
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- **Anti Ragging Committee**- Function of the Anti ragging committee is keep a close check to avoid ragging inside the college campus
- **Steering Committee of NAAC**- Function of the steering committee is to focus on the work and the data collection of all the seven criteria's of NAAC.

6.3 Faculty Empowerment Strategies**6.3.1 The institution has effective welfare measures for teaching and non-teaching staff****Response:**

(A) Academic Empowerment-

1) **FDP-IIMT organizes FDP** every year for its faculty to upgrade teaching learning skills of its faculty.

2) **As a Capacity Building Initiative Institute provide:**

- **Academic Leaves**
- **Field Visits-Explore Industry and Stakeholders**
- **Study Leave For Pursuing Higher DEGREE like - Ph.D**
- **Research Colloquium**
- **Peer Mentoring**

B) Faculty Welfare Initiatives-

1) **Insurance Policy/Mediclaim-IIMT has its policy to empower the faculty both Academically as well as Welfare Schemes Such as** 100% faculty working in the institute is covered under the insurance policy of providing family mediclaim which covers of Rs 5 Lakh/- including spouse and children.

2) **Medical Facility-** Apart from that Institute has a membership to ESIC, **Employees' State Insurance Corporation** (abbreviated as ESIC) which is a self-financing social security and health insurance scheme for Indian workers. This fund is managed by the Employees' State Insurance Corporation (ESIC) according to rules and regulations stipulated there in the ESI Act 1948. ESIC is an autonomous corporation by a statutory creation under Ministry of labour and employment, Government of India.

Benefit – Policy covers all the major health related problems after two years of taking it

Also institute provide **Maternity Leave** to its female faculties

2 Institution offers **Faculty Visits to National and International destinations** for teaching and non teaching staff along with their family members. These Trips are not same as LTC offered as per Govt. Rules under it Institution bears all the expenses right from boarding and logging, hotel expenses, site seeing, food expenses. If the trip is via Train its AC three tier else it will be 2x2 AC coach

3 Institute frequently organizes Blood donation camp as well as health camps for their staff members

4 To have a sustainable environment the institution does tree plantation every year

5 Last but not the least the Institute celebrates all the Major festivals as a recreation factor

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 19.87

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

2017-18	2016-17	2015-16	2014-15	2013-14
17	10	26	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 9.8

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
15	14	9	6	5

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 100

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
52	54	54	47	47

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

Ideal Institute of Management and technology is committed in maintaining high standards among its staff and making sure that their achievements must be recognized and rewarded so as to give timely encouragement to the faculty members. The performance appraisal system aims at motivation, job satisfaction and employee loyalty. For this purpose, self-appraisals are made by individual faculty members and submitted to the respective Principals/Director for their remarks. The self appraisal contains the information/achievements/contribution/in-charge ships held/Innovations added by them and their own assessment of performance during the performance assessment period. A Performa circulated among the Teaching and non teaching staff and the performance is then analyzed by the Management.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The Institute conducts only internal audit which is as follows:

The Audit objections raised by the auditor while performing the audit are dealt with, in the following manner :-

1. On receiving the audit objections report from the auditor, the concerned accounts and administrative staff, gives this report a top priority and prepare the documents/reply to settle the objections (if possible) before it goes up to the level of top management.
2. To resolve the backlog of audit objections, and for speedy resolution of audit objections, initiatives are taken to convene bipartite/tripartite meetings where possible.
3. The decision of these meetings are complied with immediately and necessary rectifications are done to resolve the audit objections.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)**Response:** 0.2

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
.05	.15	0	0	0

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources**Response:**

The major resource of fund is Student Tuition Fee for the college. Being a self -financing Institute, all infrastructure facility is created by the Institute only. Institute authority arranges all funds for capital expenditure like Building and purchase of Equipment's etc. Administrative department maintains and consolidates the Budget and forwards it to the Members of Board of Management after having discussion with them, the Budget is approved. Account officer handles all accounts and documentations related to students. There is book review committee which reviews the reviews the content in the books, also the book purchase committee of the institute comprising of various members monitors the purchase of various books required for Students which includes both Indian and Foreign authors books and after verifying the requirement the same is forwarded to the Director and then To the Secretary of the institute. Financial Audit is conducted by a chartered accountant every financial year to compliance with established process. College closely monitors the expenditure so that the excess cash other than cash for urgent requirement will be kept as short term deposits to increase the fund flow.

