



# **SELF STUDY REPORT**

**FOR**

**3<sup>rd</sup> CYCLE OF ACCREDITATION**

**INSTITUTE OF TECHNOLOGY AND SCIENCE**

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**201007**

**<https://pg.its.edu.in>**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**April 2022**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

### *“Engage-Enlighten- Encourage”*

In the continuing task of nation building, I.T.S The Education Group is committed to promote excellence in higher education for a vibrant and inclusive society through knowledge creation and dissemination. It is making sincere efforts to contribute its mite by providing the right kind of human resources. It is striving hard to impart quality education to meet national and global challenges, towards accomplishing its mission.

I.T.S - The Education Group under Durga Charitable Society, established its first campus **“Institute of Technology and Science” at Mohan Nagar, Ghaziabad in 1995**. Since then, the Group is committed to its vision of **“Creating a Thinking Professional Order”**. The Institute started with **Post Graduate Diploma in Management (PGDM) in 1996** as its flagship program and thereafter added **MCA (Master of Computer Applications) in 1997**, and **MBA (Master of Business Administration) in 2004** to its portfolio. I.T.S is one of the few B – Schools in the region to be awarded ISO 9001:2015 certification and has **NBA accredited PGDM & MCA programmes. PGDM is also granted equivalence to MBA by Association of Indian Universities (AIU)**.

The PGDM program (NBA Accredited) was running under **“Institute of Technology and Science”**, Ghaziabad till 2019-20 sessions. Based on the guideline of the AICTE, this **PGDM program has been shifted to a new standalone institute “I.T.S School of Management” from the session 2020-21 onward**.

Our constant endeavor has been to provide value education with the over-riding aim of delivering competent, smart and socially conscious young men and women into the growing economy of ours who will contribute substantially and effectively into taking this country to greater heights in the coming years. We put sincere efforts for Institution building which is evident as **I.T.S was accredited by NAAC as a “A” Grade Institute in the year 2011 and 2017**. As an Institution, we understand that excellence is a journey not an end and we are very hopeful that the accreditation and assessment process of NAAC would enable us again to further strengthen an effective and sustainable quality assurance system in the Institute.

### **Vision**

#### **Creating a Thinking Professional Order**

### **Mission**

The mission statement of the Institute delineates the Institution’s distinctive characteristics and echoes with its vision for the future. It believes in partnering with the community and relies on the innate capabilities of its faculty, supporting staff, students, alumni and the patronage of the corporate world, in building the Institution’s academic excellence and integrity. The emphasis at the Institute is on the need to create sustainable and effective linkages between access to and success to higher education.

## Mission

**To make incessant endeavour to create learning process in response to continuously changing managerial paradigms.**

## Objectives

- Generating new learning techniques
- Improving teaching-processes
- Expanding the information technology capacity
- Strengthening the industry-interactive network
- Facilitating professional practitioners in searching their potential
- Inculcating team spirit among the learners

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

- 27 years of academic excellence
- An ISO 9000: 2015 certified Institute
- NBA accredited PGDM & MCA programmes
- Consistently Ranked among Best B – Schools
- NIRF Ranked Institute for 2019
- Qualified and experienced faculty
- Conducive learning environment with adequate infrastructure & facilities
- Robust Teaching- Learning and Evaluation processes and practices
- Focus on skill building and employability through value added courses
- Industry interface through regular guest lectures by industry practitioners
- Supplementing learning with events like Business Summit, Entrepreneurship Summit, International Conference, Seminars, Research Conclave etc.
- Students' empowerment through their involvement in planning and executing various events including Cultural Fests and club events.
- Incubation centre of MSME
- Merit based International study tour for Global learning and exposure
- Strong Alumni Network and broader alumni engagement for institutional building
- Proximity to National Capital
- Resident doctor at campus attends medical / dental problems
- In campus ATM facility of Syndicate, PNB and ICICI banks.
- In- campus hostel & mess
- Power back up, Centralized RO & water treatment facility
- Round the clock Wi-fi connectivity
- Separate Gym facility for boys and girls.
- Commitment towards society through programmes like Parivartan & Uthan

### **Institutional Weakness**

- Limited number of Programmes
- Limited scope in terms of offering contemporary courses as per requirement of the industry
- Limited scope of expansion horizontally due to location
- Limited inclination of students towards research and related areas

### **Institutional Opportunity**

- With New Education Policy (NEP), flexibility in multidisciplinary choice based and need based courses in existing framework
- Institute being located in NCR, there is a broader scope of strengthening Industry – Institute linkages for undertaking Research projects, Consultancy etc.
- Opportunity to leverage entrepreneurial mindset of students through meaningful projects at institute incubation centre.

### **Institutional Challenge**

- Low regional diversity among students
- Autonomous institutions in the vicinity
- Moving beyond industry interactions and building research culture and consultancy services
- Mobilization of external funding

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

Being an **affiliated institution of the Dr APJ Abdul Kalam University, Lucknow for MBA & MCA programmes**, I.T.S follows the Academic Calendar issued by the University at the beginning of the academic year. It clearly delineates a schedule teaching, examination, semester break and vacations that is strictly followed by the institute ensure smooth and efficient functioning of its teaching and administrative processes. Systems and processes for careful planning and implementation of the curriculum are in place. Syllabus/ course contents are provided by the University in MBA & MCA programmes.. Based on the contents, course faculty develops a lesson plan, that covers session wise details, pedagogy to be followed, supplementary reading material to be used like Case, News Articles and Assessment criteria. Keeping in mind the changing industry requirements and to supplement classroom learning with industry inputs, **Institute regularly organizes Seminar, International Conference, Business Summit, Entrepreneurship Summits, Workshops, Guest lectures and Corporate talks involving national & international experts.** Need based value added courses and workshops are conducted. Students have option to choose from elective courses offered. Practice of taking feedback from various stakeholders, analysis and corrective measures is in place in all the programmes.

### **Teaching-learning and Evaluation**

Institute follows regulations of the State Government and affiliating University with respect to admissions.

Government policies related to reservation and Fee waiver category are strictly adhered to. Over the years institute has been in a reasonably good position in admissions against its intake capacity. Students join us from different states including UP, Bihar, Jharkhand, West Bangal, Uttarakhand, Delhi, Haryana etc. **Students are provided with financial assistance in the form of scholarship based on academic performance in Graduation, 12th & 10th.** Keeping in mind the students diversity, in every programme, a rigorous **Orientation programme is conducted at the beginning of the session. During Covid, the Orientation programme was conducted on virtual mode effectively.** Being affiliated institution, the Course Curriculum in MBA & MCA is provided by the University, every year. There has been a regular updation in curriculum in the form of introduction of new contemporary courses with contents.

The process followed to improve quality of Teaching & Learning is through following mechanism:

- **Academic Calendar:**

Institute prepares programme wise academic calendars keeping in mind University calendar.

- **Teaching Pedagogy: -**

The focus is more on S to S (Student to Student) learning. The pedagogy involves: Lecture cum discussion. Case studies, Presentations, Industry visits, Guest lectures by industry people, Class activities like role plays, Workshops etc. Students learn by planning and organizing various events through vibrant functional clubs. Students share important responsibilities in organizing various institutional events like Conference, CEO/ CXO Meet, Summits, Guest lectures, Annual Fest WYSIWYG, SAMAGRA etc.

- **Monitoring of course:-** Academic Programme Office (APO) is responsible for creating and managing the data with respect to student, student attendance and course monitoring. Reports are shared among faculty members for further action and follow up in case of any deviation from the schedule.

The tools adopted for monitoring the course are:-

1. **Teaching Learning Evaluation Plan/Lesson Plan -** Before the commencement of the course the faculty members are required to design a TLEP for their respective subject. TLEP/ lesson plan addresses and integrate the following components:

- Course objectives
- Learning Outcomes
- Session wise pedagogy to be used
- Assessment Details
- Details of supporting reading material/ reference

## **Research, Innovations and Extension**

The Institution has a Research Committee which is responsible for promoting research activities. Faculty members are guided by the research committee time to time for their research related needs. All the skills which are imbibed by the faculty, regarding writing of papers, presentations in the conferences and seminars are carried forward for the benefit of the students. Students are also motivated to write papers and thereby developing their research aptitude. Conferences are organized by the institutions every year by individual

departments (IT and Management). Some of the faculty members are research guide of the affiliating University. Faculty members have also evaluated Ph.D thesis and conducted Viva Voce as expert of the research scholars of other Private universities. The efforts made by the institute to support Research, Innovations and Consultancy are visible through:

- Well stocked library with relevant research material / Journals/ Magazine
- Subscription of digital databases like Ebsco, Delnet and Capitaline date base
- Separate research section in library
- Research incentive scheme for faculty
- Wi-fi enabled campus
- **Subscription of ProQuest Business E-books Collection (25000+ e books)**
- Software like SPSS, R Programming, Python
- Publication of Bi-annual Journal “ Synergy”
- National/ International FDPs in research methodology and related areas
- Provision of academic leaves for faculty pursuing Ph.D.
- Academic leaves and Financial support to the faculty for attending event/ programme/ FDPs for self development
- Daily Newspapers and magazine to every faculty of their choice to ensure that faculty update himself/ herself with the latest before class
- Faculty with registered Patent
- Annual International Conference by Management and IT and publication of Conference proceedings/ Conference special Journal Issue (with grant from AICTE also)
- Research Convention/ Conclave to bring industry and academia on a common platform to explore emerging challenges and opportunities

Participants of the Institute are actively involved in CSR activities as part of their grooming to become socially responsible citizens through various initiatives like Parivartan (Slum Education Programme ) and Uthan.

### **Infrastructure and Learning Resources**

Institute has adequate infrastructural facilities for curricular and co-curricular activities. Number of class rooms and tutorial rooms required to run all the programmes are sufficient as per norms. Academic activities of MBA and MCA including classes are carried out in Academic Block -3 . Eight class rooms and two tutorial rooms are dedicated for MBA in First and Second floor of the building. The lecture halls are well ventilated and quite spacious. All the class rooms are centrally Air-conditioned, equipped with specialized teaching aids including LCD projection system to ensure effective teaching and learning. All the class rooms are rectangular in shape with theatrical outlay. The class rooms have false-ceilings in order to avoid echo problems. Programme wise dedicated Computer labs with adequate number of systems with required software and hardware, automated well stocked library with , language lab, faculty rooms, Seminar Halls with Audio Visual facilities are will in place to supplement learning. Entire campus including hostels which are located within the campus have internet access through Wi-Fi facility with a bandwidth connectivity of 300 Mbps (broadband) and 150 Mbps on lease line. The campus has a well-equipped separate Gymnasium for male and female students, Sports complex, Sports ground, separate common rooms for Girls and boys, Seminar Halls, Auditoriums, Canteen, Beverages Kiosk, Stationary shop and a temple. To facilitate day to day operations and related academic work, institute has Academic Programme Office with dedicated staff for each programme, under the supervision of Registrar and Asst. Registrar. APO has facilities like a **Xerox machine, scanner, and printer**. The institution ensures optimal utilization of physical infrastructure round the year through Regular campus activities. Institute

has mechanism in place for maintenance of the campus and existing facilities under the supervision of Registrar and Admin Officer (AO). **Online complain management system “Almighty” is used extensively by the faculty and staff to raise maintenance and general cleaning related issues.** It enables automatic and fast resolution of related problems.

### **Student Support and Progression**

Students join I.T.S from different states. Admissions to MBA & MCA are done as per the University guidelines. Meritorious students are provided with scholarships. University also allocates few students, in addition to the approved intake under Tuition Fee waiver scheme of AICTE. Deserving students also receive scholarship from DRCC (Bihar Government) and Samaj Kalyan Vibhag (UP Government). Summer internship for all the students is arranged by the institute through dedicated Corporate Resource Centre (CRC). Performance of the students in University examinations is among the best. Performance and progression of students are continuously monitored and shared with students. Institute encourages participation of students in intercollegiate academic, sports and cultural events. Holistic learning is ensured among students by encouraging them to plan and execute events through students' run vibrant functional clubs. At the end, institute assists students in final placements at reputed companies.

### **Governance, Leadership and Management**

The institute derives energy and direction from its well defined Vision statement -“Creating a Thinking Professional Order”. Governing body of the institute is the top most authority. This consists of eminent academician and industry professionals. Rules and regulations are well defined and are communicated. Provisions of PF, Gratuity, Medical insurance, Maternity leaves, and Academic leaves are well in place. Annual appraisal of faculty is carried out systematically. Feedback on course and faculty is taken twice in a semester. Analysis and follow up actions are taken accordingly. Provision of adequate Operating budgets is in place to take care of day to day expenses. Accounts are audited by the statutory auditors.

### **Institutional Values and Best Practices**

Under the leadership of committed management, there is a harmonious relationship among all of its stakeholders leading to a congenial environment for learning and growth for all. This is evident from the fact that many faculty and staff members are associated with the institute for more than 15 years.

The Institute has effectively introduced various innovative and best practices to create a positive impact including:

- Focus on learning centric pedagogy
- Free subscription of business/ IT magazine and news paper for the faculty
- Use of eco friendly plants for welcoming the guest instead bouquet
- Merit and Performance Improvement Award to the students in every semester/ trimester
- Industry guest lecture/ partial coverage in course by Industry experts
- Rigorous Orientation before beginning of the programme
- Broader alumni engagement
- Uninterrupted classes, academic activities and events including FDPs, Guest lectures, Yoga sessions,

- Conferences, Fest, Covid specific precautionary sessions of experts on virtual platform during Covid
- Innovative events like: Business Summit, I.T.S Utkrisht Marketing Awards, CEO/CXO meet, Entrepreneurship Summit, Research Convention/ conclave, SIP Competition, Business Plan Competition
  - CSR through student driven Parivartan and Uthan clubs
  - Soft loan facility
  - Financial assistance for the school fees of the children of Non-Teaching staff
  - Group insurance
  - Rain water harvesting facility

NAAC



## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	INSTITUTE OF TECHNOLOGY AND SCIENCE
Address	MOHAN NAGAR, G. T. ROAD, GHAZIABAD
City	Ghaziabad
State	Uttar pradesh
Pin	201007
Website	<a href="https://pg.its.edu.in">https://pg.its.edu.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Director	V. N. Bajpai	0120-2811000	8447744054	0120-2811113	reg.pg.mn@its.edu.in
IQAC / CIQA coordinator	Nitin Saxena	0120-2811000	9212589330	0120-2811113	nitinsaxena@its.edu.in

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	01-01-1995

**University to which the college is affiliated/ or which governs the college (if it is a constituent college)**

State	University name	Document
Uttar pradesh	Dr Apj Abdul Kalam Technical University Uttar Pradesh Lucknow	<a href="#">View Document</a>

**Details of UGC recognition**

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

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

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
AICTE	<a href="#">View Document</a>	01-07-2021	12	Annual Approval granted by AICTE

**Details of autonomy**

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

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	MOHAN NAGAR, G. T. ROAD, GHAZIABAD	Urban	5.51	10764

## 2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
PG	MBA,Management	24	Graduation	English	240	212
PG	MCA,Information Technology	24	Graduation	English	120	66

### Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	4				8				26			
Recruited	2	1	0	3	3	4	0	7	12	14	0	26
Yet to Recruit	1				1				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				26
Recruited	15	11	0	26
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	13	0	0	13
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

### **Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	2	1	0	3	2	0	4	2	0	14
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	2	0	8	12	0	22
UG	0	0	0	0	0	0	0	0	0	0

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

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

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		3	1	0

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
PG	Male	101	63	0	0	164
	Female	82	32	0	0	114
	Others	0	0	0	0	0

<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Programme</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	6	12	12	18
	Female	6	6	8	10
	Others	0	0	0	0
ST	Male	0	1	0	1
	Female	0	1	0	0
	Others	0	0	0	0
OBC	Male	41	75	90	61
	Female	23	34	36	31
	Others	0	0	0	0
General	Male	117	226	214	189
	Female	85	135	131	91
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
<b>Total</b>		<b>278</b>	<b>490</b>	<b>491</b>	<b>401</b>

### **Institutional preparedness for NEP**

1. Multidisciplinary/interdisciplinary:	Institute offers two programmes; MBA and MCA affiliated to Dr A PJ Abdul Kalam University, Lucknow. These two programmes covers Management and Information Technology disciplines.
2. Academic bank of credits (ABC):	The affiliating University does not have such provision of Academic Bank of Credits (ABC), as of now.
3. Skill development:	Institute focus on skill development of students through the following initiatives: 1. Learner -centric pedagogy with focus on Student to student learning 2. Regular workshops for skill development in the areas

