Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**INSTITUTE OF INFORMATION TECHNOLOGY & MANAGEMENT**
Name of the head of the Institution	**Prof. (Dr.) Prerna Mahajan**
Designation	**Director**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01128525051**
Mobile no.	**9891340674**
Registered Email	**director@iitmipu.ac.in**
Alternate Email	**iqac@iitmipu.ac.in**
Address	**Institute of Information Technology & Management D-29, Institutional Area, Janakpuri**
City/Town	**New Delhi**
State/UT	**Delhi**

Pincode	**110058**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Dr. Sandhya Maitra**
Phone no/Alternate Phone no.	**01128525882**
Mobile no.	**9871133352**
Registered Email	**iqac@iitmipu.ac.in**
Alternate Email	**dr.sandhyamaitra@iitmipu.ac.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<u>http://www.iitmjanakpuri.com/iqac.php</u>

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	<u>http://www.iitmjanakpuri.com/academic.php</u>

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity Period From	Period To
1	**B**	**2.58**	**2014**	**10-Dec-2014**	**09-Dec-2019**
2	**A**	**3.07**	**2020**	**11-Mar-2020**	**10-Mar-2025**

6. Date of Establishment of IQAC	**05-Mar-2013**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
To establish AI Experience Center	30-Nov-2019 1	500
To Implement Case Study Development	11-Mar-2019 1	55
To Conduct Management Development Program (MDP)	20-Dec-2019 2	44
To Achieve NAAC Accreditation in Cycle 2 with better grade than Cycle 1	26-Feb-2020 2	1502
[View File](#)		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**3**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

• Achieving NAAC Grade A in Cycle 2 • Successful conduction of MDP • Case Study Development has been implemented for even semester for subjects of MBA Programme • AI Experience Centre was formed with the objective creating awareness among students about the growing importance of Robotics and Artificial Intelligence in fields such as Manufacturing, Health and IT. • Institute successfully

participated in NIRF and ISO Certification as well. • The academic administrative Audit committee appreciated the involvement of one of the related subject faculty members as mentor in each class. The committee also commended the endeavors of the Institute to provide free coaching for competitive examinations for students (CAT, CET, UGC etc..) as well as faculty members(UGC NET) alike to support them in pursuing higher education as well as career respectively.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
To expand E-Infrastructure facility	The institute has procured paid subscription of Go To Meeting Platform for Online Teaching-Learning. Quotations for web cameras, headsets & MS Team etc. have been elicited from vendors for undertaking full fledged online mode of teaching-learning in upcoming semester during the pandemic
To expand Infrastructure facility	Institute has initiated work for Centralized Air Conditioning System, construction of additional washrooms & renovation of Medical Room besides revamping existing washrooms.
To establish AI Experience Center	AI Experience Centre has been established with 5 faculty members. The committee has initiated related activities such as workshops, seminars, guest lectures and conferences on AI.
To conduct Management Development Program (MDP)	Successfully Organised MDP on 21st-22nd Dec,2019 with 44 outside participants with good feedback
To Achieve NAAC Accreditation with a higher grade in cycle 2 than in cycle 1	We have achieved NAAC Grade "A" with the score of 3.02 compared to previous B grade with score of 2.58
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Board of Management Meeting	04-Aug-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes

Date of Visit	26-Feb-2020
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	20-May-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Knowledge Portal is a software application for the administration, documentation, tracking, reporting, and delivery of educational courses like MCA, BCA, MBA, BBA and B.Com. The Knowledge Portal concept emerged directly from eLearning. Knowledge Portals were designed to identify training and learning gaps, utilizing analytical data and reporting. Knowledge Portal is focused on online learning delivery but support a range of uses, acting as a platform for online content, including courses, both asynchronous based and synchronous based. Knowledge Portal offer organization of content delivered in classroom and supports instructorled teaching. Knowledge Portal delivers and manages all types of content, including PDF, PowerPoint Slides MS Word based lecture notes and documents. In the education field Knowledge Portal includes a variety of functionality like uploading documents, view documents, download documents and profile management. Documents uploaded may be of several kinds like Syllabus, Lesson Plan, and Assignments of all units, Question banks, End Term Question Papers, and Study Material. Knowledge Portal has several features which are mentioned below: • Managing Subject Allocation Before the course commencement subjects are allocated to each faculty. Before that faculty id need to be created. Knowledge Portal allows add, update and delete features for managing faculty. • Managing courses, subjects, batch and users The Knowledge Portal lets us add and remove courses. New courses can be added and abolished courses can be removed. When

a course is added all subjects need to be added semesterwise. Whenever a new batch is started data of first year student need to be added so that user id of new students can be created. Knowledge Portal provides the feature of student management. We can add, update and delete student records and create new batches. In each batch and assign students to a batch. Likewise we can assign semester, shift and section to each student. • Upload and Download Content by Faculty Faculty can upload content by selecting the course, batch, semester, shift and section, type of document to be uploaded and the document file in any one of the allowed format. The uploaded document is appeared in the dashboard of faculty. Faculty can download any content only uploaded by him/her. • Student Module Knowledge Portal provides 24×7 access of the study material to students. Students can view and download content. The content is organized semesterwise for students. Students have access to all the data of current as well as previous semester. Advantages of Knowledge Portal • Knowledge Portal supports content in various formats: doc, docx, ppt, ptx and pdf. • One can access materials anytime, from everywhere, teachers can modify the content, and students can see the updated material. • Students and teachers can reuse the material every time they need. • Update in study materials or any other document is reflected instantly. • Knowledge Portal provides organization of content and maintains archives of course material. • Knowledge Portal is an invaluable tool and helps in supplementing a traditional course to reflect these changes that were a timeconsuming chore earlier.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The Institution has efficient and well laid down action plans for effective implementation of the curriculum. • Prior to commencement of each semester, subject preferences are elicited from each faculty member for the ensuing

semester. Allocation of subjects is made by the Academic Coordination Committee taking into consideration faculty member's expertise, subject preferences and previous feedback of the faculty in respect of the subject if required. • Allocation of subjects is communicated to faculty in advance to facilitate the faculty members and give them adequate time for subject preparation. • After subject allocation, lesson plan is prepared for each subject that includes unit-wise details of topics, subtopics, number of hours allocated to each topic, details of books, enrichments incorporated, teaching methodology adopted for a particular topic and the schedule of assignments related to the topics. • The college has Program Administration Committee (PAC) comprising of Program Coordinators' and Mentors who along with faculty members initiate development and deployment of the action plans for implementation of curriculum. • Industry Institute Partnership Centre (IIPC) maintains constant communication with leading organizations in industry. It functions through an active Placement Committee which comprises of senior faculty members and student representatives, both sharing responsibility for arranging Guest Lectures, Summer/Industrial Trainings and Campus Placement for the students. • Monthly Syllabus coverage form is filled by faculty members and a separate form is also filled by class representative, which is examined by respective program Co-ordinator to ensure course coverage and to take necessary action if required. • AC-3 Performa is also filled on weekly basis by faculty members mentioning number of classes planned & taken and get it signed by the Program Coordinator to ensure sufficient number of lectures held to cover the syllabus. • The curriculum delivery and number of co-curricular activities has been continued in online mode due to onset of Pandemic and classes were continued on a number of available online platforms such as Zoom, Gotomeeting, Cisco Webex, Google meet and recorded lectures posted on You Tube and duly communicated to official class groups. • The Institute made extensive use of numerous online platforms as well as facilities to conduct routine lectures, viva voce, examinations, assignments, quizzes, presentations, meetings, lab sessions and also events. • Owing to the existence of well maintained mature digitised systems in place as well as culture of extensive usage of ICT facilities the Institute saw a smooth transition from normal offline systems to online mode of delivery in all aspects of academics including examinations, presentations, projects, lab sessions, lectures, viva voce, administration, etc. without any hiccups. • Once result is announced by the GGSIP University, it is analysed by respective faculty and discussed with Director for improvement if required. • Monitoring and quality assurance of the pedagogy is ensured through internal monitoring of delivery system by Internal Quality Assurance Cell (IQAC). • Feedback is collected through a well-defined system from various stakeholders such as students, alumni, parents and employers on curriculum enrichment and delivery.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
LibreOffice Writer	Nil	16/07/2019	30	focus on e mployability and entrepre neurship	Writer Skills
C	Nil	07/08/2019	60	focus on e mployability and entrepre neurship	Programming Skills
OOPS	Nil	11/06/2019	60	focus on e mployability and entrepre	Programming Skills

Java	Nil	07/06/2019	60	neurship focus on employability and entrepreneurship	Programming Skills

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MBA	Finance, Marketing Human Resource Specialization	01/08/2019
MCA	Post Graduation in Computer Application	01/08/2019
BCA	Graduation In Computer Application	01/08/2019
BCA	Graduation In Computer Application	01/08/2019
BCom	Graduation in Commerce Honours	01/08/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	891	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Summer Training on Hybrid Application Development	10/06/2019	55
Summer Training on Data Analytics IoT using Python	10/06/2019	50
Summer Training on Advance Java	10/06/2019	10
Seminar on Amazon Web Services (AWS)	13/09/2019	250
Guest Lecture on Artificial Intelligence as our Future	20/09/2019	225
Workshop on Robotics	24/09/2019	175

