



## YEARLY STATUS REPORT - 2021-2022

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	Institute of Information Technology & Management
• Name of the Head of the institution	Prof.(Dr.) Rachita Rana
• Designation	Director
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01128525882
• Mobile no	9891113744
• Registered e-mail	director@iitmipu.ac.in
• Alternate e-mail	iqac@iitmipu.ac.in
• Address	Institute of Information Technology & Management D-29, Institutional Area, Janakpuri
• City/Town	New Delhi
• State/UT	New Delhi
• Pin Code	110058
<b>2.Institutional status</b>	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	<b>Self-financing</b>				
• Name of the Affiliating University	<b>Guru Gobind Singh Indraprastha University, Delhi</b>				
• Name of the IQAC Coordinator	<b>Prof (Dr.) Vandana Raghava</b>				
• Phone No.	<b>01128525882</b>				
• Alternate phone No.	<b>01128525882</b>				
• Mobile	<b>9910205775</b>				
• IQAC e-mail address	<b>iqac@iitmipu.ac.in</b>				
• Alternate Email address	<b>vandana.raghava@iitmipu.ac.in</b>				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://www.iitmjanakpuri.com/aboutus_new/upload/minutes/aqar_2020_2021.pdf">https://www.iitmjanakpuri.com/aboutus_new/upload/minutes/aqar_2020_2021.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.iitmjanakpuri.com/academics/images/ac.pdf">https://www.iitmjanakpuri.com/academics/images/ac.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>2.58</b>	<b>2014</b>	<b>10/12/2014</b>	<b>09/12/2019</b>
<b>Cycle 2</b>	<b>A</b>	<b>3.07</b>	<b>2020</b>	<b>11/03/2020</b>	<b>10/03/2025</b>
<b>6.Date of Establishment of IQAC</b>			<b>05/03/2013</b>		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>Nil</b>	<b>Nil</b>	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			<b>Yes</b>		

<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>
<b>9.No. of IQAC meetings held during the year</b>	<b>2</b>
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>	
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
<ul style="list-style-type: none"> <li>• Conducted Internal Conference on Role of ICT in Management and Business: Practices, Trends and Prospects (ICRIMB 2022)</li> </ul>	
<ul style="list-style-type: none"> <li>• Conducted a Faculty Development Program on "Emergence of Block chain Technology and Cryptocurrencies".</li> </ul>	
<ul style="list-style-type: none"> <li>• Conducted National Education Summit -2021 (Envisioning the Reforms in Higher Education in regard to NEP- 2020)</li> </ul>	
<ul style="list-style-type: none"> <li>• The IQAC focused on improving placements by provided training to students on new skills of email writing, telephonic interviews, basic etiquettes of online interviews etc. The Institute strives to achieve 9 - IIPC Team trained students on new skills of email writing, telephonic interviews, basic etiquettes of online interviews etc. Created Skill Enhancement Weekly Planner (Expert Lectures organized to enhance the communication skills of the students) and Conducted Series of expert sessions organized by eminent resource persons from reputed institutes on leadership, interview skills, resilience, etc. Many new and big names (recruiters) added to our panel of recruiters this year. Few examples are PwC India, Archer &amp; Bull, City Union Bank, AU Small Finance Bank etc.</li> </ul>	
<ul style="list-style-type: none"> <li>• IQAC conducted a series of webinars on Artificial Intelligence</li> </ul>	

Techniques, Content Based Image Retrieval and Its Application, Blockchain, Security with Machine Learning, Image Processing with Machine Learning, Robotics Automation - Skill A Thon, Hack overflow (Ethical Hacking), Cyber Security as a Career. Workshops on Machine Learning Using Python and on Modern Web Technology (MEAN STACK) as well as Expert Lectures on How to use WEKA Software and Business Intelligence Using WEKA for IT and management students. Other workshops include How to register for MOOCs, Personal Branding, Stock Market Basics and Virtual Stock Market, Six Parallel Thinking Hats, Union Budget, Advanced Excel, Life Skills for Improving Employability.

## 12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
<p>To focus on improving 21st century skills of students for improving their employability in terms of quantity and quality. To Create company specific pre-placement support and create and implement skill Enhancement Planner.</p>	<p>The institute achieved placement percentage of 90-98% for 4 courses (MBA, BBA, BCA &amp; B. Com (H)) in the academic session 2021-22 (for students who opted for placements support from the college). Series of expert sessions organized by eminent resource persons from reputed institutes on leadership, interview skills, resilience, etc. Conducted National Education Summit -2021 (Envisioning the Reforms in Higher Education in regard to NEP-2020)</p>
<p>IQAC focuses on equipping students with knowledge of AI and other recently popular technologies.</p>	<p>IQAC conducted a series of webinars on Artificial Intelligence Techniques, Content Based Image Retrieval and Its Application, Blockchain, Security with Machine Learning, Image Processing with Machine Learning, Robotics Automation - Skill A Thon, Hack overflow (Ethical Hacking), Cyber Security as a Career. Workshops on Machine Learning Using Python and on Modern Web Technology</p>

	(MEAN STACK) as well as Expert Lectures on How to use WEKA Software and Business Intelligence Using WEKA for IT and management students.
IQAC plans to conduct International Conference on importance of ICT in Management.	IQAC Conducted International Conference on "Role of ICT in Management and Business: Practices, Trends and Prospects (ICRIMB 2022)".
To Conduct a Faculty Development Program on Important technology prevalent in the industry of relevance to faculty from all departments.	IQAC Conducted an FDP on "Emergence of Block chain Technology and Cryptocurrencies".
IQAC plans to add new and big names (recruiters) existing panel of recruiters this year.	IIPC included new recruiters such as PwC India, Archer & Bull, City Union Bank, AU Small Finance Bank etc to name a few.
IQAC plans to conduct National Level competitions in co-curricular and extra-curricular activities.	The Institute Conducted several National Level extracurricular events such as Inter College Online Gaming Event - BGMI and Chess, National Level Coding Competition, Inter College Chess Competition, National Level Hindi Poetry Recitation Competition, National Level Singing Competition, Project Exhibition Cum Competition, Intra-College Debate Competition.
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
<b>Name</b>	<b>Date of meeting(s)</b>
<b>Board of Management Meeting</b>	<b>17/09/2022</b>

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2022	24/02/2022

**15. Multidisciplinary / interdisciplinary****1. Vision/Plan of institution to transform itself into a Holistic Multidisciplinary Institution**

Institute has already laid down its road map w.r.t emerging technological area, NSS , curriculum as per NEP will multi entry exit, emphasis on ability enhancement , academic flexibility and hybrid learning. The Institute promotes & has a holistic and multidisciplinary education approach by allowing students of all programs to run at IITM. Communication, presentation, discussion, debate, research already been implemented at PG and UG Level to emphasized on Multidisciplinary approach. To foster strategic alliance with industry for emerging areas and holistic development.

The Institute has a well established

- Technology development Centre SDC,
- AI experience centre which is a centre for frontier area of research and an IIPC which acts as Centre for Industry-Academic Linkage,
- Institute shall set up a centre for interdisciplinary Research including humanities and social sciences research.
- Institute will develop, support, and fund for topic-centered clubs and activities organized by students with the help of faculty and other experts as needed, in the area
- The Institute has already established a skill enhancement cell for this purpose of developing 21st century skills in students.
- All students will be exposed to art & design thinking to improve their creativity in solving problems along with science, technology, engineering, and mathematics.

Eventually STEAM with experimental learning and research based internship will be our objective.

**2. Institutional approach towards the integration of humanities and science with STEM**

Students as per curriculum based on NEP have academic flexibility.

University introduces discipline specific elective subjects, interdisciplinary subjects and students can choose any elective and MOOC course of their preferred interest area from swayam portal or any other online educational platform approved by the UGC / regulatory body from as mentioned in revised syllabus GGIPU 2021-22.

3. Institution offer flexible and innovative curricula that includes credit-based courses and projects

Due to NEP, the recent syllabus has been modified with effect from 2021-2022. Choice Based Credit System provides a convenient at the same time effective teaching-learning platform wherein the student or knowledge seeker has the flexibility to select courses from the prescribed courses comprising core, elective, Minor/ Major Projects, NUES, NSS, skill enhancement, ability enhancement MOOC courses and projects in the areas of community engagement and service, environmental education, and value - based towards the attainment of a holistic and multidisciplinary education

4. Institutional plan for offering a multidisciplinary flexible curriculum that enables multiple entry and exits at the end of 1st, 2nd and 3rd years of undergraduate education.

As an Affiliated Institute and as per the new revised syllabus, students have the flexibility to leave a course after completing a year or two and get the corresponding certification. Students can exit after one year with a certificate, after two years with a diploma and a Bachelor's degree after three years and Bachelor's with research after 4 years as per the GGSIPU curriculum. For instance, if a student leaves a course of four-year duration after one year they will get a certificate, for finishing it in two, they will get a diploma as per the GGSIPU curriculum.

5. Institutional plans to engage in more multidisciplinary research endeavours

Institute focus on various live projects at bachelor & PG level at various courses like MBA, BBA, B.COM (Hons). Like Summer Internships / Live Industry Projects. Industry mentor leads the process with internal guide who acts as mentor to equip the student with necessary skills. Institute has number of committees and group activities which gives equal opportunities to student to participate irrespective of their heterogeneity in economic status and social background in order to maintain equity and this insists a feeling of social-inclusion. Institute also promotes social outreach through various committees like community-service and environment committee

which addresses the society pressing issues and challenges.

**6. Good practice/s of the institution to promote Multidisciplinary / interdisciplinary approach**

University has revised the syllabus in 2021 as per NEP guidelines which includes interdisciplinary and discipline specific elective subjects in each course. To promote this, university assigned credits to these subjects. Being an affiliated college, Institute abide the university NEP after adaption and recommended guidelines.

**16.Academic bank of credits (ABC):**

1. Initiatives taken by the institution to fulfill the requirement of Academic bank of credits as proposed in NEP 2020.

The students of GGSIPU and Affiliated colleges are in process of registering the students under Academic Credit Bank.

**17.Skill development:**

1. Institution pertaining to the Skill development in view of NEP 2020.

University has revised the syllabus in 2021 as per NEP guidelines which includes various skill enhancement and ability enhancement elements. Being an affiliated college, Institute abide the university NEP after adaption and recommended guidelines.

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

1. Strategy and details regarding the integration of the Indian Knowledge system (teaching in Indian Language, culture etc,) into the curriculum.

The curriculum is designed by university and affiliated colleges follow the curriculum.

2. Institutions plans to train its faculties to provide the classroom delivery in bilingual mode.



During faculty meetings it is deliberated upon that some students find it easier to understand concepts in Hindi or a mix of Hindi and English. It is therefore observed that at times it may be required to teach in Hindi if need be.

3. Details of the degree courses taught in Indian languages and bilingually in the institution.

All degree courses are taught in Hindi as well as English to facilitate students of all backgrounds, although mode of instruction is English. The faculty members at their end take care that all students are able to follow what is being taught.

4. Efforts of the institution to preserve and promote the following: Indian languages, Indian ancient traditional knowledge, Indian Arts, Indian Culture and traditions

Indian languages, arts, culture and tradition are preserved and promoted through cultural committee, event management committee, by observance of major festivals of India, Ethnic Day and the like.

5. Good Practice/s of the institution pertaining to the appropriate integration of Indian Knowledge system

The Institute is an affiliated college of GGSIPU and is regulated by the university curriculum, policies, procedures and guidelines. Any such procedures can be implemented only through university regulation.

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

1. Institutional initiatives to transform its curriculum towards Outcome based Education (OBE)

The curriculum is outcome based where program outcomes and program educational outcomes for each program as well as course outcomes for each course under the program are clearly defined by the Affiliating University GGSIPU. Further the same is incorporated in the lesson plans, assignments and evaluation rubrics of each course while implementing the curriculum.

2. Efforts made by the institution to capture the Outcome based education in teaching and learning practices

IITM adopts Outcome-based Teaching -Learning by inducing several procedures such as Outcome based lesson plans, assessment rubrics for projects, presentations, assignments, internal examination question paper and answer sheet formats, assessment rubrics and lab manuals amongst others all of which are implemented, put to practice for initial application and then periodically reviewed by institutional Internal quality assurance cell (IQAC) for efficacy revisions as per industry and academic requirements through constitution of revision panels.

3. Describe any good practice/s of the institution pertaining to the OBE in view of NEP 2020

- Outcome based lesson plans are used across all programs.
- Assignments, internal exam question papers, are outcome based across all programs.

**20.Distance education/online education:**

Not Applicable.