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****Response:**

As per the Moms of 27th March 2018, IQAC has initiated two programmes namely:

- 1 **Ph.D. colloquium**
2. **Mentorship Programme for faculty members** to enhance the quality of research and to make faculty members more aware of the present Methods of research. Both the initiatives are explained as under:

1 **Ph.D Colloquium** is a forum for Ph.D scholars for depicting their research work in front of panel of experienced researchers and practitioners. It is an academic activity for research scholars to showcase their ongoing research work and also aims to bring together bright researching minds to share their thoughts, to exchange ideas, showcase research findings with peer scholars and with experts. Scholars receive feedback on their research work, empirical findings, and other areas from renowned panelists.. It is a continuous academic activity being practiced in our college now in which all Ph.D Scholars and even the Ph.D awardees very enthusiastically present their Research Work.

2 **Mentorship Programme for faculty members.**(as refer honourable Director's mail of 20th January,2018). Under this initiative, the faculty members who have already completed their doctoral work are assigned as the mentors to guide and help the faculty members who are pursuing Ph. D.

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

Response:

The academic activities run smoothly because of the support by various operational structures, which can be in the form of various committees / clubs/ societies. Review of the various In-charge ships is a regular feature at IIMT.

- **In-charge ship Analysis:**

This year a special session stretched over a period of 3 days, was organized in the month of May to review the In-charge ships of various faculty members. The respective faculty members presented their various in-charge ships through PPT, along with new inputs introduced by them along with problems faced in execution of various plans, if any. (Refer Honourable Director's mail dated 26th April, 2018).

- **Result Analysis:**

The faculty members presented the end –term exam results of the subjects taught by them in the last two semesters. This analysis helps in finding out the reasons for a poor result in certain subjects. This in turn helps in finding out more innovative ways of delivering the course content to improve the results of the students.

- **Pyramid Analysis:**

This is another way of analyzing the contribution of the faculty members in enhancing the quality of work in the institute, both in the field of academics and the extra-curricular activities. This analysis is done by the respective departmental heads, i.e., the Principals, taking into account the performance of the faculty members during the last one year. It is a good way of applauding the efforts of the faculty members and to encourage and motivate them to perform better.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 1

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	0	0	0	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
IQAC link	View Document

6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document

6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)**Response:**

Academic Improvements:

1. **Library:** The institute is equipped with 02 libraries one for Law and one For Management Students which caters to the needs of different departments having a collection of more than 21257 books, 1 rare book i.e. “The Constitution of India-1950”. Institute has subscribed 39 national and international journals and approximately 250 national and international online journals through DELNET membership can be accessed. In periodicals, 09 Magazines, 14 Daily Newspapers are regularly subscribed for enrichment of the knowledge of faculty members as well as students. The institute also holds the membership of British Council Library, American Library, DELNET facilities, Indianjournals.com, Publishingindia.com and Manupatra (especially for law students).
2. **Lecture rooms:** There are 22 Class rooms in the Institute where 9 classrooms are well equipped with projectors which help students to strengthen their E-Learning Skills through the use of ICT.
3. **ICT lab:** The Institute has established a separate Server center, for effective management of I.T. services. Computer lab is equipped with 83 computers out of which 42 laptops have latest configuration and internet facility facilitating around 83 students to work individually at a time. The campus is enabled with Wi-Fi connectivity with state-of-the-art IT infrastructure, computing and communication resources facilities for teaching learning.
4. **Moot Court:** A well Equipped Moot Court provides basic training to Law students with the purpose of enhancing professional skills and competence of argument through trails on legal issues. It provides the closet experience of court to research, argue and discuss hypothetical cases, thereby enhancing the advocacy skills.
5. **Conference hall and auditorium:** Campus has fully air-conditioned and well equipped conference hall with 1 LCD projector and seating capacity of more than 60 persons. The institute is equipped with 2 Auditoriums: mini auditorium and main Auditorium. Mini Auditorium is well furnished and equipped with Smart board, LCD projector and 2 speakers having seating capacity of 100 students. Whereas main auditorium is fully air-conditioned, well furnished and equipped with 02 LCD projector, 2 Project screens and 16 speakers with seating capacity of more than 400 students.
6. **FDP programs** -College right from its inception has laid emphasis on training of its faculty members. In last 5 years college has organized various programs to achieve this objective. Every year FDP program for faculties is organized for qualitative teaching & academic improvements
7. **Other Improvements:**
 1. To meet the needs of the differently able students institute has ramp as well as 2 elevators.
 2. Institutes do provide support and provide help to the visually impaired student and other differently abled student during end term examination.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 13