Seminar on Ethical Hacking Cyber Security	25/09/2019	200
Cloud Literacy Month-2019	04/10/2019	150
Blockchain Technology	05/10/2019	160
Workshop on Python and its Application	25/10/2019	60
[View File]()		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCA	Workshop on awareness about digital India and E-governance at Meity	80
MBA	Finance, HR and Marketing	72
BCom	Commerce	63
BBA	Business Administration	229
[View File]()		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
Institute has a well-designed feedback system. Feedback is collected from various stakeholders such as students, alumni, parents and employers on curriculum enrichment and delivery. Based on feedback of various stakeholders, actions are undertaken in the meeting of "Internal Quality Assurance Cell". The multidimensional feedback system elicits feedback from the various stake holders with the help of the following artifacts namely 1. Student feedback: This is a feedback form filled by students in offline mode in middle of the semester and it serves as a feed forward mechanism. The form elicits feedback of faculty in terms of conduction of course and delivery. 2. Course exit survey: This is a Google form provided to students on completion of each semester which elicits elaborate student feedback on each subject/ course taught during the semester. The form elicits responses from students on parameters such as subject/course, delivery, pedagogy followed, and adequacy of continuous comprehensive evaluation in class, skills developed and helpfulness of faculty. 3. Student exit survey: This is a Google form provided to students on completion of a program which elicits student feedback on various features of the program as well as the institution such as coverage of content, level of understanding gained, learning environment, co-curricular and extra-curricular activities, resources, career prospects, suggestions for enhancement of

teaching pedagogy and the learning environment , worst and best aspects of program, their recommendation of institution. 4. Alumni feedback: The objective of the feedback is to know about the areas of improvement for the Institute. Feedback is elicited on the basis of services, facilities and grievance redressal at the institute as well as academic initiatives taken by the Institute. The alumni are also encouraged to mention their contribution participation towards Alumni. 5. Employer feedback: The student performance is measured by employer on the basis of regularity and punctuality, communication skills, practical solutions to workplace problems competency, team player, creativity at workplace, self-motivated subject knowledge, using technology, and workplace equipments etc. on a scale of a 1 to 5. 6. Parents feedback: This offline form measures the level of satisfaction of parents on a scale of 1 to 5 with respect to teaching, involvement of the teacher with their ward, mentor support in the form of SMS, Telephonic feedback, in-person feedback and written feedback, infrastructure, faculty response student queries, the Institution, overall development of their ward. 7. Faculty Feedback: The faculty feedback form is a Google form provided to faculty at the end of each academic session to elicit their views on the effectiveness of the curriculum and its delivery on the basis of relevance to current industry demands, the adequacy of teaching hours, coverage of practical as well as theoretical aspects, skill enhancement, level of prerequisite knowledge required, sufficiency of infrastructure and how it supports personal growth. It also elicits feedback on support provided by institution for research activities of faculty. The parameters are captured on a scale of 1 to 5. Additionally Feedback is also taken for workshops seminars conferences and FDPs alike.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	B.Com Honors Evening Shift	60	Nill	56
BCom	B.Com Honors Morning Shift	60	Nill	56
BBA	BBA Evening Shift	120	Nill	113
BBA	BBA Morning Shift	120	Nill	114
BCA	BCA Evening Shift	60	Nill	59
BCA	BCA Morning Shift	60	Nill	60
MCA	Master Computer Applications	60	Nill	14
MBA	Finance, HR and Marketing	60	Nill	12
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1220	201	66	15	81

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
81	81	17	21	8	11

View File of ICT Tools and resources

View File of E-resources and techniques used

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Students mentoring system: Each class has been assigned a class mentor who performs the various responsibilities regarding counseling and mentoring of students. Mentorship ensures that students are motivated at all times, and can share their grievances in a constructive manner. The mentors, due to repeated interaction, also understand the students better, and can make sure that a student is performing up to his utmost potential. They counsel the students when necessary. They are also responsible for maintaining a database of student details, as well as their parent details, and contact numbers. Mentors also maintain the daily attendance record. They conduct Parent Teacher Meeting and inform parents regarding attendance status of their ward. It is also the responsibility of mentor to convince students to participate in various cultural, social and other extra co-curricular activities such as Shisht-Bharat Abhiyaan etc. Mentorship also constitutes getting Registration Charts signed by students, collecting various certificates and documents from students like summer training certificate, collecting fees for various events, etc. At the end of each semester, a mentor analyses the result of their class in order to see the performance of the class as a whole, and how it can be improved. Mentorship is a very healthy way of ensuring that students are provided the most conducive environment possible in order to facilitate learning, growth and excellence. The Content of Mentor File are as follows: 1. Time Table of Class 2. Database of Students • Name • Full Contact Address • 10th and 12th percentage • Mother's Name • Father's Name • Any Talent 3. Grading of Current and Previous Semesters • No. of students > 80 • No. of students > 70 < 80 • No. of students > 60 < 70 • No. of students > 50 < 60 • No. of students < 50 (D) 4. E mail ID's of students Contact No.'s of Parents and students 5. Complete End Term Result and analysis of students for all previous semesters 6. Complete Class Test Result and analysis of students for all previous semesters 7. Monthly Attendance Record Consolidated attendance record 8 8. Presentation List and Marks 9. Parents mentor Interaction Record • PTM Format • Call SMS Record 10. Time Management Report 11. AC 2 Performa all filled 12. Medical Applications 13. Total Number of credits earned by students 14. Minutes of Meeting 15. List of Elite Group Members Name, Contact No. email ID's of Class representatives.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1421	81	1:18

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
81	68	13	13	1

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National,

International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Sandeepa Kaur	Assistant Professor	Best Paper Award in VIPS VNBS International Conference
2019	Prof. Sudhir Kumar Sharma	Professor	Best Researcher Award from IITM
2019	Prof. Mandeep Singh	Professor	Certificate of Appreciation by AICTE Internshala
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BBA	017	5	19/12/2019	02/07/2020
BBA	017	3	18/12/2019	02/07/2020
BBA	017	1	24/12/2019	02/07/2020
BCA	020	5	16/12/2019	13/07/2020
BCA	020	3	18/12/2019	13/07/2020
BCA	020	1	17/12/2019	13/07/2020
MCA	044	1	23/12/2019	01/07/2020
MCA	044	3	24/12/2019	01/07/2020
MCA	044	5	26/12/2019	01/07/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous Internal Evaluation (CIE) system is an integral part of teaching learning process at IITM. It allows assessment of student's progress in developing the competencies for student's personality as required by industry professionals. Institutional Reforms initiated on CIE system: To raise the performance bar of the students and develop their competencies, the institute has taken efforts by framing reforms in Continuous Internal Evaluation which are as follows: ? Assessment and evaluation process is communicated to the students in orientation program as well as through subject teachers and class mentors. ? Faculty meetings are conducted periodically by examination coordinator in coordination with programme coordinators to review the evaluation process. ? Unit tests are conducted prior to internal semester exams for each programme. ? The result of each test is declared within a week of the conduct of the exam. For effective feedback students are allowed to see their answer sheets and discuss their queries with the respective subject teacher. ? Internal squad including examination coordinator and senior faculty members ensures the smooth conduction of internal semester exams as well as university

exams. ? As a part of the university curriculum, evaluation of project is done by teachers based on field work done by the students and their active involvement in completion of the project. ? As per the university curriculum, practical exams are conducted in computer labs by specialized faculty and student has to face viva-voice in front of the panel of experts. ? Regular subject presentations, seminars and guest lectures are conducted to make the students industry ready. ? To clarify student's doubts and re-explaining the critical topics, tutorials and doubt classes are conducted periodically. ? Continuous efforts are put in by class mentor and programme coordinator for monitoring the progress in slow learner and encouraging the fast learners by reviewing their performance. Impact: Reforms initiated by Institute have resulted in substantial upgrading in student's performance through comprehension of complex topics. Reforms also improved student's time management and individualized their attention, resulting in refining their cognitive, psychomotor and affective domains of learning.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar i.e (AC) is proposed by affiliating University before commencement of each academic session. The Institution prepares its institutional calendar within the framework of Academic calendar provided by university. IITM College prepares an academic calendar which allows planning organizing events, activities, class test, holidays, summer school and winter school training throughout the semester. It comprises of odd semester, break, and then followed by even semester. It brings effectiveness and efficiency in execution of academic programmes. It is a detailed version of complete semester beginning with start date and ending with last date of semester. Its helps in preplanning the course of action required for implementation of activities and events to be conducted in a particular semester. It's a system which defines the landmark dates that drives much of the day to day business at the Institute. • AC is planned prior to the commencement of each semester by the Director in consultation with Head of the Departments. This is done keeping in view the total teaching days available and minimum teaching hours required as per University regulations. The Institute designs its academic calendar within the framework of AC provided by the University. AC provides the plan for weekly teaching hours, various extra co-curricular activities and events. It is displayed on the Institute's Website, Knowledge Portal, Notice boards and also circulated to all HODS, Program Directors, Class Mentors and faculty members. The class timetables are framed in accordance with the academic calendar. • Lesson Plan: Prior to the commencement of the upcoming semester, subjects are allocated to the faculty members based on their preferences and specializations. Lesson plan compendium is prepared which includes lesson plans for all theory and practical subjects for all the semesters of a particular program. Lesson Plans contain comprehensive details of topics and subtopics unit-wise and the number of hours allocated to enable effective delivery by faculty. It also includes the details of books, enrichments incorporated and teaching methodology adopted for a particular topic and the schedule of assignments related to the topics. Every faculty member has to adhere to it while lecture delivery. Lab assignments are also designed along with the lab plans. The lesson plans are uploaded for the students and faculty support on the knowledge portal and intranet. Additionally, they are distributed to the faculty members (print form). • Time Table: It is planned before the commencement of session and is displayed on Notice Boards, Institute's Website and Knowledge Portal. It ensures that the lectures commence and proceed in adherence to the lesson plan. • Examination Schedules: Actual dates for teaching-learning evaluation schedule i.e. conduction of internal exams, Project Viva and End Term Exams are incorporated in Academic calendar. Datasheets for class tests and unit tests are also notified to all students

through Notice Boards, Knowledge Portal and the Website. Evaluation is Comprehensive and continuous in in compliance with university. • Course Completion Report: Institute maintains and implements various instruments (AC-1, and AC3) to implement and monitor effective and time bound teaching practices.