## Extended Profile

### 1.Programme

1.1  
Number of courses offered by the institution across all programs during the year

5

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1  
Number of students during the year

1643

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2  
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

286

File Description	Documents
Data Template	<a href="#">View File</a>
2.3	523
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	69
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	86
Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	22
Total number of Classrooms and Seminar halls	
4.2	61749618
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	318
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

### 1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institute has adopted the curriculum of GGSIPU, implementing the FY with academic flexibility. Allocation of subjects is made by Academic Coordination Committee taking into consideration expertise, preferences & feedback. Lesson plans are prepared for each subject including unit-wise details of topics, subtopics, number of hours allocated to each topic, details of books, enrichments incorporated, teaching methodology adopted and schedule of relevant assignments. Program Administration Committee comprising of Program Coordinators' (PC's) & Mentors who along with faculty members initiate development & deployment of action plans for implementation of curriculum. Monthly Syllabus coverage form is filled by faculty & a separate form is filled by class representative, examined by PC's to ensure course coverage & take necessary action if required. Institute maintains & implements various instruments (AC-1 & AC3) to monitor effective & time bound teaching practices. AC-3 Performa is filled on weekly basis by faculties mentioning no. of classes planned & actual classes taken which is then duly reviewed & signed by PC to avoid schedule deviations. IQAC monitors quality of pedagogy periodically. There is a comprehensive feedback & feed forward mechanism taking inputs from various stakeholders i.e. used to enhance curriculum enrichment, impart skills, & enhance ability so that outcomes are achieved.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://iitmjanakpuri.com/upload/academic/criteria%201.1.1_merged.pdf">https://iitmjanakpuri.com/upload/academic/criteria%201.1.1_merged.pdf</a>

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

IITM prepares its institutional calendar within framework of proposed Academic Calendar (AC) provided by university, planning events, activities, class tests, holidays, semester end term exams etc. It comprises of semester, system. AC is planned prior to commencement of each semester by Director in consultation with HoDs keeping in view total teaching days available & minimum teaching hours required as per University regulations. Lesson plan compendium is prepared which includes lesson plans for all theory, practical subjects for all semesters of a particular program containing

comprehensive details of unit-wise topics, subtopics & the number of hours allocated to enable effective delivery by faculty. It also includes the details of books, enrichments incorporated & teaching methodology adopted for a particular topic & the schedule of assignments related to topics. The Institutional Academic Calendar, Lesson Plans and Datasheets for internal examinations (Theory & Practical) are displayed on Institute's Website, Knowledge Portal, notice boards & to all HODs, Program Coordinators, Class Mentors, students and faculty members. Class timetables are framed in accordance with academic calendar. Actual dates for teaching-learning, conduction of internal exams, Project Viva & End Term Exams are incorporated in Academic calendar.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://iitmjanakpuri.com/upload/academic/criteria%201.1.2.pdf">https://iitmjanakpuri.com/upload/academic/criteria%201.1.2.pdf</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.**

**Academic council/BoS of Affiliating University**

**Setting of question papers for UG/PG programs**

**Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**

**Assessment /evaluation process of the affiliating University**

**C. Any 2 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

5

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

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

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

50

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

1391

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

## 1.3 - Curriculum Enrichment

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

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in the Curriculum by organizing and conducting various activities. The institution has Internal Complaints Committee (ICC) which deals with

the Gender sensitization workshop, seminar etc. For environment and sustainability related concerns institution has Environment Committee which undertakes various activities for environment protection like Spoil your love ones with care Paperless painting, Webinar on Hazardous Effects of E-Waste on the Environment, No Smoking Day go green and brush less painting on world Environment day. Institution also has Community Service Committee which takes care of human values by doing community services and encouraging students and staff to participate in the initiatives. Institution also has a Community Service Committee which takes care of human values by doing community services and encouraging students and staff to participate in the initiatives. Following are the initiatives taken by community service committee- Inter College Poster Making Competition, Report on Inter college Poster Making Competition, Blood Donation Camp- A Social Initiative, Clothes Donation Camp & Seminar on Importance of Personal Hygiene. Overall institution is profoundly dedicated towards Ethical and environmental issues and society welfare.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

12

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

1270

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

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

**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="https://iitmjanakpuri.com/upload/academic/feedback%202021_merged.pdf">https://iitmjanakpuri.com/upload/academic/feedback%202021_merged.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	<a href="#">View File</a>



### 1.4.2 - Feedback process of the Institution may be classified as follows

### C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://iitmjanakpuri.com/upload/academic/feedback%202021_merged.pdf">https://iitmjanakpuri.com/upload/academic/feedback%202021_merged.pdf</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of students admitted during the year

636

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

#### 2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

##### 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

137

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

For academics we categorize students maintaining confidentiality as A+, A, B, C, D based on their previous academic record. The grading is for the purpose of identifying the knowledge & skills of

students. It also facilitates to develop and plan additional help for weaker category students to bring them at par with the rest of the class and other hand take of advanced learners by providing them more inputs suiting their knowledge and skills. Additionally the grading also helps monitor the continuous performance of the student throughout the program .This grading serves as guideline for the faculty to plan their lectures and analyze the specific needs of the students before commencement of teaching program. The Institution has an Elite Club which comprises of student members who are advanced learners (A+ and A category). The club is headed by a Faculty Coordinator. Program coordinator regularly conduct meetings with the class mentors regarding progress of their mentees and are responsible to identify weak students who scored less than 50% marks in their internals. The Institute also makes arrangement of special remedial classes for slow learners and weak students. Pedagogy also ensures the lectures delivered cater to needs of heterogeneity in intellectual evolution.

File Description	Documents
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/criteria%202.2.1%20proof%20(elite,%20remedial).pdf">https://iitmjanakpuri.com/upload/academic/criteria%202.2.1%20proof%20(elite,%20remedial).pdf</a>
Upload any additional information	<a href="#">View File</a>

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1643	86

File Description	Documents
Any additional information	<a href="#">View File</a>

## 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The Institution follows a 'Process oriented student centric learning approach' for effective student progression. The deliverables as inputs are in form of case studies, projects, interactive approach, assignments, labs, analytics tools, MOOCs through SWAYAM/NPTEL. This has been an integral part of the system and procedures of our

Institution. This approach resulted into a distinctive percentage of students progressing to higher education and later to employment eventually. The atmosphere of the Institution has always encouraged studies, interaction of students and faculty with eminent personalities, and exposure to industry & various academic areas. Consequently, students are encouraged to progress towards higher studies and employment. Students actively take part in various committees. At the time of admission to the Institute each student is asked to give their preferences as student coordinators and member of the committees towards any two committees of their choice. Courses enrichments are also done in order to develop global competencies through the student centric pedagogy.

Students are encouraged on continuous basis with interactive, thought provoking application-based pedagogy, Business (IT and Management) quiz, Management games, case studies, etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/criteria%202.3.1%20merged.pdf">https://iitmjanakpuri.com/upload/academic/criteria%202.3.1%20merged.pdf</a>

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

There have been continuous efforts to promote and upgrade the use of ICT and technology. All classrooms are equipped with LCD projectors and digitization of lecture notes, question banks and assignments are done by the faculty and made available to the students for their academic support. All students are required to make subject wise power point presentations to inculcate confidence and make apt use of technology. There is a 1:1 student - computer ratio. The Institute provides its students a central computing facility and broadband Internet connection, printer, scanner and photocopier. The institute provides its PG students a Virtual Library. The institute provides its students, access to Online Journals. Microsoft Teams is the standardized platform for teaching. In order to have global exposure faculty also use hybrid and blended pedagogy

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

29

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

69

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

27

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

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

#### 2.4.3.1 - Total experience of full-time teachers

657

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

The Institute uses both direct & indirect methods of assessment of students. Various modes of assessment are as follows-

**Internal Tests:** In each semester, Unit tests & Class Tests are conducted as per schedule prescribed by Institute.

**Evaluation Scheme:** For MBA, The Class Test (Mid Term Exam) of 40 marks with weightage of 10 marks is taken. Weightage of Class Presentations will be 5 marks. Four Unit Tests & Unit wise Assignments of 5 marks weightage are taken. For attendance 5 marks will be awarded on pro-rata basis. For NUES-General Proficiency/ Personality Development: 50 marks, Analysis & Interpretation using Statistical Tools: 30 marks, Class Activities & Class Assessment: 50 marks

For BBA, BCOM (H)& BCA

Class Test of 30 marks with weightage of 10 marks taken.

Fortnightly Class Presentations will be 20 marks with weightage of 5 marks.

Four Unit Tests & Unit wise Assignments will be of 5 marks weightage.

For attendance 5 marks will be awarded on pro-rata basis.

For NUES -

BBA and B Com (H) - Personality Development/General Awareness: 50 marks, Class/College Activities & Class Assessment: 30 marks, Quiz/Self-Assessment: 20 marks.

BCA - Viva-Voce: 50 marks, General Proficiency: 30 marks and Aptitude: 20 marks

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/criteria%202.5.1.pdf">https://iitmjanakpuri.com/upload/academic/criteria%202.5.1.pdf</a>

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

Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient. The Institute maintains complete transparency in the evaluation and to provide platform for redressal of grievance of students regarding internal examination and its evaluation respectively. A mechanism is prepared by Examination Department of IITM for any type of student's grievances about examinations. Institute helps students for seeking of answer scripts with reassessment and re-counting of marks.

During internal Examinations, if any student finds discrepancy in question, e.g. given answer options are not correct, data given in question is insufficient or options are repeated, out-of syllabus questions students may report it as invalid question. Committee at University takes cognizance and resolves the grievance.

The faculty evaluates the papers within a week of conduction of test. The evaluated answer sheets are shown to students in class and faculty undertakes individual grievances with a student on the paper if required by the student. At the end of the semester the average

marks of both the unit-tests is calculated and verified with the students. If any discrepancies are reported by the students, then they are resolved by the faculty immediately.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/criteria%202.5.2.pdf">https://iitmjanakpuri.com/upload/academic/criteria%202.5.2.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Vision & Mission statements, POs are published and disseminated to all stakeholders through Institute's Website, Institute's Knowledge Portal, Student Guide (Rules and Guidelines issued on orientation day) and Lesson Plans compendium. Lesson plan include mapping of course outcomes and programme outcomes. Stakeholders involvement is ensured through continuous interactive process. Even the new curriculum and syllabus laid down the CO and type of attributes on GGSIPU website. Not only awareness of Pos and Cos are ensured, methodology to assess is also clear:

### DIRECT ASSESSMENT

1. Curricular Activities (Academic)
  1. Direct Assessment Tools
    1. Mid Semester Exam (at institute level)
    2. Written Assignments
    3. Subject Presentations
    4. Class Unit-Test
    5. University End-Term Exam

### INDIRECT ASSESSMENT

1. Co-curricular Activities
  1. Pre-Placement Activities (Mock Interviews, Group Discussions, Aptitude Tests)
  2. Personality Development Exercises

**3. Guest Lectures/Workshops/Seminar/Conference****4. MOOCs****Course Exit Survey/Employer Survey**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.iitmjanakpuri.com/course/mba.php">https://www.iitmjanakpuri.com/course/mba.php</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The Vision and Mission statements define the purpose and direction of the Institute. The Program Educational Objectives (PEOs) and POs are based on the vision and mission of the Institute aligned with GGSIPU. To attain the POs, the activities are divided into three categories, i.e. Curricular Activities (Academic), Co-curricular Activities & Extra-curricular Activities beyond this entrepreneurial mindset, NSS, NCC etc. For conducting these three types of activities, the processes involved are also divided into three categories, these are, Pre-preparation, Delivery, Evaluation and Review. The Evaluation and Review is done through direct and indirect tools. Stakeholders are involved at different levels and their inputs and feedback is collected and taken into cognizance.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://iitmjanakpuri.com/upload/academic/criteria%202.6.2.pdf">https://iitmjanakpuri.com/upload/academic/criteria%202.6.2.pdf</a>

**2.6.3 - Pass percentage of Students during the year****2.6.3.1 - Total number of final year students who passed the university examination during the year**

523



File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="https://iitmjanakpuri.com/upload/academic/Annual%20Report%202021-22.pdf">https://iitmjanakpuri.com/upload/academic/Annual%20Report%202021-22.pdf</a>

## 2.7 - Student Satisfaction Survey

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

<https://iitmjanakpuri.com/upload/academic/Student%20Satisfaction%20Survey.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

**3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**

**3.1.2.1 - Number of teachers recognized as research guides**

0

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

## 3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Institution has setup Artificial Intelligence Experience Centre, an initiative to promote Artificial Intelligence and innovations in Information Technology. AI Experience Centre focuses on training students and familiarising them with emerging technologies like Python programming, AI, Machine Learning, Deep Learning, Data Analytics, IoT, Robotics, Block chain and related technologies. AI Experience centre organises several activities and events to promote knowledge transfer in Information Technology like-

- Webinar on Artificial Intelligence Techniques
- Webinar on Demystifying Block chain
- National Level Coding Competition in 3 rounds of screening, preliminary, and final
- Webinar on Security with Machine Learning
- Webinar on Image Processing with Machine Learning
- Project Exhibition Cum Competition

- Robotics Automation - Skill A Thon
- Webinar on Hack overflow (Ethical Hacking)
- Webinar on Cyber Security as a Career
- Webinar on Introduction to AI
- Webinar on IT Jobs in Japan
- Expert Lecture on How to use WEKA Software
- Marico Centre for Women empowerment Inaugurated in IITM Implemented by ICT Academy
- Workshop on Machine Learning Using Python

Institution has taken membership ICT Academy which organizes knowledge-based events and lectures from time to time. Institution's Entrepreneurship Cell also promotes new ideas of students by supporting and guiding them to become entrepreneurs. MOOC courses are also provided to students from Coursera and Swayam platforms.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/Criteria%203.2.1.pdf">https://iitmjanakpuri.com/upload/academic/Criteria%203.2.1.pdf</a>

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

#### 3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

93

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

#### 3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

17

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

#### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

25

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Cloth donation & distribution campaign - "Giving Week" and blood donation camp were organized to sensitize students on the importance and need of being socially responsible & help needy people. A

seminar on the importance of Personal Hygiene was organized to sensitize students on the importance of maintaining personal hygiene during the menstrual cycle. A number of inter-college poster making competitions were organized to create awareness regarding the role any individual plays in catering services to the society.

