Annual Quality Assurance Report (AQAR)

(Academic Year 2016-2017)

INTERNAL QUALITY ASSURANCE CELL (IQAC)

ims noida

INSTITUTE OF MANAGEMENT STUDIES

GRADE 'A' INSTITUTE BY UGC-NAAC

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution	Institute of Management Studies, Noida
1.2 Address Line 1	A-8B, IMS Campus
Address Line 2	Sector-62
City/Town	Noida
State	Uttar Pradesh
Pin Code	201303
Institution e-mail address	director.academics@imsnoida.com
Contact Nos.	0120-4798800
Name of the Head of the Institution:	Prof. Jai Prakash Sharma Director (Academics & Research)
Tel. No. with STD Code:	0120-4798826
Mobile:	9971483232

Name of the IQAC Co-ordinator: | Dr. Sonia Dhir

Mobile: | 9717790133

IQAC e-mail address: | iqac@imsnoida.com

1.3 NAAC Track ID *(For ex. MHCOGN 18879)*

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC(SC)/08/A&A/33.1 Date- 25.06.2015

1.5 Website address: | www.imsnoida.com

Web-link of the AQAR: | www.imsnoida.com

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	A	3.03	2015	2020
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC : | DD/MM/YYYY | 01.07.2016

1.8 AQAR for the year *(for example 2010-11)* | 2016-2017

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011*)

    i. AQAR _____ _____ (DD/MM/YYYY)
    ii. AQAR_____ _____ (DD/MM/YYYY)
    iii. AQAR_____ _____ (DD/MM/YYYY)

iv. AQAR_____ _____ (DD/MM/YYYY)

1.10 Institutional Status

University   State [√]   Central [ ]   eemed [ ]   Private [ ]

Affiliated College   Yes [√]   No [ ]

Constituent College   Yes [ ]   No [√]

Autonomous college of UGC   Yes [ ]   No [√]

Regulatory Agency approved Institution   Yes [√]   No [ ]

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education [√]   Men [ ]   Women [ ]

                Urban [√]   Rural [ ]   Tribal [ ]

Financial Status   Grant-in-aid [ ]   UGC 2(f) [√]   UGC 12B [√]

                Grant-in-aid + Self Financing [ ]   Totally Self-financing [√]

1.11 Type of Faculty/Programme

Arts [√]   Science [√]   Commerce [ ]   Law [ ]   PEI (Phys Edu) [ ]

TEI (Edu) [ ]   Engineering [ ]   Health Science [ ]   Management [√]

Others   (Specify) [   ]

1.12 Name of the Affiliating University *(for the Colleges)* | **Chaudhary Charan Singh University, Meerut** |

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc **Nil**

Autonomy by State/Central Govt. / University | Nil |

University with Potential for Excellence	Nil	UGC-CPE	Nil
DST Star Scheme	Nil	UGC-CE	Nil
UGC-Special Assistance Programme	Nil	DST-FIST	Nil
UGC-Innovative PG programmes	Nil	Any other (*Specify*)	Nil
UGC-COP Programmes	Nil		

2. IQAC Composition and Activities

2.1 No. of Teachers   6

2.2 No. of Administrative/Technical staff   2

2.3 No. of students   1

2.4 No. of Management representatives   1

2.5 No. of Alumni   1

2.6 No. of any other stakeholder and
      community representatives   1

2.7 No. of Employers/ Industrialists   1

2.8 No. of other External Experts   1

2.9 Total No. of members   14

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. 2   Faculty 2

Non-Teaching Staff Students 1   Alumni 1   Others

2.12 Has IQAC received any funding from UGC during the year?   Yes   No   No

If yes, mention the amount [Nil]

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. [1] International [-] National [1] State [-] Institution Level [2]

(ii) Themes [Quality Initiative for Management Education]

2.14 Significant Activities and contributions made by IQAC

1. Strengthening of Infrastructure
2. Strengthening of Research & Development Activities
3. ISO 9001-2015 Certification
4. Industrial Visits for students
5. Enhancement in teaching learning process and research work.
6. Curriculum Design & Development
7. Teaching Learning Process
8. Research & Innovation
9. Infrastructure Development
10. Students Support & Progression
11. Leadership

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. Infrastructure of Administrative Block 2. Overall development of the students	Infrastructure has improved Guest Lectures by eminent personalities Industry Visits FDPs

Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body

Yes [Yes] No

Management [Yes] Syndicate [ ] Any other body [ ]

Provide the details of the action taken

[Approved by the Management]

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	2	-	2	2
UG	3	1	4	4
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	5	1	6	6

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2   (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
      (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	5
Trimester	-
Annual	1

1.3 Feedback from stakeholders*   Alumni [√]   Parents [ ]   Employers [ ]   Students [√]
   (On all aspects)

   Mode of feedback   :   Online [√]   Manual [ ]   Co-operating schools (for PEI) [ ]

Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

> No

1.5 Any new Department/Centre introduced during the year. If yes, give details.

> BFA course has been introduced from the academic session 2015-16

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
75	68	4	3	-

2.2 No. of permanent faculty with Ph.D. | 10 |

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
7	5	2	1	1	1	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty | - | 5 | - |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	10	
Presented papers	19	8	
Resource Persons	1	2	

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Use of smart classes to teach laboratory exercises
- Automating the handouts and course material delivery to the students
- Using concept of paperless office by notice circulation through e-mail / whatsapp.
- Conducting brainstorming sessions to orient students about social and philosophical aspects of life
- To assign Software development projects.
- Case study based learning. Group Discussion, Quiz, Home Assignments, Class test, Periodical Exams, industrial training, Guest lectures, Workshops, etc.
- Series of Special Lectures introduced.
- Student clubs.
- SIPs for UGs and PGs.

2.7 Total No. of actual teaching days during this academic year | 90 |

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) | Written Exam |

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop | - | - | - |

2.10 Average percentage of attendance of students   80%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BBA	202	-	77	50	-	62.90
BCA	78	3	40	10	-	67.90
BJMC	87	1	74	10	-	97.70
MJMC	16	3	13	-	-	100
MIB	-	-	-	-	-	-
BFA	-	-	-	-	-	-

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:
- IQAC focus on object based learning.
- IQAC monitors all process through ISO 9001:2015 standardization.
- More emphasis on project work.
- Class tests
- Students' feedback
- Internal Audit

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	8
Conferences	45
Seminars	50
Summer / Winter schools, Workshops, etc.	50
Others (FDPs)	70

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	50	0	0	0
Technical Staff	3	0	0	0

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Research practices are shared with the students
- IQAC encourage the faculty to present papers in Seminars / Conferences.
- IQAC stimulate the faculty for paper publication.
- Special Leaves are sanction for Conferences / Seminars.

3.2   Details regarding major projects: Nil

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3   Details regarding minor projects: Nil

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	8	6	-
Non-Peer Review Journals	8	-	-
e-Journals	2	-	-
Conference proceedings	15	7	-

3.5 Details on Impact factor of publications:

Range [ ]   Average [1.5]   h-index [ ]   Nos. in SCOPUS [ ]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by	-	-	-	-

the University)				
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published   i) With ISBN No. [2]   Chapters in Edited Books [5]

ii) Without ISBN No. [-]

3.8 No. of University Departments receiving funds from

UGC-SAP [-]   CAS [-]   DST-FIST [-]

DPE [-]   DBT Scheme/funds [-]

3.9 For colleges   Autonomy [-]   CPE [-]   DBT Star Scheme [-]

INSPIRE [-]   CE [-]   Any Other (specify) [-]

3.10 Revenue generated through consultancy [-]

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	-	1	-	-	5
Sponsoring agencies	-	2	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons [-]

3.13 No. of collaborations   International [2]   National [-]   Any other [-]

3.14 No. of linkages created during this year [2]

3.15 Total budget for research for current year in lakhs:

From Funding agency [-]   From Management of University/College [-]

Total [-]

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

| 1 |
| 1 |

3.19 No. of Ph.D. awarded by faculty from the Institution [-]

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF [-]   SRF [-]   Project Fellows [-]   Any other [-]

3.21 No. of students Participated in NSS events:

University level [-]   State level [-]

National level [ ]   International level [-]

3.22 No. of students participated in NCC events:

University level [-]   State level [-]

National level [ ]   International level [-]

3.23 No. of Awards won in NSS:

University level [ ]   State level [-]

National level [ ]   International level [-]

3.24 No. of Awards won in NCC:

University level [-]   State level [-]

National level [ ]   International level [-]

3.25 No. of Extension activities organized

University forum [-]   College forum [/]

NCC [-]   NSS [-]   Any other [-]

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Community radio programmes for community development
- Delivered talks on Community Radio for benefit of community at large.
- Behavioural Counseling
- Awareness related to nutrition, health. Behavior problems, community problems, social problems.

