Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**INSTITUTE OF INNOVATION IN TECHNOLOGY AND MANAGEMENT**
Name of the head of the Institution	**Dr. Vani Vasakarla**
Designation	**Director**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01128520890**
Mobile no.	**8800971514**
Registered Email	**director@iitmjp.ac.in**
Alternate Email	**vani.vasakarla@iitmjp.ac.in**
Address	**D 27 & 28, Institutional Area, Janakpuri,**
City/Town	**New Delhi**
State/UT	**Delhi**
Pincode	**110058**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Dr. Vani Vasakarla**
Phone no/Alternate Phone no.	**01128520890**
Mobile no.	**8800971514**
Registered Email	**director@iitmjp.ac.in**
Alternate Email	**vani.vasakarla@iitmjp.ac.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://iitmjp.ac.in/aqar-2018-19/

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://iitmjp.ac.in/academic-calendar/

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.70**	**2016**	**19-Jan-2016**	**18-Jan-2021**

6. Date of Establishment of IQAC

24-Nov-2014

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
IQAC Meetings	**17-Mar-2020** **1**	**12**

Joint Assessment Committee Audit (2018-19) Result - 76.95	12-Jun-2019 1	2112
Academic Administrative Audit (2018-19) Result - 86.46	11-Jan-2020 1	2112
ISO Certification (2019-20)	13-Mar-2019 1	2112
Skill Development Workshop was organised for BBA II Semester students.	02-Jul-2019 22	186
Summer Internships for BCA - on JAVA,Hybrid Application Development, Data Analytics and IoT using Python	10-Jun-2019 45	186
FDP on Data Science with python for IT faculty members was conducted.	17-Dec-2019 5	20
National Conference on Managing Business in VUCA and Digital era:Issues, Challenges &Opportunities	01-Feb-2020 1	80
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institute of Innovation in Technology and Management	Environment Promotion	Environment Department, Delhi Secretariat	2020 365	20000
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**4**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**

Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

• Teaching learning pedagogy was improved with emphasis on improvement in performance of slow learners and advance learner students. • Preplacement classes were conducted more rigorously for final year students with the objective of increasing the number and quality of placements. • More number of skill trainings were conducted for the students of all programmes to bridge the skill gap. • Special emphasis was given to improve the quality of research in the field of management and IT. • Efforts were made to improve the infrastructure i.e computer labs, computers, no. of books and research lab.

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

Plan of Action	Achivements/Outcomes
Infrastructure: The infrastructure in labs, classrooms, library and canteen is to be improved.	100 new computers with configuration HP Allinone 200 G3 are purchased for labs. Total 830 books were added for BBA and 220 for BCom(H) programme in the library. New research lab is created with plagiarism software plagchecker installed. Two new food counters were added in the students' canteen. A centralized air condition system was installed in the basement library, labs. Server room, seminar room and acad office.
In each semester break, skill training is provided to the students of BCA, BBA and BCom (H). For BCA students skill training related to Python, Robotics, Advance Java and Android is organized by the institute and for BBA and BCom(H) students, skill training related to digital marketing, Advanced Excel, financial modeling and Retirement planning is conducted for the students.	Total 420 students were trained with the latest skills used by the industry.
Pre-placement classes were conducted more rigorously for final year students with the objective of increasing the number and quality of placements.	In academic session 2019-20 total 21 companies selected 444 students (212 BCA, 175 BBA and 57 BCom(H)) through campus placement in-spite of COVID spread in the initial months of 2020.

The number of research papers published by faculty members has increased significantly due to the research grant policy of the institute. Faculty development programmes were organized in Management and IT to encourage the faculty members to write research papers. Special leaves were granted to attend FDPs/workshops or to present papers in seminars and conferences.	12 Research papers and 2 books were published in the academic session 2019-2020. Three Faculty development programmes were conducted for teaching staff and two training programmes were conducted for non-teaching staff in the academic session 2019-2020. 25 FDPs/Webinars were attended by the faculty outside the institute.
In lesson plans video lectures and MOOC courses were embedded. Different approaches like role play, case study, simulation quiz, industrial visits, marketing fair and quiz were used in different subjects. To improve the communication skills of the students, fortnightly presentations are organized in which all students give presentations on the emerging issues in that subject.	As a result, the pass percentages of various programmes BBA (95.26%), BCA (95.17%) and BCom(H) (99.06%) has improved significantly
[View File](#)	

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Governing Body	**26-Sep-2020**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**
Date of Visit	**19-Jan-2016**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2020**
Date of Submission	**28-Feb-2020**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**All Systems are networked and linked. We use map drive for storing and accessing important information related to students' affairs. We use Biometric for Attendance Management system. We have CCTV installed in all labs and**

surrounding areas. The accounts office if fully computerized with Tally ERP 9.0 software installed for maintenance of records. All the information related to examination – notices, datesheets and seating plan is shared with students through their class group mails and whatsapp groups. The notices are uploaded on websites as well.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

IITM is affiliated to GGSIP University, Delhi. Institute has undergraduate programs in Management (BBA), Computer Applications (BCA) and Commerce (BCom). Institute ensures the effective delivery and quality of work through following means: Academic Calendar: Under the guidance of Director and HOD Academic Coordinator prepares the academic calendar of the college prior to the commencement of every academic year and outlines major events/activities on the basis of GGSIPU academic calendar. Subject Allocation Process: Firstly, faculties are asked to fill the subject preferences semester-wise and finally academic coordinator allocate the subjects to the faculties on the basis of their preferences, qualification, subject competency, academic interest and past results. Time Table: Depending on the number of hours stipulated for each subject, class time-table and faculty time-table is being prepared for each semester by Academic Coordinator. The equivalent work load is assigned to all the faculty members. Lesson Plan: The lesson plan is made keeping in view the hours allocated by the university. Every faculty members ensures the mapping of Course Outcomes (COs) with Programmes Outcomes (POs) in the lesson plan for the effective implementation of the curriculum. Lecture wise subject faculty mentions the pedagogy (Lectures, PPTs etc) and reference books in their lesson plan and is verified by the IQAC. Subject File: The faculty prepares subject files for every course taught. The subject files are submitted to Programme Director at the end of the semester. The subject file contain syllabi, Mission & Vision of the Department, Lesson Plan, Attendance Sheet Assignment questions, case studies and list of other material like Glossary, PPTs hand out, etc. Overview Lecture & Bridge Course: For the effective transmission and delivery of curriculum, overview lectures are given by the Subject Experts. Bridge Courses are designed for difficult papers like mathematics, physics, programming papers etc, which helps the students to enhance their academic skills. Guest Lectures/ Workshops / Seminars: The curriculum is designed by the University and the college has to adhere to it. But many a time industry requirements are different. So, to meet that faculties conduct workshops, seminars, role play activities, special lectures, group discussion, educational tours, field trips, social awareness programs and industrial visits for imparting practical knowledge and make them aware about the current affairs. Knowledge Resource Centre & Knowledge Portal: The Institute has ample books, journals and magazines to enables faculty to ensure effective delivery of curriculum. Institute also ensures that every student get the book bank and access to Knowledge Portal, where all the faculties are uploading PPTs and study material of their concerned subjects. Academic Tracking Record: At the end of the week/month the Programme Directors (PDs) and the Subject Faculty meeting is conducted to see the academic progress and verified through Faculty