File Description	Documents
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/criteria%203.4.1,3.4.3,3.4.4.pdf">https://iitmjanakpuri.com/upload/academic/criteria%203.4.1,3.4.3,3.4.4.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

#### 3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

### 3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year

#### 3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

3

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

### 3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

#### 3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

696

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

#### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

##### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

1

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

#### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

### 3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The Institute provides state-of-the-art facilities which encompass prime infrastructure with air conditioners, LCD projector-based classroom teaching facilities, Wi-Fi facility, Research Centre and a library with e-Journals facility etc. Skills are efficiently disseminated through trainings and academic partnerships by all departments. Institute has been conscientiously making progressive changes to infrastructure to ensure academic growth. The campus provides a pleasant and intellectually stimulating ambience. Institute has been built on self-owned land (0.78 acres). As per AICTE norms, 10.4 sq.mt per student is approved (standard for) land norms vis-a-vis student. Lecture theatres are over and above number dictated by AICTE's norms and are well equipped with sophisticated audio-visual aids, LCD projection systems and advanced presentation tools to augment interactive learning.

The Institute houses a centrally air-conditioned well-equipped auditorium with modern multimedia facility and approximately 250 seating capacity. The auditorium provides a platform to students, faculty members and corporates for conducting varied co-curricular and extra-curricular events including seminars, quizzes and guest lectures. Power backup is facilitated by 125 KW sound proof generator. A 20 KW solar power plant was installed as supplementary power source and is functional. The Institute's knowledge portal enables staff and students to retrieve any relevant information

online at any time.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/4.1.1.pdf">https://iitmjanakpuri.com/upload/academic/4.1.1.pdf</a>

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

The college has facilities for sports & games and cultural activities. The College, periodically books Delhi Development Authority (DDA) playgrounds for Inter-College and University level sports, as well as Annual Sports Meet. On the other hand, Institute also has a reimbursement policy in which students reimburse amount paid for any sporting activities. On College campus, there is a portable badminton court, a well-equipped gym, and a yoga center. The institute also has a separate girls' and boys' common room for indoor games.

Students of IITM are permitted to participate in various cultural activities inside and outside campus. To provide a platform for creative expression and to promote extra - curricular activities among students, IITM has divided its cultural committee further various categories such as Incubus (Dance society), Royals of Punjab (Folk Dance society), Engravers (Music society) and Parindey (Dramatics society). College teams are formed to take part in state level and University level competitions such as "Anugoonj" and other intercollegiate competitions. Students are sent to other colleges for intercollegiate competitions. Institute has well-equipped state of art auditorium for organizing annual functions and cultural events. Students won various medals and brought laurels to Institute.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/4.1.2%20merged.pdf">https://iitmjanakpuri.com/upload/academic/4.1.2%20merged.pdf</a>

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



**LMS, etc.**

22

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/template%204.1.3.xlsx">https://iitmjanakpuri.com/upload/academic/template%204.1.3.xlsx</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

**4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)****4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

1918358

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource****4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

IITM Library is housed in the college premises on Second Floor, which was constructed in 1999 retaining ambience of its heritage structure and making it energy efficient. Library is fully automated with all its subsystems having air conditioned Reading Room and Wi-Fi.

Library Automation was started with purchase of College Edition of LSEase (Rel.5.0) on Pentium bases Server under Windows NT/2000 with 10,000 Collection (Unique Records) and Windows OPAC Clients (For

Search and Retrieval of Information by Library Users) on Two Terminals on LAN in 2005 and started creating database of its holdings.

Library at present is using 'Software for University Libraries 2.0 (SOUL 2.0), a State of the Art Integrated Library Management Software designed on MS-SQL and MySQL Platforms. Major Features and Functionalities of the SOUL 2.0 are:

- Compliant to International Standards such as MARC 21, AACR-2, MARCXML.
- High Versatile and User-Friendly OPAC with simple and advanced search. OPAC Users can export their search results into PDF, MS Excel and MARCXML format.
- Client-Server based Architecture, User-Friendly interface that does not require extensive training.

Supports ground-level practical requirements of the libraries such as Stock Verification, Book Bank, Vigorous Maintenance functions, Transaction Level, Enhanced Security etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://iitmjanakpuri.com/upload/academic/4.2.1.pdf">https://iitmjanakpuri.com/upload/academic/4.2.1.pdf</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources** B. Any 3 of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

16.63

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)

##### 4.2.4.1 - Number of teachers and students using library per day over last one year

27

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

#### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Institution has designated a separate team of in-house staff and faculty members to take care of the IT & related needs of the campus such as Software Development, Hardware & Networking, Website designing & hosting, Email solutions, SMS solutions, etc. All the records of hardware and software are maintained meticulously by the assigned people. The enrichment of hardware and software in terms of configuration, number, and technology is done on yearly basis. The institute has more than 13 Wi-Fi hotspots with extenders provided to cover the wireless range throughout the college. All computers in the campus are connected to the internet ,also surplus Ethernet ports are provided for laptops or other devices in need of internet connectivity. The entire campus has Wi-Fi connectivity and speed of the internet connectivity is 50 Mbps provided by Reliance.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/4.3.1%20merged.pdf">https://iitmjanakpuri.com/upload/academic/4.3.1%20merged.pdf</a>

#### 4.3.2 - Number of Computers

318

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

##### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

8140216

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

IITM has two libraries well-stocked and fully computerized with latest editions of books diverse in management and Information Technology by eminent authors to cater the requirements of faculty and students. IITM Library has its Library Committee to facilitate communications among library staff, faculty and students regarding availability and use of Library resources.

Sports Committee is responsible for maintaining sports facilities. The sports convener purchases essential sports articles. Sports equipment is kept in boys' and girls' common rooms and is available for student use under supervision of Sports Committee.

The College periodically books Delhi Development Authority (DDA) playgrounds for Inter-College and University level sports, as well as the Annual Sports Meet. Institute also has a reimbursement policy in which students are reimbursed amount paid for any sporting activities. There is a portable badminton court, well-equipped gym, and yoga center as well as girls' and boys' common rooms for indoor games.

The institute has six computer labs including one language lab equipped with 330 PCs with latest hardware. All PCs have latest Operating systems and other software like SPSS, Tally ERP etc. pre-installed for students and faculty's assistance. The institute has over 22 classrooms equipped with WIFI facility and LCD Projectors.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/Criteria%204.4.2%20Final.pdf">https://iitmjanakpuri.com/upload/academic/Criteria%204.4.2%20Final.pdf</a>

**STUDENT SUPPORT AND PROGRESSION****5.1 - Student Support****5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

48

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

**5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year****5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

48

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills  
Language and communication skills Life skills  
(Yoga, physical fitness, health and hygiene)  
ICT/computing skills**

**A. All of the above**

File Description	Documents
Link to Institutional website	<a href="https://www.iitmjanakpuri.com/events/events.php#guest">https://www.iitmjanakpuri.com/events/events.php#guest</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

2895

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

2895

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

215

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

18

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

#### 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)



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

16

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

## 5.3 - Student Participation and Activities

### 5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

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

3

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

Institute of Information Technology & Management (IITM) has a very organized students' centric approach in every sphere. Each student is a part of atleast two committees. Students participate actively

in co-curricular activities, extra-curricular activities and all major support functions for the smooth functioning of Institute. Majority of events are student driven. The student committees are supported by the Staff 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)
- Internware - Internship Cell
- Canteen Committee
- Entrepreneurship Development Cell
- Anti-Ragging Committee
- Internal Complaints Committee
- Grievance Redressal Committee
- Proctorial Board

Students actively participate as coordinators in Industry Institute Partnership Centre (IIPC) thereby helping faculty coordinators to plan pre-placement activities. Internware - Internship Cell of IITM is managed totally by students under the guidance of Placement Cell (IIPC). The biggest flagship event Internship Fair is conducted annually by students. Students' participation in Internal Quality Assurance Cell (IQAC) helps Institute understand general needs of students and maintain quality standards in all aspects of students' life at IITM.

PRAGYA is IITM's annual students' magazine, Annual Fest - Fiesta, Management Fest Management Sapiens and Tech Fest Techno Sapiens are organized and coordinated by students.

File Description	Documents
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/5.3.2.pdf">https://iitmjanakpuri.com/upload/academic/5.3.2.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

## 5.4 - Alumni Engagement

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

IITM has a duly formed Alumni Association namely "Institute of Information Technology & Management Alumni Association" since Jan 29, 2011. It is registered with the Registrar of Societies, Govt. of Delhi under Societies Registration Act XXI of 1860 (Registration Number S/WEST/2011/8900163).

IITM Alumni Association is working actively with major objective of encouraging alumni to contribute towards improvement in the areas pertaining to infrastructure, industry interactions with Institute.

- Alumni Association facilitates experienced Alumni's visit to Institution, interaction with students, inputs for curriculum development, etc.
- Alumni are invited regularly to mentor junior batches under the umbrella of Corporate Mentorship concept.
- Infrastructural resources have been upgraded in the past converting MBA classrooms to Smart Classes as per the feedback of Alumni.
- Library Resources are regularly updated as per recommendations from Alumni in terms of new books purchased and added in the Library collection.
- Top performers in the area of Cultural Activities are rewarded by the Alumni Association every year.
- Top performers in the area of Sports are rewarded by the Alumni Association every year.

File Description	Documents
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/5.4.1%20alumni%20talk_merged.pdf">https://iitmjanakpuri.com/upload/academic/5.4.1%20alumni%20talk_merged.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### 5.4.2 - Alumni contribution during the year (INR in Lakhs) A. ? 5Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

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

To achieve Institute mission, management always encourages open exchange of views at various levels in hierarchy. Feedback of all stakeholders is taken for effective and sustainable decision making and policy formulation. Open Door policy is important feature of the Institute. Formal and informal interaction of staff members and students with Chairman and Director is encouraged. Academic Advisory council controls functioning of Institute. Director and two teacher representatives from Institute are on Academic Advisory Council which recommends changes if required in functioning of Institute to achieve its vision and mission. Director meets faculty members and Head of Departments in faculty meetings to discuss and resolve any issue. Interaction with students is a continuous process. Elite club meetings are unique feature of this Institute wherein Chairman and Director meet with elite students to motivate them to sustain and improve their performance. Class representative meeting with the class mentors is organized to discuss issues and to seek feedback about various aspects of class functioning.

Faculty is encouraged to attend seminars, workshops, conferences. They are motivated to apply for Research projects under government research organizations to carry out research in and off campus.

The computer labs and Library are regularly updated with latest facilities.

File Description	Documents
Paste link for additional information	<a href="https://www.iitmjanakpuri.com/aboutus_new/aboutus.php#vision">https://www.iitmjanakpuri.com/aboutus_new/aboutus.php#vision</a>
Upload any additional information	<a href="#">View File</a>

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

IITM supports participative management by involving teaching and non-teaching staff to carry out academics and administrative task. The institute practices decentralization in the form of constituting various committees to take care of effective implementation of Institute operations.

It has constituted committees for Co-curricular, Extra-curricular, Administrative, student care, Publication, Infrastructure and maintenance activities. Students are also part of these committees. These committees are formed by the Director in discussion with HoDs and senior faculty members of the Institute. Committees are given full freedom to chalk out list of activities performed by the committee. Activities and decisions of Committees are discussed in Committee meetings with Director as and when required. A yearly report of all the committees is submitted to the Director by the committed coordinator. Director of the Institute presents an annual report in the Academic Advisory Council meeting at the end of session and their suggestions and recommendations are incorporated in the next years planning. To demonstrate decentralization and participative management, we have attached a case study on working of a committee.

Internal assessment of the students is handled by Examination Committee. Continuous evaluation, uploading students' attendance every month has helped in improving student regularity and performance.

File Description	Documents
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/Committee%20List%202021-22.pdf">https://iitmjanakpuri.com/upload/academic/Committee%20List%202021-22.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

One of its broad-based goals in sync with its vision and mission is to ensure and enhance Educational Excellence for which Institute adopted outcome-based education.