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	6	1	1	3

File Description

List of gender equity promotion programs organized by the institution

Document

[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

Response:

- IIMT is women friendly institute wherein it consists of 66.6% of female faculty. The Chairperson of the Institute is Mrs. Sudha Aggarwal, Principal of BBA 1st & 2nd Shifts are also female. Likewise, women are assets to IIMT.
- As an institution imparting education we have been conducting various programs to create awareness among the students about gender equality, gender sensitization, human rights, legal rights of women, self-defense, etc.
- The institution is taking care of safety and security by not only forming but properly operating the Women Development Committee, Anti-Ragging Committee, Internal Complaint Committee and Grievance Cell Committee throughout the academic session. The Institution has both male as well as female members added to the above-mentioned committees to strike an equal balance and to give equal opportunity and ease to both the genders while approaching the committees for help.
- The institution has been providing proper counseling to the students through these committees. The committee members and the faculty members of the institution are always keen in providing proper counseling and guidance to the students. Counseling is provided to the students in terms of Academics, Personal and Psychological.
- Permanent notice boards mentioning the names of the members of the Committee along with

contact numbers are displayed in prominent places. Faculty members along with the discipline committee keep close watch on students' behavior. These activities have resulted in zero ragging cases on the campus during the last four academic years. Majority of grievances are resolved amicably at the committee or departmental level. Suggestion box is kept at a suitable place in the campus. They are opened regularly by members of the committee and grievances (if any) are redressed through the committee.

- The Institute is under CCTV Surveillance (24*7). The Campus is currently under the surveillance of 14 High-Definition Internet Protocol Cameras and 35 High-Definition Digital Cameras.
- Recently on the occasion of Women's Day, i.e., 8th March, 2018, the institute celebrated the occasion by organizing self-defense workshop for women in association with Delhi Legal Services Authority (North-East and Shahdara) and Delhi Police. The institution is proactive and nurtures the personality of the female students by organizing different awareness programs for female students and staff.
- The institution has a provision of two common rooms; one for boys and another one for girls have been set up by the institute with the aim to provide a healthy mental development of the students. It has all kinds of indoor games, like Chess, Carom, Chinese Checker, etc.
- The institute also provides with facility of maternity leave, flexible working hours for female faculty, complaint and suggestion box for any kind of harassment to the female and Institute also has the sexual harassment cell.

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)

Response: 87

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 79.5

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 384

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 483

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

7.1.5 Waste Management steps including:

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

- IIMT has policy to build a culture of environment friendliness. We generate sensitization program and love for environment and taking regular initiative to dispose-off the waste and develop consciousness among students, faculty and staff members to make our environment clean. For disposing the waste our institution adopts the proper method.
- **Solid-waste** - like papers and other commodities are given to the *Local junk dealer* and also we reuse the papers.
- **Liquid waste** - We also have proper drainage system for disposing of the **liquid waste**. And most of the waste is being disposed off to plants.
- **E-waste management** - This proper disposal of liquid waste is regularly checked by sweepers. For **E-waste management** like computers, laptops, etc. we adopt the method of either exchanging or sale of the products. Our institution keeps the regular check so that these wastes are removed properly and timely.

7.1.6 Rain water harvesting structures and utilization in the campus**Response:**

Rain water harvesting is a way to capture the rainwater at the time of downpour, store that water above the ground or charge the underground water. The remedy that IIMT is adopting is to charge the water underground. The building of the institute has got its approval and the structure is soon to be implemented. This remedy of charging the underground will be fully functional soon by our institution, that is, the downpour of rainwater into the soil. This not only enhances the underground water level but also enhances the greenery of the environment.

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**

- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

- ‘IIMT Eco-Club’ (established- 2001). The club has been recognized by the Department of Environment, Govt. of NCT of Delhi which provides with grant-in-aid for the sum of Rs 20,000 annually.
- Each and every activity organized by this Club has its focus on implementing, achieving and maintaining the environment and generating awareness. Planting tree saplings and cleaning the various areas of the campus is a regular feature of this Club. The members of the ‘Ideal Student Council’ and ‘Eco-Club’ observe the campus regularly and collect information about various areas in the campus which can be further improvised in an eco-friendly manner. This activity has created awareness in every student’s mind and they often come up with innovative ideas.
- Maximum number of students and staff of the institute have been using public transport to commute.
- Car/Bike/Scooter-Pooling is a not a rare sight to watch at the institute. The institute has been continuously making efforts for attaining ‘Plastic Free Campus’ and ‘Paperless Office’ and for the same we have been using paper bags and e-mails respectively.
- IIMT has also its linkages with National Green Tribunal, Horticulture Department of DDA, National Museum of Natural History and Industry of Environment forest.