ATR. Furthermore the records are verified by the Head of the Department & Director. Curriculum Feedback: A 360 degree feedback is taken from all the stakeholders. Students' feedback on teachers is formally taken and communicated to the concerned faculty member highlighting the areas of strengths and improvement.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Training on Hybrid Application Development	Nil	10/06/2019	45	Focus on E mployability	Yes
Training on Data Analytics and IOT Using Python	Nil	10/06/2019	45	Focus on E mployability	Yes
Training on Advance level Java	Nil	10/06/2019	45	Focus on E mployability	Yes
Training on Advanced Excel	Nil	10/06/2019	45	Focus on E mployability	Yes
Skill Development Workshop	Nil	26/06/2019	20	Focus on E mployability	Yes

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	Commerce	01/08/2017
BCA	Computer Application	01/08/2011

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

	Certificate	Diploma Course
Number of Students	186	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Training on Hybrid Application Development	10/06/2019	84

Training on Data Analytics and IOT Using Python	10/06/2019	75
Training on Advance Java	10/06/2019	27
Training on Advanced Excel	26/06/2019	112
Workshop on Skill Development	02/07/2019	263
Workshop on Advanced Excel	09/09/2019	112
Workshop on Retirement Planning and Virtual Trading	26/12/2019	343
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Commerce	112
BCA	Computer Application	225
BBA	Business Adminstration	343
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

The institution collects the feedback on curriculum aspects and courses from different stakeholders such as the students, alumni, Faculty and Employers. Institution established Academic Council in order to ensure and analyze the academic excellence at student and faculty levels. Periodical analysis is made by Academic Council from the following: student performance, faculty performance in every semester, utilization of infrastructure and requirements for quality enrichment. Feedback is also taken from faculty members, stakeholders and experts regarding industry trends and feedback to identify new demands of industry. Structured feedback is taken from students, alumni, employers and experts from academia, industry and research through course/programme review feedback. This ensures that the institute benchmarks its own processes and performance, thereby improving on a continual basis efficiency and effectiveness of its processes, backed by data. A dedicated team of faculty members takes feedback of internal and external subject experts including feedback of all course faculties of campuses to define/review the

course objectives, contents, learning outcomes and assessment tools and put up the recommendations. Feedback from students is also taken through class representative meetings, and corrective measures are taken accordingly to improve the teaching- learning processes. Students Feedback: The feedback is collected at specific intervals during the academic session. The academic feedback is taken every week/month from the class representatives. At the end of the final semester we also take the online feedback in the form of Exit Survey from the Passing-Out Students. Teachers Feedback: The academic behaviour feedback from the students are analysed and the essential corrective Measures recommended to faculty members. The remarks are likewise shared with department for any corrective measures. 100 syllabus coverage feedback is likewise gathered from the Individual Subject Teacher. Parents Feedback: The PTM is organized by the Institute in every month of the semester and Faculty/Mentor tells to parent about the progress of the student and take the feedback from parent also. Employers Feedback: Training and placement activities are the important aspect of any Institute. So during this activity, we receive employer's feedback about the students. According to these feedbacks Institute works on the students' skills and arranged pre placement classes on suggested areas to meet the industry requirement. Alumni Feedback: The alumni of the college whove moved on to industry or for higher studies additionally share their valuable inputs on how their years in the institution have helped them perform of their places of work/study. The alumni additionally supply constructive tips on helping the students gain extra recognition and improving themselves. Feedback and suggestions received for various Audit/Inspections like NAAC, SFRC, JAC, AAC etc. are considered and follow up is done.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BBA	Management	360	0	349
BCA	IT	240	0	229
BCom	Commerce	120	0	112
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2031	0	81	0	0

2.3 – Teaching - Learning Process

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

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

| 108 | 108 | 27 | 21 | 0 | 4 |

View File of ICT Tools and resources

View File of E-resources and techniques used

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

The Institute constructively follows an interactive mentor-mentee concept. The motto of this student mentoring system is guiding and mentoring students by their respective defined mentors and hence, is the essence of the overall development of students. This ideal and structured effort of assigning mentors to a defined set of students is done since the commencement of their academic semesters. It helps students in morale-boosting and improving their overall learning abilities. Approximately 1:25 numbers of Mentees (Students) are allotted to each Mentor (Faculty Member) during the orientation programme of a new batch. A mentor is responsible for the following dealings: • Class Mentors shall directly report to the Programme Director of the respective programme. • Each Class Mentor is to act as an interface between students of a class that is assigned to him/her and Programme Director/Director. • He/she is to maintain the database of the class in respect of their attendance, performance and conduct. • He/she is to be empathetic towards the students needs and guide them to be good human beings and excellent professionals in their chosen field. He/she is to act as a 'Manager' as well as a 'Social Scientist'. • Keep the communication channels open with the students and their parents on regular basis. Give feedback to the students and their parents about their attendance, performance and conduct at least once a month if it is below the desired level. • He/she is to maintain effective liaison with all the faculty members who are teaching the class and take feedback of students from them routinely. • He/she is to read and understand the Students' Handbook and ensure that all students have read and understood the procedures that govern the students' actions during their tenure in the Institute. Ensure that major issues and major milestones are regularly repeated, reinforced, and reminded to the students. Guide the students to be law-abiding, and hardworking, and avoid shortcuts. Pick up signals and patterns of deficiencies/problems early and act on them promptly. Avoid procrastination on action that is deemed desirable. • He/she is to visit the classroom at least once in a day and monitor the upkeep of classroom and the facilities provided. Any deficiency or maintenance issue is to be reported to the Registrar promptly. In case of any damage to Institute's property carry out preliminary investigation identify individual (s), if any and submit a written report to the Registrar/Chief Proctor for further necessary action. • He/she is to ensure that Class Representatives are elected/nominated as per the procedure for each academic year. • He/she is to organize at least one meeting per month of Class Representatives with the Director for the review of the conduct of the programme.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2031	81	1:25