The Outcome-based Education (OBE) is implemented in PG courses as follows:

#### Step 1: Defining Outcomes

PEO, PO, PSO and CO. Course Outcomes (CO) are defined for all courses and Program Outcomes (PO)/Program Specific Outcomes (PSO) are measured for all programs in the institution.

#### Step 2: Measure CO attainment

Each evaluation tool is mapped to a particular Course outcome (CO) or an action verb in bloom's

taxonomy and further each verb is mapped to a particular CO.

#### Internal Assessment metrics

Once the marks of each student in internal and final tests and other internal evaluation metrics are entered the CO attainment is measured for each class.

#### Step 3: Measure PO attainment

Thereafter the program outcome is measured by using a CO-PO matrix. Once the weightage and mapping of the CO-PO is over the program outcome is evaluated.

#### Step 4: Programme Educational Objectives (PEO) and Graduate Attribute (GA) attainment

Program Educational Objective (PEO) and Graduate Attribute (GA) performance is calculated using PO-PEO matrix and PO-GA matrix.

The OBE is extended to undergraduate programs as well.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/6.2.1%20merged.pdf">https://iitmjanakpuri.com/upload/academic/6.2.1%20merged.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The Governing Body monitors implementation of institutional strategic plan. Governing body designs and executes Short-term, Long-term plans integrating findings of SWOT analysis and recommendations from stakeholders. The Board of Management or Academic Advisory Council controls and recommends changes required in functioning of Institute to achieve its vision and mission. Director coordinates all activities of the Institute. Director is also ex-officio secretary of academic council. The IQAC of the Institute takes directives from Board and by undertaking several quality initiatives ensures implementation of the same. IQAC is responsible for defining objectives, creating robust principles, frameworks, systems and processes besides formulation of action plans, to reinforce culture of excellence. Additionally, Director conducts meetings with program administration committees and various other committee heads for effective and sustainable decision making and policy formulation.

The Institute has a well-defined organizational structure comprising of a team of Deputy Director (Academic Coordination), HODs, IQAC Coordinator, Examination In-charge, Chief Proctor, Training & Placement Officer, Accountant, Librarian, Administration Officer and Senior Technical Assistant which provides assistance and reports to Director by coordinating all functions of Institute. Recruitment of teaching, non-teaching staff is planned at end of every academic year as per the requirements of next academic year.

File Description	Documents
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/BO M_AGENDA_2022_Minutes.pdf">https://iitmjanakpuri.com/upload/academic/BO M_AGENDA_2022_Minutes.pdf</a>
Link to Organogram of the institution webpage	<a href="https://iitmjanakpuri.com/upload/academic/In stitute%20Organogram.pdf">https://iitmjanakpuri.com/upload/academic/In stitute%20Organogram.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

A. All of the above

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

## 6.3 - Faculty Empowerment Strategies

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

**Group Insurance Facility-**Faculty members have group insurance provision as per the

government norms and institute regularly pay the premium.

**Duty Leave -**For encouraging the faculty towards research and development, management permits employees to attend national and international conferences, seminar, and workshops by sanctioning duty leave and rewarding them for their 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 green campus environment with least air pollution.

**Hygienic Working Environment-** The institution ensures hygienic working environment

for both staff and students.

**Incentive for publications -** Institute provides financial incentive for publication of research papers. It also announces best researcher award annually

**Family Get - Together-** Institute organizes recreational trips and host lunch for employees and their family members

**Yoga & Meditation Classes -** To promote the holistic health of employees, institute regularly

organizes yoga classes and meditation sessions

**Well maintained personal office furniture-** Infrastructure is upgraded and individual rooms are provided for senior faculty members of the Institute. The management regularly upgrades the office furniture and renovates faculty and staff rooms as per the changing needs.

**Pure Drinking R.O. Water-** R.O plants are installed at all coolers in college for providing pure and safe drinking water to staff and students.

File Description	Documents
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/6.3.1%20Any%20Additional.pdf">https://iitmjanakpuri.com/upload/academic/6.3.1%20Any%20Additional.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### **6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

#### **6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

7

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

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

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

42

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The Performance Appraisal is done in a systematic manner for all Teaching and Non-Teaching Staff of Institute at beginning of every academic year usually in July. The performance evaluation of Teaching Staff and Teaching Support Staff is done as per the Performance Based Appraisal System (PBAS) of institute and related Academic Performance Indicators and Non-Teaching Staff are evaluated as per Key Performance Indicators. Necessary forms designed by Institute for undertaking exercise of performance evaluation are circulated to all employees for submitting their self-evaluation along with supporting documents wherever applicable. Thereafter, forms are forwarded to Director and Management with remarks of concerned HoD for a face-to face interaction with every employee for an unbiased analysis and judgement. Employees on basis of performance are granted increment and promotion. The achievements of faculty members are monitored and maintained through Performance appraisal system as per guidelines from UGC and AICTE. Each faculty member submit Self Appraisal form to self-appraise their efforts towards teaching-learning and evaluation related activities; co-curricular; extension; professional development related activities and research and academic contribution. Student Feedback is taken regularly both offline and online. The feedback received helps to assess faculty performance on teaching, class management and other co curricular aspects.

File Description	Documents
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/IITM%20Performance%20Performa.pdf">https://iitmjanakpuri.com/upload/academic/IITM%20Performance%20Performa.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

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

Institute conducts internal and external financial audits every financial year. External audit mandatory under Income Tax Act whereas internal audit is voluntary. External Statutory audit is conducted by Chartered Accountant (CA) every financial year and audit report is submitted to income tax department. Institute submits Form 10B for the audit purpose to Income Tax department as per Income-tax Act, 1961, in case of charitable or religious trusts or institutions. Internal audit is also conducted every financial year by an internal audit committee.

File Description	Documents
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/Audited%20Statements%202022.pdf">https://iitmjanakpuri.com/upload/academic/Audited%20Statements%202022.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

Institute apply for grants and financial aids for conducting and organizing various conferences, seminars and workshops from various Government and non-government bodies like AICTE, Guru Gobind Singh Indraprastha University (GGSIPU), IRDO etc. Funds and grants received are utilized for the purpose for which it was applied for and utilization certificate is given to the concerned Government or Non-Government Body within the specified period mentioned by the grant issuing body.

Grants are utilized in well planned manner for the purpose for which it has been granted. Proper plans are made and discussed by the management for the efficient and effective utilization of the grant funds. Different committees or teams are made for different events like any conference etc. and the committee takes care of the fund utilization in meticulous discussions with the Director and the management to ensure proper utilization of funds. But due to pandemic this year, no grants received from any organization.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

To improve the 21st century skills of students as per demands of industry the IQAC has adopted a two-dimensional approach.

#### Skill Enhancement

Students are exposed to a variety of expert sessions and workshops on soft skills required for employability in a planned manner duly handled by skill enhancement cell of the institute. The IQAC created Skill Enhancement Weekly Planner (Expert Lectures organized to enhance the communication skills of the students) and Conducted Series of expert sessions organized by eminent resource persons from reputed institutes on leadership, interview skills, resilience, etc.

#### Pre-Placement Support

Students are provided support to develop company specific skill requirements prior to specific placement drives. The institute provided company specific pre-placement support in the form of up-skilling students on Group Discussion Skills, Interview Skills, Quantitative Aptitude for Wipro Ltd., AMCAT British Telecom, TravClan, Randstad India, Byju's. Pre-placement support for online test and interview skills for Natwest Group, JLL & PWC as well as Basics of Lease Administration, Accounts Payable and Accounts Receivable & Interview Skills for JLL India. The Institute strives to achieve 9-IIPC Team trained students on new skills of email writing, telephonic interviews, basic etiquettes of online interviews etc.

File Description	Documents
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/6.5.1%20merged.pdf">https://iitmjanakpuri.com/upload/academic/6.5.1%20merged.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

It is observed by IQAC that exposure to identified relevant latest technologies and important practical concepts is important in all professional courses and must be imparted to students besides routine curriculum.

IT students are imparted knowledge of AI and other recently popular technologies by conducting a series of webinars on Artificial Intelligence Techniques, Content Based Image Retrieval and Its Application, Blockchain, Security with Machine Learning, Image Processing with Machine Learning, Robotics Automation - Skill A Thon, Hack overflow, Cyber Security as a Career. Workshops on Machine Learning Using Python and on Modern Web Technology (MEAN

STACK). Students are trained on latest technologies, hosting and maintaining websites and involved in real-life projects as well as technical competitions.

Management and Commerce students are provided Expert Lectures on How to use WEKA Software and Business Intelligence Using WEKA. Expert Talks on Contemporary Issues in the field of Commerce & Management, Knowledge Series (subject related contemporary topics), Analysis of Union Budget (2022-23): "Student's Perspective", Pricing and Competition, Concepts of Stock Market, workshop on research methodology, Employability skill training in Financial Literacy, Ethical issues in Management, Case study on financial statement analysis, Impact of COVID 19 on Indian Economy, GST, International Marketing-The way forward.

File Description	Documents
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/6.5.2%20Final.pdf">https://iitmjanakpuri.com/upload/academic/6.5.2%20Final.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://iitmjanakpuri.com/upload/academic/Annual%20Report%202021-22.pdf">https://iitmjanakpuri.com/upload/academic/Annual%20Report%202021-22.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

#### 7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The Institute has an "Internal Complaints Committee" formulated as per Vishakha guidelines and functioning as required. The committee apart from conducting events also sensitizes all students about gender equity and other awareness programs of prevention of sexual harassment. The new session which started on 16th August 2021 came with a ray of hope and the ICC has already planned events for empowering women and making them self-reliant.

01-10-21

Workshop on Self-Defense

Mr. Abhishek Gambhir

29-10-21

Workshop on Gender Issue

Prof. VageswariDeswal

18-04-22

Seminar on Importance of Personal Hygiene

Nine Foundation, Gorakhpur

- Specific facilities provided for women in terms of:
  1. Safety and security

The institute has an active functioning ICC and all members of committee are easily accessible within campus.

#### 1. Counseling Room

The girl students are allowed to walk in freely any of members for counselling.

#### 1. Common Room

The institute also has a sanitary pad vending machine installed in



campus .

1. Medical Room
2. Separate washrooms on every floor for girls and female staff

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://iitmjanakpuri.com/direct-file/Final%20Merged%20Criteria%207.1.1.pdf">https://iitmjanakpuri.com/direct-file/Final%20Merged%20Criteria%207.1.1.pdf</a>

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

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management**

The administrative supervisor takes care that waste in each floor is collected at designated time. Personnel are deployed by housekeeping staff for daily garbage and non-biodegradables disposal. Waste from kitchen, canteen leftovers, bio-mass available after grazing trees, plants and lawns are taken for composting. The institute has pits for production of organic manure that makes use of institute's biodegradables and used for enhancement of soil fertility of campus gardens. Sanitary napkins are disposed of using incineration process. Single sided used papers are reused for printouts. Rooms have "trash bin" designed by ECS committee members to collect the waste paper. To minimize use of papers notes are digitized for students while whatsapp official group and google groups are used for communication with stakeholders. Biometric attendance system is

used to reduce paperwork. Paper waste, carton boxes, used files; plastics are sold to external agency for recycling. The RO waste water is collected and used for cleaning wash rooms. Hardware beyond repair and those to be condemned are listed out by IT Cell to vendors who purchase them. Computers have also been donated to schools and other institutes. Damaged CDs, CPUs, Hard Disk, Monitors, Keyboards are handed over to external agency for recycling.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus** D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:** D. Any 1of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	<a href="#">View File</a>

### 7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following**  
**1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

The Institute makes constant endeavors to promote an environment to imbibe ethical, cultural, and spiritual values among the students and staff. This helps build noble and morally responsible professionals and citizens for the Nation. To build up emotional and religious feelings among students and employees, commemorative days are celebrated on campus with initiative and support of management to generate the feeling of oneness and social harmony besides recreation.

The Institute is like a family where employees and students jointly celebrated the cultural and regional festivals like New-year's day, Fresher Party, Teacher's Day, Farewell party as well as festivals of Diwali, Holi and Raksha Bandhan with Brahma kumari's visit. Religious ritual activities are performed in the campus.

Motivational lectures of eminent persons of the field have been arranged for all-round development of the students for their personality development and to make them responsible citizens, following the national values of social and communal harmony and national integration.

In this way the institute's efforts/initiatives in providing an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic, and other diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

Education Day, Gandhi Jayanti etc. inculcate values, rights, duties and responsibilities of citizens. Further, the active Community Service Committee has conducted various activities such as blood donation, cloth distribution as well as Free Classes for the children of economically weaker sections of the society. The Institution is a member of "UnnatBharat Abhiyan" and has adopted villages.