	<p>including Employability skills, MS Excel, Financial Modeling, Analytics, Mobile App development, Python etc. 3. Regular interaction of students with industry experts through guest lectures, Corporate talk, Industrial visits, Internship and live projects etc. 4. Participation of students in various Curricular and Co- curricular activities 5. Participation of students in annual events including Business Summit, Research Conclave, CEO meet, International Conferences, Seminars, Fests- Wysiwyg and Samagra.</p>
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	<p>Institute and its faculty take care of challenges arising out of regional diversity among students. Faculty ensure that the learning takes place effectively. Depending upon requirement, faculty explain the concepts in Indian language. However the medium of instruction in both the programmes MBA &amp; MCA is English. Students are encouraged for online courses through NPTEL, Udemy etc. Faculty members also enroll themselves in advanced level online courses. There is course on Human Values and Ethics in MBA programme.</p>
5. Focus on Outcome based education (OBE):	<p>Outcome-Based Education (OBE) is a pedagogical model that entails the restructuring of curriculum, pedagogy and assessment practices to reflect the achievement of high-order learning. Both the programmes MBA and MCA have well defined Programme Educational Objectives (PEOs) and Programme Outcomes (POs). These outcomes are to be achieved through effective Course delivery. For every course, Objectives and Knowledge levels for assessment of Outcomes based on Blooms Taxonomy are defined. Institute follows a well defined system of mapping of Course outcomes leading to attainment of Programme Outcomes.</p>
6. Distance education/online education:	<p>There is no such provision in affiliating University.</p>



## Extended Profile

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### 1 Program

#### 1.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
114	215	216	212	224
File Description		Document		
Institutional data prescribed format		<a href="#">View Document</a>		

#### 1.2

**Number of programs offered year-wise for last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
02	03	04	04	04

### 2 Students

#### 2.1

**Number of students year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
278	490	491	401	463
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
179	241	300	300	299

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 2.3

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

2020-21	2019-20	2018-19	2017-18	2016-17
447	473	394	453	432

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 3 Teachers

### 3.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
36	57	61	88	87

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
36	57	61	88	87

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls

**Response: 14**

**4.2**

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

2020-21	2019-20	2018-19	2017-18	2016-17
342.87	931.39	887.03	791.07	880.69

**4.3**

**Number of Computers**

**Response: 209**

NAAC

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

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

###### Response:

Institution has taken a professional approach in every possible way for effective delivery of the curriculum. Academic processes are streamlined, with timetables, workloads and other supporting administrative tasks prepped well in advance of teaching session. **Programme wise, Course wise and session wise reports (ADR- Academic Daily Report and Weekly Reports) are collated** at regular interval, documenting the academic and extracurricular work undertaken in class, as mentioned below-

**A. Academic Rigor:** Institute laid emphasis on building academic culture inside and outside the class room by taking various measures.

- Teaching pedagogy suitable to the professional requirements
- Promoting class room discussion and involvement of students
- Use of Case studies and news articles
- Lectures supported with research articles, audio- visual presentations

**a) Preparation of TLEP/ Lesson Plan** - Before the commencement of the session, the faculty members prepare a TLEP/ course module for their respective subject. The module contains the detailed lecture plan that shall be followed by the faculty for delivering their course in prescribed number of hours. The faculty is required to specify the details like – pedagogy used, assignments, Topic to be covered, Article/ case/ research paper, other activities etc in the TLEP itself.

**b) Projects and Assignments-** The assignments include- solving the case studies within the class, preparation of presentations, surprise test etc. The performance of students in these projects and assignments is one of the important criteria for their internal marks.

**B. Personality Development Sessions (PDP)** – A well thought Personality Development Programme spread across the trimesters/ semesters is in practice. Dedicated pool of faculty members along with the outside experts contributes for the latest content to develop the course. The focus of these classes is to improve transferable skills of the students, including – body language, communication skills, English conversation, presentation skills, attitude and many more which directly or indirectly enhance the employability.

**C. Value Added Courses-** In order to make students industry ready, University curriculum is well supported by various value added course in the filed management & IT. As per the requirement external experts and agencies are engaged for the purpose. In recent past students have been trained for Tally, Data analytics through SPSS and Excel, Digital media, IT Security etc.

**D. Industry Interaction:** The academic program is designed to meet the requirements of the corporate

world. Students undertake various research works as part of their class room exercises and work with industry to gain real time exposure. The student – industry interaction is top most priority to make students industry ready professionals to take up the challenges ahead. Institute undertakes the following activities to strengthen the Institute- industry interaction.

1. Guest lectures by experts from industry, academia and alumni
2. Industry visits
3. Participation of students in CEO meets, Seminars, Conferences, Business Summit, Summer Internship Competition, Business Plan competition etc organized by institute and other professional bodies
4. Guest lectures by foreign faculty/ experts

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

### 1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

#### Response:

**Being a affiliated institution of the Dr APJ Abdul Kalam University, Lucknow, I.T.S follows the Academic Calendar issued by the University** at the beginning of the academic year. It clearly delineates a schedule for teaching, examination, semester break and vacations that is strictly followed by the institute to ensure smooth and efficient functioning of its teaching and administrative processes. **Within the same framework, the institute also prepares its own calendar of events and activities before the commencement of the Academic Session and the same is communicated to all.** For transparency of functioning, both the University and the institute academic calendars are placed on the notice board.

However in PGDM programme, Academic Calendar is prepared by the institute keeping in mind the trimester pattern and related requirements.

All the aforementioned information is reinforced during the orientation of new students at the beginning of academic session.

The Director also conducts meetings with the Programme Chairpersons and Coordinators, faculty from individual Departments, and entire Staff including non-teaching to ensure smooth implementation of the activities as scheduled.

For the purpose of conducting Continuous Internal Evaluation, teachers prepare their schedule of teaching, class tests and assignments in accordance with their allotted time table keeping the academic calendar and planned co-curricular activities of the institute in mind.

The students are informed well in advance about the deadline for assignment submissions, dates for class tests and presentations, as well as their final internal assessment marks. Criteria for assessment are also

shared with the students through lesson plan. They are encouraged to seek guidance from teachers during the designated tutorial slots or during free time.

**Apart from this details of all the activities/ events are being uploaded on website in advance under the Anouncement / Students anouncement section (<https://pg.its.edu.in/announcement>).**

**Institute also circulates a morning mailer to all concerns as an information about particular day's events with relevant details.**

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</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 last five years**

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

**Response:** D. Any 1 of the above

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

## 1.2 Academic Flexibility

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

**Response:** 100

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

**Response:** 2

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

### 1.2.2 Number of Add on /Certificate programs offered during the last five years

**Response:** 12

#### 1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.

2020-21	2019-20	2018-19	2017-18	2016-17
2	4	3	1	2

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

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

**Response:** 9.8

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

2020-21	2019-20	2018-19	2017-18	2016-17
12	219	0	0	0

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

#### Response:

The curriculum of programs includes courses to encourage **Human Values and Professional Ethics** among students. Courses on Personality Re-engineering Programme (PRP) and Business Communication help students to imbibe Professional Ethics and to become a better human being. Apart from this the courses on Business Law and Cyber securities and Laws sensitize students to be aware about the legal issues with respect to personal and professional area and at the same time encourage them to abide by them.

The Institute ensures to integrate issues such as gender, environment and sustainability into the curriculum by enforcing the following practices:

#### 1. Gender

The proportion of girl students for both Computers and Management streams is preponderant. Central location, safe atmosphere and complete absence of gender bias in academic as well as extra / co-curricular activities are some of the factors which make the environment conducive for of girl students. Institute do undertake programmes on gender sensitization & related issues and arranges guest talks of female leaders of the industry. International Women's Day is celebrated every year on 8th March.

#### 1.Environment and Sustainability

The affiliating University syllabus contains a course on environmental studies wherein students learn environmental concepts and are being sensitized towards environment related issues and concerns.

Institute is socially responsible and offers community services through social initiatives "Parivartan"- the Slum Education Programme and "Uthan"- the Social club for poor meritorious students on a regular basis. Students have adopted poor students of neighbouring schools for conducting sessions on education and hygiene at campus on weekends. The programme was launched on 26th January 2013. Students of I.T.S voluntarily join for this noble cause of educating children in slum areas.

Educating students of the socially underprivileged class (Parivartan)

- 50 + activities/classes conducted in the Slums of Ghaziabad.

Facilitating Meritorious Students from financially deserving class (Utthan Lab)

- 10+ Activities/classes conducted in the ITS, Ghaziabad campus. Due to Covid restrictions these activities could not happen for almost 1.5 Years. These activities have been resumed back from January, 2022.

#### Other CSR Activities:



- Dental & Medical Check-up Camp
- Donation of Blankets & Old Clothes
- Cancer Awareness Programme

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

### 1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 2.54

#### 1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
5	5	5	5	3

File Description	Document
Programme / Curriculum/ Syllabus of the courses	<a href="#">View Document</a>
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	<a href="#">View Document</a>

### 1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 99.64

#### 1.3.3.1 Number of students undertaking project work/field work / internships

Response: 277

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni**

**Response:** A. All of the above

File Description	Document
Any additional information (Upload)	<a href="#">View Document</a>

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

1. Feedback collected, analysed and action taken and feedback available on website
2. Feedback collected, analysed and action has been taken
3. Feedback collected and analysed
4. Feedback collected
5. Feedback not collected

**Response:** A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Upload any additional information	<a href="#">View Document</a>
URL for feedback report	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 81.03

##### 2.1.1.1 Number of students admitted year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
278	490	491	401	463

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
360	480	600	600	600

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 45.83

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

2020-21	2019-20	2018-19	2017-18	2016-17
76	129	146	121	132

#### File Description

#### Document

Average percentage of seats filled against seats reserved

[View Document](#)

## 2.2 Catering to Student Diversity

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

#### Response:

**An induction/ Orientation program is organized for the students at the commencement of each batch**, that helps students become acquainted with the institution, its curricular, co-curricular & extracurricular activities, its facilities, rules & regulations etc., and serves as a base to monitor student progress. Additional sessions are conducted to inculcate positive attitudes and develop a healthy competitive spirit among the students. The institute practices a student centric approach, so each student gets personal attention and grooming sessions throughout his/her journey during the program. Training is imparted through specific need based sessions in the form of workshops in the areas of **Employability skills, Soft Skills, Aptitude, Advance Excel, Value-added courses and Internships**.

Department of IT, I.T.S. Ghaziabad has been established as NPTEL Local Chapter on 1st March 2017. Local Chapter helps students and faculty members to earn online certification for NPTEL courses, the highlight being the certification exam through which the student gets an opportunity to earn a certificate from the IITs and other reputed institutions. As Local Chapter of NPTEL, I.T.S also became the repository of study materials of 1000+ courses. **Students are encouraged to enroll in MOOC Courses through platforms like – Swayam (NPTEL), COURSERA etc.**

**Institute has received appreciation letter from NPTEL for its efforts in disseminating and supporting the learners of SWAYAM, as a local chapter during 2019-20. 69 students have passed their courses out of total 85 registered in the year.**

Guest lectures & beyond curriculum courses are conducted for the students to keep abreast of the latest trends in technology and enable them to meet requirements of industry 4.0, thereby leading towards enhanced employability.

The Departments organizes different programs for slow and advanced learners. The Students who secure less than 45% in class tests are categorized as slow learners and those who secure above 60% marks are categorized as advanced learners.

#### Slow learners:

Apart from conducting remedial and revision classes these students are also provided notes, question banks, and direction on how to present the answers in the exam so that the students can enhance their academic performance. Apart from this the faculty interacts with a small number of students during mentoring sessions for rapport building so that the needed support and guidance can be provided timely. The students are motivated to participate in different club activities, which help them to gain confidence.

#### Advanced Learners:

They are encouraged to take part in Conferences, workshops, and seminars to gain knowledge on advanced topics. The faculties assist them to understand content beyond the syllabus. The students are motivated to enroll themselves for advance certification courses through platform; MOOC, Coursera and NPTEL.

Annually, under the institute incentive policy, the department-wise toppers, University rank holders are encouraged with certificates and cash prizes. The institute has Merit and Performance Improvement Awards in place. The students who improve their academic performance in comparison to the previous semester/trimester are also included in the policy and awarded with certificate and books.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Past link for additional Information	<a href="#">View Document</a>

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

**Response:** 7.72

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

**Response:**

The experiential and participative learning methodology is integrated in all the courses of study offered at the Institution with focus on Student to Student learning and th practical hands-on sessions in the lab, beyond curriculum value- added courses, and the high in demand soft skills sessions to assist students in successfully transitioning from campus to corporate. All the faculty members at Institute of Technology & Science keep in mind the vision of the Institute and contribute towards the development of students into competent professionals who are of immense value to the industry as well as to the society. The faculty members teach and evaluate the students so that they develop as contributing professionals ready to face this rapidly evolving world. **The meetings of class representatives with the Program Chairperson are conducted every semester/trimester.**

**Experiential learning** – Apart from projects in the curriculum of the university, the institute organizes “**WYSIWYG and SAMAGRA**”- an Annual inter-institute cultural fest wherein the participation of student is ensured. Experts from the industry are invited to evaluate the various events and the winners are awarded with cash prizes along with certificates of appreciation to encourage students.

“**TECHNOVATION**”- an Annual inter-institute technical fest wherein the participation of every student is ensured by conducting a Project-Exhibition at the department level then the selected quality projects are exhibited in the fest. Experts from the industry are invited to evaluate the projects and the best projects are awarded cash prizes along with certificates of appreciation to encourage students.

The institute organizes industrial visits to enhance the practical exposure of the students through the interaction with industrial personnel. It offers opportunities to augment theoretical knowledge through a practice-based curriculum thereby enhancing employability skills and gives an opportunity to connect innovative work with real world problems / industry needs that lead to the creation of market ready projects. Multi-disciplinary projects enhance team spirit and inculcate application of diverse fields of computer application and management.

**Participative learning** – Student clubs like **Marraecus, Finvest, Statesman, Oppo Makers, Glocal, Zenith, IT, Library club, DBMS, Programming and Technext** provide students the opportunity to mentor their peers and help them in realizing their potential and dreams. The student leaders in these clubs set problems for their peers and then assist the participating students to solve these problems by molding their answers in the correct direction. **These clubs aim to promote creativity, increase the technical know-how, and productivity of all students at the institute.**

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

### 2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

#### Response:

Information and communication technologies enabled tools act as catalyst in enhancing teaching and learning process. Keeping abreast with time, the institute does encourage such usages by faculty members by providing **LAPTOPs/ LCD equipped classrooms** as well as necessary training through internal / external resources. The institute is also practicing the use of **ICT (animations, videos and ppts)** with conventional methods of lecture delivery. All classrooms and seminar halls of the institute are 100% ICT enabled and internet facility through LAN and wi-fi.

**The Technologies and facilities available and used by the faculty are Computers/ laptop with internet facility in all departments, use of LCD projectors for animations and ppt slides, access to e-journals apart from print journals, open educational resources through e-learning, language laboratory, NPTEL digital contents, smart boards, and audio-visual rooms.** The institute has a well-equipped central library. The central library has 42578 books with 9176 titles, 90 journals and magazines, and three online database; Capitaline plus, Delnet & NDL. In the institute, dedicated labs are available in all the departments. The lab consists of the latest computer platforms with updated software. **A set of dedicated servers have been deployed with fully networked configuration based on the latest concepts of server computing. 24 x 7 hours 450 Mbps Internet Connectivity & Wi-Fi facility is available throughout the campus.** The faculty members effectively mix up the theoretical classroom teaching and practical exposure through YouTube videos, NPTEL videos, COURSERA, and other educational sites for effective classroom delivery. The institute has two well equipped auditoriums and two seminar hall with ICT facilities. The institute has sufficient IT facilities to cater the the institute for smooth conduction of placement drives. The institute is affiliated with IIT-Kanpur for NPTEL as a local chapter to provide students and teachers some additional online courses. ICT resources in the institute helped faculty

members to realize the process of IPR, research paper publication and plagiarism check.

During pandemic, the Institution has shifted to online learning education through different platforms for example: - **MS Team, Google classroom and licensed Zoom platform**. E-content is developed by all the faculty members in the form of self-shoot videos and PPT slides. Course files which include lesson plan, quizzes, question bank, previous year question paper, case studies, assignments, lecture notes, etc. are provided to the students.