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
14	14	Nill	14	4

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	NIL	Nill	Nill

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last	Date of declaration of

			semester-end/ year-end examination	results of semester-end/ year- end examination
BBA	017	IST/3RD/5TH	16/11/2019	18/04/2020
BCA	020	IST/3RD/5TH	16/11/2019	18/04/2020
BCom	888	IST/3RD/5TH	16/11/2019	18/04/2020
BBA	017	2ND/4TH/6TH	27/04/2020	30/07/2020
BCA	020	2ND/4TH/6TH	27/04/2020	30/07/2020
BCom	888	2ND/4TH/6TH	27/04/2020	30/07/2020

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The academic progress of students is monitored through continuous evaluation. The Continuous Internal Evaluation System (CIE) prescribed in the University is transparent and hence, followed by the Institute which monitors the overall progression of the students. The performance of the students is measured throughout the three years through different evaluation techniques like Internal examination, Class Tests, Presentations, quizzes, and case studies. Evaluation Scheme The Institute follows evaluation process on the basis of its credit and nature (Theory, Practical, Non-University Examination Scheme). · Theory papers: a. Internal Assessment Technique: Internal examination - 1 per semester for each subject Class Test - 4 tests per subject per semester Subject Presentation - 1 per subject per semester Assignments - 4 per subject per semester Quiz - 1 per subject per semester b. Practical papers: Lab files are created and are regularly updated. Internal viva - 1 per semester File preparation - 4 tests per subject per semester Performance in Lab- 1 per subject per semester Assignments - 4 per subject per semester Quiz - 1 per subject per semester c. Project: Project Evaluation Tracking (PET) Form is followed to track the performance of students. Assessment Scheme · Theory papers: Internal marks (25) and External marks (75) · Practical papers: Internal marks (40) and External marks (60) · Projects: Internal marks (50) and External marks (50)

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

The Institute adheres to the Academic Calendar provided by GGSIP University. Every year prepare the academic calendar by the institute. The calendar states the week-wise academic details of events, training sessions, mid-term examinations and end-term theory and practical examinations. The academic calendar provided the baseline to conduct the curriculum activities timely. Guest lectures, workshops, industrial visits and related activities are planned accordingly. For every academic session, academic calendar is prepared and followed for conduct of examination and other activities. The same academic calendar is also published on institute's website before the commencement of every academic year. It provides plan for the academic year to students, teachers and parents. Hence, continuous efforts are contributed in implementation and adherence

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://iitmjp.ac.in/iitm-janakpuri-syllabus-ggsipu-courses-bca-bba-bcom/

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
017	BBA	Management	316	301	95.26
020	BCA	Information Technology	227	216	95.17
888	BCom	Commerce	104	103	99.01
			View File		

2.7 – Student Satisfaction Survey

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

https://iitmjp.ac.in/student-satisfaction-survey/

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

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

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Calorie Counting Bowl	Ms. Preeti Sharma	Patent Office, Kolkata	07/05/2019	Nill
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
Management	4
IT	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Information Technology	11	Nill
International	Management	16	Nill
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Management	2
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
SUSTAINABLE ECONOMIC DEVELOPMENT ASSESSMENT OF NEXT-11 COUNTRIES: A COMPARATIVE STUDY	Dr. Monika Kulshreshtha	Humanities and Social Science studies journal	2019	0	Faculty, IINTM	0
SUSTAINABLE ECONOMIC DEVELOPMENT ASSESSMENT OF NEXT-11 COUNTRIES: A COMPARATIVE STUDY	Dr. Renu Sharma	Humanities and Social Science studies journal	2019	0	Faculty, IINTM	0
An Analysis of Impact of Life Expectancy, Wellbeing and Ecological footprint on Happy Planet	Dr. Renu Sharma	International Journal of Scientific Technology Research	2020	0	Faculty, IINTM	0

Index						
An Analysis of Impact of Life Expectancy, Wellbeing and Ecological footprint on Happy Planet Index	Dr. Monika Kulshreshtha	International Journal of Scientific Technology Research	2020	0	Faculty, IINTM	0
Entrepreneurship as a Career Choice: An Empirical study on Indian Adults"	Dr. Renu Sharma	Humanities and Social Science studies journal	2020	0	Faculty, IINTM	0
Entrepreneurship as a Career Choice: An Empirical study on Indian Adults"	Dr. Monika Kulshreshtha	Humanities and Social Science studies journal	2020	0	Faculty, IINTM	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
SUSTAINABLE ECONOMIC DEVELOPMENT ASSESSMENT OF NEXT-11 COUNTRIES: A COMPARATIVE STUDY	Dr. Monika Kulshreshtha	Humanities and Social Science studies journal	2019	4	0	Faculty, IINTM
SUSTAINABLE ECONOMIC DEVELOPMENT ASSESSMENT OF NEXT-11 COUNTRIES: A COMPARAT	Dr. Renu Sharma	Humanities and Social Science studies journal	2019	4	0	Faculty, IINTM

IVE STUDY						
An Analysis of Impact of Life Expectancy, Wellbeing and Ecological footprint on Happy Planet Index	Dr. Renu Sharma	International Journal of Scientific Technology Research	2020	22	0	Faculty, IINTM
An Analysis of Impact of Life Expectancy, Wellbeing and Ecological footprint on Happy Planet Index	Dr. Monika Kulshreshtha	International Journal of Scientific Technology Research	2020	22	0	Faculty, IINTM
Entrepreneurship as a Career Choice: An Empirical study on Indian Adults"	Dr. Renu Sharma	humanities and social science studies journal	2020	4	0	Faculty, IINTM
Entrepreneurship as a Career Choice: An Empirical study on Indian Adults"	Dr. Monika Kulshreshtha	Humanities and Social Science studies journal	2020	4	0	Faculty, IINTM

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nill	30	Nill	Nill
Presented papers	3	Nill	Nill	Nill
Resource persons	Nill	4	Nill	Nill