Green Audit Report-

Institutional self-inquiry is a natural and necessary outgrowth of quality of higher education. Concern about environmental degradation and realization of values of environment are logical consequences of scholarly research, teaching and learning process. In its pursuit for improving environmental quality and to maintain a pristine environment for the future generation of students our Institute has made a self-inquiry on environmental quality of the campus with the following objectives: (i) To establish a baseline of existing environmental conditions with focus on natural and physical environment; (ii) To understand the current practices of sustainability with regard to the use of water and energy, generation of wastes, purchase of goods, transportation, etc; (iii) To promote environmental awareness through participatory auditing process; and (iv) To create a report that document baseline data of good practices and provide future strategies and action plans towards improving environmental quality for future.

File Description	Document
Any additional information	View Document

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years**Response:** 0.66

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-

wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
2.09	.07	1.88	1.65	1.78

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 2

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	0	0	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 0

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document

7.1.15 The institution offers a course on Human Values and professional ethics

Response: Yes

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 116

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
27	48	20	12	9

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

- IIMT has the policy to celebrate all the festivals with equal amount of zeal and enthusiasm. The idea behind the celebrations is to bring every aspect of life together. So the purpose is not just to have fun but to build that spirit of togetherness in the students. The institute firmly believes in 'Unity in Diversity' and with that we celebrate Eid, Guruparv, Good Friday and Christmas, wherein the students decorate the college premises and the students are given prizes for the best decorated classroom and staffroom.
- Further, celebrations are planned for Holi, Diwali, Lohri annually with full participation of the

students and then faculty. On Janmasthami, the students usually prepare a skit and a function is organized in the college premises.

- IIMT believes in communal harmony and Integration. Students from all Socio-Cultural and linguistic are welcome in the Institute.
- In India, the Teachers' Day is celebrated on 5th September every year, which is also the birthday of Dr. Sarvepalli Radhakrishnan, the first Vice-President of independent India and the second President of the country. Our college celebrates the same, every year, by planning a function wherein the students performs skits and plans activities for the faculty, along with getting some token of affections for the entire faculty.
- Children's Day is celebrated on 14th November every year which is also the birthday of independent India's first Prime Minister Pt. Jawahar Lal Nehru, who loved children very much. The college usually plans a function a few days before the holiday, for the students to celebrate and enjoy themselves.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

- A good governance system ensures that educational institutions are run by an independent and fully empowered board with representation from key constituents such as government, faculty, alumni, donors/industry and students. A good governance system helps to create a stimulating ecosystem to attract talented faculty and motivate them through a performance-based reward structure.
- An enlightened governance system encourages faculty to engage in external research and consulting to stay abreast of new developments and to bring external knowledge into the classroom. It motivates alumni to contribute generously and willingly funds and facilities for the development of the institution. It stimulates a culture of innovation, encourages large-scale faculty development programmers and improves productivity.
- The role of the governing body is vital in developing global collaborations and partnerships with academic, research and productive organizations. Our institute has clear information on the website with regards to the members of the board, who are well qualified in different arenas, so as to make them capable of taking responsible decisions for the financial, academic and administrative welfare of the institute.
- Further, in order to ensure financial transparency, government regulations, which can and should help shape the decisions of the institute and provide a structure within which the institute would be predisposed towards acting fairly, are stringently followed. In the end, decisions that will determine the allocation of capital, economic growth, and economic and financial stability of the

institute are made according to the government financial regulations regarding external and internal audits and the information is accessible.