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

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

**Response:** 7.72

#### 2.3.3.1 Number of mentors

**Response:** 36

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

## 2.4 Teacher Profile and Quality

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

**Response:** 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>

### 2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

**Response:** 35.19

**2.4.2.1 Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
14	25	22	25	25

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)**

**Response:** 7.38

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

Response: 265.72

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

**2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode**

**Response:**

The MBA, MCA and PGDM program has an **Examination Cell headed by the Controller of Examination** for overseeing the smooth conduct of the internal and external examinations. Effective implementation of evaluation reform of the university is strictly followed. The institute ensures compliance of process and procedure devised by the university to follow the continuous evaluation system. The conduct of class tests. **i.e., CT and PUT (Pre-University Test) adheres to the schedule mentioned in the academic calendar, issued before commencement of every semester by the Program Chairperson.** Bloom's Taxonomy integrated in the question papers which include short answer type questions and the long answer type questions with internal choice to test the skills of the student. It also motivates the



students to prepare for the entire syllabus and discourages selective study. The percentage of attendance is taken as eligibility criteria to appear in these internal assessment tests and students are informed at the beginning of every semester. Question papers in each subject, as per the format issued from the Controller of Examination, are prepared. **The question papers are reviewed by the Moderation committee of the department.** The final question paper of all subjects of the department in the required number of copies is submitted to the examination cell. The answer sheets are evaluated and shown to students within three days from the date of end of examination. The results are analyzed and reviewed by the Controller of Examination to plan and execute corrective actions. Viva Voice and lab work considered for awarding internal marks in practical every semester. The internal assessment includes marks scored in Class tests and teacher assessment. Based on performance of students in assignments and overall percentage of attendance, the teacher assessment marks are awarded. It is ensured that the student views overall sessional marks awarded for the subject before he/she appears for university examination. The policy from the office of Program Chairperson for continuous evaluation of student's projects is followed by every department. The lesson plan of every subject is prepared by respective faculty. **The audit by the IQAC team is done to verify academic-related documents and adherence to norms of the institute with respect to theory subjects, continuous assessment in practical, and projects.**

During the COVID-19, for the smooth conduct of academic activities, Assessment, evaluation of internal examinations has been done online using Google platform, Google classroom, MS Team and Zoom platform.

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

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

#### Response:

The examination committee of the different programs constitutes Controller of Examination (COE) and committee members. The committee prepares seating plans and segregate question papers room wise for distribution effectively. The committee also forms a flying squad. The strict supervision is done by flying squad teams during internal examinations. The examination and evaluation systems are transparent. Students are made aware of internal assessment as per criterion given in the teaching scheme by the university. The marks are posted on the notice board and can be viewed by the students. For any grievance, students may approach concerned faculty or Controller of examination. **During Internal Examinations, UFM (unfair means) cases are handled as per UFM policy in SOP, Internal Examinations. The decision of evaluating the answer sheet or deduction of marks is taken at the centralized level. The UFM cases are forwarded to each program chairperson to comply according to the action defined, then a compliance report is sent to the office of Director.** For External Examinations, the re-evaluation process is taken care of by the registrar office. The students are informed well in advance regarding circulars issued by the university for re-evaluation by the registrar office in coordination with the respective departments.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</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.**

### Response:

Programme Objectives and Programme Outcomes are displayed at various prime locations of each department in the institute premises. They are also available on the institute website for the awareness of faculties and students. POs are also displayed in classrooms. The detailed course outline of each subject is prepared containing the course outcome and is provided to all students by the academic program office through institute's mail. **As per the guidelines of Course file contents issued from the program chairperson, Programme Outcomes and Course outcomes are appended in the course file of the concerned subject.** They are helpful in developing the framework of teaching and learning process and to understand the various cross-cutting issues pertaining to environment, values, and professional ethics. **The Course outcomes of all the courses are designed as per the syllabus prescribed by the university, considering Bloom's Taxonomy, and keeping in view the Vision & Mission of the department, Program Educational Objectives and Program Outcomes. The suitable teaching methods and curricular activities such as projects, industrial visits, etc. are planned to take into consideration the Program Outcomes (POs), and Course Outcomes (COs) for all programs offered by the institution.** In PGDM program, it is designed by the institute.

The alumni are invited to interact with both the students and teachers at specific events and meetings. They share how the different courses shaped their careers and thus motivate students to achieve the program outcomes and Course Outcomes.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View Document</a>
Past link for Additional information	<a href="#">View Document</a>

**2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.**

### Response:

**Yes, Attainment of programme outcomes and course outcomes are evaluated by the institution.**

The institute has been working continuously on the attainments of Program Outcomes and Course

Outcomes. Programme Educational Objectives (PEOs) and Programme Outcomes (POs) are displayed in the campus at various locations and on the institute website. Assignments, Class Tests, and university examinations are substantially helping to evaluate these outcomes.

In MBA and MCA Programmes, the course outcomes of each course is mentioned in the syllabus provided by the University at the beginning of the session. The Course Outcomes (COs) are formed for each course in PGDM program by the course faculty. All the faculty members teaching a particular course formulate the course outcomes which is the mandatory part of Lesson Plan. COs are formed by considering the learning levels of Bloom's Taxonomy. **COs are mapped with POs in Matrix form. Correlation levels 1, 2, 3 are defined as low, Moderate, & High, respectively. "-" or blank is used if there is no correlation. Two methods are adopted for attainment viz Direct Methods (Class test, Assignment/Tutorials, Seminar, Project, Lab attainment and external examination conducted by the University) & Indirect Methods (student feedback). Course wise CO Attainment is calculated by taking 70% contribution of external exam & 30% contribution of Internal Exams in MBA & MACA and 60% contribution of end term exam and 40% contribution of internal assessment in PGDM program . The Attainment level is 1,2, & 3 respectively if 50% , 60 % & 70 % of students score more than Course Average (Target) decided by faculty and Department with due justification,**

Target level of External Exams for any subject will be the average of marks obtained by students of that course in the last three years. Target level of Internal Exams for any course will be the average marks obtained by students of that course calculated from Class Tests marks (Excluding Teacher Assessment Marks) in the last three years. Here, it is assumed that the questions answered by a student cover all the course outcomes defined for that course. However, depending on the nature of the course and other valid reasons, faculty may take appropriate decision.

The Program Outcomes are attained through the attainment of Course Outcomes. This is called direct attainment of POs. The direct attainment of POs is the average of individual PO attainment values. For determining indirect attainment of POs, Stakeholders (student feedback on course) feedback is conducted. **The overall attainment of outcomes of a program (POs) is computed by adding direct attainment and indirect attainment values in the proportion of 80:20.** All calculations are done through the excel software.

**Gap analysis is done at the end of each semester/trimester. For odd semesters it is done in the next even semester, the action for gap fulfilment decided & implemented in the next odd semester. Similarly applicable for even semesters also.**

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

### 2.6.3 Average pass percentage of Students during last five years

**Response:** 97.52

#### 2.6.3.1 Number of final year students who passed the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
453	462	384	447	427

### 2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
477	473	394	453	432

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1 Online student satisfaction survey regarding teaching learning process

**Response:** 3.53

File Description	Document
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>

## Criterion 3 - 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, Chairs in the institution during the last five years (INR in Lakhs)**

**Response:** 20.06

**3.1.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	20.06	0	0	0

**File Description**

**Document**

List of endowments / projects with details of grants

[View Document](#)

e-copies of the grant award letters for sponsored research projects / endowments

[View Document](#)

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

**Response:** 16.67

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

**Response:** 6

**File Description**

**Document**

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

**3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years**

**Response:** 0

**3.1.3.1 Number of departments having Research projects funded by government and non-government agencies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	00	0	0

### 3.1.3.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	2	2	1

File Description	Document
List of research projects and funding details	<a href="#">View Document</a>

## 3.2 Innovation Ecosystem

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

#### Response:

Institute of Technology and Science, continuously endeavors to create an ecosystem for innovation and entrepreneurship by encouraging ideas for startups and sowing seeds for cultivating and honing entrepreneurial abilities in students of management.

Towards this it also works in tandem with the goals of **Ministry of Human Resource Development (MHRD), Govt. of India that has established 'MHRD's Innovation Cell (MIC)'** to systematically foster the culture of local Innovation amongst all Higher Education Institutions (HEIs). The primary mandate of MIC is to encourage, inspire and nurture young students by supporting them to work with new ideas and transform them into prototypes.

MIC envisions encouraging creation of **'Institution's Innovation Council (IICs)'** across selected HEIs. **A full fledged and active IIC cell functions in the institute** for knowledge sharing towards promoting the culture of entrepreneurship, innovation and incubation. It aims to establish a dynamic Ecosystem for Scouting Ideas and Pre-incubation of Ideas by way of orientation of students and faculty on IPR, design thinking, prototyping, building business models and canvas. The institute focuses on identifying budding entrepreneurs and offering them the required support in terms of logistics, technical support, location of potential investors, collaborating with incubators etc.

The National Innovation and Start-up Policy 2019 of the Ministry of Education intends to guide HEIs to promote student driven innovations & start-ups and to engage the students and faculty in innovation and start up activities in campus. **As per the directions of Ministry of Education's Innovation cell, the NISP was formulated in the institute and its implementation ensured with guidance of external experts active in the fields of incubators, startups, industry and academia.** With the implementation of

its own NISP document, the institute seeks to create a healthy, promising and facilitating culture for young innovators, entrepreneurs and startups in overcoming barriers while trying to market their innovation and growth from scratch to scale.

Activities satisfying the framework of innovation carried out by the institute include exposure of students to concepts of product identification, product and market fit, market analysis, cost model, revenue model and breakeven analysis through its ongoing orientation sessions including workshops, guest lectures, business plan competitions, inter college events like business, startup, innovation, entrepreneurship summits and conventions.

**The Ministry of MSME too has approved the establishment of business incubation centre at the campus** highlighting the credibility of its efforts in developing and shaping an environment of innovation in the minds of its student innovators.

The Institute also has a strong Academic Body comprising representatives from Industry and Academia to mentor and impart knowledge through a series of regular sessions and workshops on emerging technologies, inculcating problem-solving skills and entrepreneurship.

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

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

**Response:** 15

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

2020-21	2019-20	2018-19	2017-18	2016-17
4	6	3	2	0

File Description	Document
Report of the event	<a href="#">View Document</a>
List of workshops/seminars during last 5 years	<a href="#">View Document</a>

## 3.3 Research Publications and Awards

### 3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

**Response:** 1.13**3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years**

Response: 9

**3.3.1.2 Number of teachers recognized as guides during the last five years**

Response: 8

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years****Response:** 0.46**3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
11	14	3	1	1

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</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 last five years****Response:** 0.64**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 last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
13	11	6	12	0



File Description	Document
List books and chapters edited volumes/ books published	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</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 last five years.**

**Response:**

Institute is socially responsible and offers community services through **social initiatives “Parivartan”- the Slum Education Programme and “Uthan”- the Social club for poor meritorious students** on a regular basis. Students have adopted poor students of neighbouring schools for conducting sessions on education and hygiene at campus on weekends. The programme was launched on 26th January 2013. Students of I.T.S voluntarily join for this noble cause of educating children in slum areas.

Institute is well aware of its responsibility towards society and underprivileged people. The institute has a well planned and detailed CSR activity calendar and various clubs to discharge its responsibilities towards the betterment of the society and the upliftment of the poor, down-trodden and deprived. For example -Utthan Lab is a unique and comprehensive CSR project of I.T.S Ghaziabad under which around hundred poor but meritorious students are called to the campus of I.T.S on working Saturdays where under the guidance of faculty coordinator, student volunteers impart basic knowledge of English, Science, Maths, History, Computer GK etc. to them.

‘Parivartan’ is another CSR programme conducted by the students. This mainly comprises of Slum Education Programme in which student volunteers visit slums on all Sundays and teach around 120 slum children as per their I.Q. and current knowledge. Plantation Drives, Dental Checkup Camp, Distribution of Clothes to Poores, Blood Donation Camp and Awareness Campaigns are some of the other CSR activities conducted at the local level.

These extension activities are carried out by the students under the guidance of faculty.

Apart from this Students were sensitized on various other issues including Swachata Pakhwara and other social issues. During Covid institute has contributed to its level best to the needy people through its group institutions.

During lockdown period due to Covid -19, I.T.S was among the front runners in extending its support and helping the needy section of society. Some of such contributions are listed:

- Contributed Rs.10.51 lakh to PM Cares Fund.
- Contributed Rs.5.40 lakh to Uttar Pradesh Mukhyamantri Covid care Fund.

- Distributed Ration packets to more than 14000 families.
- Met daily food requirements to 250 families with Rastriya Sewa Bharati for 15 days.
- Cooked meal provided to more than 75000 people during lockdown period.
- Distributed food to 1500 + migrants daily for one week.
- Hospital and all Health care facilities provided for quarantine, isolation and treatment of patients infected by Covid -19 at I.T.S Surya Hospital.
- Distributed 200 bottles of hand sanitizers to hospitals.
- Distributed 400 bottles of hand sanitizers to Police personnel.

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

### 3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 3

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	3	0	0	0

File Description	Document
Number of awards for extension activities in last 5 year	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 3

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

2020-21	2019-20	2018-19	2017-18	2016-17
1	2	0	0	0

File Description	Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 1.22

#### 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 last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	30	0	0	0

File Description	Document
Average percentage of students participating in extension activities with Govt or NGO etc	<a href="#">View Document</a>

## 3.5 Collaboration

### 3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

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

### **3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years**

**Response:** 11

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

2020-21	2019-20	2018-19	2017-18	2016-17
5	1	5	0	0

<b>File Description</b>	<b>Document</b>
e-Copies of the MoUs with institution/ industry/corporate houses	<a href="#">View Document</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	<a href="#">View Document</a>

## Criterion 4 - 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.**

**Response:**

I.T.S has adequate infrastructure in terms of equipped Classrooms with centralized AC, computer labs, **library**, language lab, faculty rooms, Seminar Halls with Audio Visual facilities. Entire campus including hostels which are located within the campus have internet access through Wi-Fi facility with a bandwidth connectivity of 300 Mbps (broadband) and 150 Mbps on lease line. The campus has a well-equipped separate **Gymnasium, Sports complex, separate common rooms for Girls and boys**, Seminar Halls, Auditorium, **Canteen, Beverages Kiosk, Stationary shop and a temple.**

**Lecture Halls/ Classrooms and Tutorial spaces** – Academic activities of MBA and MCA including classes are carried out in Academic Block -3. Eight class rooms and two tutorial rooms are dedicated for MBA. The lecture halls are well ventilated and quite spacious. All the class rooms are centrally Air-conditioned, equipped with specialized teaching aids including LCD projection system to ensure effective teaching and learning. All the class rooms are rectangular in shape with theatrical outlay. The class rooms have false-ceilings in order to avoid echo problems. The class rooms also have the whiteboard facility.

**Library**

Spacious and well stocked library. Students are also provided with one text book of each course in each semester, which are written by renowned authors from good publishers. Books are distributed in the beginning of each semester. Newspapers like Times of India, Hindustan Times, Business Line, Economics Times etc are displayed in the gallery of classrooms for students. Students can also use library facilities to go through different magazines like- Yojna, CSR, India Today etc.

**Availability of Online Database and E-Books**

I.T.S Library subscribes **Capitaline Corporate database**, which provides fundamental and market data on more than 23000 Indian listed and unlisted companies, classified under more than 300 industries along with powerful analytic tools. **Institute has unlimited remote access of more than 25000 E-Books for all students and faculty through ProQuest E-Books facility.**

**Computer Labs** – Dedicated computer labs with latest configuration PCs for MBA & MCA students and 300 + 150 Mbps broadband connectivity available catering to the requirements of the students. Each lab has a seating capacity of 60 students.

There is a separate computer lab at Ground floor of AB-IV building for MBA students with adequate number of PCs (90) with latest configuration and required software.

**Technology enabled learning spaces:** There is a Communication lab in Academic Block IV. The lab is equipped with all the facilities for learning practical aspects of excel, financial modeling, SPSS etc. The lab has a seating capacity of 60 students.

**Seminar Halls:** There are two seminar halls with a seating capacity of 120 seats in each hall. The halls are used for holding guest lectures, seminars and workshops. Both the seminar halls are air-conditioned and are equipped with white board, LCD, Wi-Fi facility and proper sound system.

To facilitate day to day operations and related academic work, institute has Academic Programme Office with dedicated staff for each programme, under the supervision of Registrar and Asst. Registrar. APO has facilities like a **Xerox machine, scanner, and printer**.

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

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

##### Response:

I.T.S has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga etc

##### Auditoriums:

The Institute has two auditoriums with a seating capacity of 200 and 600 respectively. They are fully air conditioned and well equipped with proper chairs, sound system, LCD projector, Wi-Fi connectivity, a big LCD screen. Events like Fests, Cultural activities, seminars, conferences and workshops are organized in these halls. Both the auditoriums have washroom facility as well.