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 in website of the institution (to provide the weblink)

http://www.iitmjanakpuri.com/mba.php

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
211	BBA	Evening Shift	97	90	92.73
137	BBA	Morning Shift	106	105	99.05
211	BCA	Evening Shift	56	51	91.07
137	BCA	Morning Shift	60	55	91.66
039	MBA	Finance, HR and Marketing	59	59	100
044	MCA	Master Computer Application	47	44	93.61
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://www.iitmjanakpuri.com/feedback.php

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date

Summer Training on Digital Marketing	Mgmt.	03/06/2019
Summer Training on Hybrid Application Development	IT	10/06/2019
Summer Training on Data Analytics IoT using Python	IT	10/06/2019
Summer Training on Advance Java	IT	10/06/2019
Workshop on How To Write Case Study	Mgmt.	28/08/2019
Workshop on Employability skill in financial Literacy	Mgmt.	02/09/2019
Workshop on financial Modeling	Mgmt.	12/09/2019
Seminar on amazon Web Services (AWS) – cloud Computing Services	IT	13/09/2019
Summer Training Project competition - PRASTUTI	Mgmt.	28/09/2019
Seminar on Environment Science	Mgmt.	03/10/2019
Workshop on Digital Marketing	Mgmt.	21/10/2019
Workshop on awareness about digital India and E-governance at Meity	IT	21/10/2019
Workshop on stress Management	Mgmt.	23/10/2019
Workshop on Python programming and its application	IT	25/10/2019
Workshop on Django framework with Python	IT	05/11/2019
Workshop on awareness about digital India and E-governance at Meity	IT	07/11/2019
Winter training on Information Security and Ethical Hacking	IT	23/12/2019
Winter Training on Python Programming	IT	24/12/2019
Workshop on Campus to Corporate	Mgmt.	03/01/2020
Management Seminar on Bridging Industry Academia GAP	Mgmt.	01/02/2020
Seminar on Machine	IT	10/02/2020

Learning Using Python		
Workshop on Stock Market – How it Works	Mgmt.	21/02/2020
Seminar on Python Programming and its Applications	IT	02/03/2020
Webinar on "Introduction to GST Income Tax"	Mgmt.	04/05/2020
Webinar on "Tips for Personal Interviews Resume Building"	Mgmt.	09/05/2020
Webinar on "How To Build Good Vocabulary By Visual Vocab Methods"	Mgmt.	14/05/2020
Webinar on "The New Normal in the Corporate World"	Mgmt.	30/05/2020

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Internship through Internshala	IITM	AICTE and Intershala	25/08/2019	Certificate of Excellence
Blood Donation Red Cross Society	IITM	Lions Blood Bank	19/09/2019	Recognition Letter for Blood Camp
Contribution to Blind	IITM	Indian Association for Blind	09/09/2019	Outstanding award
Internship through Internshala	Prof. Mandeep Singh	AICTE and Intershala	25/08/2019	Certificate of Appreciation
Analysing the impact on Personal Traits of Credit Assessors on Credit Risk Assessment Process	Dr. Sandeepa Kaur	VIPS Rohini	24/01/2020	Best Paper Award in International Conference
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
1	Software Development Cell	IITM	Technical Services	Technological Innovations	01/08/2019
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	11	24

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Information Technology	1

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Management	1	Nill
International	IT	7	Nill
International	Management	3	Nill

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
IT	20
Management	17

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Interview: A Key to Success	Dr. Dipti Gulati	International Journal of Research Cultural Society	2020	0	NA	Nill
Excel as Tool for Financial Modeling	Dr. Dipti Gulati	Studies in Indian Places Names	2020	0	NA	Nill
Excel as Tool for Financial Modeling	Dr. Deepika Arora	Studies in Indian Places Names	2020	0	NA	Nill
Rise and Fall of Shared Bicycle Industry: A Case of OFO Company	Dr. Deepika Arora	Review of Management	2019	0	NA	Nill

Title	Author	Journal	Year				
Issues and Challenges of Indian Aviation Industry: A Case of Jet Airways	Dr. Deepika Arora	Review of Management	2019	0	NA	Nill
Use of Artificial Immune System for Detection of Misbehaviour Nodes in Mobile Ad Hoc Network	Ms. Anjali Chauhan	International Journal for Research in Applied Science, Engineering and Management	2020	0	NA	Nill
Trust Framework for Attack Resilence in MANET using AODV	Mr. Ganesh Wadhwani	Journal of Discrete Mathematical Sciences and Cryptography	2020	0	Taylor and Francis Group	Nill
Machine Learning for Prediction of Malicious or SPAM Users on Social Networks in February 2020	Mr. Gaurav Kumar	International Journal of Scientific and Technology Research	2020	0	NA	Nill
Malicious User Nodes Detection by Web Mining Based Artificial Intelligence Technique	Mr. Gaurav Kumar	International Journal of Uncertainity, Fuzziness and Knowledge-Based Systems	2020	0	NA	Nill
Interview: A Key to Success	Dr. Mandeep Singh	International Journal of Research Cultural	2020	0	NA	Nill

		Society				

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Interview: A Key to Success	Dr. Mandeep Singh	International Journal of Research Cultural Society	2020	Nill	Nill	Nill
Malicious User Nodes Detection by Web Mining Based Artificial Intelligence Technique	Mr. Gaurav Kumar	International Journal of Uncertainity, Fuzziness and Knowledge-Based Systems	2020	Nill	Nill	Nill
Machine Learning for Prediction of Malicious or SPAM Users on Social Networks in February 2020	Mr. Gaurav Kumar	International Journal of Scientific and Technology Research	2020	Nill	Nill	Nill
Trust Framework for Attack Resilence in MANET using AODV	Mr. Ganesh Wadhwani	Journal of Discrete Mathematical Sciences and Cryptography	2020	2	Nill	Taylor and Francis Group
Interview: A Key to Success	Dr. Dipti Gulati	International Journal of Research Cultural Society	2020	Nill	Nill	NA
Excel as Tool for Financial Modeling	Dr. Dipti Gulati	Studies in Indian Places Names	2020	Nill	Nill	NA

Excel as Tool for Financial Modeling	Dr. Deepika Arora	Studies in Indian Places Names	2020	Nill	Nill	NA
Rise and Fall of Shared Bicycle Industry: A Case of OFO Company	Dr. Deepika Arora	Review of Management	2019	Nill	Nill	NA
Use of Artificial Immune System for Detection of Misbehaviour Nodes in Mobile Ad Hoc Network	Ms. Anjaly Chauhan	International Journal for Research in Applied Science, Engineering and Management	2020	Nill	Nill	NA
Issues and Challenges of Indian Aviation Industry: A Case of Jet Airways	Dr. Deepika Arora	Review of Management	2019	Nill	Nill	NA
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	57	1345	Nill	Nill
Presented papers	7	3	Nill	Nill
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Free guidance classes to underprivileged students	Purpose For Life, Environment Community Services Committee, Institute of	5	6

	Information Technology Management		
Giving Week- Cloth Donation	Purpose For Life, Environment Community Services Committee, Institute of Information Technology Management	4	109
CSR Initiatives for under- privileged- Self Management, sanitary awareness, family planning	Purpose For Life, Environment Community Services Committee, Institute of Information Technology Management	4	Nill
Covid-19 Awareness Campaign	EKal Sansthan and Unnat Bharat Abhiyan	2	20
HR Conclave	B3 Family (collaboration of HR fraternity across India)	4	234
Graffitti cum Painting competition to spread awareness on Oil Conservation	Petroleum Conservation Research Association	3	10
Seminar on Water Conservation and Water Security	FORCE	2	7
Skit on Adequate Water for All	FORCE	3	13
The Great Ganga Run	Namami Gange	1	6
E-Waste awareness and Collection drive	Namo E-Waste Management Ltd.	2	15
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Blood Donation Camp	Certificates to donors and 1 year membership	Lions Blood Bank	140
Blood Donation Camp	Certificates to donors and 1 year membership	Lions Blood Bank	110

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Blood Donation Camp	Lions Blood Bank	Blood Donation Camp	3	110
Blood Donation Camp	Lions Blood Bank	Blood Donation Camp	3	140
Contribution to IAB	Indian Association for Blind	Donation	3	1100
Unnat Bharat Abhiyaan	IIT Delhi, Ekal Sansthan MHRD	Covid-19 Awareness Campaign	2	20

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Management Development Programme	44	Self Finance	2
Webinar on Effective use of ICT in Business Education	75	Self Finance	1
Webinar on Digital Image Video Processing and its Applications	130	Self Finance	1
Webinar on Artificial Intelligence and Business Optimization	100	Self Finance	1
Webinar on Modern Security Threats Countermeasure	200	Self Finance	1

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant

Live Project	Live Project	BIG Bazaar	10/08/2019	15/08/2019	19
Summer Training	for internship	Prince Hardware and Plywood (Contact No. 9212501390	29/10/2019	01/11/2019	2
Summer Training	for internship	Adani Agri Fresh Ltd. (124-2555101)	01/06/2019	31/07/2019	1
Summer Training	for internship	ADEERA Packaging Pvt. Ltd. (0 11-49626200)	01/06/2019	31/07/2019	1
Summer Training	for internship	Ahuja Associates (98103 00815)	01/06/2019	31/07/2019	1
Summer Training	for internship	AIESEC (01 1-43656500)	01/06/2019	31/07/2019	1
Summer Training	for internship	AIM India (99993 31698)	01/06/2019	31/07/2019	5
Summer Training	for internship	Airports Authority of India (011- 25652447)	01/06/2019	31/07/2019	2
Summer Training	for internship	AKG Plastics Private Limited (84487 93165)	01/06/2019	31/07/2019	1
Summer Training	for internship	AltaMedicos Techsolution s Pvt. Ltd. (011 2719 4043)	01/06/2019	31/07/2019	1
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 3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
EIU Vietnam	10/03/2020	Exchange of Information on Research and Educational programs, Exchange of information on Teaching, Learning	212

		material.	
The University of South Florida	12/02/2020	Joint Educational and research activities.	212
Cybernaut-Tech	19/12/2019	Training on Python Programming	37
Cybernaut-Tech	19/12/2019	Training on Information Security Ethical Hacking	28
ICT Academy	01/08/2019	Employability Skill Training	68
Internshala College Registration Agreement	13/07/2019	Internship and Training Partner	5
Cybernaut-Tech	10/06/2019	Training on Hybrid Application Development	180
Cybernaut-Tech	10/06/2019	Training on Data analytics and IoT using Python	148
Cybernaut-Tech	10/06/2019	Training on Advance Java	161
DUCAT	03/06/2019	Training on Digital Marketing	50
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3000000	3308098