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Spiritual Rakshabandhan Celebation	Brahmakumari	97	0
Charity Drive: Clothes and Food Items	Shreshtha Bharat Foundation, Dwarka	37	112
Charity Drive: stationary, Wollen Clothes	AIIMS Nurses Union, Delhi	46	166
CSR Fair	The New Learning Heights School" Dwarka	15	87
CSR Fair	Literacy India", Gurgaon	15	87
Blood Donation Camp	National Thalassemia Welfare Society	17	65
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Spiritual Rakshabandhan Celebation	Brahmakumais	Spiritual Rakshabandhan Celebation	97	0
Charity Drive: Clothes and Food Items	AIIMS Nurses Union, Delhi	Charity Drive: Clothes and Food Items	2	112
Charity Drive: stationary, Wollen Clothes	Shresth Bharat Foundation Dwarka	Charity Drive: stationary, Wollen Clothes	2	166
CSR Fair	The New Learning Heights School" Dwarka	CSR Fair	2	87

Blood Donation Camp	National Thalassemia Welfare Society	Blood Donation Camp	2	65

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
CyberNaut Delhi	21/07/2018	Training	306
Postage and Telegram Department	21/01/2020	CSR Beautification Maintenance of Plot	46
Omnesta Online	12/11/2015	Consultancy	5
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
47013000	39961085

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing

Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Fully	2.0	2009

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	29266	11846488	107	50440	29373	11896928
Reference Books	2134	Nill	3	1395	2137	1395
e-Books	0	0	10685	0	10685	0
Journals	15	2485806	25	95612	40	2581418
e-Journals	382	13500	400	13500	782	27000
Digital Database	1	Nill	0	Nill	1	Nill
CD & Video	1445	Nill	Nill	Nill	1445	Nill
Library Automation	1	35400	Nill	Nill	1	35400
Weeding (hard & soft)	0	0	0	0	0	0
Others(specify)	0	0	0	0	0	0

View File

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nill	Nill	Nill

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	289	185	289	10	0	16	78	50	0
Added	101	0	6	6	0	0	0	0	0
Total	390	185	295	16	0	16	78	50	0

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

50 MBPS/ GBPS

 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
176400	103375	88621300	7975923

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

The college has well-defined guidelines and procedure for maintaining, utilizing and repairing activities to ensure time-bound work. There are various committees like, Amenities Maintenance Upkeep, Library, and Lab Quality Assurance Committee (LQAC) who looks after the maintenance of the infrastructure. Following paragraphs discuss about the maintenance policies of the Infrastructure • Maintenance of Physical Infrastructure: The physical Infrastructure is maintained by the Amenities Maintenance Upkeep committee. Electricians are responsible for the uninterrupted power supply and maintenance of equipment. Guard and housekeeping staff visits the entire campus to monitor the status of the infrastructure and records the details, in case of any discrepancy found the Amenities Maintenance Upkeep committee Coordinator is informed and corrective action is taken. • Maintenance of Classrooms: Classrooms with furniture, teaching aids are monitor by the respective staff, supervised and recorded by the respective Mentor and Class Representative in daily attendance register. • Maintenance and Utilisation of Library: Library committee takes care of the library matters and functions. • Maintenance and Utilisation of Seminar Halls and Auditorium: Seminar hall is under the purview of the Academic office and the cleanliness is taken care of by the housekeeping team. Effective utilisation of seminar hall and auditorium for organising academic meetings, seminars, conferences and cultural events is made. For accessing the facilities, the organising faculty/staff member enter the details of the event into a register, kept at academic office get it signed by Director and the hall is booked for that particular event on specified date and time. • Maintenance of Lab Equipment ICT Facilities: LQAC maintains the ICT facilities in the entire Campus. All major repairs are identified and registered in a lab register available in each lab and are attended on priority basis and external

expertise sought for maintenance of equipment wherever necessary with the permission of the Director. Breakage and repair if any are reported to the Head of Department or the faculty-in charge as the case may be and suitable measures are taken for speedy functioning of the equipment. The maintenance of computers, networking and Printers are taken care by Lab assistants • Maintenance of Campus Cleanliness: Amenities Maintenance Upkeep Committee monitors the cleanliness of the buildings, labs, and student's amenity areas. Cleaning of the campus areas is performed daily in the morning before the regular classes begin with the help of the outsourced housekeeping team. The whole campus area is maintained by the housekeeping supervisor who will be reporting the completion of work to the Amenities Maintenance Upkeep Coordinator • Maintenance of other amenities: The maintenance of lift is undertaken as per its preventive maintenance schedules and guidelines by the equipment supplier. The campus is equipped with 24/7 safe drinking water supply through water coolers available at each floor Close Circuit cameras are installed in entrance, exit and at the boundary wall of the campus to keep vigilance around the campus and the maintenance is done by the supplier. Garden and Flower pots are maintained by the gardeners.

http://www.iitmdelhi.com

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	INHOUSE MERIT SCHOLARSHIPS	0	0
Financial Support from Other Sources			
a) National	Merit cum Means Financial Linked Scheme by Delhi Government, Economically Weaker Section (EWS) by GGSIPU	13	632450
b)International	Nill	Nill	Nill
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Skill Development Workshop	02/07/2019	70	IITM
Summer School – June 2019	10/06/2019	186	Mr. Piyush Pandey, Mr. Jaskirat, Mr. Akhil Garg (Cybernaut-Tech, Delhi)
Code Golf	28/09/2019	48	IITM
Bug Smash Code	28/09/2019	24	IITM
Just A Minute	28/09/2019	75	IITM

LAN Gaming:Counter-Strike (CS) Need for Speed (NFS)	28/09/2019	20	IITM
Latest IT Gadgets	28/09/2019	20	IITM
SUDOKU	28/09/2019	9	IITM
Tech Talk	28/09/2019	8	IITM
IT Film Festival	28/09/2019	23	IITM

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Deloitte, IBM, Wipro, Amazon, Concentrix, Convergys	1413	450	Wipro, Infosys, Tech Mahindra, PayTM, Reliance Jio	266	77