##### Sports Facility

The sports complex is well equipped for sports like badminton, table tennis, basket ball, carom, chess etc. There are separate washrooms for boys and girls along with changing rooms. The sports complex is properly lighted and well-ventilated. The fitness and well being of our students is of prime importance to us and accordingly there are suitable arrangements for engaging students in indoor and outdoor sports activities.

**Outdoor:** We have a ground in-front of the sports complex where the students can play games like volley ball, football and cricket. It is also used for holding athletic and cultural events. For bigger events, sports stadium near institute is hired on rent.

**Indoor:** The Institute has adequate facilities for indoor games in sports complex like separate court for badminton, table tennis, carom and chess. Institute regularly organizes State and District level chess and badminton Tournaments. Institute also organizes various martial art related events and tournaments helping students to develop health consciousness and equipping them with self defense trainings boost their confidence.

**Gymnasium:** There is separate gymnasium for Boys and girls students on the first floor and second floor respectively of the sports complex which is equipped with the latest exercise machines for the students with proper music system and full time trainer. The gymnasium is fully air conditioned and proper arrangements of water cooler along with medical facility are available.

**Yoga:** Institute has spacious common rooms where such activities are organized. International Yoga Day is celebrated every year. During Covid also, students, faculty and staff celebrated Yoga Day under the guidance of Professional Yoga Teacher virtually.

The students are encouraged to engage themselves in various sports which refreshes their minds and rejuvenates them.

Institute regularly organize and supports sports events including State level/ District level Chess, Jeet Kune Do and Table tennis tournaments.

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

#### **4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**

**Response:** 100

##### **4.1.3.1 Number of classrooms and seminar halls with ICT facilities**

**Response:** 14

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### **4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**

**Response:** 22.88

##### **4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
72.60	195.39	218.02	184.56	214.45

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	<a href="#">View Document</a>
Upload audited utilization statements	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

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

#### Response:

Learning Resources are strategic to fulfill objectives. I.T.S has sufficient academic and infrastructure resources to support students and faculty learning and development. Library is automated using **Integrated Library Management System (ILMS)**.

- Name of ILMS software – **Alice for Windows**
- Nature of automation (fully or partially) – **Fully Integrated**
- Version – 6.0
- Year of Automation – 2001
- E- Books - **ProQuest Business E-books Collection (25000+ ebooks)**

The I.T.S library has introduced barcode technology for its lending operations and it also has a provision of OPAC (Online Public Access Catalogue) for users to search for the required resource

#### Library Services:

- Institute has a well stocked library facility with the following salient features for its students and faculty members.
- Air-conditioned Library
- Access to online Journals through **Ebesco and Delnet**
- Subscription of online databases like **Capitaline**.
- Library Automation
- Separate reference section
- Separate reading section with adequate seating capacity
- Computerized title / book search facility
- Computerized access, issue and return facility
- Separate computerized research section
- Hard bound copies of old newspapers and periodicals



File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional Information	<a href="#">View Document</a>

#### 4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

**Response:** A. Any 4 or more of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	<a href="#">View Document</a>

#### 4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

**Response:** 1.5

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

2020-21	2019-20	2018-19	2017-18	2016-17
0.35	1.33	1.35	1.43	3.03

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e-journals during the last five years (Data Template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

**4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the latest completed academic year****Response:** 23.89**4.2.4.1 Number of teachers and students using library per day over last one year****Response:** 75

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

**4.3 IT Infrastructure****4.3.1 Institution frequently updates its IT facilities including Wi-Fi****Response:**

Institute has adequate IT infrastructure to support learning. It regularly updates its IT facilities, Infrastructure and Wi-fi as per the requirement. During pandemic, Institute has been able to run uninterrupted classes and other events due availability of best of the IT infrastructure.

There is a separate computer lab at Ground floor of AB-IV building for MBA students with adequate number of PCs (90) with latest configuration and required software. For MCA adequate number of labs and computer systems are available.

The Computer Centre of the Institute has always been striving for providing best services to facilitate the academic endeavor and computing needs at the Institute. The details of the services provided are as following:

**IT Facilities-**

- **Internet & Wi-Fi facility:** The entire campus has 450 Mbps Leased Line Internet connectivity Bandwidth. The requirement of bandwidth is monitored regularly and added as per requirement. The computer center offers round-the-clock computational facilities for students. Entire campus including hostel is wi-fi enabled.
- **Use of Licensed Zoom application for classes during Pandemic**
- Internet bandwidth has been updated over the years:
  - 2015-16 : 70 Mbps
  - 2016-17 : 70 Mbps
  - 2017-18 : 70 Mbps
  - 2018-19 : 120 Mbps
  - 2019-20 : 140 Mbps
  - 2020-21 : 450 Mbps

Institute shifted to online mode of teaching and learning immediately in March 2020 when Pandemic

started and institute were closed for offline classes. In all programmes the classes and other events were conducted virtually on licensed Zoom platform or Google meet.

- **Computers and Hardware;**

- List of Computer Hardware's Available at Computer Center
- Lab Computer Available : 210\*
- UPS : 16
- LCD Projector : 35
- Interactive white board : 06
- Printers : 38
- Scanner : 12
- Switch/Hub : 47
- Wi-Fi Access Points : 44
- Optical Drive : 3 in each lab

\* Users computers are separate and not mentioned here

In all there are more than 270 computers including Intel Core i3, Core 2 Duo, and Dual Core Processors, networked through Window and Linux running on HP and IBM Servers. The Operating Systems available are Windows 10, Windows 8.1 and Ubuntu Linux 17.04. The RDBMS include Oracle 10g, Oracle 9i, Oracle 8i, MS SQL-2016, Power Builder 5.0 and Sybase. Other software's includes Visual studio 2016, Capitoline, SPSS 16.0, Java, VB, Visual Fox-pro, Turbo Suit C++ 4.5 Turbo C 3.0, Developer 2000, MS Office 2016, MS Office 2007, MS Office XP and MS Office 2000. The computer center is equipped with Seqrite End Point Security for protection from viruses and other threats.

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

#### 4.3.2 Student - Computer ratio (Data for the latest completed academic year)

**Response:** 1.33

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

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

**Response:** A. 750 MBPS

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

#### 4.4 Maintenance of Campus Infrastructure

**4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**

**Response:** 20.45

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

2020-21	2019-20	2018-19	2017-18	2016-17
91.63	185.70	167.43	140.11	167.2

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</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.**

**Response:**

The Institute has well placed systems and procedures for maintaining and utilizing of physical, academic and support facilities and equipments to its optimum.

To avoid delicacy and to ensure optimum utilization of infrastructural facilities like Seminar Halls, Auditoriums and other common places, a requisition in prescribed printed format is required to be submitted with booking date and related details well in advance to the Administrative Office (AO) by the concerned person duly signed by Director/ Programme Head.

**Faculty and staff members are encouraged to register their complaints/ requests for problems related to maintenance, general cleaning or any other related issues of workstation, washrooms, class rooms etc. through the Almighty help desk, an online portal. Through Almighty portal, complain goes to the concern person with a time bound action required. If the complain/ issue is not addressed**

**in time, it escalates to the higher level leading to explanation.**

With an objective to improve and to maintain transparency leading to trust and confidence among students and staff members, an **online feedback/ complaint/ suggestion point** is created at ground floor. Students can freely submit their feedback, suggestions, complains. The quick action is taken to resolve any issues reported at appropriate level.

There are two maintenance cell run by sufficient staff under the supervision of administrator:

#### **IT Maintenance Cell:**

- All the problems and complaints related to computer/desktops/laptops and projector are taken care by this cell.
- The Faculty, Staff and Students can register their IT related complaints under this cell.
- The maintenance cell takes the action on the complaints registered within stipulated time period.

#### **Infrastructural Maintenance Cell:**

- All Infrastructural related issues are been taken care by this cell.
- The Faculty, Staff and Students can register their complaints pertaining to AC's/water coolers/tube lights/ fan/washrooms/ window glasses/ doors/whiteboards/notion boards/ electric switches etc. under this cell.
- The cell takes the action on the complaints registered within stipulated time period.

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

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

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

Response: 16.84

##### 5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
34	94	54	81	100

#### File Description

Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)

#### Document

[View Document](#)

#### 5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 39.91

##### 5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
147	168	217	114	184

#### File Description

Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)

#### Document

[View Document](#)

**5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following**

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

**Response:** A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

**5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**

**Response:** 40.05

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

2020-21	2019-20	2018-19	2017-18	2016-17
170	181	178	130	155

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>

**5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

**Response:** A. All of the above

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

## 5.2 Student Progression

### 5.2.1 Average percentage of placement of outgoing students during the last five years

**Response:** 75.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
284	337	329	358	340

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

### 5.2.2 Average percentage of students progressing to higher education during the last five years

**Response:** 0.67

#### 5.2.2.1 Number of outgoing student progression to higher education during last five years

Response: 3

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education (Data Template)	<a href="#">View Document</a>



**5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)**

**Response:** 18.89

**5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
17	0	0	0	0

**5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
18	0	0	0	0

**File Description**

**Document**

Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)

[View Document](#)

## 5.3 Student Participation and Activities

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

**Response:** 33

**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) year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
1	3	18	11	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

#### Response:

The Institution aims for all-round development of students involving their physical, mental, social, cultural, and spiritual well-being and discipline. The office of program Chairperson is instrumental in developing industry ready professionals by continuously upgrading the curriculum, providing a way to excellence. The program co-coordinators work very closely with the Student Committees to continuously improve the quality of campus life. The Institute works with individual students to solve their problems related to both academics & personal life. We care deeply about our students and are here to extend our support.

I.T.S provides a host of various **student-driven activities ranging from Functional specialization clubs to Sports, Cultural, Social service and Personal Hobbies to Technical Interests.** The students are encouraged to become members of various Clubs to broaden their skills and horizons.

I.T.S is running different categories of clubs to up-skill students. These clubs are run by students only under the guidance of faculty. **The Functional category has Merricus, Oppo Makers, Finvest, Glocal and Binary clubs. The cultural category has music, Dance, Skit, Fashion, Drawing, etc., clubs. Besides these two are Sports Club and Social Service clubs named Parivartan and Utthan. These Clubs are represented by the students and they actively participate in organizing several events at the national level while running the club.** They help in coordinating all the events related to academics and other co-curricular, extracurricular activities under the guidance of a faculty coordinator. They also motivate other students to participate in the activities conducted by the institute. These clubs create a bridge between Students and Faculty members in the institute. Along with creating a support system and decreasing the stress level of academics, these clubs sharpen the interpersonal, teamwork, and networking skills of the students. Students earn many awards and recognition in inter college/ state/ national level competition in various activities.

With the objective to ensure excellence in academics, the institute appoints **two class representatives in every section** to take authentic feedback/response from the students. This is done through meetings with Class Representatives, the concerned Program Chairperson and Director. There is also a transparent online feedback system. Students are also appointed as a **member in IQAC cell.**

**Students undertake various responsibilities in executing almost all the events including Conferences,**

**Conclave, Business Summits, Guest lectures etc.**

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

### 5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

**Response:** 11.4

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

2020-21	2019-20	2018-19	2017-18	2016-17
22	12	9	1	13

File Description	Document
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	<a href="#">View Document</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

**Response:**

Institute is in the process of getting its alumni association registered.

I.T.S, Ghaziabad was established in the year 1995. Since its inception, it has produced more than 8000 Management & IT professional. Our alumni are working in leading corporate at national and international level, both in public and private sector. Many of them have distinguished themselves globally and made their Alma Mater proud by achieving great heights of excellence in their respective fields and contribution to the socio-economic development of the nation and the world at large.

We have a strong alumni base, as sixteen batches of MBA have already passed out from this campus. The following mission and strategic priorities are set to move further.

**Goal:**

- To engage, connect and celebrate alumni of I.T.S Ghaziabad.
- To encourage alumni to participate actively in the I.T.S community, to attend events, to volunteer, to create new ways for alumni to stay connected to Institute, and to contribute to the pride of the I.T.S family.

**Strategic Priorities:**

- Strengthen communication between alumni and the Institute
- Enhance alumni connections with faculty, and students
- Encourage participation in Alumni related programs
- Updating the database

**Alumni Engagement:-**The Institute, in its endeavor to strengthen the link with the alumni, engages them in different types of institutional activities. **Alumni are engaged in delivering alumni guest talk regularly, special training sessions of students for placement drives, sessions in induction program of new batches, curriculum review etc.**

**Alumni Association:-** The institute is in the process of getting registered its alumni association

**Annual Alumni Meet & Other Events:-**To conjure up vivid memories of yester years and develop a strong connection, the Annual Alumni Meet – ‘Sansmaran’ is organized at campus/off-campus on the first Sunday of December. More than six alumni joined the event every year. Due to pandemic, the alumni meet could have not been organized since last two years.

**Alumni Collaboration:-**Alumni partners in IQAC cell to spearhead the introduction of alumni involvement in the growth and continued leadership of the institute.

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

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

**Response:** E. <1 Lakhs

File Description	Document
Link for any additional information	<a href="#">View Document</a>

## Criterion 6 - 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

##### Response:

The institute derives energy and direction from its well defined strategic intent.

##### Vision:

Creating a Thinking Professional Order

##### Mission:

To make incessant endeavor to create learning processes in response to changing managerial paradigms

##### Objectives:

- ? Generating new learning techniques
- ? Improving teaching processes
- ? Expanding the information technology capacity
- ? Strengthening the industry interactive network
- ? Facilitating professional practitioners in realizing their potential
- ? Inculcate team spirit among the learner

Structured governing body support to achieve institute's goals and plans and to meet the expected outcomes in which participation of the teachers and students is ensured at various levels in line with vision and mission of the institute. A brief description of the governance, perspective plans and teacher's participation in decision making is described further.

##### The Governance

The Governing Board is the top most authority at institute that shows the direction for overall growth and holistic development of its faculty and students. All academic, research, administrative and other activities of the institute are planned and executed within the broader policy framework by the team of faculty and staff under the supervision of Director and Programme Chairpersons.

##### Governing Council

The Governing Council of the institute has been constituted as per the guidelines of AICTE. It comprises

Chairman and Members of Management of the Institute and members from Academia, Industry, Nominee of the State Govt. (U.P), and representatives of faculty members along with Director of the Institute.

The strategic plan related to academics & administration is reviewed and finalized by Governing Council. The Governing Council facilitates with financial support for the creation and sustenance of facilities related to academics and administration.

**Important Functional Bodies:** Important functional and advisory bodies have been constituted in the institute. The Academic Advisory Board provides all kind of guidance to the Academic Council of the institute. The important functional committees are:

- Academic council
- Internal Quality Assurance Cell
- Research Development Cell
- Institutional Innovation Council
- Anti Ragging Committee
- Grievance Redressal Cell
- Internal Complaints Committee
- Hostel & Mess Committee

**Perspective Plan:** In coming five years, Institute plans to effectively collaborate with more number of foreign Universities to make our students globally competent, developing understanding and application of Outcome-Based Education, establishing more Research Centers and Centers of Excellence in various programs, and collaborate for higher studies and student placement. Also institute aspire for more collaborations with industry and training organizations. **We are focusing more on adopting and implementing various quality systems and processes which will enable us to meet out the requirements for accreditation by various National agencies such as NAAC (A+) and NBA and international agencies.**

**Participation of the Teachers in Decision Making:** The faculty members are involved in framing policies in various decision-making bodies of the Institute. **There is a practice of conducting brainstorming in faculty meeting at Department and Institute level before finalizing any policy.** Institute has the practice of area heads, under the guidance of area head, respective faculty meet, discuss and frame policies and action plans as required.

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

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

**Response:**

## Decentralization in Working

The organizational structure of the Institute supports in conducting the day –to –day operations in a decentralized and transparent manner with due clarity of duties and responsibilities of concerned academicians, administrators, decision makers and faculty members at various levels. Based on requirement of the programme, the faculty members are assigned responsibility of Chairperson, Co-ordinator, Area Head and Exam Controller. These incharges are responsible for decisions and actions in their respective areas to ensure smooth functioning of the programme and related activities..