- Our institute is a very strong advocate of freedom of information, and is active in promoting transparency and accountability. Access to information is an important key in promoting transparency. The parents can monitor the educational process by having information about the marks scored and the syllabus recommended and covered in the classrooms, as proper data is maintained by preparing attendance registers, mark sheets and monthly syllabus planners by the teachers (both proposed and completed).
- Further, in order to ensure financial transparency, government regulations, which can and should help shape the decisions of the institute and provide a structure within which the institute would be predisposed towards acting fairly, are stringently followed. In the end, decisions that will determine the allocation of capital, economic growth, and economic and financial stability of the institute are made according to the government regulations and the information is accessible.
- Our Institute maintains integrity in appointments at all levels, both external and internal, through appointing an external panel. Strong leadership and management skills are promoted in the staff; there are processes in place for monitoring the quality of teaching and learning, and within institutions for improving that quality with appropriate student involvement.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

Titles of the Practice:-

1. PhD Colloquium

Objectives of the Practice:-

- The **objective of the colloquium** is to support doctoral students, in a sufficiently timely manner, in the preparation of their empirical research, which will be a component of their dissertation. It also provides doctoral students with the opportunity to present their work to their peers and mentors, who are experienced supervisors and leading scholars in their field, and engage with one another in a setting that is relatively informal but that allows for meaningful and constructive scholarly exchanges.

The Context:-

- **Doctoral Colloquium** is to contribute towards a transformative journey for doctoral students, who will not only receive feedback on their doctoral research but also learn about fundamentals of a doctoral journey including research methods related matters, publishing from a PhD and reviewing for journals, and obtain advice on academic career paths.

The Practice:-

- **Doctoral Colloquium** is one of the most established and high-profile events in the academic community, aligned with our key values for engaged and inclusive scholarship. It also provides doctoral students with the opportunity to present their work to their peers and mentors, who are experienced supervisors and leading scholars in their field, and engage with one another in a setting that is relatively informal but that allows for meaningful and constructive scholarly exchanges. An excellent

Evidences of the Success:-

- **Doctoral Colloquium** has been successfully organized every time by our institute. So far PhD Colloquium conducted are seven by various faculties of the Institute.

Problems Encountered and Resources Required:-

- We have all the resources and therefore, we haven't encountered problem.

1. Mentor - Mentee Program

Objectives of the Practice:-

- The **objective of the Mentor-Mentee Program** is that it is career-related function which establishes the mentor as a coach who provides advice to enhance the mentee's professional performance and development.

The Context:-

- **Mentor-Mentee Program** must contribute by providing an open and supportive environment mentors discover talents and interests and define and help in attaining mentee's goals. By sharing stories of achievements with mentee, mentor becomes a role model for them. These all are the challenging issues faced under these heads.

The Practice:-

- **Mentor-Mentee system** in IIMT ensures constant interaction between faculty and students. A *mentor* is an individual with expertise who can help develop the career of a mentee. A mentor often has two primary functions for the mentee. The term mentee is used here to refer to the broad range of individuals who may be in the role of “learner” in mentoring relationships, regardless of the age or position of the mentor and mentee.

Evidences of the Success:-

- An excellent **Mentor-Mentee Program** has been initiated by our Institute which is successfully running and providing an open and supportive environment mentors discover talents and interests and define and help in attaining mentee's goals.

Problems Encountered and Resources Required:-

- We have all the resources and therefore, we haven't encountered problem.

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

The Academia

This institution gives the platform to students to excel in curricular and extra-curricular arena. It also provides with standard of education. Our institute manages to get best result and with **university toppers**

too in different subjects of law and management. Also in every academic session we have **university overall topper either in law or management.** Our institution also shares good reputation in the University.

100% Attendance- Every student in our Institute is required to achieve 100% attendance. However, a relaxation up to a maximum of 25% is granted in case of contingencies. A minimum of 75% attendance is required to appear in the examinations. 100% attendance criteria ensure academic excellence, disciplinary approach and growth of the student.

Scholarships- Those students who achieve 1st and 2nd rank in the entire academic session our institute provide them scholarship of Rs 11,000 and Rs 7,500 respectively.