Environment committee initiated on paper less painting to create the awareness against the reckless usage of paper. The Committee organized webinar on Hazardous Effects of E-Waste on the Environment in association with Ministry of Electronic and information Technology. The purpose of the webinar was to spread awareness among the students regarding the environmental and health hazards of the e-waste generated. Environment committee took initiative for sustainable green campus and plans to take it forward for Green Audit. The Proctorial Board of institution observed vigilance awareness week 2021 during which Integrity pledge and E pledge is taken by all the employees of organization as well as students. Several activities were conducted during the week to sensitize students on evils of corruptions and motivate them to stand against corruption.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://iitmjanakpuri.com/upload/academic/7.1.9%20pledge%20&amp;%20Vigi%20Week.pdf">https://iitmjanakpuri.com/upload/academic/7.1.9%20pledge%20&amp;%20Vigi%20Week.pdf</a>
Any other relevant information	<a href="https://iitmjanakpuri.com/upload/academic/7.1.9%20pledge%20&amp;%20Vigi%20Week.pdf">https://iitmjanakpuri.com/upload/academic/7.1.9%20pledge%20&amp;%20Vigi%20Week.pdf</a>

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers,** C. Any 2 of the above

administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	<a href="#">View File</a>

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The institute celebrated following days in place:

**New Year**

This year due to pandemic wishes were exchanged on social media.

**Republic Day**

All faculty members, Staff and a few students gathered in Institute premises for Flag hoisting ceremony followed by National Anthem. Speech is given by students about relevance of republic day. Director enlightened students about their duties and responsibilities towards nation.

**Martyrs Day**

Martyrs Day is celebrated on 30th January to pay homage to Father of our Nation and freedom fighters. All faculty and students observed two minutes of silence at 11 am in their respective places.

**Holi**

As a part of Institute's commitment to create a green, healthy and sustainable environment, the theme of Holi celebration was "Herbal Holi-Safe Holi".

### Raksha Bandhan

Brahmakumari Fraternity gathered in college auditorium to celebrate in association with IITM.

### Gandhi Jayanti

Swachhta Abhiyan is organized by institute to commemorate Birth anniversary of Mahatma Gandhi, where all members of institute marched in entire campus, cleaning vicinity.

### Diwali

On this occasion the Institute is decorated with flowers and diyas thereby adding charm and religious fervor to atmosphere. Faculty and students participated in Diwali puja, cultural programmes and then sweets are distributed.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

### Best Practice I

#### 1. Title of the Practice

#### Outcome based Education

#### 2. Objectives of the Practice

- To provide education and acquire learning outcomes for advancement.

- To permit various form of assessments for requisite skills
- To ensure no student is left behind.

### 3. The Context

The Institution rigorously adopted outcome-based Teaching - Learning process

### 4. The Practice

Outcome-based education imply a strong requirement of the end product of training and the related learning outcomes is indispensable for operative curriculum planning.

### 5 Evidence of Success

The teaching learning scored high on all parameters in NAAC Cycle 2 as well.

6. Problems Encountered and Resources Required: Outlay of faculty time and resources in documentation difficult in a semester system of education.

## Best Practices II

### 1.Title of the Practice

INDUSTRY INSTITUTE PARTNERSHIP CELL (IIPC)

### 2. Objectives of the Practice

To identify the opportunities for student project work in Industries.

To encourage department level MoUs with Industries for mutual benefit.

To assist industry in selection of suitable candidates to fill up job positions through campus interviews and provide career guidance to students.

### 3. The Context

The placement cell should work in coordination with other departments.



#### 4. The Practice

Bridging the Employment Gap between Industry & Academia Summer Internships / Live Industry Projects InternWare - The Internship Cell

#### 5. Evidence of Success

The Institute is better networked with Industry, academia and research organizations as is evident from the rise in MoUs signed.

#### 6. Problems Encountered and Resources Required

The expectations of recruiters are increasing at a fast pace.

File Description	Documents
Best practices in the Institutional website	<a href="https://iitmjanakpuri.com/direct-file/template%207.2.1%20Best%20Practices.pdf">https://iitmjanakpuri.com/direct-file/template%207.2.1%20Best%20Practices.pdf</a>
Any other relevant information	<a href="https://www.iitmjanakpuri.com/placements/placements.php#iipc">https://www.iitmjanakpuri.com/placements/placements.php#iipc</a>

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Institutional distinctiveness lies in its efforts to achieve its dictum of nurturing excellence. This year the focus is on Skill Enhancement of students to achieve 21st century skills. Institution's skill enhancement cell planned and conducted sessions on Communication Skills (Verbal & Non-Verbal), Communication Skills (Paragraph Writing), Communication Skills (Article Reading and Paraphrasing), Aptitude Development Session, Email Etiquettes & Telephone Etiquettes, Public Speaking Skills, Critical Thinking & Logical Reasoning, Group Discussion Techniques and Interview Skills.

Students are provided support to develop company specific skill requirements prior to specific placement drives. The institute provided company specific pre-placement support in the form of up-skilling students on Group Discussion Skills, Interview Skills, Quantitative Aptitude for Wipro Ltd., AMCAT British Telecom, TravClan, Randstad India, Byju's. Pre-placement support for online

test and interview skills for Natwest Group, JLL & PWC as well as Basics of Lease Administration, Accounts Payable and Accounts Receivable & Interview Skills for JLL India. The Institute strives to achieve 9-IIPC Team trained students on new skills of email writing, telephonic interviews, basic etiquettes of online interviews etc. Students are trained on latest technologies, hosting and maintaining websites and involved in real-life projects technical competitions besides exposing them to popular technologies & concepts.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The institute has adopted the curriculum of GGSIPU, implementing the FY with academic flexibility. Allocation of subjects is made by Academic Coordination Committee taking into consideration expertise, preferences & feedback. Lesson plans are prepared for each subject including unit-wise details of topics, subtopics, number of hours allocated to each topic, details of books, enrichments incorporated, teaching methodology adopted and schedule of relevant assignments. Program Administration Committee comprising of Program Coordinators' (PC's) & Mentors who along with faculty members initiate development & deployment of action plans for implementation of curriculum. Monthly Syllabus coverage form is filled by faculty & a separate form is filled by class representative, examined by PC's to ensure course coverage & take necessary action if required. Institute maintains & implements various instruments (AC-1 & AC3) to monitor effective & time bound teaching practices. AC-3 Performa is filled on weekly basis by faculties mentioning no. of classes planned & actual classes taken which is then duly reviewed & signed by PC to avoid schedule deviations. IQAC monitors quality of pedagogy periodically. There is a comprehensive feedback & feed forward mechanism taking inputs from various stakeholders i.e. used to enhance curriculum enrichment, impart skills, & enhance ability so that outcomes are achieved.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://iitmjanakpuri.com/upload/academic/criteria%201.1.1_merged.pdf">https://iitmjanakpuri.com/upload/academic/criteria%201.1.1_merged.pdf</a>

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

IITM prepares its institutional calendar within framework of proposed Academic Calendar (AC) provided by university, planning events, activities, class tests, holidays, semester end term

exams etc. It comprises of semester, system. AC is planned prior to commencement of each semester by Director in consultation with HoDs keeping in view total teaching days available & minimum teaching hours required as per University regulations. Lesson plan compendium is prepared which includes lesson plans for all theory, practical subjects for all semesters of a particular program containing comprehensive details of unit-wise topics, subtopics & the number of hours allocated to enable effective delivery by faculty. It also includes the details of books, enrichments incorporated & teaching methodology adopted for a particular topic & the schedule of assignments related to topics. The Institutional Academic Calendar, Lesson Plans and Datasheets for internal examinations (Theory & Practical) are displayed on Institute's Website, Knowledge Portal, notice boards & to all HODs, Program Coordinators, Class Mentors, students and faculty members. Class timetables are framed in accordance with academic calendar. Actual dates for teaching-learning, conduction of internal exams, Project Viva & End Term Exams are incorporated in Academic calendar.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://iitmjanakpuri.com/upload/academic/criteria%201.1.2.pdf">https://iitmjanakpuri.com/upload/academic/criteria%201.1.2.pdf</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

### 1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

#### 1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

5

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

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

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

50

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

1391

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in the Curriculum by organizing and conducting various activities. The institution has Internal Complaints Committee (ICC) which deals with the Gender sensitization workshop, seminar etc. For environment and sustainability related concerns institution has Environment Committee which undertakes various activities for environment protection like Spoil your love ones with care Paperless painting, Webinar on Hazardous Effects of E-Waste on the Environment, No Smoking Day go green and brush less painting on world Environment day. Institution also has Community Service Committee which takes care of human values by doing community services and encouraging students and staff to participate in the initiatives. Institution also has a Community Service Committee which takes care of human values by doing community services and encouraging students and staff to participate in the initiatives. Following are the initiatives taken by community service committee- Inter College Poster Making Competition, Report on Inter college Poster Making Competition, Blood Donation Camp- A Social Initiative, Clothes Donation Camp & Seminar on Importance of Personal Hygiene. Overall institution is profoundly dedicated towards Ethical and environmental issues and society welfare.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

1.3.2 - Number of courses that include experiential learning through project work/field

**work/internship during the year**

12

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

**1.3.3 - Number of students undertaking project work/field work/ internships**

1270

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

**1.4 - Feedback System**

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	<a href="https://iitmjanakpuri.com/upload/academic/feedback%202021_merged.pdf">https://iitmjanakpuri.com/upload/academic/feedback%202021_merged.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<b>No File Uploaded</b>
Any additional information	<a href="#">View File</a>

**1.4.2 - Feedback process of the Institution may be classified as follows**

**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://iitmjanakpuri.com/upload/academic/feedback%202021_merged.pdf">https://iitmjanakpuri.com/upload/academic/feedback%202021_merged.pdf</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of students admitted during the year

636

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

#### 2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

##### 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

137



File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

For academics we categorize students maintaining confidentiality as A+, A, B, C, D based on their previous academic record. The grading is for the purpose of identifying the knowledge & skills of students. It also facilitates to develop and plan additional help for weaker category students to bring them at par with the rest of the class and other hand take of advanced learners by providing them more inputs suiting their knowledge and skills. Additionally the grading also helps monitor the continuous performance of the student throughout the program .This grading serves as guideline for the faculty to plan their lectures and analyze the specific needs of the students before commencement of teaching program. The Institution has an Elite Club which comprises of student members who are advanced learners (A+ and A category). The club is headed by a Faculty Coordinator. Program coordinator regularly conduct meetings with the class mentors regarding progress of their mentees and are responsible to identify weak students who scored less than 50% marks in their internals. The Institute also makes arrangement of special remedial classes for slow learners and weak students. Pedagogy also ensures the lectures delivered cater to needs of heterogeneity in intellectual evolution.

File Description	Documents
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/criteria%202.2.1%20proof%20(elite,%20remedial).pdf">https://iitmjanakpuri.com/upload/academic/criteria%202.2.1%20proof%20(elite,%20remedial).pdf</a>
Upload any additional information	<a href="#">View File</a>

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1643	86

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The Institution follows a 'Process oriented student centric learning approach' for effective student progression. The deliverables as inputs are in form of case studies, projects, interactive approach, assignments, labs, analytics tools, MOOCs through SWAYAM/NPTEL. This has been an integral part of the system and procedures of our Institution. This approach resulted into a distinctive percentage of students progressing to higher education and later to employment eventually. The atmosphere of the Institution has always encouraged studies, interaction of students and faculty with eminent personalities, and exposure to industry & various academic areas. Consequently, students are encouraged to progress towards higher studies and employment. Students actively take part in various committees. At the time of admission to the Institute each student is asked to give their preferences as student coordinators and member of the committees towards any two committees of their choice. Courses enrichments are also done in order to develop global competencies through the student centric pedagogy.

Students are encouraged on continuous basis with interactive, thought provoking application-based pedagogy, Business (IT and Management) quiz, Management games, case studies, etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/criteria%202.3.1%20merged.pdf">https://iitmjanakpuri.com/upload/academic/criteria%202.3.1%20merged.pdf</a>

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

There have been continuous efforts to promote and upgrade the use of ICT and technology. All classrooms are equipped with LCD projectors and digitization of lecture notes, question banks and assignments are done by the faculty and made available to the

students for their academic support. All students are required to make subject wise power point presentations to inculcate confidence and make apt use of technology. There is a 1:1 student - computer ratio. The Institute provides its students a central computing facility and broadband Internet connection, printer, scanner and photocopier. The institute provides its PG students a Virtual Library. The institute provides its students, access to Online Journals. Microsoft Teams is the standardized platform for teaching. In order to have global exposure faculty also use hybrid and blended pedagogy

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

29

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

69

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

27

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

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

##### 2.4.3.1 - Total experience of full-time teachers

657

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

#### 2.5 - Evaluation Process and Reforms

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

The Institute uses both direct & indirect methods of assessment of students. Various modes of assessment are as follows-

**Internal Tests:** In each semester, Unit tests & Class Tests are conducted as per schedule prescribed by Institute.

**Evaluation Scheme:** For MBA, The Class Test (Mid Term Exam) of 40 marks with weightage of 10 marks is taken. Weightage of Class Presentations will be 5 marks. Four Unit Tests & Unit wise Assignments of 5 marks weightage are taken. For attendance 5 marks will be awarded on pro-rata basis. For NUES-General Proficiency/ Personality Development: 50 marks, Analysis & Interpretation using Statistical Tools: 30 marks, Class Activities & Class Assessment: 50 marks

For BBA, BCOM (H)& BCA

Class Test of 30 marks with weightage of 10 marks taken.