Programme Chairpersons are empowered to take decision related impacting curricular and co-curricular activities within the prescribes guidelines in consultation with Director. The best practice of decentralization was observed in I.T.S during pandemic in which functioning of system was supposed to shift from offline mode to online mode to ensure uninterrupted teaching learning. This shift was possible only by the support from each level and the powers delegated to the Chairperson, Co-ordinators and faculty members. To ensure the smooth transition into online mode, faculty members were trained on **Google meet and Zoom platforms. Apart from online classes, students were provided inputs to supplement learning through Guest lectures of industry experts and foreign experts, Yoga and Covid preventive sessions by Yoga Experts and Doctors, Industry visits etc. virtually.**

## Participative Management Practices in Institutions

Participative management culture is promoted in the organization which enables faculty, staff, and students to express their opinions and give their suggestions including constructive opinion in day-to-day functioning of the institute. All academic and administrative activities are delegated and operational decisions are taken based on discussion and deliberations in Director’s meetings with faculty and various other committees. This culture of participative management empowers members with freedom to express their opinions, assess pros & cons of a decision being taken for improvement.

All the Programme heads feel freedom to frame guidelines and policies within the Department to conduct various activities such as Orientation, Trainings, Excursions, Guest lectures and events etc. for the students. For smooth conduction and success of academic activities along with extra-curricular activities all faculty & staff participate with full enthusiasm in strong coordination. Faculty members also connect with their mentees and their parents at regular interval for counselling sessions.

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

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

#### Response:

Yes, the Institution has a perspective plan for development. In line with it’s Vision of **“Creating a Thinking Professional Order”**.

One such activity which has been successfully planned and implemented is **I.T.S Utkrisht Marketing Awards**, a unique initiative of it's kind, started in the year 2016 with an objective to strengthen relationship with industry. The I.T.S - Utkrisht marketing Awards, exist to recognize and reward excellence, best practices and innovation in companies across India. It is the showcase of skills, achievements and innovation in the field of business. This is a unique and probably first of its own kind award function being organized by an academic institution in

Since 2016, institute has been able to host four such award functions with huge participation of organizations leading enormous success and media attention. Due to pandemic, it could not be organized in the year 2021. The details follow:

**2016-17: I.T.S Utkrisht Marketing Awards were hosted** on Saturday, 24th September, 2016. The Jury was constituted of extremely respected and known experts from Marketing horizon across various industries. The Jury was chaired by **Mr. Anurag Batra**, Chairman & Editor –in- chief, Business world Media Group. **23 companies under 14 categories** were selected for I.T.S Utkrisht Marketing Awards for their exemplary performance in their respective areas of business.

**2017-18:** 2nd edition of Utkrisht Marketing Awards were organized at I.T.S on **25th November, 2017. 24 awards were given under different categories.** **Mr. Rajat Mukarji, Chief Corporate Officer, Idea Cellular** addressed the function as Chief Guest and **Mr. R G Agarwal, CMD, Dhanuka Agritech** as Guest of Honour. The ceremony was also graced by other guests including Air Marshall P K Roy, Mr. Digvijai Kumar, IRS ret'd., Mr. Sanjay Gupta, Former Sr. Director of Intex Technologies and **Dr. Bhure Lal Chairman EPCA.**

**2018-19:** 3rd **I.T.S Utkrisht Marketing Awards - 2018** held on December 8, 2018. General V. K. Singh, MoS, External Affairs, Govt. of India has graced the first session of award ceremony as Chief Guest. The Guest of Honor and Speakers of the day were Dr. Vinayshil Gautam, Founder Director IIM and Dr. Amitabh Rajan, Indian Administrative Service Officer, Maharashtra who presented the second round of awards to well esteemed companies like Dhanuka, Goa trend Setters, Patanjali ayurveda, Mupkass Solar, Indus Viva, CCS Founder, NRV Design X, Shatakshi and CEMS Global.

**2019- 2020:** 4th edition of I.T.S Utkrisht Marketing Awards held on Saturday, 1st February, 2020. The much awaited event marked its beginning with the auspicious lamp lighting in the benign presence of Chief Guest, Shri Pankaj Singh, Member of Legislative Assembly, Noida (U.P.), Distinguished Guest, Prof. (Dr.) S. K. Kak, Ex Vice Chancellor, CCS University, Meerut & Mahamaya Technical University, Noida. **Top marketing achievers from 30 reputed business organizations including Indogulf, Trident Technology, Greenlam, Career Launcher, B&R, DCM Shriram, Agarwal Homez, R K Marble, Triveni Polychem, OCS and many more received the Awards under 14 categories in recognition of excellence in Marketing.**

**2020-2021:** Due to Covid, the award function was postponed till the situation gets normalized.

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



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

#### Response:

I.T.S well established policies, administrative set up, Service rules and procedures to ensure effective functioning. All these policies and services are amended and communicated to the stakeholders time to time as required. It is evident from the fact that **I.T.S has already been accredited twice under “A” grade by NAAC in the year 2011 and 2017** respectively. It's **PGDM & MCA programmes have been accredited by NBA several times**. I.T.S is ISO 9000: 2015 certified institute which is a testimony of well established and well placed systems and procedures all across. The regular audits of ISO covering various dimensions help institute to run effectively and efficiently.

The institute consist of the following functional bodies and positions for effective functioning

**Governing Board** is responsible for framing the rules, regulations and policies of the institute. The governing council approves appointments of top positions made during the academic year, approves allocations of budget and plans proposed by heads of different departments for continuous growth of the Institution.

**Director** is responsible for providing guidance and help in planning, implementation and monitoring of all the academic activities, and make sure that these are aligned with the established policies and objectives of the organizations.

**Academic Council consist of faculty members** is responsible for preparing academic calendar, academic policies, monitoring of classroom teaching, students' feedback and analysis, conduct of internal and external examinations, analysis of examination results and frame strategy for better performance in future examinations, analysis of attainments of outcomes of all the programs and other activities required for smooth functioning of teaching learning process. The academic council comprises Director, Chairpersons, Co-ordinators and faculty members of the programmes.

**IQAC** is responsible for the development and application of quality benchmarks/parameters for various academic and administrative activities of the Institution. Facilitating the creation of a learner-centric environment conducive to quality education and maturity of faculty members to adopt the required knowledge and technology for participatory teaching and learning process.

**Programme Chairperson** ensures the smooth conduction of Academic and administrative activities within the Departments throughout the session and other Departmental Events including Cultural activities with the coordination of Faculty members.

**Placement Officer (Corporate Resource Centre)** assists in training & placement of students in various Industries/Organizations in India and abroad & conducts programs for Personality Development, Improvement of Communication skills and Career Guidance.

**Finance/Accounts Department** manages the finance of the institute, tracks assets and expenditure, keeps track of critical tax documents, collects tuition fee from students for every academic year, provides form 16 to the employees, releases financial benefits to the employees after approval such as registration charges of FDP, conference etc.

**HR Department** functions include, recruitment of faculty members as per the AICTE norms, annual review of faculty performance in teaching, research and their overall contribution to the Institute, attendance and leave management, rolling out training & development programs for Staff members, reward and recognition, employee record documentation.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>
Link to Organogram of the Institution webpage	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** A. All of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation, Administration etc	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

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

**Response:**

Realizing that satisfied employee is an asset for the institution and can make the college a productive place, the management has put several welfare measures for the teachers and staff as well, besides their salary package.

**Welfare measures for Teachers: -**

- Provision of Provident Fund and Gratuity
- Soft loan facility
- Training & Development Programs by External Experts
- Faculty outbound visit
- Reward & Recognition Policy
- Star Performer Award

- Research and Publication incentive Scheme
- Long term (Outstanding) association awards and benefits
- Maternity Benefits

NAAC

- Financial assistance and OD Leaves for attending FDP/ Workshop/ Seminar/Conferences
- Ph.D Incentive Scheme
- Study leave and sabbatical leave
- Mediclaim Insurance
- Vacations
- Quality dental and general treatment in ITS Group Hospitals and Dental Institutes at subsidised rates

**Welfare measures for Staff: -**

- Staff outbound visit
- Soft Loan facility
- Staff Performer Award
- Employees' State Insurance Corporation
- Staff Development Programmes
- Mediclaim Policy

- Quality dental and general treatment in ITS Group Hospitals and Dental Institutes at subsidised rates

All the above-mentioned welfare measures / schemes help the faculty members and staff to work more effectively and efficiently towards achieving the organization's goal in the long term. These schemes are applicable to all the employees and they avail them as per their requirement. Due to these welfares' measures, the average retention of faculty members is high. The motivating factors of faculty retention are good salary, hiring the right person, wellness offerings, annual performance reviews, training and development, recognition and rewards systems, flexible working arrangements, dealing with change, and fostering teamwork etc.

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

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

**Response:** 18.99

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

2020-21	2019-20	2018-19	2017-18	2016-17
4	14	9	22	17

File Description	Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	<a href="#">View Document</a>

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

**Response:** 4.6

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

2020-21	2019-20	2018-19	2017-18	2016-17
1	6	7	8	1

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Reports of Academic Staff College or similar centers	<a href="#">View Document</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	<a href="#">View Document</a>

#### 6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).

**Response:** 40.42

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

2020-21	2019-20	2018-19	2017-18	2016-17
13	48	20	32	11

File Description	Document
IQAC report summary	<a href="#">View Document</a>
Details of teachers attending professional development programmes during the last five years	<a href="#">View Document</a>

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

**Response:**

The appointment of suitable teaching and non-teaching staff is a critical process and is very important for the future of an academic institution. I.T.S has an effective Performance Appraisal System for our teaching and non-teaching staff.

The Institute has designed “Appraisal System” where the faculty is appraised annually focusing primarily on broad areas of an individual contribution i.e., academic, research, administrative and personal conduct. He/ she are appraised, on a scale of 150.

The system through a well structured documented process covers appraisal in three categories:

- Part - : Factual Data
- Part - II: Performance Appraisal
- Part - III: Potential Appraisal

The faculty members fill their self- appraisal form by the end of every academic year and the same gets reviewed by the Director. The same is discussed with the concern faculty and staff seperately. **Based on appraisal, faculty is suggested the areas in which he/ she has to focus upon in the subsequent academic year.**

The management always plays proactive role in the performance appraisal. Annual increments and promotions in the grades are all implemented by the management on the basis of an individual's performance. The employee's moral is kept high by offering competitive salary structure, perks, rewards scheme etc. based on the outcomes of the review of the performance in appraisal report.

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

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

The Finance and Accounts department performs various functions like financial planning/budgeting, reporting, and controlling. The department works proactively to solve any financial issues. The institute conducts regular audit of annual books of accounts. The Account office keeps all the financial records separately as per the events/ activities and transactions made for them. The Account office maintains the Books of Accounts properly which helps in auditing procedure.

The Institute has a mechanism for internal and external audit to ensure financial compliance. The institutional accounts are regularly audited. The observation of the auditors, if any, are immediately corrected / rectified.

Internal Audit: I.T.S has well qualified Chartered Accountant for the smooth conduction of internal audit from the inception of the institute.

During Internal Audit, Audit team visit to all the department of the institute to check and verify the relevant document to ensure the execution as per institute guidelines. The major focusing area for internal audit are usage of equipments, maintenance of equipments, stock registers, verification of all payments, receipts & journal vouchers of the transactions, cash books, ledger account review etc. Internal Auditor submits monthly audit report to the account office with observation and suggestion to improve the system.

**External Audit: once in a year, registered chartered A/C firm conducts statutory audit. Institute keeps its books of account as per Income Tax Act 1961. D.C. Garg & Co. is appointed as an external auditor by the institute who take cares the external audit, prepares the balance sheet, income and**

**expenditure statement and other required documents and finally submits ITR every year along with audit report duly signed by management.**

All the Program Chairperson in consultation with faculty- in charge come up with the proposed budget with particulars and description before commencement of the new academic session every year. All the Program Chairperson forward proposed budget to the Director and after reviewing, Director approves and consults with the Governing Council for purchase order.

**I.T.S is an ISO 9001:2015 certified institute since long. Regular audits have been done by the team of ISO in past based on which certifications have been issued. The current certification has been done on 21.10.2021 which is valid till 24.11.2024.**

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

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

**Response: 0**

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	<a href="#">View Document</a>

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

**Response:**

I.T.S is self-sustained Institute. The primary source of funds is through collection of tuition fees and from various other bodies like hostel, canteen, consultancies, projects, grants, etc. The fund is used for the development of required infrastructure to meet out the operational cost.

Institute has proper budgeting system, projection and its utilization process. Program Chairperson prepare the budget proposal based on their requirements and present it to the Director for review and then, the

Director presents it to the management every year before the commencement of academic session. The top management reviews the departmental budget proposals and approves them accordingly. The purchase is made strictly following the given budget proposal. If any deviation occurs in the budget, respective Program Chairperson have to address the issue and give justification so that subsequently the same can be rejected or approved as the case may be. Following this procedure, unnecessary purchases are avoided and the available funds are effectively utilized. On the similar line, expenditure on other major heads like salary, operational costs, and construction, reserves are managed through budgetary control by Top Management.

The maximum resource mobilization is through the following sources:

1. Academic fees of students
2. Hostel Fees
3. Grants
4. Bank Interest

## 6.5 Internal Quality Assurance System

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

#### Response:

IQAC has been created at ITS Mohan Nagar, Ghaziabad in the month of November, 2011 with members including faculty, staff, students, alumni and a community representative. Over the years, IQAC **has contributed significantly for institutionalizing the quality assurance strategies and processes in many ways. The prominent two practices are as follows:**

#### 1. Broader Alumni Engagement:

Based on the discussions and suggestions received during the IQAC meeting, the following **action plan for Enhanced Alumni Engagement and participation** has been implemented:

**A. Focus on broader Alumni Engagement:** Alumni engagement throughout the year needs to be considered beyond participation of alumni in annual alumni meet. Engagement of alumni with I.T.S and respective departments should also include their support and participation in various academic and not academic events/ activities in a year. These include:

- a. Guest lecture/ workshops by alumni
- b. Alumni interaction with students during Orientation programme in the session "Campus to Corporate: Alumni Experience Sharing"



- c. Support from alumni in recruitment of students for Summer Internship Project and final placement
- d. Support from alumni in extending opportunities of live project for students
- e. Involvement of alumni in conducting SIP viva and Mock interview sessions
- f. Special company specific sessions by alumni for preparing existing students placement ready
- g. Participation of alumni in institutional events like I.T.S Utkrisht Marketing Awards and WYSIWYG
- h. Meeting of alumni with the inspection team of NAAC and NBA

Our alumni are engaged in most of the modes as mentioned above and extend their support in many ways throughout the year.

**B. Provision of monetary honorarium:** The provision of monetary honorarium for important sessions by the alumni including Guest lecture, workshop, SIP Viva, Mock interviews and placement specific training has been considered. The following structure is proposed:

- a. Alumni from batches older than 10 or more years : Rs 4000/- (including transport)
- b. Alumni from batches older than 5 to less than 10 years : Rs.3000/- (Including transport)
- c. Alumni from batches 5 years or less : Rs.2000/- (including transport)

## **2. Improving Teaching – learning processes:**

- Learner centric pedagogy with focus on student involvement & participation.
- Student feedback is collected in each course for evaluation about the level of teaching and understanding.
- Internal/External marks are analysed and measures are taken to improve the performance of the students by providing special guidance and arrangements of extra classes, if required.
- Monitoring and academic audit through Academic daily Report and Weekly reports.
- Curricular and co curricular activities with the help of various active committees and student run vibrant functional clubs.
- Encouraging student participation in activities organised by other institutions.
- Publication of e-magazines in the area of Marketing, Finance, HR & IT by the students
- Regular interaction of faculty, students and experts from the industry in the form of Guest Lectures, CEO talks and other forums.
- Inviting experts from Industry as speaker in Seminar/ conferences and FDPs.
- **The reports of all such activities are uploaded on news and events section of website (<https://pg.its.edu.in/news-events>)**

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</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 ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )**

**Response:**

**Post Accreditation Initiatives by IQAC and Incremental Improvements:**

IQAC has been created at ITS Mohan Nagar, Ghaziabad in the month of November, 2011 with 10 members including faculty, staff and a community representative. Institute has been accredited by NAAC in the year 2011 and 2017 under "A" grade. Based on the peer team visit report IQAC focused on the following areas and made significant improvements in these areas.

**Functions of IQAC:**

- Development and application of quality benchmarks/parameters for the various academic and administrative activities of the Institute.
- Facilitating the creation of a learner-centric environment conducive for the quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
- Arrangement for feedback responses from students, parents and other stakeholders on quality related institutional process.
- Dissemination of information on the various quality parameters of higher education.
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.
- Documentation of the various programmes/activities of the Institute, leading to quality improvement.
- Acting as a nodal agency of the Institute for coordinating quality-related activities, including adoption and dissemination of good practices.
- Development and maintenance of Institutional database through MIS for the purpose of maintaining/enhancing the institutional quality.
- Development of Quality Culture in the Institute.
- Preparation of the Annual Quality Assurance Report (AQAR) of the Institute based on the quality parameters/assessment criteria developed by the relevant quality assurance body (Like NAAC, NBA) in the prescribed format.