Faculty

Our institute has most dedicated, talented and hardworking teachers. Not only they are academically and professionally amongst the best, but have high standard of ethical and moral values, so they can be true role models. In total we have **52 faculty members**, out of which we have **11 faculty members have been awarded with Ph.D degree** and **20 faculty members are pursuing Ph.D** from different reputed universities. **Our Institute also praises the hardwork of all the faculty members in Annual Function of every academic session for their Academic Excellence, by awarding them with certificate and cash price.**

Events

Every year our Institute conducts many events like, International Seminar, International Conference, National Law Debate, National Law Moot Court, Faculty Development Programmes, Urjaa- The Youth Parliament, Anugoonj- University fest (Preliminary Rounds), Gyan Manthan- College fest, Annual Function, Sports day, etc. In every national event **participants come from across the India and we have maximum participation in every event at college or national level.** And on various cultural and national events reputed dignitaries are invited. These **all upcoming events are timely uploaded on our website idealinstitute.edu.in.**

Others Distinctive Features

Distinctive features

- We mentor students, encouraging them to develop as leaders and to make transitions to the professional world.
- Our developing culture of undergraduate research will enable students to be actively involved in research and creative activities in and out of the classroom.
- Our urban location means that students engage in a variety of off-campus experiences as student teachers, interns, service learners, and volunteers; professionals from the working world can readily come

to campus to share their expertise with our students.

Our distinctiveness comes from:

- Our general liberal education program, which offers students a common exploration of the modes of intellectual inquiry and gives them processes of thought to use in their major fields of study.
- Our creation of classroom situations that facilitate and encourage students to become intellectuals, problem solvers, and agents of change.
- The fact that our students and their teachers, indeed all members of the IIMT community, are engaged in professional or service activities in institute.

NAAC

5. CONCLUSION

Additional Information :

FUTURE PLANS OF IIMT

- 1) Digitalization of each class rooms with projectors etc.
- 2) More Focus on Employability Skills by providing training programmes
- 3) Adding Post Graduate programmes in Management and Law.
- 4) Developing E - Learning Material for students

Concluding Remarks :

Some of the thrust areas that Institute proposes to focus on priority basis include—

- Identifying the prospective areas requiring immediate attention for creating vibrant academic and research environment and to review all the ongoing projects in the institution. Priority will be given for NAAC accreditation of the Institute.
- Establishing credible open forums for interaction with the teaching, learning and the non- teaching community to understand their needs, demands and aspirations to see the desired change.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p>Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years</p> <p>1.1.3.1. Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>16</td> <td>14</td> <td>14</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>1</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Remark : As per he clarification and proof provided.</p>	2017-18	2016-17	2015-16	2014-15	2013-14	16	14	14	0	0	2017-18	2016-17	2015-16	2014-15	2013-14	0	1	0	0	0
2017-18	2016-17	2015-16	2014-15	2013-14																	
16	14	14	0	0																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
0	1	0	0	0																	
1.3.2	<p>Number of value added courses imparting transferable and life skills offered during the last five years</p> <p>1.3.2.1. Number of value-added courses imparting transferable and life skills offered during the last five years</p> <p>Answer before DVV Verification : 5</p> <p>Answer after DVV Verification: 0</p> <p>Remark : The provided document does not match the claim.</p>																				
2.3.2	<p>Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.</p> <p>2.3.2.1. Number of teachers using ICT</p> <p>Answer before DVV Verification : 52</p> <p>Answer after DVV Verification: 00</p> <p>Remark : Since the proof provided is not sufficient to support the claim, the number has been reduced to 0.</p>																				
3.3.3	<p>Number of research papers per teacher in the Journals notified on UGC website during the last five years</p> <p>3.3.3.1. Number of research papers in the Journals notified on UGC website during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14															
2017-18	2016-17	2015-16	2014-15	2013-14																	

30	16	23	21	11
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Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
30	16	21	20	11

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

3.4.2.1. Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	1

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

Remark : The given proof cannot be accepted as there is no sign or seal. Hence the numbers have been reduced.

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

3.4.4.1. Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1049	1023	984	883	785

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
605	454	517	520	650

Remark : As per the proof and clarification provided.

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

3.5.1.1. Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
20	13	18	3	2

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

Remark : As per the proof.

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

4.1.3.1. Number of classrooms and seminar halls with ICT facilities

Answer before DVV Verification : 25

Answer after DVV Verification: 02

Remark : The number has been changed as per the proof provided.

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

4.2.4.1. Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
5.20	10.09	3.97	4.7	4.5

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
5.56	9.36	3.44	6.1	6.7

Remark : As per the proof provided, the numbers have been edited.

4.2.6 Percentage per day usage of library by teachers and students

4.2.6.1. Average number of teachers and students using library per day over last one year

Answer before DVV Verification : 141

Answer after DVV Verification: 20

Remark : The number has been edited as per the proof provided.