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	20	BBA	Management	ICFAI business school , MAIT, Amity University,christ University B	MBA

				anglore,Bharati Vidyapeeth University, Pune,NDIM, MD university	
2020	2	B. Com (H)	Management	CFA	CFA
2020	1	B.Com (H)	Management	ICSI	CS
2020	1	B.Com (H)	Management	CMA	CMA
2020	1	BBA	Management	JD Institute of Fashion Technology	Diploma in Fashion Designing
2020	1	BBA	Management	Conestoga college	GBM
2020	1	BBA	Management	St Clair College, Windsor, Canada	International Business Management
2020	1	BBA	Management	Delhi university	LLB
2020	4	B.Com(H)	Management	Central University of Rajasthan, Ignou	M.Com
2020	2	BCA	IT	CDAC, BVICAM	MCA
[View File](#)					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
Sports Day was organised in Dwarka Sports Complex	College Level	300
Management Euphoria 2.0 - Annual Management Fest was organised for BBA and Bcom(H) students in virtual mode.	Inter College Level	200
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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international

level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	Indian Light vocals	National	Nill	1	00324488 817	Akhil R. Nair
2020	Mr. Aungoonj (Boys)	National	Nill	1	07990301 717	Sarthak Kapoor
2020	Mr. Aungoonj (Girls)	National	Nill	1	10790301 718	Rupali Negi
2020	Battle of Band	National	Nill	1	35490388 818	Mayank Taneja
2020	Rangoli	National	Nill	1	36090301 719	Rounak Aggarwal
2020	Rangoli	National	Nill	1	02590388 819	Khushal Mongia
2020	Kranti Dramatics Society of IINTM	National	Nill	1	06590301 718	Jyoti
2020	Reliance football college co mpetition	National	1	Nill	Nill	Cyril DsouzA
2020	GGSIPU SPORTS MEET (POWER LIFTING)	National	1	Nill	Nill	Aniket Rana
2020	LEH LEH Sports Com petition	National	1	Nill	Nill	Aryaman

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

IITM has always encouraged the students to participate in various activities. This has been achieved in the following manner: 1. In each class, two class representatives (CRs) are selected based on their class participation, sincerity and rapport with the other students of the class. The CRs act as linking pin between the mentor and the students. They bring forward the opinions and issues of their class before the class mentor. They meet programme directors, HOD, and Director and Director General on regular basis and thus help in formulation of future action plans. 2. There are around 8 committees for extra-curricular activities, 13 for co curricular and 10 committees for student care activities. The extra curricular committees include sports, Cultural, Event Management (including Fiesta), Techtonics, etc. Co-Curricular include Debating and Litrary Event , Conference , ED Cell , etc. Student Care includes Grievance Redressal , anti ragging, women safety, Counseling and

Psychological Resource Centre. Student coordinators of these societies select students from all the classes and make teams for different events and allot responsibilities for conducting the events. Student coordinators and other members organize all events and hand over the reports to their faculty coordinators. Various societies are namely: • Sports • Environment Community Service • Canteen • Cultural • Event Management • Social Networking Knowledge Committee • Debating and Literary Event • Research Committee • Guest Lectures/Conference/Seminar/Workshop • Faculty Club • ED Cell • Elite Club • Marketing club • IT Club • Finance Club • Skill Development Cell • Examination Cell • Academic Team • Journal • News Letter • Magazine • IT Cell(Computer System)/LQAC • Alumni • Placement and Pre-placement • Anti Ragging • Grievance Redressal • Women Safety

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Institute of Innovation In Technology and Management Alumni Association is registered under The Societies Registration Act of 1860 on 27th Jan 2014. It serves as a forum to bridge the gap of student – alumni interaction and inspires them to ensure their professional goals. It organizes alumni meets on regular basis. Alumni Association has contributed towards the Institute in the following manner: • It has facilitated the sharing of professional knowledge and has promoted the exchange of educational experience professional/ business experience and thus ensures the holistic sharing of knowledge to the students. • It acts as linking pin between the alumni and students which ensures social-cultural interaction for exploring more and more opportunities where in they can learn and grow. • The regular interactions have contributed towards bridging the gap in academic curriculum and industry requirements. For this the institute organizes skill development programmes, Soft Skills and ICT skills development programmes, and preplacemnt classes are also conducted in order to ensure the employability of the students. • Alumni share their experiences, career progression paths, new ideas and share corporate links and experiences. This provides the existing students a roadmap for their career progression and future growth. • It also helps in distinguishing the students who have brought laurels to the institute. Alumni meet is conducted every year to foster a sense of community among the alumni and to help the existing students to ensure career progression and improvise their growth prospects.

5.4.2 – No. of enrolled Alumni:

1323

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

IITM Alumni association conducts Alumni Meet every year for the pass out students. In this regard, the Alumni meet was successful organized on March 13, 2021. In all, 156 Alumni participated in the meet. Cultural programmes including group dance performance, mono act and mash up music performed by junior students. Some Alumni volunteered themselves and shared their experiences, their career progression and paths with the present students. They were also told to give feedback to the institute for further quality improvement. It also includes the activity of torch bearing Ceremony where recent pass out students are elected and are inspired to carry forward the work of Alumni Association.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The Institute ensures decentralized and participative management by involving faculty members, staff and students in administrative roles. The governing body of the institution is the highest policy making body of the institute. These policies are implemented at the Director General and Director level who are appointed by the Chairman. Each programme is governed by the programme review and administrative committee (PRAC) comprising of Head of Departments, Programme Coordinators and Mentors. Head of Department and Programme Coordinators are appointed by the director of the institute whereas the mentors are appointed by HODs with the consultation of IQAC. The programme administrative and review committee is given full autonomy in decision making for smooth conduct of programme under them. The class representatives under each mentor are responsible for sharing all information, providing feedback of students related issues and useful suggestions for improvement. In each academic session, for decentralization and participative management, various other clubs and committees are formed by IQAC comprising of faculty members, non-teaching staff, alumni and students. These clubs and committees are involved in admission, academics, placements, exam, co-curricular and extra-curricular, grievance, welfare activities for the students. The institute empowers each committee to plan and implement activities to be carried in an academic session. After completion of the activity the committee submits a detailed report to the director. The IQAC conducts periodic meetings with all the committee members throughout the year to discuss their plans and implementation strategies. Various programmes are organized by the students in which the entire planning and execution is done by the students. The senior students select their team members and assign tasks to them for implementation. This improves their leadership skills and team work. Case study: The institute organizes 'Fiesta' 2 days annual cultural fest for the students. In this mega fest the entire planning and execution is done by the students. The activities, starting from celebrity selection and invitation, website, certificate and banner designing, sponsorships, marketing, judges selection, event management and security are managed by the students.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	The curriculum for all undergraduate programme running by the institute is designed and developed by the University. However, the academic committee of the institute reviews the current industry trends and skills and formulate different strategies for different subjects. • Orientation lectures are inbuilt in the lesson plan to provide a context of that particular subject. • Guest lectures are conducted to provide insight to the students. • MOOC courses are suggested in each