Fortnightly Class Presentations will be 20 marks with weightage of 5 marks.

Four Unit Tests & Unit wise Assignments will be of 5 marks weightage.

For attendance 5 marks will be awarded on pro-rata basis.

For NUES -

BBA and B Com (H) - Personality Development/General Awareness: 50 marks, Class/College Activities & Class Assessment: 30 marks, Quiz/Self-Assessment: 20 marks.

BCA - Viva-Voce: 50 marks, General Proficiency: 30 marks and Aptitude: 20 marks

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/criteria%202.5.1.pdf">https://iitmjanakpuri.com/upload/academic/criteria%202.5.1.pdf</a>

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

Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient. The Institute maintains complete transparency in the evaluation and to provide platform for redressal of grievance of students regarding internal examination and its evaluation respectively. A mechanism is prepared by Examination Department of IITM for any type of student's grievances about examinations. Institute helps students for seeking of answer scripts with reassessment and re-counting of marks.

During internal Examinations, if any student finds discrepancy in question, e.g. given answer options are not correct, data given in question is insufficient or options are repeated, out-of syllabus questions students may report it as invalid question. Committee at University takes cognizance and resolves the grievance.

The faculty evaluates the papers within a week of conduction of test. The evaluated answer sheets are shown to students in class and faculty undertakes individual grievances with a student on the paper if required by the student. At the end of the semester the average marks of both the unit-tests is calculated and verified with the students. If any discrepancies are reported by the students, then they are resolved by the faculty immediately.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/criteria%202.5.2.pdf">https://iitmjanakpuri.com/upload/academic/criteria%202.5.2.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Vision & Mission statements, POs are published and disseminated to all stakeholders through Institute's Website, Institute's Knowledge Portal, Student Guide (Rules and Guidelines issued on orientation day) and Lesson Plans compendium. Lesson plan include mapping of course outcomes and programme outcomes. Stakeholders involvement is ensured through continuous interactive process. Even the new curriculum and syllabus laid down the CO and type of attributes on GGSIPU website. Not only awareness of Pos and Cos are ensured, methodology to assess is also clear:

**DIRECT ASSESSMENT****1. Curricular Activities (Academic)****1. Direct Assessment Tools**

1. Mid Semester Exam (at institute level)
2. Written Assignments
3. Subject Presentations
4. Class Unit-Test
5. University End-Term Exam

**INDIRECT ASSESSMENT****1. Co-curricular Activities**

1. Pre-Placement Activities (Mock Interviews, Group Discussions, Aptitude Tests)
2. Personality Development Exercises
3. Guest Lectures/Workshops/Seminar/Conference
4. MOOCs

**Course Exit Survey/Employer Survey**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.iitmjanakpuri.com/course/mba.php">https://www.iitmjanakpuri.com/course/mba.php</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The Vision and Mission statements define the purpose and direction of the Institute. The Program Educational Objectives (PEOs) and POs are based on the vision and mission of the Institute aligned with GGSIPU. To attain the POs, the activities are divided into three categories, i.e. Curricular Activities (Academic), Co-curricular Activities & Extra-curricular Activities beyond this entrepreneurial mindset, NSS, NCC etc. For conducting these three types of activities, the processes involved are also divided into three categories, these are, Pre-

preparation, Delivery, Evaluation and Review. The Evaluation and Review is done through direct and indirect tools. Stakeholders are involved at different levels and their inputs and feedback is collected and taken into cognizance.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://iitmjanakpuri.com/upload/academic/criteria%202.6.2.pdf">https://iitmjanakpuri.com/upload/academic/criteria%202.6.2.pdf</a>

### 2.6.3 - Pass percentage of Students during the year

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

523

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="https://iitmjanakpuri.com/upload/academic/Annual%20Report%202021-22.pdf">https://iitmjanakpuri.com/upload/academic/Annual%20Report%202021-22.pdf</a>

### 2.7 - Student Satisfaction Survey

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

<https://iitmjanakpuri.com/upload/academic/Student%20Satisfaction%20Survey.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

#### 3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

##### 3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)



0	
File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>
<b>3.1.2 - Number of teachers recognized as research guides (latest completed academic year)</b>	
<b>3.1.2.1 - Number of teachers recognized as research guides</b>	
0	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>
<b>3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year</b>	
<b>3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year</b>	
0	
File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil
<b>3.2 - Innovation Ecosystem</b>	
3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge	

Institution has setup Artificial Intelligence Experience Centre, an initiative to promote Artificial Intelligence and innovations in Information Technology. AI Experience Centre focuses on training students and familiarising them with emerging technologies like Python programming, AI, Machine Learning, Deep Learning, Data Analytics, IoT, Robotics, Block chain and related technologies. AI Experience centre organises several activities and events to promote knowledge transfer in Information Technology like-

- Webinar on Artificial Intelligence Techniques
- Webinar on Demystifying Block chain
- National Level Coding Competition in 3 rounds of screening, preliminary, and final
- Webinar on Security with Machine Learning
- Webinar on Image Processing with Machine Learning
- Project Exhibition Cum Competition
- Robotics Automation - Skill A Thon
- Webinar on Hack overflow (Ethical Hacking)
- Webinar on Cyber Security as a Career
- Webinar on Introduction to AI
- Webinar on IT Jobs in Japan
- Expert Lecture on How to use WEKA Software
- Marico Centre for Women empowerment Inaugurated in IITM Implemented by ICT Academy
- Workshop on Machine Learning Using Python

Institution has taken membership ICT Academy which organizes knowledge-based events and lectures from time to time. Institution's Entrepreneurship Cell also promotes new ideas of students by supporting and guiding them to become entrepreneurs. MOOC courses are also provided to students from Coursera and Swayam platforms.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/Criteria%203.2.1.pdf">https://iitmjanakpuri.com/upload/academic/Criteria%203.2.1.pdf</a>

**3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year**

**3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year**

93

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

**3.3 - Research Publications and Awards****3.3.1 - Number of Ph.Ds registered per eligible teacher during the year****3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

**3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year****3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

17

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

#### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

25

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Cloth donation & distribution campaign - "Giving Week" and blood donation camp were organized to sensitize students on the importance and need of being socially responsible & help needy people. A seminar on the importance of Personal Hygiene was organized to sensitize students on the importance of maintaining personal hygiene during the menstrual cycle. A number of inter-college poster making competitions were organized to create awareness regarding the role any individual plays in catering services to the society.

File Description	Documents
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/criteria%203.4.1,3.4.3,3.4.4.pdf">https://iitmjanakpuri.com/upload/academic/criteria%203.4.1,3.4.3,3.4.4.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

#### 3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

**3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

3

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**

**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

696

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.5 - Collaboration****3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year****3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

1

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

**3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year****3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year**

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The Institute provides state-of-the-art facilities which encompass prime infrastructure with air conditioners, LCD projector-based classroom teaching facilities, Wi-Fi facility,

Research Centre and a library with e-Journals facility etc. Skills are efficiently disseminated through trainings and academic partnerships by all departments. Institute has been conscientiously making progressive changes to infrastructure to ensure academic growth. The campus provides a pleasant and intellectually stimulating ambience. Institute has been built on self-owned land (0.78 acres). As per AICTE norms, 10.4 sq.mt per student is approved (standard for) land norms vis-a-vis student. Lecture theatres are over and above number dictated by AICTE's norms and are well equipped with sophisticated audio-visual aids, LCD projection systems and advanced presentation tools to augment interactive learning.

The Institute houses a centrally air-conditioned well-equipped auditorium with modern multimedia facility and approximately 250 seating capacity. The auditorium provides a platform to students, faculty members and corporates for conducting varied co-curricular and extra-curricular events including seminars, quizzes and guest lectures. Power backup is facilitated by 125 KW sound proof generator. A 20 KW solar power plant was installed as supplementary power source and is functional. The Institute's knowledge portal enables staff and students to retrieve any relevant information online at any time.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/4.1.1.pdf">https://iitmjanakpuri.com/upload/academic/4.1.1.pdf</a>

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

The college has facilities for sports & games and cultural activities. The College, periodically books Delhi Development Authority (DDA) playgrounds for Inter-College and University level sports, as well as Annual Sports Meet. On the other hand, Institute also has a reimbursement policy in which students reimburse amount paid for any sporting activities. On College campus, there is a portable badminton court, a well-equipped gym, and a yoga center. The institute also has a separate girls' and boys' common room for indoor games.

Students of IITM are permitted to participate in various cultural

activities inside and outside campus. To provide a platform for creative expression and to promote extra - curricular activities among students, IITM has divided its cultural committee further various categories such as Incubus (Dance society), Royals of Punjab (Folk Dance society), Engravers (Music society) and Parindey (Dramatics society). College teams are formed to take part in state level and University level competitions such as "Anugoonj" and other intercollegiate competitions. Students are sent to other colleges for intercollegiate competitions. Institute has well-equipped state of art auditorium for organizing annual functions and cultural events. Students won various medals and brought laurels to Institute.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/4.1.2%20merged.pdf">https://iitmjanakpuri.com/upload/academic/4.1.2%20merged.pdf</a>

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

22

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/template%204.1.3.xlsx">https://iitmjanakpuri.com/upload/academic/template%204.1.3.xlsx</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

1918358



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

IITM Library is housed in the college premises on Second Floor, which was constructed in 1999 retaining ambience of its heritage structure and making it energy efficient. Library is fully automated with all its subsystems having air conditioned Reading Room and Wi-.Fi.

Library Automation was started with purchase of College Edition of LSEase (Rel.5.0) on Pentium bases Server under Windows NT/2000 with 10,000 Collection (Unique Records) and Windows OPAC Clients (For Search and Retrieval of Information by Library Users) on Two Terminals on LAN in 2005 and started creating database of its holdings.

Library at present is using `Software for University Libraries 2.0 (SOUL 2.0), a State of the Art Integrated Library Management Software designed on MS-SQL and MySQL Platforms. Major Features and Functionalities of the SOUL 2.0 are:

- Compliant to International Standards such as MARC 21, AACR-2, MARCXML.
- High Versatile and User-Friendly OPAC with simple and advanced search. OPAC Users can export their search results into PDF, MS Excel and MARCXML format.
- Client-Server based Architecture, User-Friendly interface that does not require extensive training.

Supports ground-level practical requirements of the libraries such as Stock Verification, Book Bank, Vigorous Maintenance functions, Transaction Level, Enhanced Security etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://iitmjanakpuri.com/upload/academic/4.2.1.pdf">https://iitmjanakpuri.com/upload/academic/4.2.1.pdf</a>
<b>4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources</b>	<b>B. Any 3 of the above</b>
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>
<b>4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)</b>	
<b>4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>	
<b>16.63</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>
<b>4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)</b>	
<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>	
<b>27</b>	

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

#### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Institution has designated a separate team of in-house staff and faculty members to take care of the IT & related needs of the campus such as Software Development, Hardware & Networking, Website designing & hosting, Email solutions, SMS solutions, etc. All the records of hardware and software are maintained meticulously by the assigned people. The enrichment of hardware and software in terms of configuration, number, and technology is done on yearly basis. The institute has more than 13 Wi-Fi hotspots with extenders provided to cover the wireless range throughout the college. All computers in the campus are connected to the internet, also surplus Ethernet ports are provided for laptops or other devices in need of internet connectivity. The entire campus has Wi-Fi connectivity and speed of the internet connectivity is 50 Mbps provided by Reliance.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/4.3.1%20merged.pdf">https://iitmjanakpuri.com/upload/academic/4.3.1%20merged.pdf</a>

#### 4.3.2 - Number of Computers

318

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

##### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

8140216

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

IITM has two libraries well-stocked and fully computerized with latest editions of books diverse in management and Information Technology by eminent authors to cater the requirements of faculty and students. IITM Library has its Library Committee to facilitate communications among library staff, faculty and students regarding availability and use of Library resources.

Sports Committee is responsible for maintaining sports facilities. The sports convener purchases essential sports articles. Sports equipment is kept in boys' and girls' common rooms and is available for student use under supervision of Sports Committee.

The College periodically books Delhi Development Authority (DDA) playgrounds for Inter-College and University level sports, as well as the Annual Sports Meet. Institute also has a

reimbursement policy in which students are reimbursed amount paid for any sporting activities. There is a portable badminton court, well-equipped gym, and yoga center as well as girls' and boys' common rooms for indoor games.