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
LSease Rel 2.0	Partially	2.0	2005
SOUL 2.0	Fully	2,0	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	31305	Nill	1805	Nill	33110	Nill
Reference Books	4906	Nill	274	Nill	5180	Nill
e-Books	11042	Nill	Nill	Nill	11042	Nill
Journals	77	Nill	Nill	Nill	77	Nill
e-Journals	28	Nill	Nill	Nill	28	Nill
Digital Database	1	Nill	Nill	Nill	1	Nill
CD & Video	1496	Nill	Nill	Nill	1496	Nill
Library Automation	1	Nill	Nill	Nill	1	Nill
Weeding (hard & soft)	10179	Nill	820	Nill	10999	Nill
Others(specify)	415	Nill	Nill	Nill	415	Nill
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. Deepika Arora	Financial Modeling Lectures	YouTube	01/04/2020
Dr. Deepika Arora	Financial Management Lectures	YouTube	01/04/2020
Dr. Ramandeep Kaur	Applications of Data Mining(DWDM)	YouTube	20/03/2020
Dr. Ramandeep Kaur	Nearest Neighbour approaches(DWDM)	YouTube	23/03/2020
Mr. Ashish Kumar Nayyar	Dbms Transaction Serializability Lec1	YouTube	20/03/2020
Mr. Ashish Kumar Nayyar	Concurrent Schedule-Conflict View	YouTube	21/03/2020

	Serializability		
Mr. Ashish Kumar Nayyar	Concurreny Control Protocol -2 Phase Locking Technique Essentials	YouTube	23/03/2020
Mr. Ashish Kumar Nayyar	Types Of 2 Phase Locking Protocols Deadlock Detection, Prevention, Avoidance Techniques	YouTube	25/03/2020
Mr. Ashish Kumar Nayyar	Timestamp Ordering Protocol, And Thomas Write Rule	YouTube	28/03/2020
Mr. Ashish Kumar Nayyar	Database Recovery Techniques Explained	YouTube	29/03/2020

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	318	7	1	7	0	0	2	50	78
Added	0	0	0	0	0	0	0	0	2
Total	318	7	1	7	0	0	2	50	80

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
DELNET Membership	http://www.delnet.in
National Digital Library of India (NDL)	http://ndl.iitkgp.ac.in
E-Research Platform	http://www.eresearch.co.in
Knowledge Portal	http://iitmjanakpuri-sdc.com/

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites

| 300000 | 294420 | 6000000 | 6600162 |

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college has appointed several personnel for maintaining the infrastructure by way of building maintenance, transport, furniture and generator operator in case if the power shuts down. Separate Complaint registers were maintained for various services like electrical, plumbing, housekeeping etc. The people, who work here on maintenance of the college, will report regularly about the breakage of instruments and devices to the higher authority.For Computer Laboratories (Utilization and Maintenance) Institute of Information Technology Management has dedicated computer maintenance cell, which manages hardware and software of all the endpoint devices. IITM, all classrooms/seminar room/faculty rooms/office rooms, etc. have been provided with computers and other accessories and internet connections. Classrooms/Seminar rooms have overhead/slide projectors. The majority of Classrooms/Seminar rooms also have digital write boards for teaching. All faculty members and staff have been provided with PCs with internet connections. Maintenance of hardware is done on routine basis and especially before the commencement of the academic year a lab audit is conducted and a report on the requirement of new equipment, replacement of the old equipment and modernization of machines/software is prepared along with requirement of consumables, non-consumables as per the university guidelines to conduct experiments. Regular inspection of machines is organized. As a part of daily maintenance cleaning of the furniture chairs/benches/windows are done. In case of any damage to the projector or any other hardware device, a complaint is logged with exact status of the problem in the complaint register. Students and faculty members are provided separate login credentials to access the intranet and internet. Access to internet is provided in the lab even after college working hours. Apart from the regular lab classes, students are offered practice in programming languages by various value added courses which are under taken in the lab. Preventive maintenance and breakdown maintenance procedure is followed so as to ensure maximum availability of the systems in the lab. Installation of antivirus and firewall ensure that the software and system is secured. A daily status check on the hardware and software condition of the machines is undertaken and the same is noted in a register. This ensures that the problem is identified and rectified at an early stage itself. Breakdown maintenance wherein the system fails due to SMPS problem or boot failure is recorded in a register. If the problem is minor, the technical support staff of the lab will rectify it. For major failures, support from vendor is taken. Anticipating vendor support, UPS and major equipments have annual maintenance contract (AMC. Periodic maintenance is done by regular cleaning of the lab spaces, software updates and antivirus updates. The stock in the lab is verified for the available equipments and discarded equipments, by a meticulous stock verification process by faculty team from other department. Maintenance of Electrical and Electronic Equipments:- • Regular check-up of equipment is carried out at the end of every semester. • Breakdown register is maintained in the laboratories. • As per the requirement minor repairs are carried out by the lab assistants.

http://www.iitmjanakpuri.com/

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees

Financial Support from institution	Scholarship	5	208100
Financial Support from Other Sources			
a) National	Financial Assistance under EWS scheme, GGSIPU, New Delhi	4	267120
b)International	Merit-cum Means Linked Financial Assistance Scheme, Govt. of NCT Delhi	11	597950

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Trip to Manali	04/03/2020	70	IITM , Flip n Trip
Remedial Classes	11/04/2020	650	IITM
Workshop on Stock Exchange Basics (Finance club students)	21/02/2020	100	IITM
PTM (Even Semester)	10/02/2020	650	IITM
Resume Writing PI (Mr. Sunil Dua, Regional head, TIME)	16/01/2020	220	IITM Time
Workshop on Research Methodology- Major project briefing	09/01/2020	220	IITM
Elite Group Meeting	05/11/2019	60	IITM
Conclave on BRICS	02/11/2019	80	IITM
Corporate talk (Marketing, Finance and HR experts from industry)	22/10/2019	200	IITM
Student Seminar – BBA III	04/10/2019	120	IITM

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for	Number of benefited students by	Number of students who have passedin	Number of studentsp placed

		competitive examination	career counseling activities	the comp. exam	
2019	Pre-Placement Activities on Quantitative Techniques	85	Nill	Nill	Nill
2019	Aptitude	70	Nill	Nill	Nill
2019	Pre-Placement Activities on Quantitative Techniques	70	Nill	Nill	Nill
2019	Logical Reasoning	65	Nill	Nill	Nill
2019	Verbal	72	Nill	Nill	Nill
2019	Pre-Placement Activities on Quantitative Techniques	80	Nill	Nill	Nill
2019	Verbal	70	Nill	Nill	Nill
2019	Logical Reasoning	80	Nill	Nill	Nill
2019	Verbal	65	Nill	Nill	Nill
2019	On-line Mock Test	80	Nill	Nill	Nill

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
31	31	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
JK Technosoft Limited	44	3	Nagarro	36	Nill

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	7	BCA	Information Technology	City University in London, University of UK, Hong Kong University, Chandigarh University, LBSIM, BVIP	MCA, MSC
2020	13	BBA	Management	USMS GGSIPU,IGNOU,BVDU, University of Pune, Delhi School of Business, Palwal HR, MDU,VIPS	MBA
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
CAT	40
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Volley Ball ,Cricket ,Chess ,Table – Tennis ,Athletics ,Football ,Carrom ,Basket Ball ,Tug of War ,Short-Put	Intra College	115
View File		

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)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	Gold Medal GGSIPU ANNAUL SPOTRS MEET (Lawn Tennis)	National	1	Nill	41713701 718	Priyanka Aggarwal
2020	Silver	National	1	Nill		Ahaan

	Medal GGSIPU ANNAUL SPOTRS MEET (Athl etics)				613701717	Kumar
2019	Silver Medal GGSIPU ANNAUL SPOTRS MEET (Athl etics)	National	1	Nill	2421102017	MANISHA BISHT
2019	SELECTED IN NORTH ZONE (VOLL EYBALL WOMEN)	National	1	Nill	1421101717	BHARTI THAKRAL
2019	SELECTED IN ALL INDIA INTER UNIVERSITY (Athletics)	National	1	Nill	2421102017	MANISHA BISHT
			View File			

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

IITM has a very organized students' centric approach in every sphere. This not only increases the transparency at every step but also helps students gain more experience and explore new areas. The student committees are ably supported by the Staff members and Director. Various major academic and administrative bodies that have students' representatives in them are Industry Institute Partnership Centre (IIPC), Internal Quality Assurance Cell (IQAC), Cultural Committee, Sports Committee, Internware – Internship Cell, Canteen Committee, Entrepreneurship Development Cell, Canteen Committee, Anti-Ragging Committee more. Students actively participate as coordinators in IIPC thereby helping faculty coordinators to plan pre-placement activities in advance to broaden skills of students looking for placements support from college. Pre-placement activities like Aptitude Tests practice, Mock Interviews, Mock Group Discussions, Extempore, resume building exercises etc. are planned under the Pre-Placement wing of IIPC post understanding the exact needs of students and Industry. Internware – Internship Cell of IITM is managed totally by students under the guidance of Placement Cell. The Cell conducts workshops, Industrial Visits, Group Discussion Competitions etc. The biggest flagship event is Internship Fair conducted annually where students across Delhi/NCR are invited to participate and seek internship opportunities. Students' participation in IQAC helps the Institute understand general needs of students and maintain quality standards in all aspects of students' life at IITM. College constituted a sports committee that organizes Annual Sports meet every year for intra and Inter institutional sports events including cricket, Volleyball, Badminton, shot-put, Tug of war. Institute conducts its Annual Fest Fiesta every year around February which is coordinated by team of students in all departments ably supported by the Faculty Members. The Management IT Club of IITM aims at going beyond the classroom learning, promoting the creative instinct and

innovation thinking among students. These activities encourage students not only to learn to manage things on their own but also supplement their professional development in understanding the subjects involved with better clarity. Events of Management and IT Club includes various events such as Poster Making, Business Quiz , Group Discussion, Business Plan, Best out of waste, Corporate Talk , Resume Building, Just A Minute, Video Case study competition and Ad Mad etc. Due to onset of pandemic some of the events such as Digital Poster Making on Nature can Heal Itself, Digital Poster Making on Health Awareness, Pen Down a Note, Digital Poster Making competition on social Distancing -the Way Ahead, Article Writing Competition, Intra College Hindi poetry recitation competition, Intra College English poetry recitation competition, Digital Poster and Video Making Competition on "Ergonomics: Stay Fit While Working", Slogan writing competition, International Yoga Day and Virtual Farewell Party etc were held online. IITM publishes its Biannual Newsletter JIGYASA at the end of every semester. It showcases the events happenings, achievements, results, placements and is a truly kaleidoscopic view of the entire semester. PRAGYA is IITMs annual students' magazine which marks the culmination of all the academic activities of each year and laborious efforts of students find place in the pages of it.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni Association of Institute of Information Technology and Management (Regd.) has been formally registered with the Registrar of Societies Govt. of Delhi. Under Societies Registration Act XXI of 1860, (Registration no: S/ WEST/2011/8900163 dated 29th January 2011). IITM has a duly formed Alumni society namely "Institute of Information Technology Management Alumni Association" since Jan 29, 2011. It is active and duly functioning with following major objectives. • To promote cum foster beneficial interaction between the Alumni and the Alma Mater. • To undertake activities of nation building including those of charitable nature for overall betterment of society. • To facilitate and encourage alumni to contribute towards improvement in the areas pertaining to infrastructure, industry interactions with institute. • To generate corpus for creating better facilities for the institute community. • To assist students of the institute through grants, scholarships and prizes or any other area as found important. The Alumni Association has clear set of rules and regulations related to Membership, Subscription, Appeals, Termination of Membership, Re-Admission, General Body composition its meetings and functions, formation of Executive Committee its composition, election, tenure and functions which set the tone for smooth functioning of the association. Registered Office: D-29, Institutional Area, Janakpuri, New Delhi-110058 Tel: 28525051, 28525882, Fax: 28520239 Website: www.iitmipu.ac.in Official contact: alumni@iitmipu.ac.in Web link: http://www.iitmjanakpuri.com/alumni-association.php