		subject. • In different subjects role plays, simulation games • Skills gaps are fulfilled by providing skill training in different areas like advance excel, SQL< Python Php
	Examination and Evaluation	The Institute conducts Mid-term examination in each semester as per the policy of GGS IP university. It believes in comprehensive and continuous evaluation wherein each student is accessed on subject knowledge, presentation, home assignments and attendance. In the question paper, basic terms are asked in short answer type questions, so that the students can be prepared for placements. Viva is conducted to review the progress of students in labs and projects. The result of internal examination is sent to the university through OMR sheets.
	Research and Development	The institute has a research lab with 15 All-in- one computers. The faculty members are motivated to attend Seminar/Conferences/FDPs. 5 Special Leaves are granted for it. The institute has a UGC-care listed journal – IITM Journal of Business Studies, in which the faculty members can publish their research papers. The institute organizes faculty development programmes on latest tools and techniques used in research. The institute has a research grant policy in place and the faculty members are granted monetary incentives to write research papers. Faculty members can access the Delnet library for their research work.
	Library, ICT and Physical Infrastructure / Instrumentation	The Institute has an air-conditioned spacious library with wi-fi facility. The library uses integrated library management software for cataloguing of electronic resources, e-books etc. 15 All-in-one computers are placed in library for faculty and students. The faculty can access Delnet online library. The library has subscription of 12 journals (9 Indian and 3 International) and a vast collection of CDs.
	Human Resource Management	The institute has taken up many initiatives for faculty and staff. Remenuration to faculty and staff is paid as per the industry norms. Flexible working hours facility is

	granted to faculty members as per their needs. Study leaves/ Saturday off is granted to the faculty members as per their requirements. Revolving fund is released as per the financial requirements of the faculty. Faculty club sessions are arranged for the faculty members to encourage peer to peer learning. Staff and faculty picnic is arranged every year to encourage team spirit among the employees. The Best faculty award policy is in place.
Industry Interaction / Collaboration	The institute has an active Internship cell called 'Interware' which has collaborations with many companies for providing summer internships to the students. The students are sent for Industrial visits and experts are invited from industry to get the practical exposure.
Admission of Students	The admission is carried out on merit basis in the Common Entrance Examination conducted by GGS IP university every year. The university conducts Onlne Centralised Counselling, in which students give their college choices. On the basis of which allotment is done. The information of CET examination (syllabus and important dates) is provided on our website. The institute also offers the campus visit to class 12th students. The institute also gives free coaching classes for CET preparation to the interested candidates.
Teaching and Learning	In lesson plans video lectures and MOOC courses were embedded. Pre-placement classes were embedded in the time table. For skill upgradation of the students, various skills e.g. advance excel, robotics, python are taught to the students during summer and winter vacations. Different approaches like role play, case study, simulation quiz, industrial visits, marketing fair and quiz were used in different subjects. To improve the communication skills of the students, fortnightly presentations are organized in which all students give presentations on the emerging issues in that subject. MOOC courses are made compulsory in NUES subjects.

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

E-governace area	Details

Administration	**The institute uses map drive to store all the important documents. The website of the institute displays all the notices and reports of the events.**
Planning and Development	**The institute uses map drive to store all the important documents. The website of the institute displays all the notices and reports of the events.**
Finance and Accounts	**The accounts office if fully computerized with Tally ERP 9.0 software installed for maintenance of records.**
Student Admission and Support	**The admission process, eligibility criteria and important CET dates are displayed on the website. The institute also encourages the students for online fee submission.**
Examination	**All the information related to examination – notices, date sheets and seating plan is shared with students through their class group mails and whatsapp groups. The notices are uploaded on websites as well.**

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	**Dr. Kalika Patrai**	**Introduction to Machine Learning using Python**	**Nill**	**250**
2020	**Dr. Ankit Verma**	**Python**	**Nill**	**250**
2020	**Ms. Anjana**	**Business Case Development**	**Nill**	**125**
		[View File]()		

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	**Data Analytics Using**	**Nill**	**24/12/2019**	**28/12/2019**	**25**	**Nill**

		Python				
2019	Nill	Written Communication	08/07/2019	09/07/2019	Nill	15
2020	Machine Learning Using Python	Nill	14/05/2020	30/06/2020	25	Nill
2020	Nill	Oracle SQL	02/03/2020	17/03/2020	Nill	12
[View File](#)						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Introduction to Machine Learning using Python, Soft Computing Research Society	1	11/07/2020	20/07/2020	5
Systematic Review and Meta-analysis, Research Shiksha, Delhi	1	01/06/2020	05/06/2020	5
Recent trends in Science Technology, Suresh Gyan Vihar University, Jaipur ,Rajasthan	1	15/06/2020	20/06/2020	5
Research Methodology, IMSAR MDU, Rohtak	1	18/05/2020	24/05/2020	7
Google Apps, Christ College Of Science And Management, Karnataka	1	29/05/2020	30/05/2020	2
Evolution from offline to online teaching, Satish Pradhan Dnyanasadhana College	1	30/05/2020	03/06/2020	5

SEM for beginners and Advance level, Research Shiksha, Delhi	1	08/06/2020	12/06/2020	5
Machine Learning and its Applications using Python" organized by from Ajay Kumar Garg Engineering College, Ghaziabad	1	29/06/2020	03/07/2020	5
"Soft Computing for Problem Solving", Soft Computing Research Society (SCRS), India.	1	30/05/2020	01/06/2020	2
Python , CAD DESK	1	29/06/2020	05/07/2020	7

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	24	Nill	2

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Leaves Staff can avail 10 casual leaves, 12 earned leaves and 14 days of summer vacations in an academic year. 4 On Duty leaves are provided for work related to examination or paper evaluation. Maternity leave for 3 months. Career Advancement Support 5 Special leaves are provided for attending workshop/FDP or presenting research papers in Seminar or Conferences. Research incentives are given to the faculty for	Organizing training programmes for the non-teaching staff to acquaint them with the latest techniques and software. The Self-Appraisal Report of all Non-teaching staff on annual basis. Orientation program Duty leaves to staff members to attend various Training Programmes/Refresher/ Workshop/Seminar/Exam subject to the existing rules The staff was encouraged to do online certification course.	New air conditioned lab with 60 computers was constructed for students in the basement. Air-conditioned was installed in the library. Total 1050 new books were added in the library [830 for BBA and 220 for BCom(H)]. 100 new computers with configuration HP All-in-one 200 G3 are purchased for labs. The Dwarka sports complex was booked to organize sports day activities for students. Anugoonj (Annual cultural fest of IP university) participation was paid to

		the Anugoonj Zonal coordinator. Two students were given grant of financial assistance under EWS scheme. Eleven students were given grant of financial assistance under Merit-cum-Means linked financial Assistance scheme of Govt. of NCT of Delhi.

publishing research papers and for attending FDPs/ Workshops/ Seminar/ Conferences. Faculty Development Programmes are conducted on Research Methodology to help faculty in their research work. Saturdays off for pursuing higher education. Faculty Support Flexible working hours to accommodate the family requirement. Provision of short leave. Picnic for staff is sponsored by the management every year.