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

`1`

`1`

3.19 No. of Ph.D. awarded by faculty from the Institution `-`

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF `-`   SRF `-`   Project Fellows `-`   Any other `-`

3.21 No. of students Participated in NSS events:

University level `-`   State level `-`

National level `-`   International level `-`

3.22 No. of students participated in NCC events:

University level `-`   State level `-`

National level `-`   International level `-`

3.23 No. of Awards won in NSS:

University level `-`   State level `-`

National level `-`   International level `-`

3.24 No. of Awards won in NCC:

University level `-`   State level `-`

National level `-`   International level `-`

3.25 No. of Extension activities organized

University forum `-`   College forum `/`

NCC `-`   NSS `-`   Any other `-`

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Community radio programmes for community development
- Delivered talks on Community Radio for benefit of community at large.
- Behavioural Counseling
- Awareness related to nutrition, health. Behavior problems, community problems, social problems.

-

- Dance workshop by Shaimek
- Management Haat
- Art of Living Workshop
- Motivational Workshop by Life coach
- Street Plays held by students
- Students sent for attending Talk Show on Current Affairs at Zee News etc.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	5 acre	-		5 acre
Class rooms	55	-		55
Laboratories	12	-		12
Seminar Halls	1	-	Self Financed	1
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	126	-		6
Value of the equipment purchased during the year (Rs. in Lakhs)	2,65,000	-		2,65,000
Others (Upgradation of Systems)	33	-		128700

4.2 Computerization of administration and library

- Administrative offices are automated for Application forms, Merit lists, Admissions, Examination forms, Scholarship forms, Faculty Pay Bills and other administrative work.
- The library uses an ERP College Administration Software. Book Circulation, Stock Verification and OPAC facilities are utilized through the library software

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	16510	30.8	1318	3.4	17828	34.2
Reference Books	6105	12.9	310	72K	6415	13.62
e-Books	400					
Journals	95	1.4		1.4	95	1.4
e-Journals						
Digital Database	3	1.4		1.4	3	1.4
CD & Video	241		10		251	
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Compute r Labs	Internet	Browsing Centres	Computer Centres	Office	Depart -ments	Other s
Existing	120	4	32 Mbps	-	1	10	3	-
Added	30	1	-	-	-	2	1	-
Total	150	5	32 Mpbs	-	1	12	4	-

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

Computer and Internet access are available to teachers and students throughout the year while programmes are conducted to train teachers and students about the emerging technologies

- Access to e-resources (Journals, Books etc.) via Central Library to all faculty and students
- Internet access to all faculty and staff via LAN
- Computers for every faculty and staff
- 150 computers (with printer and internet access) dedicated to all students

4.6 Amount spent on maintenance in lakhs :

i) ICT   10.00

ii) Campus Infrastructure and facilities   50.00

iii) Equipments   5.00

iv) Others   2.0

Total :   67.00

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC has been discussing with students, staff and alumna about feedback of existing facilities, suggestions etc
- Industrial Visits
- Community services
- Students Counselling
- ERP

5.2 Efforts made by the institution for tracking the progression

- IQAC has been discussing with students, staff and alumna about feedback of existing facilities, suggestions etc.
- Faculty Feedback by the students twice in a semester.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1616	60	-	-

(b) No. of students outside the state

830

(c) No. of international students

6

Men
No	%
1176	71.40

Women
No	%
471	28.60

Last Year (2015-16)						This Year (2016-17)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1076	41	4	264	-	1385	1293	39	4	311	-	1647

Demand ratio   Dropout %: **4.5%**

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Support to students provided

No. of students beneficiaries   50

5.5 No. of students qualified in these examinations

NET [-] SET/SLET [-] GATE [-] CAT [-]

IAS/IPS etc [-] State PSC [-] UPSC [-] Others [-]

5.6 Details of student counselling and career guidance

Mechanism for counselling and guidance at both department level.