5.4.2 – No. of enrolled Alumni:

231

5.4.3 – Alumni contribution during the year (in Rupees) :

231000

5.4.4 – Meetings/activities organized by Alumni Association :

Dec 7, 2019 – UG students Apr 6, 2019 – MCA students Feb 23, 2019 – MBA students

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

IITM encourages a culture of participative management by involving staff members in a number of administrative roles. The college promotes a culture of participative management at all levels of Institute operations and managed by committees constituted for academic and non-academic activities. Major committees comprise of teachers and students as well. The Institute has created a decentralized structure for decision making by way of constituting various committees for managing different functions of the college. The faculty and non-teaching staff is responsible for Institute time table, allocation of co-curricular work, organizing admission, looking after the welfare of students, preparing working guidelines for effective functioning of the Institute. Before the commencement of each academic session, Committees are formed under the guidance of the Director and they have freedom to formulate their plan and decide execution strategies. Activities and decisions of Committees are discussed in Committee meetings with Director as and when required. A report of yearly activities is presented to the Academic council at the end of the session. Department representatives on Academic Council interface at both levels conveying ideas back and forth and hence enabling decentralization, yet participatory management of Institute. There are 25 Committees and all faculty members are part of it. To demonstrate decentralization and participative management, we have attached a case study on working of a Committee. Internal Assessment of the college is handled by Examination Committee. Faculties are members and a senior teacher is coordinator. The evaluation process at Institute is comprised of internal assessment and end term examination. The Institute deems it necessary to ensure that students, parents and teachers are thoroughly aware of the evaluation process. The information process begins from Student Rule Book which provides detailed understanding on the evaluation process to prospective students and their parents. This include a systematic delineation of the evaluation process into Attendance and its minimum requirements, its component are External ,Internal Assessment comprising of Assignments, Presentations and Class Test. Preparation of internal examination date sheet in accordance with GGSIPU guidelines, invigilation duty chart, circulation of Instructions for paper setters, availability of award list to the evaluators and procurement of answer scripts are all done by the examination committee. The committee has full authority to penalize any students for indiscipline or indulging in using any unfair means during examination. All students are given back their test/ assignments and explained the marking process as well. At the end of each semester, the committee meets with Director to scrutinize if there are any discrepancies in marking or any gaps. The committee undertakes the task of putting up notices so that students can see them and point out if any discrepancies exist. This year due to onset of pandemic the online evaluation system introduced in the form of online project viva, internal practical viva, online assignments submission, online quizzes etc.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	IITM has to abide mandatorily by

	syllabus as prescribed by GGSIPU, the University of affiliation. However the Institution provides the students additional exposure beyond curricular boundaries through innovative add-ons. • The Institution also sends students for live training projects in all programs. • Business simulation workshops are conducted for MBA students which enabled them to work out on various management ideas in a virtual setting. • Application based projects are encouraged for skill enhancement. • Business news review presentations are also incorporated in curriculum of Management students. • Skill acquisition is facilitated for students through training programmes such as Tally, SPSS, Financial Modeling and Digital Marketing etc. • Courses enrichment is also achieved through student centric pedagogy to develop global competencies. • IITM continued enrichment and enhancement of curriculum provided by University by aligning it with professional • Qualities as demanded by industry in IT and Management disciplines respectively. • The curriculum is sought to be enriched with planned workshops aimed at enhancing quality of curriculum by making it more in tune with current state of art and industry orientation and hence increased employability. • Planned MOOCs are integrated into curriculum and conducted in every semester in a phased manner to enhance skills of students. • Skill based tools are taught as part of curriculum for all programmes.
Teaching and Learning	Formats of outcome based lesson plans, assessment rubrics for projects, presentations, assignments and internal examinations, outcome based question papers formats and lab manuals are reviewed and maintained for all programmes in academic session. Course exit surveys and program exit surveys are conducted. MOOC courses are made mandatory and conducted rigorously for IT as well as Management students through Spoken Tutorial. This is incorporated in time table of classes. Emphasis is laid on experiential learning. Students are trained to be lifelong learners. Teaching and learning is strictly monitored through feed forward and feedback systems, IQAC

	and PAC. Online Teaching-Learning is adopted at the end of the semester with the onset of pandemic. The no of online Teaching platforms such as GoTo Meeting, Zoom, and Google Meet etc. have been explored and used for online teaching purposes. Digitized devices penwalker, online white board and other software and devices are explored for teaching mathematics oriented subjects.
Examination and Evaluation	The institution has adopted outcome based assessment and redesigned evaluation formats and assessment rubrics for question papers, presentations, assignments, Business News Review Presentations, projects, term paper evaluation to bring about skills and outcome based assessment for all programs. Evaluation Scheme: Students are informed of following evaluation process at the beginning of semester: • Class Test: It will be of 40 marks with weight age of 10 marks. • Presentations: Weight-age of Class Presentations will be 5 marks. • Unit Test Assignments: Two Unit Tests Unit wise Assignments will be of 5 marks weightage. • Attendance: For attendance 5 marks will be awarded on pro-rata basis.
Research and Development	In order to enhance the quality and promote culture of research, IITM undertakes various research quality enhancement initiatives in terms of conducting National level conferences, seminars, workshops and inviting eminent resource persons from academia and corporate. In addition to this, it conducts research coursework for PhD scholars, guide PG and UG students on research projects, writing research papers and articles for journals at National and International level. Institute has received grants for seminars, conferences and Major Projects from organizations of repute like ICSSR, Unnat Bharat Abhiyan, MeitY, and DRDO etc. The research centre is fully functional with several in-house IT software development projects and research projects in both IT and Management going underway.
Library, ICT and Physical Infrastructure / Instrumentation	• In the year 2019-2020, 274 new titles and 1805 Volumes were added making it to the total of 33110 • The Library is subscribing to 36 National and International Journals and, 41

		Journals in exchange programme. • The library is procuring 11 Newspapers with 96 Copies and 22 Magazines in the year 2019-2020. • E-Resources: • CDs – 1496 • Online Journals - 28 • Database of Free E-Books – 120 • Subscribed E-Books - 6 • Subscribed to – DELNET • Database of E- Books through DELNET - 10916 • Software for University Libraries (SOUL 2.0) • Access to E-Journals: IT – 313, Management – 229 • Annual Reports – 80 Organizations, Total 283 • Kindle Unlimited • National Digital Library of India • E-Research Platform • National Digital Library of India, • e-Research Platform, • Central and Eastern European Online Library
	Human Resource Management	The institution has a faculty reward system which takes into account the feedback of Program Head, Dean, Student and research endeavors of faculty. A well designed faculty self-appraisal form is in place which is duly submitted by faculty members to the management after each academic session. Faculty interactions with top management are meticulously conducted in every discipline. Faculty suggestions for the betterment of the institution are also given a serious thought. Female faculty members are extended maternity leave with pay. There is a proposal to revisit leave policy and revamp faculty appraisal system. Faculties are also provided flexible timings to support their research endeavors or facilitate child care issues. Outstation faculties are supported for accommodation. Faculty development programs are conducted on a regular basis for management as well as IT faculty. This year also the institution extends second class AC train fare to faulty members for participation in outstation conferences. The academic on duty (OD) leaves of faculty have been doubled in order to support the affiliating university and the faculty alike. The Institute organizes Welfare recreational trip once during each academic session to develop a healthy informal relationships between the faculties and staff members. This helps them bond well and at the same time helps them to rejuvenate. Faculty have been provided support for working from home during pandemic.