4.4.1	<p>Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years</p> <p>4.4.1.1. Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 389 1046 524"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>123.34</td> <td>113.79</td> <td>91.38</td> <td>83.14</td> <td>85.45</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 602 1046 736"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>124.76</td> <td>106.35</td> <td>79.86</td> <td>83.14</td> <td>85.45</td> </tr> </tbody> </table> <p>Remark : As per the clarification and proof provided, the numbers have been changed.</p>	2017-18	2016-17	2015-16	2014-15	2013-14	123.34	113.79	91.38	83.14	85.45	2017-18	2016-17	2015-16	2014-15	2013-14	124.76	106.35	79.86	83.14	85.45
2017-18	2016-17	2015-16	2014-15	2013-14																	
123.34	113.79	91.38	83.14	85.45																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
124.76	106.35	79.86	83.14	85.45																	
5.1.1	<p>Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years</p> <p>5.1.1.1. Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1095 1046 1229"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>21</td> <td>15</td> <td>29</td> <td>18</td> <td>12</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1308 1046 1442"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>21</td> <td>16</td> <td>28</td> <td>18</td> <td>12</td> </tr> </tbody> </table> <p>Remark : As per the proof and clarification provided.</p>	2017-18	2016-17	2015-16	2014-15	2013-14	21	15	29	18	12	2017-18	2016-17	2015-16	2014-15	2013-14	21	16	28	18	12
2017-18	2016-17	2015-16	2014-15	2013-14																	
21	15	29	18	12																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
21	16	28	18	12																	
5.1.2	<p>Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years</p> <p>5.1.2.1. Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1800 1046 1935"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>25</td> <td>22</td> <td>23</td> <td>20</td> <td>24</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 2013 1046 2092"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	25	22	23	20	24	2017-18	2016-17	2015-16	2014-15	2013-14					
2017-18	2016-17	2015-16	2014-15	2013-14																	
25	22	23	20	24																	
2017-18	2016-17	2015-16	2014-15	2013-14																	

25	22	23	20	22
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Remark : As per the proof and clarification provided.

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

5.1.4.1. Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
258	205	188	212	228

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
255	205	188	212	228

Remark : As per the proof and clarification provided.

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

5.1.5.1. Number of students attending VET year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
438	477	741	100	119

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
365	340	443	78	118

Remark : As per the clarification and proof provided.

5.2.2 Percentage of student progression to higher education (previous graduating batch)

5.2.2.1. Number of outgoing students progressing to higher education

Answer before DVV Verification : 87

Answer after DVV Verification: 86

Remark : As per the clarification and proof provided.

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

5.4.3.1. Number of Alumni Association /Chapters meetings held year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	0	0	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

Remark : As per the clarification provided.

6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

Answer before DVV Verification : B. Any 3 of the above

Answer After DVV Verification: C. Any 2 of the above

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

7.1.8.1. Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
2.09	.07	1.89	1.66	1.79

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
2.09	.07	1.88	1.65	1.78

Remark : As per the proof provided.

7.1.10	<p>Number of Specific initiatives to address locational advantages and disadvantages during the last five years 7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 309 1046 443"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>6</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 521 1046 656"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Remark : As per the clarification and proof provided.</p>	2017-18	2016-17	2015-16	2014-15	2013-14	6	0	0	0	0	2017-18	2016-17	2015-16	2014-15	2013-14	2	0	0	0	0
2017-18	2016-17	2015-16	2014-15	2013-14																	
6	0	0	0	0																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
2	0	0	0	0																	
7.1.11	<p>Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)</p> <p>7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 1014 1046 1149"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>6</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 1227 1046 1361"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Remark : The activities claimed in 7.1.10 cannot be claimed here. hence the numbers have been changed.</p>	2017-18	2016-17	2015-16	2014-15	2013-14	6	0	0	0	0	2017-18	2016-17	2015-16	2014-15	2013-14	0	0	0	0	0
2017-18	2016-17	2015-16	2014-15	2013-14																	
6	0	0	0	0																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
0	0	0	0	0																	

2.Extended Profile Deviations

ID	Extended Questions																				
1.3	<p>Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="197 1760 986 1872"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>238.5</td> <td>238.5</td> <td>232.2</td> <td>257.2</td> <td>213.1</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1" data-bbox="197 1951 986 2063"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>238.47</td> <td>238.51</td> <td>209.41</td> <td>239.32</td> <td>214.34</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	238.5	238.5	232.2	257.2	213.1	2017-18	2016-17	2015-16	2014-15	2013-14	238.47	238.51	209.41	239.32	214.34
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NAAC