The institute has six computer labs including one language lab equipped with 330 PCs with latest hardware. All PCs have latest Operating systems and other software like SPSS, Tally ERP etc. pre-installed for students and faculty's assistance. The institute has over 22 classrooms equipped with WIFI facility and LCD Projectors.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/Criteria%204.4.2%20Final.pdf">https://iitmjanakpuri.com/upload/academic/Criteria%204.4.2%20Final.pdf</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

48

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

##### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the

**institution / non- government agencies during the year**

48

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

A. All of the above

File Description	Documents
Link to Institutional website	<a href="https://www.iitmjanakpuri.com/events/events.php#guest">https://www.iitmjanakpuri.com/events/events.php#guest</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

2895

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

2895

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## **5.2 - Student Progression**

### **5.2.1 - Number of placement of outgoing students during the year**

#### **5.2.1.1 - Number of outgoing students placed during the year**

**215**

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

## 5.2.2 - Number of students progressing to higher education during the year

### 5.2.2.1 - Number of outgoing student progression to higher education

18

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

## 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

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

16

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

## 5.3 - Student Participation and Activities

### 5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as



one) during the year

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

3

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

**5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )**

Institute of Information Technology & Management (IITM) has a very organized students' centric approach in every sphere. Each student is a part of at least two committees. Students participate actively in co-curricular activities, extra-curricular activities and all major support functions for the smooth functioning of Institute. Majority of events are student driven. The student committees are supported by the Staff 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)
- Internware - Internship Cell
- Canteen Committee
- Entrepreneurship Development Cell
- Anti-Ragging Committee
- Internal Complaints Committee
- Grievance Redressal Committee
- Proctorial Board

Students actively participate as coordinators in Industry Institute Partnership Centre (IIPC) thereby helping faculty coordinators to plan pre-placement activities. Internware -

Internship Cell of IITM is managed totally by students under the guidance of Placement Cell (IIPC). The biggest flagship event Internship Fair is conducted annually by students. Students' participation in Internal Quality Assurance Cell (IQAC) helps Institute understand general needs of students and maintain quality standards in all aspects of students' life at IITM.

PRAGYA is IITM's annual students' magazine, Annual Fest - Fiesta, Management Fest Management Sapiens and Tech Fest Techno Sapiens are organized and coordinated by students.

File Description	Documents
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/5.3.2.pdf">https://iitmjanakpuri.com/upload/academic/5.3.2.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

8

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	<a href="#">View File</a>

### 5.4 - Alumni Engagement

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

IITM has a duly formed Alumni Association namely "Institute of Information Technology & Management Alumni Association" since Jan 29, 2011. It is registered with the Registrar of Societies, Govt.

of Delhi under Societies Registration Act XXI of 1860  
(Registration Number S/WEST/2011/8900163).

IITM Alumni Association is working actively with major objective of encouraging alumni to contribute towards improvement in the areas pertaining to infrastructure, industry interactions with Institute.

- Alumni Association facilitates experienced Alumni's visit to Institution, interaction with students, inputs for curriculum development, etc.
- Alumni are invited regularly to mentor junior batches under the umbrella of Corporate Mentorship concept.
- Infrastructural resources have been upgraded in the past converting MBA classrooms to Smart Classes as per the feedback of Alumni.
- Library Resources are regularly updated as per recommendations from Alumni in terms of new books purchased and added in the Library collection.
- Top performers in the area of Cultural Activities are rewarded by the Alumni Association every year.
- Top performers in the area of Sports are rewarded by the Alumni Association every year.

File Description	Documents
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/5.4.1%20alumni%20talk_merged.pdf">https://iitmjanakpuri.com/upload/academic/5.4.1%20alumni%20talk_merged.pdf</a>
Upload any additional information	<a href="#">View File</a>

<b>5.4.2 - Alumni contribution during the year (INR in Lakhs)</b>	<b>A. ? 5Lakhs</b>
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File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

To achieve Institute mission, management always encourages open

exchange of views at various levels in hierarchy. Feedback of all stakeholders is taken for effective and sustainable decision making and policy formulation. Open Door policy is important feature of the Institute. Formal and informal interaction of staff members and students with Chairman and Director is encouraged. Academic Advisory council controls functioning of Institute. Director and two teacher representatives from Institute are on Academic Advisory Council which recommends changes if required in functioning of Institute to achieve its vision and mission. Director meets faculty members and Head of Departments in faculty meetings to discuss and resolve any issue. Interaction with students is a continuous process. Elite club meetings are unique feature of this Institute wherein Chairman and Director meet with elite students to motivate them to sustain and improve their performance. Class representative meeting with the class mentors is organized to discuss issues and to seek feedback about various aspects of class functioning.

Faculty is encouraged to attend seminars, workshops, conferences. They are motivated to apply for Research projects under government research organizations to carry out research in and off campus.

The computer labs and Library are regularly updated with latest facilities.

File Description	Documents
Paste link for additional information	<a href="https://www.iitmjanakpuri.com/aboutus_new/aboutus.php#vision">https://www.iitmjanakpuri.com/aboutus_new/aboutus.php#vision</a>
Upload any additional information	<a href="#">View File</a>

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

IITM supports participative management by involving teaching and non-teaching staff to carry out academics and administrative task. The institute practices decentralization in the form of constituting various committees to take care of effective implementation of Institute operations.

It has constituted committees for Co-curricular, Extra-curricular, Administrative, student care, Publication, Infrastructure and maintenance activities. Students are also part

of these committees. These committees are formed by the Director in discussion with HoDs and senior faculty members of the Institute. Committees are given full freedom to chalk out list of activities performed by the committee. Activities and decisions of Committees are discussed in Committee meetings with Director as and when required. A yearly report of all the committees is submitted to the Director by the committed coordinator. Director of the Institute presents an annual report in the Academic Advisory Council meeting at the end of session and their suggestions and recommendations are incorporated in the next years planning. To demonstrate decentralization and participative management, we have attached a case study on working of a committee.

Internal assessment of the students is handled by Examination Committee. Continuous evaluation, uploading students' attendance every month has helped in improving student regularity and performance.

File Description	Documents
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/Committee%20List%202021-22.pdf">https://iitmjanakpuri.com/upload/academic/Committee%20List%202021-22.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

One of its broad-based goals in sync with its vision and mission is to ensure and enhance Educational Excellence for which Institute adopted outcome-based education.

The Outcome-based Education (OBE) is implemented in PG courses as follows:

### Step 1: Defining Outcomes

PEO, PO, PSO and CO. Course Outcomes (CO) are defined for all courses and Program Outcomes (PO)/Program Specific Outcomes (PSO) are measured for all programs in the institution.

### Step 2: Measure CO attainment

Each evaluation tool is mapped to a particular Course outcome

(CO) or an action verb in bloom's

taxonomy and further each verb is mapped to a particular CO.

#### Internal Assessment metrics

Once the marks of each student in internal and final tests and other internal evaluation metrics are entered the CO attainment is measured for each class.

#### Step 3: Measure PO attainment

Thereafter the program outcome is measured by using a CO-PO matrix. Once the weightage and mapping of the CO-PO is over the program outcome is evaluated.

#### Step 4: Programme Educational Objectives (PEO) and Graduate Attribute (GA) attainment

Program Educational Objective (PEO) and Graduate Attribute (GA) performance is calculated using PO-PEO matrix and PO-GA matrix.

The OBE is extended to undergraduate programs as well.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/6.2.1%20merged.pdf">https://iitmjanakpuri.com/upload/academic/6.2.1%20merged.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The Governing Body monitors implementation of institutional strategic plan. Governing body designs and executes Short-term, Long-term plans integrating findings of SWOT analysis and recommendations from stakeholders. The Board of Management or Academic Advisory Council controls and recommends changes required in functioning of Institute to achieve its vision and mission. Director coordinates all activities of the Institute. Director is also ex-officio secretary of academic council. The IQAC of the Institute takes directives from Board and by

undertaking several quality initiatives ensures implementation of the same. IQAC is responsible for defining objectives, creating robust principles, frameworks, systems and processes besides formulation of action plans, to reinforce culture of excellence. Additionally, Director conducts meetings with program administration committees and various other committee heads for effective and sustainable decision making and policy formulation.

The Institute has a well-defined organizational structure comprising of a team of Deputy Director (Academic Coordination), HODs, IQAC Coordinator, Examination In-charge, Chief Proctor, Training & Placement Officer, Accountant, Librarian, Administration Officer and Senior Technical Assistant which provides assistance and reports to Director by coordinating all functions of Institute. Recruitment of teaching, non-teaching staff is planned at end of every academic year as per the requirements of next academic year.

File Description	Documents
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/BOM_AGENDA_2022_Minutes.pdf">https://iitmjanakpuri.com/upload/academic/BOM_AGENDA_2022_Minutes.pdf</a>
Link to Organogram of the institution webpage	<a href="https://iitmjanakpuri.com/upload/academic/Institute%20Organogram.pdf">https://iitmjanakpuri.com/upload/academic/Institute%20Organogram.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

A. All of the above

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

### 6.3 - Faculty Empowerment Strategies

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

Group Insurance Facility-Faculty members have group insurance provision as per the

government norms and institute regularly pay the premium.

Duty Leave -For encouraging the faculty towards research and development, management permits employees to attend national and international conferences, seminar, and workshops by sanctioning duty leave and rewarding them for their 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 green campus environment with least air pollution.

Hygienic Working Environment- The institution ensures hygienic working environment

for both staff and students.

Incentive for publications - Institute provides financial incentive for publication of research papers. It also announces best researcher award annually

Family Get - Together- Institute organizes recreational trips and host lunch for employees and their family members

Yoga & Meditation Classes - To promote the holistic health of employees, institute regularly

organizes yoga classes and meditation sessions

Well maintained personal office furniture- Infrastructure is upgraded and individual rooms are provided for senior faculty members of the Institute. The management regularly upgrades the office furniture and renovates faculty and staff rooms as per the changing needs.

Pure Drinking R.O. Water- R.O plants are installed at all coolers



in college for providing pure and safe drinking water to staff and students.

File Description	Documents
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/6.3.1%20Any%20Additional.pdf">https://iitmjanakpuri.com/upload/academic/6.3.1%20Any%20Additional.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

16

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### 6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

#### 6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

7

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

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

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

42

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

#### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The Performance Appraisal is done in a systematic manner for all Teaching and Non-Teaching Staff of Institute at beginning of every academic year usually in July. The performance evaluation of Teaching Staff and Teaching Support Staff is done as per the

Performance Based Appraisal System (PBAS) of institute and related Academic Performance Indicators and Non-Teaching Staff are evaluated as per Key Performance Indicators. Necessary forms designed by Institute for undertaking exercise of performance evaluation are circulated to all employees for submitting their self-evaluation along with supporting documents wherever applicable. Thereafter, forms are forwarded to Director and Management with remarks of concerned HoD for a face-to face interaction with every employee for an unbiased analysis and judgement. Employees on basis of performance are granted increment and promotion. The achievements of faculty members are monitored and maintained through Performance appraisal system as per guidelines from UGC and AICTE. Each faculty member submit Self Appraisal form to self-appraise their efforts towards teaching-learning and evaluation related activities; co-curricular; extension; professional development related activities and research and academic contribution. Student Feedback is taken regularly both offline and online. The feedback received helps to assess faculty performance on teaching, class management and other co curricular aspects.

File Description	Documents
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/IITM%20Performance%20Performa.pdf">https://iitmjanakpuri.com/upload/academic/IITM%20Performance%20Performa.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

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

Institute conducts internal and external financial audits every financial year. External audit mandatory under Income Tax Act whereas internal audit is voluntary. External Statutory audit is conducted by Chartered Accountant (CA) every financial year and audit report is submitted to income tax department. Institute submits Form 10B for the audit purpose to Income Tax department as per Income-tax Act, 1961, in case of charitable or religious trusts or institutions. Internal audit is also conducted every financial year by an internal audit committee.

File Description	Documents
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/Audited%20Statements%202022.pdf">https://iitmjanakpuri.com/upload/academic/Audited%20Statements%202022.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

##### 6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

Institute apply for grants and financial aids for conducting and organizing various conferences, seminars and workshops from various Government and non-government bodies like AICTE, Guru Gobind Singh Indraprastha University (GGSIPU), IRDO etc. Funds and grants received are utilized for the purpose for which it was applied for and utilization certificate is given to the concerned Government or Non-Government Body within the specified period mentioned by the grant issuing body.

Grants are utilized in well planned manner for the purpose for which it has been granted. Proper plans are made and discussed by the management for the efficient and effective utilization of the grant funds. Different committees or teams are made for different events like any conference etc. and the committee takes care of the fund utilization in meticulous discussions with the Director and the management to ensure proper utilization of funds. But due to pandemic this year, no grants received from any organization.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

To improve the 21st century skills of students as per demands of industry the IQAC has adopted a two-dimensional approach.

### Skill Enhancement

Students are exposed to a variety of expert sessions and workshops on soft skills required for employability in a planned manner duly handled by skill enhancement cell of the institute. The IQAC created Skill Enhancement Weekly Planner (Expert Lectures organized to enhance the communication skills of the students) and Conducted Series of expert sessions organized by eminent resource persons from reputed institutes on leadership, interview skills, resilience, etc.