**Areas and Initiatives of IQAC of ITS Ghaziabad based on Previous Cycles of accreditation:**

### **1. Improving Teaching – learning processes:**

- Encouraging student participation in activities organised by other institutions.
- Student feedback is collected in each subject for evaluation about the level of teaching and understanding.
- Learner centric pedagogy with focus on student involvement & participation.
- Internal/External marks are analysed and measures are taken to improve the performance of the students by providing special guidance and arrangements of extra classes, if required.
- Monitoring through Academic daily Report and Weekly reports.
- Conduction of curricular and co curricular activities to take place with the help of various active committees and functional clubs.
- Providing larger platforms to the students for competition.

### **2. Sensitizing/Promoting Research Climate in the institution:**

- **Publication of bi-annual Journal "SYNERGY"**
- Encouraging students to carry out Summer Internship and Dissertation projects under the guidance of faculty mentor and Industry mentor.
- Special classes for students for handling research related issues/ analysis.
- Publication of e-magazines in the area of Marketing, Finance, HR & IT.
- Motivating teachers for Research Work, Publishing Articles in the reputed International & National Journals.
- Encouraging faculty members and students to participate in seminar & conferences.
- Encouraging peer to peer discussion and learning through a faculty forum
- Research Incentive scheme for faculty.
- Free subscription of magazine and daily newspaper for the faculty.
- Leave for research work.
- Each seminar runs parallel tracks on presentation of research papers on the seminar theme by the faculty/ students/ research scholars/ industry professionals from various institutes and professional bodies.
- Promoting the use of online database like Ebsco, Capitaline

### **3. Strengthening virtual learning resources and integration of ICT in teaching – learning process:**

- Use of Video Conferencing, Skype, Zoom and Google meet for lectures from the industry experts
- Live telecast of Union Budget for the students and post budget discussion with the experts
- Smart classrooms
- Wi-fi campus
- Web casting of seminars/ conferences
- Group Id creation

### **4. Strengthening Industry Institute linkage:**

- Regular interaction of faculty, students and experts from the industry in the form of Guest Lectures, CEO talks and other forums.
- Inviting experts from Industry as speaker in Seminar/ conferences and FDPs.
- Interaction of faculty and industry mentor of the student during 8 weeks of summer Internship
- PGDM course curriculum review with industry experts.

- Programmes in collaboration with IBM, HCL, WIPRO etc.
- Live projects at Industry like Future Group.
- Part of course delivery by representatives of Industry.

#### 5. Strengthening Sports, canteen, and health care facilities:

- Spacious sports complex for indoor games like badminton, table Tennis, Carom, Chess etc.
- Tie up with stadium outside for outdoor games
- Organised State level Chess- championship
- Gym facility for boys and girls
- Well stocked canteen run by Bikaner
- Outlet of Café- coffee day
- In-campus Clinic with qualified Doctor and support staff
- Health check up during admission of a student
- Regular dental check up and health check up camps.
- In-house kitchen & boarding facility for hostel students.
- Regular health check up of hostel kitchen staff by doctor.
- Tie up with Narendra Mohan Hospital.
- Group health insurance for faculty and staff.

#### Significant Activities and contributions made by IQAC over the years:

- Orientation programme for the students at the beginning of each of the programme.
- Organizing personality development programmes for the students to increase employability quotient.
- IQAC has been working for the betterment of academic culture and rigour through focus on Learning based pedagogy.
- Promoting inter institute competitive events to widen learning opportunities.
- Improved quality of seminars/ conferences and annual fest.
- Students' involvement in social and community services through Parivartan and Uthan clubs..
- Organised inter institute Summer Internship Project Competition for management students.
- Strengthened and leveraged Alumni association with Institute.
- Token system at reception to better manage the rush of aspirants during the peak season of queries for admission.
- Online classes and events during Covid period on licenced Zoom platforms.

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

**6.5.3 Quality assurance initiatives of the institution include:**

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)**
- 3.Participation in NIRF**
- 4.any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**Response:** A. All of the above

<b>File Description</b>	<b>Document</b>
Upload e-copies of the accreditations and certifications	<a href="#">View Document</a>
Upload details of Quality assurance initiatives of the institution	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Paste web link of Annual reports of Institution	<a href="#">View Document</a>

## Criterion 7 - 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 last five years.

##### Response:

Gender equality is a human right. It is an important consideration in the development and a way of looking at how social norms and power structures impact on the lives and opportunities available to different groups of men and women. Since our constitution ensures it, I.T.S has also framed the same guidelines to set the benchmark in building up a healthy environment. It observes high ethical standards in all its activities. To empower and strengthen gender equity, I.T.S has an **Internal Complaints Committee (ICC)** to ensure the challenges in an integrated manner and avoid piecemeal effects of the stakeholders. In order to ensure the compliance of AICTE Notification Number AICTE/WH/2016/01 dated 10th June 2016 (Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women Employees and Students and Redressal of Grievances in Technical Institutions), Regulations 2016, and two additional members were nominated in Internal Complaints Committee. For achieving measurable targets and enhancing accountability to gender equality and women empowerment, this committee outlines and emphasizes women empowerment, gender sensitization, prevention, and prohibition of sexual harassment of women employees/students and redressal of grievances. To summarise the following measures initiated by the Institute for the promotion of gender equity in last five years:

1. Formation of Internal Complaints Committee (ICC) and Women Cell and regular compliance
2. Celebration of International Women's Day
3. Invited lectures on gender sensitization
- 5, Creation of specific facilities for women
  - Girls' Common Room
  - Ladies Toilets
  - In campus Girl's Hostel – Durga Halls with CCTV security
  - Separate Gymnasium for girls
6. Participation of female representatives in key committees
  - IQAC, Grievance Cell
  - Anti-ragging committee
  - Hostel Committee
  - Class representatives etc.
7. Online System for feedback/ complain
8. Appointment of Student Counselor

Hostel warden and the authorities act as guardians and well-wishers of the occupants. During medical emergencies, there is a medical clinic in the campus for day hours.

To address the issues related to sexual harassment of women employees and students, this committee aims at maintaining the ZERO tolerance policy of the institute against sexual harassment. It also organizes activities to sensitize young minds to curb gender biases. In furtherance of this goal, several sessions by experts/gynecologists have also been organized by this committee to aware girl students viz. Teenagers' concerns, and Immunization.

File Description	Document
Link for annual gender sensitization action plan	<a href="#">View Document</a>
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">View Document</a>

#### 7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

**Response:** B. 3 of the above

File Description	Document
Any other relevant information	<a href="#">View Document</a>

#### 7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

**Response:**

I.T.S being a management & IT institution does not produces hazardous chemicals and radioactive waste.

However, Institute has a policy for Waste management including e-waste.. The environmental degradation problems originated from unscientific management of solid waste is a major concern around the globe since past decades. This mismanagement of biodegradable waste led to open dumping and overburdening of landfill areas with significant environmental and public health issues.

Secondly the rich nutrition in biodegradable organic waste which could be recovered and recycled to increase the productivity of soil is lost. These problems could be solved through composting and vermicomposting which provides an eco-friendly solution for waste management.

Institutions release biodegradable solid waste as kitchen and yard waste from canteens, hostel mess and lawns. Management of this waste is very crucial as per eco-friendly point of view and as per rules too. Composting has been adopted as an efficient method of management of biodegradable waste. Composting yard waste and kitchen waste are seen as a method of diverting organic waste materials from landfills while producing low-cost organic fertilizer, suitable for agricultural purposes.

We manage biodegradable waste through composting and vermicomposting as an effective environmental solution for integrated management of solid waste. Vermicomposting is a process in which earthworms and microbes employed jointly for proper biological oxidation of biodegradable waste to convert the waste into organic manure. This biological processing requires timely monitoring and proper assessment for sustaining the process. Bio-composting is the process of aerobic decomposition and stabilization of biodegradable organic matter by the action of microorganisms like bacteria, yeasts, fungi etc resulting into the production of biocompost. Biocompost is rich in macronutrients (nitrogen, phosphorous and potassium) as well as micro-nutrients which can be utilized for the growth of plants. We are following 4 R mantra of reduce, reuse, repair and recycle for waste management. Vermicomposting is an appropriate alternative for the safe, hygienic, and cost-effective disposal of biodegradable organic waste.

Institute has successfully established yard waste and vegetable waste utilization unit for organic waste bioconversion to organic manure.

The eco-friendly organic fertilizer is used to maintain the horticulture of our institute.

The cost-effective organic fertilizer is perfect replacement of chemical fertilizers.

The practice follows 4R rules of waste management while maintaining the aesthetic value and leading to sustainable development.

I.T.S makes environmental improvement efforts to make this world a better place to live in, have brought a lot of positive significance while bringing a paradigm shift and sustainable development. Such kind of working models and projects should be implemented at every local and large area as an eco- friendly solution to waste utilization practices.

File Description	Document
Any other relevant information	<a href="#">View Document</a>

#### 7.1.4 Water conservation facilities available in the Institution:



1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

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

File Description	Document
Any other relevant information	<a href="#">View Document</a>

#### 7.1.5 Green campus initiatives include:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

**Response:** A. Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	<a href="#">View Document</a>
Any other relevant documents	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

#### 7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

**Response:** D.1 of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.1.7 The Institution has disabled-friendly, barrier free environment**

- 1. Built environment with ramps/lifts for easy access to classrooms.**
- 2. Divyangjan friendly washrooms**
- 3. Signage including tactile path, lights, display boards and signposts**
- 4. Assistive technology and facilities for 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**

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

File Description	Document
Any other relevant information	<a href="#">View Document</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 500 words).**

**Response:**

I.T.S provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. Efforts have been made by the institution for providing a healthy environment promoting harmony and tolerance among the students. Right from the enrollment, there is no biasness as the enrollment is purely transparent and is merit based. Moreover, institute provides equal opportunities to the students in various activities conducted throughout the session irrespective of their caste, creed, religion, and region. Different sports and cultural activities organized inside the college promote harmony towards each other. **Important days like Women's Day and Yoga Day along with many regional festivals like Janamashtami, Lohri, Eid, Holi, Navratre and Deepawali are promoted.** This establishes positive interaction among people of different races and cultural backgrounds. There are different grievance redressal cells in the institute like Student grievance redressal cell, Women grievance redressal cell and Anti-ragging cell which deal with grievances without considering anyone's racial or cultural background. Institute has code of ethics for students and a separate code of ethics for teachers and other employees which are followed by each one of them irrespective of their cultural, regional, linguistic, communal socioeconomic and other diversities. Various cultures are represented during the fests which depict sense of respect towards all the cultures. There is no segregation of students on the basis of their lingual or communal background. Students are safe and secure at the institute, not because of locks, and security guards, but because they know that the institution has physical, emotional, and spiritual safety. Anti-ragging cell acts as a key factor in maintaining tolerance and harmony among students. For the last decade there is not a single incidence of ragging which shows the efficient working of the cell. Our institution believes in equality of all cultures and traditions as is evident from the fact that students belonging to different caste, religion and regions are studying in the college without any discrimination.

Institution celebrates the following festivals with faculty, staff and students in a year:

- Deepawali Celebration

- New Year Celebration
- Faculty Staff Cricket Match
- Rashtriya Ekta Diwas

Apart from this on every major day greetings and best wishes from I.T.S are shared on social media platforms.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

#### **7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).**

##### **Response:**

Education is the key determinant of how the student utilizes the skills imparted for self-centered purposes or also for broader societal & environmental good. Human education facilitates human conduct and the development of humane society, failing which education results in inhuman conduct and degradation of society and environment. In today's scenario, Human Values and Professional Ethics are the perennial streams which alone can stipulate sustenance to the nurturing of the societal values, moral conduct and awareness in young minds and professionals. For every individual, it is a much-needed requirement that cannot be ignored. Value Education at Institute level is hereby constituted through faculty & student coordinators with an objective to familiarize and equip students as well as faculty and staff to the importance and need of values & ethics for development of self & society. We witness the conduct of the students, not only here in the institution, but world-wide. Due to lack of right understanding, we have reached a point where we can clearly see the results of our collective education system adopted in I.T.S for problems such as pollution and resource depletion. This need for value-based education has been repeatedly highlighted by various commissions and expert committees on education (Dr. Radhakrishnan, Dr. Kothari, UNESCO declaration on service to society and so on). Education should facilitate students to have the understanding, commitment, competence, and the practice of living with definite human conduct and to participate in the development of a humane society.

Human education must enable the student to (in order of priority):

- Develop Right Understanding by sharing the understanding of what to do (Value Education)
- Develop Right Skills by teaching how to do (Technical Education)

Over a period of time, such value-based education can contribute to the development of a humane society. The departments contribute, through Value Education, to the world view that is required for a humane

society.

#### Effects of Value Education on Institute

- Development of right feelings, thought and behavior among faculty, staff and students.
- Development of right understanding free from pressure and affection based on natural acceptance.
- Development of positive and fruitful relationship among faculty, staff, and student.
- Development of fearless, stressless and congenial environment with right understanding and relationship among administration, faculty, staff, and student at I.T.S family.
- Elimination of negative,biased, jealousthoughts from Institutional environment with the help of right understanding and relationship.
- Holistic development of students with the help of valued based education..
- Development the feeling of co-existence and prosperity among self, family, society, and nature through value-based education

**Students and employees are sensitized on the constitutional obligations, Values, duties and responsibilities through the following measures:**

- **All MBA students are imparted 40 hour course on Business Law and Human Values and Professional Ethics, each, as a part of their syllabus.**
- **Some of the faculty members have done FDP on Human Values and Professional Ethics of AICTE.**
- **Institute has released a Handbook on Human Values and Professional Ethics, available on the website for all.**
- **Celebrated Voters Day**
- **Institute offers its infrastructural facilities to District administration for arranging Voter's Awareness Programme as required.**

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</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.**

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

**Response:** D. 1 of the above

File Description	Document
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	<a href="#">View Document</a>
Code of ethics policy document	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

### 7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

#### Response:

I.T.S is committed to promote ethics and values among students and faculty to encourage the same. Institute organizes National festivals as well as Anniversaries for the great Indian Personalities like Teacher's Day: Birthday of Dr. Sarvapalli Radhakrishnan on on 5th Sep, International Women's Day on 8th March, International Yoga Day on 21st June, Independence Day on 15th August, Republic Day on 26th Jan, World Environment Day on 5th June.

I.T.S believes in celebrating these events to promote happiness to our lives and strengthen our sense of community. These events are juncture to educate our stakeholders on issues of domains, to mobilize political and resources to address global problems, and to celebrate and reinforce achievements of humanity.

**26th January Republic Day** – On this day, the Indian National Congress revealed Purna Swaraj, the declaration of India's independence from the colonial rule. Republic Day signifies the right spirit of Independent and individual India and spread awareness of their duties towards our nation and rights given to them by our constitution. We at I.T.S celebrate this day with several activities proceeded by Flag hoisting and sweet distribution.

**15th August Independence Day** - It is celebrated every year on August 15 and marks the end of the British rule in 1947 and the establishment of a free and independent Indian nation. Various cultural activities related to independence movement take place at the institute.

**5th September (Dr. Sarvpalli Radha Krishnan Birth Anniversary)** - To honor the memory of India's first Vice President and to commemorate the importance of teachers in our lives, Teacher's Day is being organized at the Institute every year. To encourage faculty members Award facilitation ceremony is the center of attraction on this day and awards are facilitated to faculty members for achieving a positive and measurable impact through excellence in their field.

**21st June : International Yoga Day** - Institute celebrates international yoga day every year. Even during pandemic Online session on Yoga by the experts have been organised for students, faculty and staff members.

**8th March: International Wonen's Day** - Institute celebrates intetnational women's day every year in

which interaction of female who have contributed significantly in their respective fields are invited for interaction with students.

File Description	Document
Link for Annual report of the celebrations and commemorative events for the last five years	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</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.**

**Response:**

**Two Best Practices**

**I Title of the Practice**

**Broader Alumni Engagement @ I.T.S Mohan Nagar, Ghaziabad**

We have a strong alumni base, as Institute has completed 26 years of academic excellence. The following mission and strategic priorities are set to move further.

**Goal:**

- To engage, connect and celebrate alumni of I.T.S Ghaziabad.
- To encourage alumni to participate actively in the I.T.S community, to attend events, to volunteer, to create new ways for alumni to stay connected to Institute, and to contribute to the pride of the I.T.S family.