Industry Interaction / Collaboration	1) InternWare – Internship Cell of IITM recently completed 3 years on Sep 26, 2020 and we celebrated in the form of "Fest'oWare" – with major events whole month catering to learning as well as entertainment. InternWare has made a good name for itself under GGSIPU affiliated colleges and slowly spreading its wing among other Universities too in the form of participation of students from Delhi University and other Private Universities across Delhi/NCR. The professional functioning and choice of events cum promotions is very unique and appreciated across the board. The cell is completely managed by team of students under the supervision of Manager – Training Placement. Major events organized by InternWare as of today : Leadership Talks – Episode 2 release – Oct 31, 2020 Webinar by Ms. Divya Shlokam (Freelancer) – How to use Linkd'n for job search and internships – Oct 22, 2020 Fest'oWare (3 years anniversary celebration) – Sep, 2020 Leadership Talks – Episode 1 release – Sep 19, 2020 Series of Corporate Webinars – May 2020 – Aug 2020 InternHunt 3.0 (virtual) – Apr 2020 GD Competition – Feb 22, 2020 HR Conclave – Jan 25, 2020 Industrial Visits – Aug – Nov 2019 InternHunt 2.0 – Internship Fair – Mar 9, 2019 Group Discussion Competition – Feb 16, 2019 Industrial Visit – Mother Dairy Plant – Jan 22, 2019 Industrial Visit – Bombay Stock Exchange – Jan 21, 2019 Selfie Contest – Aug 6, 2018 Industrial Visit – National Stock Exchange – Apr 16, 2018 Industrial Visit – Yakult Danone India – Apr 5, 2018 Visit – Parliament Museum – Mar 24, 2018 InternHunt 1.0 – Internship Fair – Feb 24, 2018 Workshop by Alankit Ltd. – Sep 26, 2017 2) HR CONCLAVE was organized for the very first time by IIPC (Industry Institute Partnership Centre) at IITM, Janakpuri on Jan 25, 2020. By leveraging the experiences and perspectives of pioneering professionals, it intended to facilitate the exchange of ideas and opinions on the dynamically changing role of Human Resources in the corporate world. HR Conclave 2020 is a platform for corporate leaders from diverse backgrounds to come together to interact and communicate their thoughts

	on the ever-evolving face of the Human Resources industry. HR conclave is basically for students benefit where experts from industry will guide them that what qualities a student should have in this competitive environment so that a company should hire him/her. 3) Series on LEADERSHIP TALKS has been initiated by IIPC in Sep, 2020 where we get to interact with Senior Leaders of the Industry and Academia in the form of Chat show. Two episodes have already been released on Youtube to great response. Episode 1 released on Sep 19, 2020 Episode 2 released on Oct 31, 2020 4) IIPC conducts its annual internship fair every year to support students for their internships. Due to Coronavirus pandemic this year, lockdown was imposed in March, 2020 due to which we had to cancel the planned event in March end. IIPC reacted quickly on this and converted the whole fair in online mode. This Virtual Internship Fair supported 500 students to secure internships of their choice.
Admission of Students	The admissions to various courses are governed by affiliating University GGSIPU. The institution on the other hand maintains the quality of programmes and applies for endorsement by quality accrediting bodies such as National Board of Accreditation for postgraduate programmes to improve admissions. Admissions in under graduate courses namely BBA, BCA and B.Com (Hons.) are conducted solely on the basis of merit through a Common Entrance Test (CET) conducted by the GGSIP University. The admissions in post graduate course MCA is on the basis of merit through NIMCET conducted by NTA and MBA is through CAT exam conducted by IIM. The University conducts centralized online counselling for all colleges affiliated with it. Students are required to choose their College/Institute during online counselling. In order to acknowledge and encourage brilliant academic performers the Institute awards Merit Scholarships to the students on the basis of their academic performance in University examinations.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details

Planning and Development	The execution of teaching various subjects is done by the way of lesson Plans which are made by each faculty before the initialisation of semester. Lesson plans are uploaded on Knowledge portal of the institute. A lesson plan is the instructor's road map of what students need to learn and how it will be done effectively during the class time. Actually, it is designed to appropriately evaluate learning activities and develop strategies to obtain feedback on student learning. Having a carefully constructed lesson plan for each lecture allows you to enter the classroom with more confidence and maximizes your chance of having a meaningful learning experience with your students. A successful lesson plan addresses and integrates three key components: • Learning Objectives • Learning activities • Assessment to check for student understanding A lesson plan provides you with a general outline of your teaching goals, learning objectives, and means to accomplish them, and is by no means exhaustive. A productive lesson is not one in which everything goes exactly as planned, but one in which both students and instructor learn from each other. In order to provide ease for students, the Institution provides the students with a 'Knowledge Portal' through which students can get the study material like Syllabus, Notes, Previous year question papers, Assignments, Question bank for each course along with monthly attendance of each and every student. A complete system is planned for online mode of teaching-learning, examination conduction and events conduction in the upcoming academics.
Administration	Daily attendance record is maintained by the way of subject faculty attendance register and along with it, the complete day attendance comprising of all lectures is marked in a separate register. Class Mentors keep the record of each student about their daily attendance. It is monitored through by SDC portal. And sent notification to parents of those students who have less attendance. e-TimeTrackLite is a enterprise grade web based software with robust features to simplify Time Attendance process and is maintained by enterprise Software solutions Lab

	private Limited (eSSL Security). It is a freely available software that is implemented in the institution to make the, time-table followed by the teachers and students. It adapts according to the organization and helps managers to track employee attendance accurately against the approved leaves allocated shifts. One can login by the providing the Name and allocated password to access the details.
Finance and Accounts	The entire finance and accounts related task are done by a software i.e Fee Ledger in Tally. This software comprises all the tasks which are related to managing accounts in an Institute. Institute promotes e-governance through automated the whole activities related to finance and accounts. Tally is the most popular Accounting software which is used for daily accounting, Balance sheet finalization. Entries for monthly salaries are passed through this software and salary is being prepared. It is used to maintain the ledges account, cash book, bank book for different accounts and to maintain the Students fee record enrolled in the institution.
Student Admission and Support	Admissions in the Institution is being taken from the Guru Gobind Singh Indraprastha University on the basis of merit through a Common Entrance Test (CET) conducted by the GGSIP University itself and National level exams for different courses. The students seeking admission needs to fill the application form on the University website which requires their personal information and the Exam category in which he/she wants to enroll. University conducted Common entrance test for all the courses and do the process in centralized way. All the process involved in admission of students will be done by university through it website. All the notification is uploaded on university website related to admission. Counselling is also done by university.
Examination	All the Internal Exams are handled by Internal Examination Committee. Whereas End Term exams are scheduled by university and managed by university itself. All the processes which are involved in examination is managed by university and uploaded on university

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Ms. Neha Sharma	Premier General Insurance Ltd.: Imperatives for Transformational Change	Review of Management	500
2019	Dr. Vikas Bharara	IL FS: A Sinking Ship?	Review of Management (Journal)	500
2019	Dr. Jyoti Bhambhani	Title A Study on Frauds in Indian Banking Sector: Causes and Identifying Preventive	IJRAR (International Journal)	1000
2019	Ms. Suruchi Kaushik	Paper Title Persons Identity Verification using Arduino Uno	International Journal of Engineering Research Technology (IJERT)	250
2020	Dr. Ruchi Kawatra	Paper Title Prediction of Educationists Performance using Regression Model	Bharati Vidyapeeths Institute of Computer Application and Mgmt (BVICAM)	250
2020	Dr. Rohit Kr. Yadav	DELBMRFS: Design of Efficient Load Balanced Multicast Routing Protocol for Wireless Mobile Ad-hoc Network Based on Fibonacci Sequence Approach	Springer	500
2020	Dr. Rohit Kr. Yadav	Title Artificial	IJEAT (International	250

Year						
		Intelligence and its Application in Various Fields	Journal of Engineering and Advanced Technology)			
2020	Mr. Munna Pandey	Title Artificial Intelligence and its Application in Various Fields	IJEAT (International Journal of Engineering and Advanced Technology)			250
2020	Dr. Renu Choudhary	Digitization of Education System Post Covid 19: Implication and Challenges of a new normal.	Alochana Chakra Journal			250
2020	Dr. Renu Choudhary	Title Research on Volatility Pattern of BSE BANKEX Index BSE SENSEX Index using Exponential weighted moving Average Modl	International Journal of Innovative Technology and Exploring Engineering (IJITEE)			500

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	ICETIT-2019	NA	21/06/2019	22/06/2019	45	Nill
2019	Seminar on Amazon Web Services(AWS) And Cloud Computing	NA	13/09/2019	13/09/2019	45	Nill
2019	Workshop on Internet of Things	NA	24/09/2019	24/09/2019	45	Nill
2019	Seminar on Information Security Ethical	NA	25/09/2019	25/09/2019	45	Nill

2019	Seminar on Block Chain Technology	NA	05/10/2019	05/10/2019	45	Nill
2019	Introduction to Python Programming	NA	16/12/2019	18/12/2019	42	Nill
2020	Five days FDP titled "Image Processing Using Matlab"	NA	31/12/2019	04/01/2020	45	Nill
2020	Lecture on Soft Skill training – Resume Writing and PI	NA	16/01/2020	16/01/2020	45	Nill
2020	Guest Lecture on Design your Destiny	NA	21/01/2020	21/01/2020	45	Nill

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
ICETIT-2019	45	21/06/2019	22/06/2019	2
Conference on Emerging Trend in Information Technology	2	01/08/2019	02/08/2019	2
Seminar on Amazon Web Services(AWS) And Cloud Computing	45	13/09/2019	13/09/2019	1
Workshop on Internet of Things	45	24/09/2019	24/09/2019	1
Seminar on Information Security Ethical Hacking	45	25/09/2019	25/09/2019	1

Seminar on Block Chain Technology	45	05/10/2019	05/10/2019	1
IBM Session on AI/Tech Data	1	16/10/2019	16/10/2019	1
Conference of Central Govt. Library Association: Equitable excess to Govt. Information and Data	2	17/10/2019	19/10/2019	3
Conference of Challenges and Opportunities in Social Sciences, Humanities Business Mgmt.	1	01/11/2019	01/11/2019	1
FDP on Data Analysis using Jamovi	1	09/11/2019	09/11/2019	1
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
67	14	21	21