### Pre-Placement Support

Students are provided support to develop company specific skill requirements prior to specific placement drives. The institute provided company specific pre-placement support in the form of up-skilling students on Group Discussion Skills, Interview Skills, Quantitative Aptitude for Wipro Ltd., AMCAT British Telecom, TravClan, Randstad India, Byju's. Pre-placement support for online test and interview skills for Natwest Group, JLL & PWC as well as Basics of Lease Administration, Accounts Payable and Accounts Receivable & Interview Skills for JLL India. The Institute strives to achieve 9-IIPC Team trained students on new skills of email writing, telephonic interviews, basic etiquettes of online interviews etc.

File Description	Documents
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/6.5.1%20merged.pdf">https://iitmjanakpuri.com/upload/academic/6.5.1%20merged.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

It is observed by IQAC that exposure to identified relevant latest technologies and important practical concepts is important in all professional courses and must be imparted to students besides routine curriculum.

IT students are imparted knowledge of AI and other recently popular technologies by conducting a series of webinars on Artificial Intelligence Techniques, Content Based Image Retrieval and Its Application, Blockchain, Security with Machine Learning, Image Processing with Machine Learning, Robotics Automation - Skill A Thon, Hack overflow, Cyber Security as a Career. Workshops on Machine Learning Using Python and on Modern Web Technology (MEAN STACK). Students are trained on latest technologies, hosting and maintaining websites and involved in real-life projects as well as technical competitions.

Management and Commerce students are provided Expert Lectures on How to use WEKA Software and Business Intelligence Using WEKA. Expert Talks on Contemporary Issues in the field of Commerce & Management, Knowledge Series (subject related contemporary topics), Analysis of Union Budget (2022-23): "Student's Perspective", Pricing and Competition, Concepts of Stock Market, workshop on research methodology, Employability skill training in Financial Literacy, Ethical issues in Management, Case study on financial statement analysis, Impact of COVID 19 on Indian Economy, GST, International Marketing-The way forward.

File Description	Documents
Paste link for additional information	<a href="https://iitmjanakpuri.com/upload/academic/6.5.2%20Final.pdf">https://iitmjanakpuri.com/upload/academic/6.5.2%20Final.pdf</a>
Upload any additional information	<a href="#">View File</a>

<p><b>6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)</b></p>	<p><b>A. All of the above</b></p>
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File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://iitmjanakpuri.com/upload/academic/Annual%20Report%202021-22.pdf">https://iitmjanakpuri.com/upload/academic/Annual%20Report%202021-22.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

#### **7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

The Institute has an "Internal Complaints Committee" formulated as per Vishakha guidelines and functioning as required. The committee apart from conducting events also sensitizes all students about gender equity and other awareness programs of prevention of sexual harassment. The new session which started on 16th August 2021 came with a ray of hope and the ICC has already planned events for empowering women and making them self-reliant.

01-10-21

Workshop on Self-Defense

Mr. Abhishek Gambhir

29-10-21

**Workshop on Gender Issue**

Prof. Vageswari Deswal

18-04-22

**Seminar on Importance of Personal Hygiene**

Nine Foundation, Gorakhpur

- Specific facilities provided for women in terms of:
  1. Safety and security

The institute has an active functioning ICC and all members of committee are easily accessible within campus.

**1. Counseling Room**

The girl students are allowed to walk in freely any of members for counselling.

**1. Common Room**

The institute also has a sanitary pad vending machine installed in campus.

**1. Medical Room**

2. Separate washrooms on every floor for girls and female staff

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://iitmjanakpuri.com/direct-file/Final%20Merged%20Criteria%207.1.1.pdf">https://iitmjanakpuri.com/direct-file/Final%20Merged%20Criteria%207.1.1.pdf</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-**

**C. Any 2 of the above**



**based energy conservation Use of LED bulbs/  
power efficient equipment**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The administrative supervisor takes care that waste in each floor is collected at designated time. Personnel are deployed by housekeeping staff for daily garbage and non-biodegradables disposal. Waste from kitchen, canteen leftovers, bio-mass available after grazing trees, plants and lawns are taken for composting. The institute has pits for production of organic manure that makes use of institute's biodegradables and used for enhancement of soil fertility of campus gardens. Sanitary napkins are disposed of using incineration process. Single sided used papers are reused for printouts. Rooms have "trash bin" designed by ECS committee members to collect the waste paper. To minimize use of papers notes are digitized for students while whatsapp official group and google groups are used for communication with stakeholders. Biometric attendance system is used to reduce paperwork. Paper waste, carton boxes, used files; plastics are sold to external agency for recycling. The RO waste water is collected and used for cleaning wash rooms. Hardware beyond repair and those to be condemned are listed out by IT Cell to vendors who purchase them. Computers have also been donated to schools and other institutes. Damaged CDs, CPUs, Hard Disk, Monitors, Keyboards are handed over to external agency for recycling.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">View File</a>

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

D. Any 1 of the above

<b>Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</b>	
File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>
<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <ol style="list-style-type: none"> <li><b>1. Restricted entry of automobiles</b></li> <li><b>2. Use of bicycles/ Battery-powered vehicles</b></li> <li><b>3. Pedestrian-friendly pathways</b></li> <li><b>4. Ban on use of plastic</b></li> <li><b>5. Landscaping</b></li> </ol>	<b>D. Any 1of the above</b>
File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<b>No File Uploaded</b>
Any other relevant documents	<a href="#">View File</a>
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b>	<b>D. Any 1 of the above</b>

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

<p><b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment</b></p> <p><b>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></p>	A. Any 4 or all of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

The Institute makes constant endeavors to promote an environment to imbibe ethical, cultural, and spiritual values among the students and staff. This helps build noble and morally responsible professionals and citizens for the Nation. To build up emotional and religious feelings among students and employees,

commemorative days are celebrated on campus with initiative and support of management to generate the feeling of oneness and social harmony besides recreation.

The Institute is like a family where employees and students jointly celebrated the cultural and regional festivals like New-year's day, Fresher Party, Teacher's Day, Farewell party as well as festivals of Diwali, Holi and Raksha Bandhan with Brahma kumari's visit. Religious ritual activities are performed in the campus.

Motivational lectures of eminent persons of the field have been arranged for all-round development of the students for their personality development and to make them responsible citizens, following the national values of social and communal harmony and national integration.

In this way the institute's efforts/initiatives in providing an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic, and other diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

Education Day, Gandhi Jayanti etc. inculcate values, rights, duties and responsibilities of citizens. Further, the active Community Service Committee has conducted various activities such as blood donation, cloth distribution as well as Free Classes for the children of economically weaker sections of the society. The Institution is a member of "UnnatBharat Abhiyan" and has adopted villages.

Environment committee initiated on paper less painting to create the awareness against the reckless usage of paper. The Committee organized webinar on Hazardous Effects of E-Waste on the Environment in association with Ministry of Electronic and information Technology. The purpose of the webinar was to spread

awareness among the students regarding the environmental and health hazards of the e-waste generated. Environment committee took initiative for sustainable green campus and plans to take it forward for Green Audit. The Proctorial Board of institution observed vigilance awareness week 2021 during which Integrity pledge and E pledge is taken by all the employees of organization as well as students. Several activities were conducted during the week to sensitize students on evils of corruptions and motivate them to stand against corruption.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://iitmjanakpuri.com/upload/academic/7.1.9%20pledge%20&amp;%20Vigi%20Week.pdf">https://iitmjanakpuri.com/upload/academic/7.1.9%20pledge%20&amp;%20Vigi%20Week.pdf</a>
Any other relevant information	<a href="https://iitmjanakpuri.com/upload/academic/7.1.9%20pledge%20&amp;%20Vigi%20Week.pdf">https://iitmjanakpuri.com/upload/academic/7.1.9%20pledge%20&amp;%20Vigi%20Week.pdf</a>

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

**C. Any 2 of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	<a href="#">View File</a>

7.1.11 - Institution celebrates / organizes national and international commemorative days, events

and festivals

The institute celebrated following days in place:

**New Year**

This year due to pandemic wishes were exchanged on social media.

**Republic Day**

All faculty members, Staff and a few students gathered in Institute premises for Flag hoisting ceremony followed by National Anthem. Speech is given by students about relevance of republic day. Director enlightened students about their duties and responsibilities towards nation.

**Martyrs Day**

Martyrs Day is celebrated on 30th January to pay homage to Father of our Nation and freedom fighters. All faculty and students observed two minutes of silence at 11 am in their respective places.

**Holi**

As a part of Institute's commitment to create a green, healthy and sustainable environment, the theme of Holi celebration was "Herbal Holi-Safe Holi".

**Raksha Bandhan**

Brahmakumari Fraternity gathered in college auditorium to celebrate in association with IITM.

**Gandhi Jayanti**

Swachhta Abhiyan is organized by institute to commemorate Birth anniversary of Mahatma Gandhi, where all members of institute marched in entire campus, cleaning vicinity.

**Diwali**

On this occasion the Institute is decorated with flowers and diyas thereby adding charm and religious fervor to atmosphere. Faculty and students participated in Diwali puja, cultural programmes and then sweets are distributed.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

### Best Practice I

#### 1. Title of the Practice

Outcome based Education

#### 2. Objectives of the Practice

- To provide education and acquire learning outcomes for advancement.
- To permit various form of assessments for requisite skills
- To ensure no student is left behind.

#### 3. The Context

The Institution rigorously adopted outcome-based Teaching - Learning process

#### 4. The Practice

Outcome-based education imply a strong requirement of the end product of training and the related learning outcomes is indispensable for operative curriculum planning.

#### 5 Evidence of Success

The teaching learning scored high on all parameters in NAAC Cycle 2 as well.

6. Problems Encountered and Resources Required: Outlay of faculty time and resources in documentation difficult in a semester

system of education.

## Best Practices II

### 1. Title of the Practice

INDUSTRY INSTITUTE PARTNERSHIP CELL (IIPC)

### 2. Objectives of the Practice

To identify the opportunities for student project work in Industries.

To encourage department level MoUs with Industries for mutual benefit.

To assist industry in selection of suitable candidates to fill up job positions through campus interviews and provide career guidance to students.

### 3. The Context

The placement cell should work in coordination with other departments.

### 4. The Practice

Bridging the Employment Gap between Industry & Academia Summer Internships / Live Industry Projects InternWare - The Internship Cell

### 5. Evidence of Success

The Institute is better networked with Industry, academia and research organizations as is evident from the rise in MoUs signed.

### 6. Problems Encountered and Resources Required

The expectations of recruiters are increasing at a fast pace.



File Description	Documents
Best practices in the Institutional website	<a href="https://iitmjanakpuri.com/direct-file/template%207.2.1%20Best%20Practices.pdf">https://iitmjanakpuri.com/direct-file/template%207.2.1%20Best%20Practices.pdf</a>
Any other relevant information	<a href="https://www.iitmjanakpuri.com/placements/placements.php#iipc">https://www.iitmjanakpuri.com/placements/placements.php#iipc</a>

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Institutional distinctiveness lies in its efforts to achieve its dictum of nurturing excellence. This year the focus is on Skill Enhancement of students to achieve 21st century skills. Institution's skill enhancement cell planned and conducted sessions on Communication Skills (Verbal & Non-Verbal), Communication Skills (Paragraph Writing), Communication Skills (Article Reading and Paraphrasing), Aptitude Development Session, Email Etiquettes & Telephone Etiquettes, Public Speaking Skills, Critical Thinking & Logical Reasoning, Group Discussion Techniques and Interview Skills.

Students are provided support to develop company specific skill requirements prior to specific placement drives. The institute provided company specific pre-placement support in the form of up-skilling students on Group Discussion Skills, Interview Skills, Quantitative Aptitude for Wipro Ltd., AMCAT British Telecom, TravClan, Randstad India, Byju's. Pre-placement support for online test and interview skills for Natwest Group, JLL & PWC as well as Basics of Lease Administration, Accounts Payable and Accounts Receivable & Interview Skills for JLL India. The Institute strives to achieve 9-IIPC Team trained students on new skills of email writing, telephonic interviews, basic etiquettes of online interviews etc. Students are trained on latest technologies, hosting and maintaining websites and involved in real-life projects technical competitions besides exposing them to popular technologies & concepts.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

- The Institution plans to implement the NEP 2020 in letter and spirit.

Major focus areas include the following:

- Institute shall step up networking with industries and other HEIs for research and collaborations, focus on creating IPR, and improving stake holders' perception.
- Institute shall focus on 21st century skills to be learned by students. Students will also be trained for specific requirements of different companies during placement drives. Research shall be included in UG, PG level and have a holistic and multidisciplinary education approach.
- Pedagogy will focus on communication, presentation, discussion, debate, research, analysis, and interdisciplinary thinking.
- A comprehensive API Policy shall be developed in line with the requirements of NEP 2020.
- The Institute also plans to undertake BBA LLB (Hons) and BJMC courses of GGSIPU. The infrastructure shall be upgraded to accommodate the same. Institute shall make provisions in infrastructure to accommodate these courses.
- The Institute shall apply for NBA accreditation of its MBA program.
- Plan to expand further recruiter database.
- Focus shall be on providing exposure to students on latest technologies and trends and provide them practical exposure to students on these as applicable. This shall be extended to all programs.