6.4 – Financial Management and Resource Mobilization

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

The institute has an accounts section in its administrative setup which maintains records of all financial statements and expenditure made per year. All transactions, receipts as well as payments are made digitally however few payments related to monthly expenditure are made through cash or cheques. The institute has a robust Internal control system for accounting transactions. All the purchase orders for the requisite material or equipment are sent for approval of the director and signed by the chairman. After each event, the GST bills of all expenditure are approved by the director and submitted to the account office. The institute uses Tally ERP 9.0 software for maintaining records. The account section is responsible for conducting internal and external financial audits regularly. In the audit all income and expenditure statements are checked. The team also audits stock reports, library books, computers and office stationery etc. Internal Audit: The internal audit is conducted once in every quarter by an audit team comprising of a Charted Accountant, three accountants and one junior. External Audit: External audit is carried out twice a year by an external auditor Chander Prakash Co. If any objection is raised in the report submitted by the external auditor, the issue is investigated by the institute.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Kamal Ideal Infrastructure Pvt Ltd, Infosoft Technologies	27000	For organising Marketing Fair for BBA III semester students on 25/10/19., for organising 2 days Literature fest for students on 30/01/20 and 31/01/20, For organising National Conference on Managing Business in VUCA and Digital era:Issues, Challenges Opportunities on 01/02/20.

6.4.3 – Total corpus fund generated
7876119.11

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	**Yes**	**GGSIPU**	**Yes**	**Nill**
Administrative	**Yes**	**DHE in collaboration with IPU.**	**Yes**	**Nill**

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

The Parent teacher meeting is conducted in each semester in which the feedback related to student academic performance and class behavior is shared with the parents. The parents are requested to arrange guest lectures for our students. They are also requested to organize industrial visits for our students. The parents also provide sponsorship for various events/seminars and conferences.

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

The institute organizes various training programmes for the support staff. 2 days training programme on written communication was organized for support staff from 08/07/19 to 09/07/19 for the support staff. Ms. Aishwarya Anand, was the resource person of the programme. 2 weeks training programme on Oracle/SQL was organized for the support staff from 16/03/20 to 31/03/20 by Ms. Himanshi. The staff is encouraged to do online certification to sharpen their skills. The support staff has completed online certification in password security, browser security, typing skills test, computer basics and browser security etc. Duty leaves to staff members to attend various Training Programmes/Refresher/ Workshop/Seminar/Exam subject to the existing rules

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

Placements: The preplacement classes are conducted more rigorously for all students of different semesters that resulted into increase in number and quality of placements. In academic session 2019-20 total 21 companies selected 444 students (212 BCA, 175 BBA and 57 BCom(H)) through campus placement in-spite of COVID spread in the initial months of 2020. To improve the communication skills, the students give presentations in all subjects. Group discussion and mock interview sessions are also organized for the students. Preplacement classes are conducted to teach logical reasoning, quantitative techniques and verbal ability. Infrastructure: The infrastructure in labs, classrooms, library and canteen is improved. 100 new computers with configuration HP All-in-one 200 G3 are purchased for labs. Total 830 books were added for BBA and 220 for BCom(H) programme in the library. New research lab is created with plagiarism software plagchecker installed. Two new food counters were added in the students' canteen. Reception and seminar hall were renovated. A centralized air condition system was installed in the basement library, labs. Server room and acad office. Research: The number of research papers published by faculty members has increased significantly due to the research grant policy of the institute. Faculty development programmes were organized in Management and IT to encourage the faculty members to write research papers. Special leaves were granted to attend FDPs/workshops or to present papers in seminars and conferences.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	Yes
d)NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Summer Training Advanced Excel for Bcom(H) II Sem students	20/05/2019	26/06/2019	17/07/2019	50
2019	Skill Development Workshop was organised for BBA II Semester students.	20/05/2019	02/07/2019	17/07/2019	70
2019	Project Demonstration and competition was organised for BCA final year students.	20/05/2019	27/07/2019	27/07/2019	186
2019	Summer Internships for BCA - on JAVA,Hybrid Application Development, Data Analytics and IoT using Python	20/05/2019	10/06/2019	25/07/2019	186
2019	Pre-placement classes for BCA-5TH semester for placement drive of Deloitte.	20/05/2019	17/08/2019	19/08/2019	180
2019	Techtonics - Annual tech fest was	21/08/2019	27/09/2019	28/09/2019	350

Year					
	organised for students.				
2019	Charity Drive in col laboration with Shreshtha Bharat Foundation.	21/08/2019	16/10/2019	23/10/2019	250
2019	Marketing Fair was organised for BBA III semester.	21/08/2019	25/10/2019	25/10/2019	220
2019	Python Training for BCA students was organised	21/08/2019	23/12/2019	03/01/2020	75
2020	A webinar was organised on Self Discipline: Key to Success for faculty members and students	17/03/2020	14/05/2020	14/05/2020	117
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Workshop on Menstrual Hygiene	25/07/2019	25/07/2019	103	0
Street Play on Women Empowerment	19/08/2019	19/08/2019	11	9
Self Defense Workshop	19/11/2019	19/11/2019	117	102
International Women's Day Celebration	09/03/2020	09/03/2020	34	9

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

Percentage of power requirement of the University met by the renewable energy sources
Creating environmental consciousness among the youth would help encourage people to initiate activities towards conservation and preservation of the environment. The institute undertakes numerous activities to educate and make the students aware of the need of environment for sustainable development. Plantation Drive, Cleanliness drive, Ban on single use plastic and waste management are some of the activities which are conducted every year to make the students aware of their responsibility towards environment.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	Yes	0
Ramp/Rails	Yes	0
Braille Software/facilities	No	0
Rest Rooms	Yes	3
Scribes for examination	Yes	0
Special skill development for differently abled students	No	0
Any other similar facility	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	24/07/2019	1	Plantation Drive	Pollution	46
2019	1	1	04/10/2019	1	Cleanliness Drive	Pollution	17
2019	1	1	09/09/2019	1	Stationary Donation Drive	Illiteracy	34
2019	1	1	19/08/2019	1	Street Play on Women Empowerment	Gender Equity	20
2019	1	1	19/11/2019	1	Self Defense Workshop	Gender Equity	219
2019	1	1	25/07/2	1		Health	103