**Strategic Priorities:**

- Strengthen communication between alumni and the Institute
- Enhanced alumni connections with faculty, and students
- Encourage participation of Alumni through alumni talk, placement related preparation etc.
- Updated records of alumni

**The context :**

Strong alumni base is an asset for any institution. ITS is fortunate to have a large, well connected and

active alumni base MBA, MCA and PGDM. Association of alumni in various institute activities brings fruitful results in students grooming and learning. Students are in regular touch with their alumni mentors and are guided by them in respect of summer internship, choice of specialization, choice of industry for final placement based on specialization, updates about industry, skills required for clearing interviews etc.

### **The Practice:**

#### **Key activities for Alumni Engagement**

1. **Guest lectures by the senior alumni members:** Senior alumni members are invited to deliver lectures and to interact with the students on various issues related to their course curriculum and expectations of the corporate. In every subject at least one lecture by the alumni who has the relevant experience and expertise is conducted.
  2. **Alumni Interaction during Orientation Programme:** During the orientation programme an interaction with the small group of alumni (8-10) and the students who join the programme is organized to set the industry expectation and to orient them for corporate culture.
  3. **Alumni sessions to help students getting placement ready:** Need based placement specific sessions are arranged for the students. Alumni help in hiring students for SIP and final placements.
1. **Batch wise Alumni Reunion:** The pass-outs of the particular batch with their family members are invited under the alumni reunion programme to share experiences and cherish past memories.
  2. **Alumni Meet:** I.T.S holds a grand Alumni meet every year on the first Saturday of December. Every year thousands of alumni participate in the meet with their families. Selected alumni members are being felicitated for their achievements in corporate. They enjoy various cultural and fun events organized for them.

During Covid also Institute ensured uninterrupted interaction of alumni with students through online mode.

### **Evidence of Success:**

Various initiatives undertaken by the institute to develop strong Alumni bonding brought success in the following ways:

- Better summer placement & final placement
- Increased opportunities for Live projects
- Career guidance
- Knowledge about contemporary practices through alumni guest lectures and experience sharing sessions
- Mock interviews for students
- Brand building of the institute

### **Problem Encountered and Resources Required**

Developing a strong bonding with the alumni requires dedicated efforts and reason to bring them back to the institute for occasions. Over the years Institute has been fortunate enough to have dedicated course wise alumni coordinators who remain in touch with the alumni working at various places across country. However, alumni contact updation is a challenge specially when they switch from one company to another. Institute is planning to open city chapters to leverage its potential and to develop a better alumni connect.

## II Title of the Practice

### Student driven Curricular and Co-curricular activities @ I.T.S Mohan Nagar, Ghaziabad

I.T.S Mohan Nagar to its vision of Creating a Thinking Professional Order lays significant emphasis on Co-curricular activities. The Institute has set up dedicated Student Driven Clubs that offers Learning and Development activities for students. With our tradition of excellence and our renewed commitment to lending new direction to the form of creativity I.T.S has created various Student driven clubs where the focus is on an all-round development and experience.

- To provide students with skills, tools and resources to ensure that they thrive and grow at the university and beyond
- To promote an environment where students learn to support each other and build communities that uplift people and spaces
- To establish student-centric learning environments, co-curricular activities, and diverse opportunities for community building and leadership experiences.

#### Strategic Priorities:

- To impart skills for development and enhancement of personality of students.
- To improve communication skills and decision making power.
- To enhance spirit of competition among the students.
- To increase awareness regarding the business world.
- To enhance the participation level among the students.

#### The context:

Student Clubs and Co-Curricular activities form a vital part of experience by creating unique opportunities of development and overall enhance the learning process.

These activities also work to build professional skills that a classroom alone cannot always foster. These clubs help students to learn essential skills in management and delegation. Co-curricular activities hone the student's skills and make them industry ready.

Student Driven Clubs helps the learners in following ways:

#### A wider social circle

These programs are fun and offer students the opportunity to spend time with others of similar interests. Students can meet friends from different social groups by joining a sports team or any Club of their interest.

#### Better time management

Students who are involved in these activities tend to become better with time management Skills. A club activity might even have the effect of "recharging" the brain after a day of rigorous schoolwork, allowing students to return to homework assignments with a refreshed mind.



**Exploration of interests**

Co-curricular activities allow students to pursue interests outside of their academic curriculum. Students can also use these activities to explore interests they've never encountered, exposing students to a more diverse range of interests.

**The Practice:**

To foster a sense of belongingness among students, I.T.S provides a platform to them for pursuing both academic and nonacademic interests. The institute has three category of clubs from which the student can choose and obtain membership.

**Student driven Academic Clubs**

- Marketing Club
- Finance Club
- HR Club
- IB Club
- IT Club

**Student driven Non-Academic Clubs**

- Sports Club
- Cultural Club
- Soft Skills Club

**Student driven CSR Clubs**

- Parivartan Club
- Utthan Club

A student can be part of multiple clubs simultaneously, but it is advised that focus should be on a mix of co-curricular activities with academics.

**Some of the prominent activities organized by various Students driven Clubs are:**

**Budget Analysis Activity:** Finance Club every year conducts this activity where in students analyse and discuss the various aspects of union budget.

**Ad-mad Show:** Marketing Club at I.T.S conducts this activity every year. The Ad Mad Show competition is an opportunity to bring out individual and collective talent of the participants towards creative thinking, team cohesion, and active participation and enable them to understand and apply the classroom concepts.

**Creative Hands-Poster Making-:** A regular activity of Library club, this is a very engaging learning cum fun activity based on Planning and Spontaneity in order to achieve the set goals.

**Techno Master:** IT Club of the institute conducts this activity for the learners having a keen interest in the technology domain The purpose of the Activity was to enhance the Knowledge Related to Current Scenario's and Technical Changes in the Digital World.

**Role Plays:** This is one of the regular activities organized by student members of HR Club. The objective is to make students well versed with various HR dilemmas and situations of corporate world.

**Trade-Fair / Expo Visit:** To make students aware of various business practices at both national and international level, the IB club organizes students visits to trade fairs and exhibitions being organized at Expo Centers in Delhi/Gr. Noida.

**Inter-College Sports meet:** It is an initiative to groom sportsman ship in the management students as well. Round the year activities like cricket league, Football league and intercollege sports meet activity are organized under the umbrella of Statesman Club.

**Celebrations and Festivities:** Students enjoy celebrating all the important festivals like Holi, Diwali Christmas along with days of national importance like teachers day even away from their homes at I.T.S with full zeal and enthusiasm

### **CSR Initiatives**

#### **UTTHAN LAB**

An Endeavour to Facilitate Poor Meritorious Children Utthan Lab is a unique and comprehensive CSR project of ITS, Ghaziabad under which the student volunteers visit various government schools and shortlist poor but meritorious students studying in class 5, 6 and 7.

#### **Parivartan**

The Slum Education Program 'Parivartan' is a comprehensive slum education program conducted by the student volunteers of ITS, Ghaziabad in which student volunteers visit slums on all Sundays and teach around 120 slum children as per their I.Q. and current knowledge.

#### **Evidence of Success:**

Various initiatives undertaken by the institute and the clubs to develop and groom students professionally success in the following ways:

- Enhanced skill set of the students
- Students are confident to represent I.T.S in the external or inter-institute activities
- Better performance during internship and placement activities
- Better prepared for the industry challenges and working.
- Socially aware and responsible citizens

#### **Problem Encountered and Resources Required**

For overall development of students professionally and socially requires dedicated efforts and proper planning to balance both the academic and non-academic aspects of learning. Over the years Institute has maintained the practice of having a proper activity calendar for all the clubs but still managing all the co-curricular activities as part of a regular curricular at times becomes challenging in terms of making an exhaustive Activity Calendar without reducing the course time or at the cost of Academic learning is definitely a challenge at times. Market over social media and attend networking events around campus in

order to get potential members excited and involved. Even with a huge number of student, it can still be very difficult to gain student participation due to the extensive work it takes for clubs to publicize and attract new members.

Preparation and planning are key to having a successful team. Having a calendar, set practice times, team gear, and more, will create less stress down the line.

Institute understands that the rewards of leading and participating in clubs motivates driven and genuinely dedicated students to persevere so definitely the institute has planned to rework on increasing rewards and recognitions for student participants.

File Description	Document
Link for Best practices in the Institutional web site	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

#### 7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

##### Response:

Changing economic conditions and intensification of global competition have given management education an increasingly central role in the success of individuals and corporations. Surviving growing competition and staying firm in this fast growing competitive world have become pertinent, that often persuade entrepreneurs and owners to search for the right business management professionals who have skills and capability of making any business a successful and well-established organization and business venture.

Institute of Technology and Science was established in the year 1995 with a view to impart quality education in the field of Management and Information Technology. Institute offers professional education through well accredited courses. It offers **Post Graduate Diploma in Management (NBA accredited), Master of Business Administration and Master of Computer Application (NBA accredited)**. PGDM program, since 2020 has been made as a standalone institute as per AICTE direction. Institute of Technology and Science boast of unparallel infrastructure which is evident from Institute's consistent high ranking on infrastructure parameter. Intellectual Capital at the institute lies in eminent and experienced faculty members.

ITS, Mohan Nagar is:

- **NAAC Accredited 'A Grade' Institute**
- **Accredited by National Board of Accreditations (NBA)**
- **PGDM Program is Equivalent to MBA Association of Indian Universities (AIU)**
- **AICTE approved 2 year full time program**
- **NIRF Ranked Institute (2019)**
- **Internationally Accredited to IAO,USA**
- **ISO 9001:2015 certified**

I.T.S is moving efficiently towards its vision of shaping young minds with skill-oriented & value- based education. Apart from areas of concern related to academics, institute gives equal emphasis on **Stakeholders involvement and Motivation** (area distinctive to its priority and thrust) in the process of institution building.

**1. Merit and Performance Improvement Award for the students:** Merit awards are for the students who have made it to the merit list and improvement award is given to students who have shown considerable improvement in semester/trimester. It is awarded to top 10 students who show maximum improvement in terms

of increase in percentage from the previous semester exams to the next semester exams of I and II year respectively.

**2. Faculty & Staff:** I.T.S has an innovative practice called Outstanding Association Award. The faculty and Staff members who have completed their five, ten, fifteen year of services are awarded. For completing five years of service, employee is rewarded with an amount of Rs 10,000 and paid leave of three days. Whereas an employee who has completed 10 and 15 years of services are rewarded with Rs 30,000 and paid leave for five days.

**3. Alumni:** We have a strong alumni base, as twenty three batches of PGDM, sixteen batches of MBA and eighteen batches of MCA have already passed out from this campus.

**Broader Alumni Engagement:** Alumni engagement throughout the year needs to be considered beyond participation of alumni in annual alumni meet. Engagement of alumni with I.T.S and respective departments should also include their support and participation in various academic and not academic events/ activities in a year. These include:

- a. Guest lecture/ workshops by alumni
- b. Alumni interaction with students during Orientation programme
- c. Support from alumni in recruitment of students for Summer Internship Project and final placement
- d. Support from alumni in extending opportunities of live project for students
- e. Involvement of alumni in conducting SIP viva and Mock interview sessions
- f. Special company specific sessions by alumni for preparing existing students placement ready

- g. Participation of alumni in institutional events like I.T.S Utkrisht Marketing Awards and WYSIWYG
- h. Meeting of alumni with the inspection team of NAAC and NBA

Our alumni are engaged in most of the modes as mentioned above and extend their support in many ways throughout the year.

**4. Parents:** Parents as an important stakeholder, are invited to institute on various occasions; Convocation, Merit and Improvement Award and Mata Ki Chowki.

**5. Community Services:** At the core of the Institute's functioning is a constant endeavor to serve mankind. In this regard I.T.S takes pride in participating in community engagement programs. The students and faculty of the Social Service Club at I.T.S make an honest attempt to serve the society by undertaking two projects in the name of 'Parivartan' (education of slum children) and 'Uthaan' lab for imparting IT knowledge to school children.

During lockdown period due to Covid -19, I.T.S was among the front runners in extending its support and helping the needy section of society. Some of such contributions are listed:

- Contributed Rs.10.51 lakh to PM Cares Fund.
- Contributed Rs.5.40 lakh to Uttar Pradesh Mukhyamantri Covid care Fund.
- Distributed Ration packets to more than 14000 families.
- Met daily food requirements to 250 families with Rastriya Sewa Bharati for 15 days.
- Cooked meal provided to more than 75000 people during lockdown period.
- Distributed food to 1500 + migrants daily for one week.
- Hospital and all Health care facilities provided for quarantine, isolation and treatment of patients infected by Covid -19 at I.T.S Surya Hospital.
- Distributed 200 bottles of hand sanitizers to hospitals.
- Distributed 400 bottles of hand sanitizers to Police personnel.

## 5. CONCLUSION

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### Additional Information :

#### Rating and Ranking:

- MHRD and NIRF (National Institutional Ranking Framework) has ranked I.T.S Ghaziabad among top 100 B Schools in 2019
- The Institute has also consistently been rated amongst the top institutions by independent ranking agencies like Business Today, Business World, Business Standard, Times B School, CSR GHRDC, The Week, Outlook, India Today, Competition Success Review and Media Houses.

#### Awards & Accolades

Some of the recent awards received by the Institute in recognition to its excellence in performance are:

- 14th National Education Summit of ASSOCHAM, Institute of Technology and Science, Ghaziabad is awarded with **“Institute of the Year – North”** at Hotel Le Mareidion, New Delhi dated 18.02.2021-20.02.2021
- **"Top & Most Trusted Business School of the Year 2021, North India"** at National Educational Excellence Awards & Conference 2021, Bengaluru on 23rd September, 2021
- **“Outstanding Performance in Virtual Knowledge Delivery During Pandemic”** at National Educational Excellence Awards & Conference 2021, Bengaluru on 23rd September, 2021
- ICCI Fourth National Education Excellence Award 2020
- ASSOCHAM 13th National Education Conclave and Expo 2020 award for **Excellence in Promoting Industry - Academia Interface**
- **CSR Excellence in Education Award 2020**
- ASSOCHAM Innovation and Employability & Education Excellence Award - 2019 for **“Best B School for Promoting Industry Academia Interface”**
- **"CSR Excellent in Education Award”** from Competition Success Review by CSR 2019
- Education Excellence Award **"CSR Excellent Chairman of Leading Institute of India”** Award from Competition Success Review by CSR 2019
- **“Outstanding Management College in North India for Industry Interface, 2019”** in "Tenth Rashtriya Shiksha Gaurav Puraskar Ceremony" on 18th April, 2019 organized by Centre for Education Growth and Research(CEGR)
- India's Education Excellence Awards 2018, **Best PG & UG Private Institute (North India Region)** by Berkshire Media LLC, USA

### Concluding Remarks :

We are committed to serve all stakeholders in society and contribute in our own way in the spheres of sustainable development, ethics and CSR. As an institute aspiring to lead in business education, we realize the responsibility of training young minds as future managers ready to face the challenges of business world. Our

efforts at the Institute are constantly guided by Academic Council and Advisory Board which consists of renowned Academicians and Industry experts. I am thankful for their effective guidance and support.

“We are confident that our participants will be able to meet all the challenges posed by the volatile, complex, uncertain and competitive business environment. The convocation reflects the Institute’s efforts in creating future professionals who will strive to bring about positive change around them, as the whole world is changing in all the spheres at a mind-boggling speed. In this transformational and disruptive environment, the Institute believes that the best gift it can give to its participants is the ability to understand this very basic nature of change so they can be well prepared for the future”.

It has been more than 26 years since the Institute was established. I am sure that the each graduating batch of I.T.S will carry the spirit of excellence in their professional life and will prove to be enlightened human beings of which the society would be proud of.