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
• • Group Insurance facility-Faculty members have the group insurance provision as per the government norms and the institute regularly pays the premium on their behalf • Duty Leave for attending Seminars, Conferences and Workshops.-For encouraging the faculty towards research and development, the management permits the employees to attend national and international conferences, seminar, and workshops by sanctioning them duty leave and rewarding them for their	• Group Insurance facility-Staff members have the group insurance provision as per the government norms and the institute regularly pays the premium on their behalf • Leave for FDP-faculty members staff can apply for leaves to attend Faculty Development / Training Program • Pure Drinking R.O. Water- R.O plants are installed at all the coolers available in the college for providing pure and safe drinking water to the staff and students • Well maintained personal office furniture- The	Scholarship Scheme for Students Welfare

research work. • Leave for FDP- faculty members staff can apply for leaves to attend Faculty Development / Training Program • Eco-Friendly campus-The institution has eco-friendly environment with least air pollution. The green trees provide fresh air to breathe in. • Hygienic working environment- The institution ensures hygienic working environment with a provision of hygienic sanitation for both staff and students. • Incentive for publication of papers / research articles- Institute provides financial incentive for publication of research papers to promote research culture. It also announces best researcher award annually • Family Get – together- Institute organizes recreational trips and host lunch for employees and their family members • Yoga Meditatio n Classes - To promote the holistic health of employees , institute regularly organizes yoga classes and meditation sessions • Well maintained personal office furniture- The management regularly upgrades the office furniture as per the changing needs. The faculty staff room is totally renovated recently as per the needs of the hour • Pure Drinking R.O. Water- R.O plants are installed at all the coolers available in the college for providing pure and safe drinking water to the staff and students • Work from home facility for teachers during pandemic

management regularly upgrades the office furniture as per the changing needs. The faculty staff room is totally renovated recently as per the needs of the hour • Yoga Meditatio n Classes - To promote the holistic health of employees , institute regularly organizes yoga classes and meditation sessions • Eco-Friendly campus-The institution has eco-friendly environment with least air pollution. The green trees provide fresh air to breathe in. • Family Get – together- Institute organizes recreational trips and host lunch for employees and their family members • Hygienic working environment- The institution ensures hygienic working environment with a provision of hygienic sanitation for both staff and students. • Flexible working hours to upgrade their qualification and skills.• Group Insurance facility-Staff members have the group insurance provision as per the government norms and the institute regularly pays the premium on their behalf • Leave for FDP- faculty members staff can apply for leaves to attend Faculty Development / Training Program • Pure Drinking R.O. Water- R.O plants are installed at all the coolers available in the college for providing pure and safe drinking water to the staff and students • Well maintained personal office furniture- The management regularly

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6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institution has a pre-defined mechanism for internal and external audit. Internal audit committee comprises of Director, IITM along with HOD and One Senior Faculty (Chartered Accountant). The Institute bears overheads on the following: 1) Academic Expenses: Printing and stationery expenses, financial support for attending FDP/ workshop/ research paper in journals, honorarium to guests speakers. etc. 2) Administrative Expenses: Maintenance expenditure, technical and other infrastructural expenses. 3) Library Expenses: Purchases of new books. To incur any of expenses stated above, the Institute has a well-defined procedure. For academic expenses, concerned faculty has to get prior approval from the concerned HOD followed by the approval of Director. Administrative expenses are approved by the Director after receiving request from concerned department. For procurement of books, the librarian has to get approval from respective programme coordinators followed by approval of Director. Senior faculty member of internal audit committee audits all expenses quarterly and submits the Internal Audit Report duly signed by all members to Board of Management. External audit of Institute is subjective statutory audit for every financial year. External audit is conducted by registered chartered account firm. The income expenditure statement and balance sheet of Society are prepared for each financial year and submitted to Income Tax department by

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Platifi Solutions Private Limited, Lushy days Pvt Ltd	60000	Conference
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6.4.3 – Total corpus fund generated

15146339

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	University AAA	Yes	IQAC
Administrative	Yes	University AAA	Yes	IQAC

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

• PTM (September 18, 2019) • PTM (February10, 2020) • NAAC Interaction (February 26, 2020) • Organized Parents Teacher Meet on 10 October 2019 and 22 February 2020 • Organized Orientation Day Programme for P.G Course on 16-23 August, 2019 • Organized Industrial Visit for P.G. Course on 28 February 2020 • Organized Parents Teacher Meet on 18 October, 2019 • Organized Parents Teacher Meet on 25 February , 2020 • Parents Teacher Meet (14.09.2019, 02.11.2019 and 15.02.2020) • Industrial Visit (14.11.2019 and 21.01.2020)

6.5.3 – Development programmes for support staff (at least three)

A suitable teacher for karmacharis is hired by the institute.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

• Enhanced ICT infrastructure to support E learning. • Developed and institutionalized a uniform and comprehensive mechanism for Online Teaching Learning process. Introduced enhanced modes of online teaching and online implementation of extra-curricular and co-curricular activities. • Developed Online Examination Process for conduction of Internal Examinations for all programmes. Developed online mode for conduction and evaluation of presentations, Assignments, Tutorials, Projects, Viva Voce and Internal Practical Examinations. • Established Skill Enhancement Cell and devised skill enhancement initiatives for all programmes. • Developed knowledge capacity building for graduates and post graduates through free webinar series. • Strengthened the Social Media Committee to increase the visibility of the Institute by building a compelling story for the college. Laid down mechanisms to step up Brand Building of the Institution and augmented it by a regular monitoring system. • Developed Online Code of Conduct. • Conducted Online Events pertaining to research through departmental webinars as well as awareness events such as leadership talks related to placemenst and internships. • Internships and placements were conducted in online mode. • IQAC made it mandatory for faculty members to provide recorded lectures to students

to facilitate their learning in online mode. • IQAC made several endeavors to uphold the spirit of regular classes, events and all college activities by meticulously adopting to online modes of conduction and facilitating regular teaching learning and evaluation process through online mode.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	Yes
d)NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Case Study compendium has been collated for all subjects of Odd Semester for MBA program work is in progress for even semester	11/03/2019	01/07/2019	30/06/2020	55
2019	Four Companies have been approached to build industry partnership with for providing consultancy	18/11/2019	01/07/2019	30/06/2020	1421
2019	A MDP on " Applied Econometrics using Time Series and E Views" was conducted	20/12/2019	20/12/2019	21/12/2019	44
2019	Several Colleges in Bhutan have been approached with a proposal for an International Exchange Program	18/11/2019	01/07/2019	30/06/2020	1421

2019	Guidelines for upcoming events from Annual Event Planner have been discussed to map the events to skill based learning outcome and experimental learning approach	18/11/2019	01/07/2019	30/06/2020	1421
2019	Centre of Excellence " AI experience Centre" has been set up	30/11/2019	30/11/2019	31/12/2020	500
2020	The Institute is accredited with A grade in NAAC cycle 2 with a score of 3.07	26/02/2020	26/02/2020	27/02/2020	1502

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Members from Brahma kumari family gathered in the college to celebrate Raksha Bandhan	10/08/2019	10/08/2019	103	50
Workshop on "Stress Management"	23/10/2019	25/10/2019	100	110
Lecture on Family Planning and Personal Hygiene	29/10/2019	29/10/2019	80	10
Guest lecture on "Gender	06/11/2019	06/11/2019	110	120

Equality"				
Guest lecture on "Maintaining a Healthy Work Life Balance"	22/01/2020	22/01/2020	120	120
Guest Lecture on Self Defense	06/03/2020	06/03/2020	150	50
International Women's Day Celebration	08/03/2020	08/03/2020	45	20

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
4.85

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	Yes	1
Ramp/Rails	Yes	1
Braille Software/facilities	Yes	Nill
Rest Rooms	Yes	1
Scribes for examination	Yes	Nill
Special skill development for differently abled students	Yes	1
Any other similar facility	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	48	48	01/08/2019	1	Knoldus	(Pool Campus) Interaction Networking with Industry	117
2019	48	48	13/08/2019	1	SAP LABS (Online Test)	(Pool Campus) Interaction Networking with	107

2019	48	48	08/08/2019	2	Deloitte	(Pool Campus) Interaction Networking with Industry	166
2019	48	48	24/08/2019	1	Jaro Education	(Pool Campus) Interaction Networking with Industry	125
2020	48	48	13/09/2020	1	British Telecom	(Pool Campus) Interaction Networking with Industry	420
2020	48	48	21/09/2019	3	Capgemini	(Pool Campus) Interaction Networking with Industry	506
2019	48	48	25/06/2019	2	IBM	(Pool Campus) Interaction Networking with Industry	438
2019	48	48	27/09/2019	1	S.M. Technology	(Pool Campus) Interaction Networking with Industry	169
2019	48	48	07/11/2019	2	Wipro Ltd.	(Pool Campus) Interaction Networking with Industry	265
2019	48	48	14/11/2019	1	JLL India	(Pool Campus) Interaction Networking with Industry	43

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)

Student Guide	Nill	Student rulebook under process

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Unnat Bharat Abhiyan Tour Alliance with Ekal Santhan	14/06/2019	16/06/2019	8
CSR Initiatives for Under-privileged	02/08/2019	31/12/2019	22
Raksha Bandhan Celebration	10/08/2019	10/08/2019	150
Independence Day	14/08/2019	14/08/2019	900
One Student One tree	31/08/2019	31/08/2019	50
Teacher's Day Celebration	05/09/2019	05/09/2019	300
Blood Donation Camp	19/09/2019	19/09/2019	140
Contribution to the Indian Association for the Blind (IAB)	09/09/2019	18/09/2019	1500
Skit on Adequate Water for All	21/11/2019	21/11/2019	80
Cloth Donation	10/09/2019	21/09/2019	800
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. E- Waste awareness and Collection drive 2. Rally on awareness against Single use plastic 3. Seminar on Water Conservation and Water Security 4. Swatchhta Pledge Taking Ceremony 5. Various poster making and Public speaking competitions conducted to spread awareness among the students

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Industry Institute Partnership Cell (IIPC) The IITM Industry Institute Partnership Cell (IIPC) enhances the relationship between the Institute and Industry. This cell identifies the industrial expectation and promotes institutional preparation for meeting industrial needs by facilitating internships, seminars, workshops, placements and various other industrial training programs. Industry Institute partnership also reflects in equipping faculty to latest practices and makes the students industry-ready by providing exposure to current industry practices. It helps students to hone their skills to adapt to changing technologies. The primary focus of IIPC is to interact with major companies across different industries to establish partnership in near future. The Central T P Cell is committed to meet the career objectives of students and cater to the Human Resource needs of Organizations interested in conducting campus interviews for placements of students passing out from IITM. Responsibilities of Manager – Training Placement (Placements) 1. Manager –