Students support by CRC

No. of students benefitted [100]

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
90	125	52	15

5.8 Details of gender sensitization programmes

Workshop organized

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level [-] National level [2] International level [-]

No. of students participated in cultural events

State/ University level [20] National level [5] International level [-]

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level [1] National level [-] International level [-]

Cultural: State/ University level [-]   National level [-]   International level [-]

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	65	650000
Financial support from government	-	-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

Fairs   : State/ University level [-]   National level [-]   International level [-]

Exhibition: State/ University level [_]   National level [_]   International level [_]

5.12   No. of social initiatives undertaken by the students   [25]

5.13 Major grievances of students (if any) redressed:

The Institute has grievance committee for addressing grievance of the students. There has not been any major grievance.

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Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:
- To serve the society by providing quality professional education.
- To enhance the quality of life through excellence and leadership in professionally relevant education.
- To develop and become an academic community which is, outward looking and committed to innovation and lifelong learning.

Mission:
- We want to empower young individuals with all the knowledge and guidance they need to become worthy management professionals.
- To become the benchmark professional Institute imparting best professional education.
- To develop truly effective, flexible and integrated management study programme for the benefit of one and all.

6.2 Does the Institution has a management Information System

Yes. ERP has been implemented

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Curriculum designed by the university and with addition to that IMS is providing value added courses for skill development.

6.3.2 Teaching and Learning

a. Presentation and tutorial based teaching
b. Assignment based teaching
c. Spreadsheet

6.3.3 Examination and Evaluation

University conduct the examination and internal evaluation is done as per the norms of University. Institute strictly follows norms of attendance for appearing in the examination.

6.3.4 Research and Development

IQAC has been advising HODs to share research thrust areas with students, suggesting ways to strengthen infrastructure, quality of publication, doctoral research, encouraging faculty members to apply for projects etc.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- IQAC solicits suggestions from students and staff to improve infrastructure and shares with HODs.
- Wi-fi provided to all the students
- ERP Implemented

6.3.6   Human Resource Management

> (a) Good compensation structure.
> (b) Family like atmosphere ensures that staff members are not treated as resource.
> (c) Additional requirement of faculty fulfilled by recruitment of visiting faculty.

6.3.7   Faculty and Staff recruitment

> Done as per the University rules & Regulations.

6.3.8   Industry Interaction / Collaboration

> Industry interaction happens in the form of guest lecture, Summer Internship Project, Live project, Mentorship and final placement.

6.3.9   Admission of Students

> As per the Admissions Rules of Chaudhary Charan Singh University, Meerut

6.4 Welfare schemes for

Teaching	Yes
Non teaching	Yes
Students	Yes

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done   Yes | Y | No | |

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	External	Yes	ISO Internal Auditor
Administrative	Yes	External	Yes	ISO Internal Auditor

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes   Yes | Y | No | |

For PG Programmes   Yes | Y | No | |

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

University reforms the examination process whenever needed. Examination process is already online.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA

6.11 Activities and support from the Alumni Association

- Feedback support provided by Alumni for improving the Infrastructure, Academics, Placement, etc.
- Alumni Meet
- Alumni Cell

6.12 Activities and support from the Parent – Teacher Association

Parent-Teacher meet organized end of the semester

6.13 Development programmes for support staff

Programmes to improve communication, role clarity and skill enhancement are carried.

6.14 Initiatives taken by the institution to make the campus eco-friendly

(a) Protection and Nurturing of Plants & Trees.
(b) Promotion of pooling the transport.
(c) Insistence as optimal usage electricity.
(d) Engaging students and staff for several eco-friendly initiatives.
(e) Organizing competition for awareness.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- The Continuation evolution introduced
- Academic and administrative audit
- ICT training given to Class III staff
- Organizing excursion tours for faculty / staff
- E-Governance through various committees
- Internal Check System

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Quality objectives process monitoring chart is prepared before the start of semester. It is audited by the External auditor for ISO 9001:2015 standardization.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

- ISO 9001:2015 standardization.
- Career guidance and counseling.

Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

- Awareness workshops.
- Community radio programmes based on environmental issues.
- Organizing Competitions based on environmental issues.

7.5 Whether environmental audit was conducted?   Yes | Ye | No | |

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

- Orientation Program
- Excursion Tour
- Guest Lectures
- Nukkad Natak by the Department of Journalism.

8. Plans of institution for next year

- To conceptualize and arrange for funding state of art center to promote entrepreneurship.
- Guest lecturers
- Academia-industry tie-up projects.
- faculty development programmes

Name Dr. Sonia Dhir

_____
Signature of the Coordinator, IQAC

Name Prof. Jai Prakash Sharma

_____
Signature of the Chairperson, IQAC

***

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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