NAAC

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p><b>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 last five years</b></p> <ol style="list-style-type: none"> <li>1. Academic council/BoS of Affiliating university</li> <li>2. Setting of question papers for UG/PG programs</li> <li>3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses</li> <li>4. Assessment /evaluation process of the affiliating University</li> </ol> <p>Answer before DVV Verification : D. Any 1 of the above            Answer After DVV Verification: D. Any 1 of the above            Remark : As per HEI</p>																				
1.2.1	<p><b>Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b></p> <p>1.2.1.1. <b>Number of Programmes in which CBCS / Elective course system implemented.</b>            Answer before DVV Verification : 2            Answer after DVV Verification: 2</p> <p>Remark : As per HEI initial input</p>																				
1.2.2	<p><b>Number of Add on /Certificate programs offered during the last five years</b></p> <p>1.2.2.1. <b>How many Add on /Certificate programs are offered within the last 5 years.</b>            Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>8</td> <td>10</td> <td>4</td> <td>5</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>4</td> <td>3</td> <td>1</td> <td>2</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	3	8	10	4	5	2020-21	2019-20	2018-19	2017-18	2016-17	2	4	3	1	2
2020-21	2019-20	2018-19	2017-18	2016-17																	
3	8	10	4	5																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
2	4	3	1	2																	
1.2.3	<p><b>Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years</b></p> <p>1.2.3.1. <b>Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years</b>            Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17															
2020-21	2019-20	2018-19	2017-18	2016-17																	



12	220	0	0	0
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Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
12	219	0	0	0

Remark : As per HEI

**1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years**

**1.3.2.1. Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
5	5	5	5	4

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
5	5	5	5	3

Remark : As per HEI

**1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)**

**1.3.3.1. Number of students undertaking project work/field work / internships**

Answer before DVV Verification : 277

Answer after DVV Verification: 277

Remark : As per HEI initial input

**1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders**

**1) Students**

**2) Teachers**

**3) Employers**

**4) Alumni**

Answer before DVV Verification : A. All of the above  
 Answer After DVV Verification: A. All of the above  
 Remark : As per HEI

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

**Options:**

1. **Feedback collected, analysed and action taken and feedback available on website**
2. **Feedback collected, analysed and action has been taken**
3. **Feedback collected and analysed**
4. **Feedback collected**
5. **Feedback not collected**

Answer before DVV Verification : B. Feedback collected, analysed and action has been taken  
 Answer After DVV Verification: A. Feedback collected, analysed and action taken and feedback available on website  
 Remark : As per HEI

2.1.1 **Average Enrolment percentage (Average of last five years)**

**2.1.1.1. Number of students admitted year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
278	490	491	401	464

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
278	490	491	401	463

**2.1.1.2. Number of sanctioned seats year wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
360	480	600	600	600

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
360	480	600	600	600

Remark : As per HEI

2.1.2 **Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
76	129	146	121	133

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
76	129	146	121	132

Remark : As per HEI

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

2.3.3.1. Number of mentors

Answer before DVV Verification : 36

Answer after DVV Verification: 36

Remark : As per HEI

2.4.2 **Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)**

2.4.2.1. **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
14	25	24	25	26

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
14	25	22	25	25

Remark : As per HEI

2.4.3 **Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)**

2.4.3.1. **Total experience of full-time teachers**

Answer before DVV Verification : 260.71

Answer after DVV Verification: 265.72

2.6.3	<p><b>Average pass percentage of Students during last five years</b></p> <p><b>2.6.3.1. Number of final year students who passed the university examination year-wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 349 1046 483"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>453</td> <td>462</td> <td>384</td> <td>447</td> <td>428</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 562 1046 696"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>453</td> <td>462</td> <td>384</td> <td>447</td> <td>427</td> </tr> </tbody> </table> <p><b>2.6.3.2. Number of final year students who appeared for the university examination year-wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 815 1046 949"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>477</td> <td>473</td> <td>394</td> <td>453</td> <td>432</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 1028 1046 1162"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>477</td> <td>473</td> <td>394</td> <td>453</td> <td>432</td> </tr> </tbody> </table> <p>Remark : As per HEI</p>	2020-21	2019-20	2018-19	2017-18	2016-17	453	462	384	447	428	2020-21	2019-20	2018-19	2017-18	2016-17	453	462	384	447	427	2020-21	2019-20	2018-19	2017-18	2016-17	477	473	394	453	432	2020-21	2019-20	2018-19	2017-18	2016-17	477	473	394	453	432
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3.1.1	<p><b>Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)</b></p> <p><b>3.1.1.1. Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 1520 1046 1655"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>21.06</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 1733 1046 1868"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>20.06</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Remark : As per HEI</p>	2020-21	2019-20	2018-19	2017-18	2016-17	0	21.06	0	0	0	2020-21	2019-20	2018-19	2017-18	2016-17	0	20.06	0	0	0																				
2020-21	2019-20	2018-19	2017-18	2016-17																																					
0	21.06	0	0	0																																					
2020-21	2019-20	2018-19	2017-18	2016-17																																					
0	20.06	0	0	0																																					
3.1.2	<p><b>Percentage of teachers recognized as research guides (latest completed academic year)</b></p>																																								

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

Answer before DVV Verification : 9

Answer after DVV Verification: 6

**3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years****3.1.3.1. Number of departments having Research projects funded by government and non-government agencies during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	00	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	00	0	0

**3.1.3.2. Number of departments offering academic programmes**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	2	2	2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	2	2	1

Remark : As per HEI

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
4	6	3	2	1

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17

4	6	3	2	0
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Remark : As per HEI

**3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years**

**3.3.1.1. How many Ph.Ds registered per eligible teacher within last five years**

Answer before DVV Verification : 9

Answer after DVV Verification: 9

**3.3.1.2. Number of teachers recognized as guides during the last five years**

Answer before DVV Verification : 9

Answer after DVV Verification: 8

**3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years**

**3.3.2.1. Number of research papers in the Journals notified on UGC website during the last five years.**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
35	39	14	11	9

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
11	14	3	1	1

Remark : As per the documents provided

**3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**

**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 last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
32	25	8	2	14

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
13	11	6	12	0

Remark : As per the documents provided

3.4.2	<p><b>Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years</b></p> <p>3.4.2.1. <b>Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 468 1046 602"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>1</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 680 1046 815"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>3</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	0	1	0	0	0	2020-21	2019-20	2018-19	2017-18	2016-17	0	3	0	0	0
2020-21	2019-20	2018-19	2017-18	2016-17																	
0	1	0	0	0																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
0	3	0	0	0																	
3.4.3	<p><b>Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years</b></p> <p>3.4.3.1. <b>Number of extension and outreach Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1133 1046 1267"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>2</td> <td>1</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1346 1046 1480"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>2</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Remark : As per HEI</p>	2020-21	2019-20	2018-19	2017-18	2016-17	1	2	1	0	0	2020-21	2019-20	2018-19	2017-18	2016-17	1	2	0	0	0
2020-21	2019-20	2018-19	2017-18	2016-17																	
1	2	1	0	0																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
1	2	0	0	0																	
3.4.4	<p><b>Average percentage of students participating in extension activities at 3.4.3. above during last five years</b></p> <p>3.4.4.1. <b>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 last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1877 1046 2011"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>30</td> <td>250</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	0	30	250	0	0										
2020-21	2019-20	2018-19	2017-18	2016-17																	
0	30	250	0	0																	

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	30	0	0	0

Remark : As per the documents provided

**3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
5	1	6	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
5	1	5	0	0

Remark : As per the documents provided

**4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**

**4.1.3.1. Number of classrooms and seminar halls with ICT facilities**

Answer before DVV Verification : 15

Answer after DVV Verification: 14

**4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**

**4.1.4.1. Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
72.60	195.39	218.02	184.56	215.45

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
72.60	195.39	218.02	184.56	214.45



Remark : Expenditure for infrastructure augmentation, excluding salary year-wise as per HEI. 2016-17 reduced 1 number for enabling software to accept the edit option

4.2.2 **The institution has subscription for the following e-resources**

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access to e-resources

Answer before DVV Verification : A. Any 4 or more of the above

Answer After DVV Verification: A. Any 4 or more of the above

Remark : As per HEI

4.2.3 **Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)**

4.2.3.1. **Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0.35	1.33	1.35	1.43	4.03

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0.35	1.33	1.35	1.43	3.03

Remark : As per HEI

4.2.4 **Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the latest completed academic year**

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

Answer before DVV Verification : 75

Answer after DVV Verification: 75

Remark : As per HEI

4.3.3 **Bandwidth of internet connection in the Institution**

Answer before DVV Verification : A. ?50 MBPS

Answer After DVV Verification: A. ?50 MBPS

Remark : As per HEI

4.4.1	<p><b>Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)</b></p> <p>4.4.1.1. <b>Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 468 1046 602"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>91.63</td> <td>185.70</td> <td>167.43</td> <td>140.11</td> <td>168.2</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 680 1046 815"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>91.63</td> <td>185.70</td> <td>167.43</td> <td>140.11</td> <td>167.2</td> </tr> </tbody> </table> <p>Remark : As per HEI</p>	2020-21	2019-20	2018-19	2017-18	2016-17	91.63	185.70	167.43	140.11	168.2	2020-21	2019-20	2018-19	2017-18	2016-17	91.63	185.70	167.43	140.11	167.2
2020-21	2019-20	2018-19	2017-18	2016-17																	
91.63	185.70	167.43	140.11	168.2																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
91.63	185.70	167.43	140.11	167.2																	
5.1.1	<p><b>Average percentage of students benefited by scholarships and freeships provided by the Government during last five years</b></p> <p>5.1.1.1. <b>Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1252 1046 1386"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>34</td> <td>94</td> <td>54</td> <td>81</td> <td>101</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1464 1046 1599"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>34</td> <td>94</td> <td>54</td> <td>81</td> <td>100</td> </tr> </tbody> </table> <p>Remark : As per HEI</p>	2020-21	2019-20	2018-19	2017-18	2016-17	34	94	54	81	101	2020-21	2019-20	2018-19	2017-18	2016-17	34	94	54	81	100
2020-21	2019-20	2018-19	2017-18	2016-17																	
34	94	54	81	101																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
34	94	54	81	100																	
5.1.2	<p><b>Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years</b></p> <p>5.1.2.1. <b>Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 2036 1046 2080"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17															
2020-21	2019-20	2018-19	2017-18	2016-17																	

2020-21	2019-20	2018-19	2017-18	2016-17
141	168	222	114	184

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
147	168	217	114	184

5.1.3 **Capacity building and skills enhancement initiatives taken by the institution include the following**

1. **Soft skills**
2. **Language and communication skills**
3. **Life skills (Yoga, physical fitness, health and hygiene)**
4. **ICT/computing skills**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: A. All of the above

Remark : As per HEI

5.1.4 **Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
19	35	148	82	135

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
170	181	178	130	155

5.1.5 **The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: A. All of the above  
Remark : As per HEI

**5.2.1 Average percentage of placement of outgoing students during the last five years**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
284	337	329	358	341

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
284	337	329	358	340

Remark : As per HEI

**5.2.2 Average percentage of students progressing to higher education during the last five years**

**5.2.2.1. Number of outgoing student progression to higher education during last five years**

Answer before DVV Verification : 3

Answer after DVV Verification: 3

Remark : As per HEI

**5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)**

**5.2.3.1. Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
18	0	0	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
17	0	0	0	0

**5.2.3.2. Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

Answer before DVV Verification:

--	--	--	--	--

2020-21	2019-20	2018-19	2017-18	2016-17
18	0	0	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
18	0	0	0	0

Remark : As per HEI

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

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) year-wise during the last five years.**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1	5	9	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1	3	18	11	0

5.3.3 **Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)**

5.3.3.1. **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
22	12	9	1	14

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
22	12	9	1	13

Remark : As per HEI

6.2.3 **Implementation of e-governance in areas of operation**

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: A. All of the above

Remark : As per HEI

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
4	21	8	27	20

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
4	14	9	22	17

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1	6	7	8	2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1	6	7	8	1

Remark : As per HEI

6.3.4 **Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
17	28	9	13	5

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
13	48	20	32	11

- 6.5.3 **Quality assurance initiatives of the institution include:**
- 1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
  - 2. Collaborative quality initiatives with other institution(s)**
  - 3. Participation in NIRF**
  - 4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**
- Answer before DVV Verification : A. All of the above  
 Answer After DVV Verification: A. All of the above  
 Remark : As per HEI

- 7.1.2 **The Institution has facilities for alternate sources of energy and energy conservation measures**
- 1. Solar energy**
  - 2. Biogas plant**
  - 3. Wheeling to the Grid**
  - 4. Sensor-based energy conservation**
  - 5. Use of LED bulbs/ power efficient equipment**
- Answer before DVV Verification : B. 3 of the above  
 Answer After DVV Verification: B. 3 of the above  
 Remark : As per HEI

- 7.1.4 **Water conservation facilities available in the Institution:**
- 1. Rain water harvesting**
  - 2. Borewell /Open well recharge**
  - 3. Construction of tanks and bunds**
  - 4. Waste water recycling**
  - 5. Maintenance of water bodies and distribution system in the campus**

	<p>Answer before DVV Verification : B. 3 of the above          Answer After DVV Verification: A. Any 4 or all of the above</p>
7.1.5	<p><b>Green campus initiatives include:</b></p> <ol style="list-style-type: none"> <li>1. <b>Restricted entry of automobiles</b></li> <li>2. <b>Use of Bicycles/ Battery powered vehicles</b></li> <li>3. <b>Pedestrian Friendly pathways</b></li> <li>4. <b>Ban on use of Plastic</b></li> <li>5. <b>landscaping with trees and plants</b></li> </ol> <p>Answer before DVV Verification : A. Any 4 or All of the above          Answer After DVV Verification: A. Any 4 or All of the above          Remark : As per HEI</p>
7.1.6	<p><b>Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:</b></p> <ol style="list-style-type: none"> <li>1. <b>Green audit</b></li> <li>2. <b>Energy audit</b></li> <li>3. <b>Environment audit</b></li> <li>4. <b>Clean and green campus recognitions / awards</b></li> <li>5. <b>Beyond the campus environmental promotion activities</b></li> </ol> <p>Answer before DVV Verification : A. Any 4 or all of the above          Answer After DVV Verification: D.1 of the above          Remark : As per the documents provided</p>
7.1.7	<p><b>The Institution has disabled-friendly, barrier free environment</b></p> <ol style="list-style-type: none"> <li>1. <b>Built environment with ramps/lifts for easy access to classrooms.</b></li> <li>2. <b>Divyangjan friendly washrooms</b></li> <li>3. <b>Signage including tactile path, lights, display boards and signposts</b></li> <li>4. <b>Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment</b></li> <li>5. <b>Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></li> </ol> <p>Answer before DVV Verification : A. Any 4 or all of the above          Answer After DVV Verification: A. Any 4 or all of the above          Remark : As per HEI</p>
7.1.10	<p><b>The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.</b></p> <ol style="list-style-type: none"> <li>1. <b>The Code of Conduct is displayed on the website</b></li> <li>2. <b>There is a committee to monitor adherence to the Code of Conduct</b></li> <li>3. <b>Institution organizes professional ethics programmes for students, teachers, administrators and other staff</b></li> </ol>



**4. Annual awareness programmes on Code of Conduct are organized**

Answer before DVV Verification : B. 3 of the above

Answer After DVV Verification: D. 1 of the above

Remark : As per the documents provided

**2.Extended Profile Deviations**

ID	Extended Questions																				
1.1	<p><b>Number of courses offered by the Institution across all programs during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>114</td> <td>215</td> <td>216</td> <td>212</td> <td>225</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>114</td> <td>215</td> <td>216</td> <td>212</td> <td>224</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	114	215	216	212	225	2020-21	2019-20	2018-19	2017-18	2016-17	114	215	216	212	224
2020-21	2019-20	2018-19	2017-18	2016-17																	
114	215	216	212	225																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
114	215	216	212	224																	
1.2	<p><b>Number of programs offered year-wise for last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>3</td> <td>4</td> <td>4</td> <td>4</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>02</td> <td>03</td> <td>04</td> <td>04</td> <td>04</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	2	3	4	4	4	2020-21	2019-20	2018-19	2017-18	2016-17	02	03	04	04	04
2020-21	2019-20	2018-19	2017-18	2016-17																	
2	3	4	4	4																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
02	03	04	04	04																	
2.1	<p><b>Number of students year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>278</td> <td>490</td> <td>491</td> <td>401</td> <td>464</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>278</td> <td>490</td> <td>491</td> <td>401</td> <td>463</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	278	490	491	401	464	2020-21	2019-20	2018-19	2017-18	2016-17	278	490	491	401	463
2020-21	2019-20	2018-19	2017-18	2016-17																	
278	490	491	401	464																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
278	490	491	401	463																	
2.2	<p><b>Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years</b></p> <p>Answer before DVV Verification:</p>																				

2020-21	2019-20	2018-19	2017-18	2016-17
179	241	300	300	300

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
179	241	300	300	299

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
477	473	394	453	432

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
447	473	394	453	432

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
36	57	61	88	88

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
36	57	61	88	87

3.2 **Number of sanctioned posts year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
36	57	61	88	88

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
36	57	61	88	87

4.1 **Total number of classrooms and seminar halls**

Answer before DVV Verification : 15

Answer after DVV Verification : 14

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
342.87	931.39	887.03	791.07	881.69

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
342.87	931.39	887.03	791.07	880.69

4.3

**Number of Computers**

Answer before DVV Verification : 210

Answer after DVV Verification : 209

MAAC