Training Placement is to assist the Director in networking and relationship building of the Institute through: (a) Institute – Industry Relationship Management (b) Summer Training Placement (c) Public Relations including Media Management 2. He shall be the ex-officio Convener of the Placement Committee. 3. While discharging the above functions, the Manager has to : - Maintain comprehensive database of companies who regularly recruit Management Computer professionals at graduate and postgraduate level. - Establishing contacts with HR personnel of companies for summer training final placements of the students. - Develop strategies for achieving maximum placement of IITM students. - Maintain database of prospective students to be placed for summer training and final placement. - Develop and effective communication system with the students for quick dissemination of information during working and off hours. - Prepare the Placement Brochure for each batch to be placed and circulate it among the prospective recruiters. - Provide specific inputs in terms of technical/soft skills to the students and faculty in charge for trainings. - Interact with students to understand their aspirations and match with these with the company's expectations. 4. Responsibilities of Programme Director (Training Development) - Programme Director of the respective programme must plan the pre-placement activities well in advance for their respective courses. - Aptitude test training must start in second semester for all programmes. - Programme Directors of PG courses and final year in UG courses must maintain the pre-placement support files including the detailed Job Descriptions (JD) of all the placement opportunity provided to the students for their respective courses. - Programme Director must work in close coordination with Manager – Training Placement to understand more details about the expectations of the company other than mentioned in JD's. - Programme Directors should also identify the serious and non-serious students from their respective batches in consultation with different stakeholders. They should pay attention to the performance of non-serious students especially. 5. InternWare is an excellent educational and career focused student cell which aims at connecting companies and startups to the enthusiastic students so that they get relevant experience in their desired field. InternWare aspires at manifesting the latent entrepreneurial spirit of young students by hosting various workshops, speaker sessions, innovative quizzes and competitions. The cell provides the students the necessary resources such as mentorship, consultancy, network and support. Web-link: http://www.iitmjanakpuri.com/iipc.php 2. Outcome based Education OUTCOME-BASED TEACHING – LEARNING IQAC introduced Outcome-based Teaching – Learning and the institution adopted the same in an incremental manner till it is institutionalized. The procedures introduced in support of outcome based education included Outcome based lesson plans new format, assessment rubrics for projects, presentations, assignments, internal examination question paper formats and lab manuals amongst others. The lesson plans are developed afresh by incorporating course objectives, course outcomes and mapping of course outcomes with program outcomes. Student learning assessment framework is laid down in lesson plans which includes course outcome wise learning assessment tools, performance target and proficiency measurement basis. Lecture wise objectives and lecture outcomes are included. Learning outcomes are being evaluated through continuous and comprehensive evaluation and rubrics. All the aforementioned formats as well as assessments are implemented, put to practice for initial application and then reviewed by IQAC for efficacy revisions through constitution of revision panels. The outcome based formats are extended to all post graduate and under graduate programmes in both the disciplines of IT and Management. Question papers and Examination answer sheets have been redesigned to accommodate outcome based assessment. IQAC continuously strengthened framework of Outcome Based Education. The IQAC continues to assess achievement of learning outcomes through continuous and comprehensive evaluation and rubrics which are periodically updated as per industry and academic requirements. Skill based internal feedback analysis of the students

is performed to unearth bottlenecks and strengths of each individual student. Additionally, average skills lacking in students are identified and necessary interventions are made to impart those skills in forthcoming academic sessions. Feedback is also revamped by IQAC to include course exit surveys, program exit surveys, faculty feedback, alumni feedback, parents feedback and employer feedback. The Institution has created a facility of Knowledge Portal for content management with 24 x 7 accesses to students and faculty. 100 digitized study material is made available to students through knowledge portal in all subjects. The Program Administration Committee (PAC) which plays a vital role for the new students and stake holders of the college. This committee comprising of director, academic coordinators, Program directors and class mentors maintains the profile of students. All students are benefitted from this committee at the entry level and departure level. With the collaboration of PAC and placement (career) guidance cell, institute helps students cope with educational, social, economic and professional problems etc. Comprehensive Continuous Evaluation to assess the professional and personal growth of the students is carried out through fortnightly presentations, unit and midterm tests, group discussions, regular attendance and punctuality. To equip students with requisite competencies and capabilities relevant for global environment, students are encouraged to build up their subject wise glossary of the must know concepts. The success of the quality assurance strategy promoted by IQAC is evident from the fact that MCA programme conducted by the institution is accredited by National Board of Accreditation in the year 2015. The Institution applied for NBA accreditation of its MBA programme and adopted the outcome based education rigorously to the said programme. 3. Step Towards Complete Digitization: In addition to the above with the onset of pandemic the Institute ensured sustenance of teaching learning process by conducting online classes through Go To Meeting, Cisco Webex, Zoom, Google Meet etc., online elite group meeting, virtual induction programme, online events, webinars, online workshops, online research paper presentation, telephonic mock interviews, MCQ based online Quizzes for students and providing recorded lectures to students. Besides these summer Internship viva and project presentations are also conducted in online mode. Faculties have also taken online remedial classes for weaker students. A comprehensive system of evaluation is developed for facilitating conduction of online assessments and examinations including theory, practical, projects, term papers etc. In a nut shell it is ensured to upkeep the spirit of regular classes, events and all college activities by meticulously adopting to online modes of conduction and facilitating regular teaching learning and evaluation process through online mode. 4. Skill Enhancement Cell, an initiative of the institute aims at providing developing multifaceted skills among budding managers so as to develop the right approach, attitude and skills among students with an intention to meet the industry requirements. These contribute to the holistic development of students and sharpen their skills that further assist them in their placement and success in the corporate world. This Cell conducts detailed webinar series for the development of students on topics such as Dealing with Uncertainties : Success Mantra, Seven Mantras for Success in Today's Corporate World, Life Lifestyle, Communication Skills – All about U' n I', Power of Influence and Power Seminar (Panel Discussion) on "Strategies and Skills Required During Post Covid- 19", Powerful Mantras for Success, I am Enough! How to Let Go of Bad Habits, Voice-Assistants: A New Companion of Digital Natives, Building Powerful, Passionate and Resilient Leadership Traits for the VUCA World, Future of Management Education, Making Your Dreams Come True, Creative and Critical Thinking Skills, Unmask Your Potential and GEAR UP your Academic Success.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://www.iitmjanakpuri.com/iipc.php

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Institutional distinctiveness lies in its efforts to achieve its dictum of nurturing excellence. The institution constantly strives to become a Centre of Excellence by creating a conducive organizational environment with adequate infrastructure the Institution's internal quality assurance cell supports quality management and sustenance through sound policies and progressive strategies. Institute supports overall development of students, promotes a learning environment that delivers employable students with strong analytical mind, thinking ability, entrepreneurial and organizational skills required in a dynamic professional environment, helps foster strategic alliance with industry for applied research besides inculcating ethical, social and moral values amongst students to transform them into distinctive professionals. The following are a few of the many initiatives taken to nurture excellence in students: • The institutional adopts Outcome-Based Teaching – Learning. • Skill based internal feedback analysis of students is performed to unearth bottlenecks and strengths of each individual student. A comprehensive feedback system which includes course exit surveys, program exit surveys, faculty feedback, alumni feedback, parent's feedback and employer feedback is in place. • Institute focuses on providing experiential learning to students to foster technical, intellectual and professional skills of students in a phased manner in relevant disciplines. • Institute moves towards complete digitization: In addition to above with onset of pandemic Institute ensured sustenance of teaching learning process by conducting online classes through Go To Meeting, Cisco Webex, Zoom, Google Meet etc., online elite group meeting, virtual induction programme, online events, webinars, online workshops, online research paper presentation, telephonic mock interviews, MCQ based online Quizzes for students and providing recorded lectures to students. Besides this summer Internship viva and project presentations are also conducted in online mode. Faculties have also taken online remedial classes for weaker students. A comprehensive system of evaluation is developed for facilitating conduction of online assessments and examinations including theory, practical, projects, term papers etc. The institute ensured to uphold the spirit of regular classes, events and all college activities by meticulously adopting to online modes of conduction and facilitating regular teaching learning and evaluation process through online mode. • Skill Enhancement Cell, is yet another initiative of institute which aims at providing developing multifaceted skills among budding managers so as to develop right approach, attitude and skills among students with an intention to meet industry requirements. These contribute towards holistic development of students and sharpen their skills that further assist them in their placement and success in corporate world. This Cell conducts detailed webinar series for development of students on topics such as Dealing with Uncertainties, Building Powerful, Passionate and Resilient Leadership Traits for the VUCA World, Creative and Critical Thinking Skills etc. All aforementioned elements of institution work as well-oiled machinery to nurture excellence and promote value based quality education in contemporary areas of management and IT.

Provide the weblink of the institution
http://www.iitmjanakpuri.com/aboutus.php

8.Future Plans of Actions for Next Academic Year

The plan of the institution for next year is to equip the students with critical thinking skills, enhance their capacity building and transform them into skilled professionals to increase their employability and meet the modern job market

demands while simultaneously contributing towards Research Development. The emphasis will be on vertical expansion in terms of promotion and sustenance of quality education by enhancing campus infrastructure, infrastructure for education, research, that nurtures innovation and entrepreneurship, linkages with industry and society, and investment in facilities to enable state of the art research. This shall be realized through expanded infrastructure for various activities such as: In Academics Institute Plans to: ? To achieve NBA accreditation for MBA program. ? Develop more smart class rooms with State-of-Art facilities. ? Increase use of more LCD and Laptops in teaching and learning. ? Promote extensive use of online Teaching and Learning resources (INFLIBNET). ? Develop MoUs for Student Exchange Programmes. ? Focus on building skills among students in a phased manner with the help of a well established skill enhancement cell. ? To further refine the existing online Teaching Learning and Evaluation Framework. ? Develop online mode of conduction of all Co Curricular and Extra Curricular activities as applicable. ? To refine and develop a comprehensive online administrative system to facilitate online conduction of all events, activities, tasks and processes. ? The purpose is to have fool proof parallel online system to take over whenever required so that the transition from offline to online modes of college functioning as well as vice versa is smooth. ? To facilitate effective measures for achieving internships and placements in the online mode. In Research and Development Institute Plans to: ? Promote Brand Building of the Institute in a planned manner. ? Improve educational linkages in terms of more MoUs with premier institutions and take up collaborative research projects. ? Promote participation of staff members in FDPs like refreshers and orientation programmes. ? Promote publication in indexed research journals. ? Promote faculty members to have Major/Minor projects. ? Conduct more International Level Conferences and Workshops. ? Promote participation in International conferences/seminars/workshops/symposium. ? Make the institute a centre of excellence for a research area in Information Technology supporting Nation's vision. In Community Engagement the institute Plans for: ? More tie-ups with NGOs. ? Adoption of more Villages ? Assisting government and local bodies in Community projects.