			019		Workshop on Menstrual Hygiene	and Hygiene	

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

Title	Date of publication	Follow up(max 100 words)
Student Rule Book	10/07/2019	The rule book contains Academiv administration of the programme and details about the Dos and Donts in the institute

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence Day	14/08/2019	14/08/2019	204
Vigilance Awareness Week	28/10/2019	02/11/2019	52
Visit to Parliament	17/10/2019	17/10/2019	49
Group Discussion on "Is Gandhigiri relevant in today's scenario"	04/10/2019	04/10/2019	14
Workshop on e-governance	12/12/2019	12/12/2019	86
Republic Day	25/01/2020	25/01/2020	193

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Green Campus - Institute of Innovation in Technology and Management has always strived to undertake initiatives for environment protection and promotion. The institute has lush green landscaping or more that 500 trees and plants to promote greenery 2. Plantation Drive - An initiative was taken by "Dayitva", the Eco Club of Institute of Innovation in Technology and Management. The institute celebrated 'WORLD ENVIRONMENT DAY' on 5th June 2020 with the objective of creating environmental awareness about the importance of World Environment Day among its faculty and staff members. The Theme for the World Environment Day was "Green India Beautiful India" 3. Transformation of PNT barren land into beautiful Garden - The institute has also taken permission from the Govt. of India to beautify the barren land of D-49 and D-50, Pankha Road Institutional Area, New Delhi – 110058 with green plants and trees. After getting the permission, the institute has transformed the empty plots into to beautiful garden. 4. Pollution Free Diwali - The scent of incense sticks hanging in the air, mingled with joy, togetherness and hope is what makes the day special every year. Diwali was celebrated by all the members of IINTM on 3rd November 2021. Diwali is one of the great festivals of India and is celebrated across the country with great zeal and Enthusiasm. On this auspicious Occasion the Institute was decorated with beautiful Rangoli and Diyas. Student coordinators, all the faculty members and staffs sensitized students about the ill-effects of crackers, and vowed not to burn crackers during the festival and keep our environment pollution free. 5. Waste

Management - The solid waste which collected in the green and blue dustbins placed in the campus. These wastes are then segregated into biodegradable and Non-biodegradable waste. The biodegradable waste is put into a compost pit made in the backyard of the campus along with dry leaves and left for composting. After the compost is prepared it is been used in the plants as manure. Waste water from the RO water purifiers installed on each floor of the campus is collected in large bottles and used for cleaning purposes.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 1. Title of the Practice Industry Exposure through Internships 2. Objectives of the Practice • To provide industry exposure to students • To provide experiential learning to students 3. The Context Employers often rely heavily on resumes that demonstrate relevant work history, whether it is from volunteer work, or interning at a company. An internship is an official program offered by organisations to help train and provide work experience to students. It helps train and provides work experience to students. By partaking in an internship, students are able to gain real-life exposure, grow their knowledge and determine if they are in the right career field. Internships not only provides first-hand experience in the real working world but also enables to understand the career trajectory for student's desired job title. An internship is an experiential learning opportunity that offers an invaluable chance for students to network and build crucial professional connections before they even graduate. It equips students with more than just technical skills but also people skills which are required for collaborative work ethics and learn to be a team player. 4. The Practice The institute has an active Internship cell, Internware, which works constantly towards providing internships to students in the area of their interest. As many college students dont get the chance to do an internship because of lack of the opportunities. Also many talented students dont get a job for the same reason. With this vision in mind, InternWare, an excellent educational and career-focused cell aims at connecting companies and startups to the enthusiast students so that they get the relevant experience in their desired field. Internware aspires at manifesting the latent entrepreneurial spirit of young students. We at Internware host various workshops, speaker sessions, innvovative quizzes and competitions. We will support them by providing necessary resources such as mentorship, consultancy, networking and support. InternHunt, the Internship Fair, a flagship event of Interware, is organized each year to help students grab the opportunity of having Industry exposure, an Internship where they can learn and grow. 5. Evidence of Success InternHunt 3.0 attracted more than 700 students to register for the event. More than 550 students got an internship offers from the companies through the event. The fair had more than 12 recruiters like Sharekhan, INGLU, UNEAKO, ADCOM etc. Participants had more than 10 profiles to choose their desired internship 6. Problems Encountered and Resources Required Nationwide lockdown due to Covid 19 pandemic posed a hindrance in conducting the InternHunt3.0 initially, which was overcome by conducting the event in a virtual mode. 7. Notes (Optional) Internware, not only organizes the Internship fair for the students but also holds other events like Group Discussion, Leadership Talk, HR Conclave, Industrial visits etc. providing industry exposure to students. Best Practice 2 1. Title of the Practice Value Added Courses 2. Objectives of the Practice • To upskill the students with the latest industrial trend. • To bridge the gap between Industry need and academic knowledge. 3. The Context Value added courses are the types of courses which help a particular individual to develop their own skills in their chosen field of the study. They are mostly independent to each type of the fields. They aim to provide additional learner centric graded skill oriented technical trainings designed to provide necessary skills to increase the employability quotient and

equipping the students with essential skills to succeed in life. Higher education institutions must augment the curriculum in order to better equip students to meet the industry demands while also developing their own interests and abilities. 4. The Practice Institute of Innovation in Technology and Management offers a wide variety of Value Added Courses which are conducted on holidays or after class hours. These courses are been conducted by experts or in-house staff and help students stand apart from the rest in the job market by adding further value to their resume. These value added courses are mostly independent to each type of the fields. During the semester intervals, the institute provides value added courses like Advanced Excel, Retirement Planning and Virtual Trading, Statistical Analysis using R, Digital Marketing. These courses are taught to they help students differentiate themselves in the job market by adding value to their resume. 5. Evidence of Success The institute hosts skill enhancement courses to assist students in the development of important skills. More than 500 students were benefitted from these value added courses. 6. Problems Encountered and Resources Required With the limited duration of time between semesters, the duration of value added courses had to be very short. Therefore, courses were designed by splitting it into basic and advanced learning. 7. Notes (Optional) With an intention to make the undergraduate courses terminal courses, Value added courses are offered to students in order to make them industry ready after they complete their graduation.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://iitmjp.ac.in/best-practices/

7.3 – Institutional Distinctiveness

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

The Institute endeavours to achieve its perspective plans by providing value and outcome based education for the holistic development of the students, creating industry ready and socially responsible professionals. To solve the purpose, pre-placement cell consisting of placement officer, programme directors, faculty experts and student placement coordinators, is responsible for making the students placement ready. The cell analyses the placement trends and the selection criteria used by various companies visited the institute in last 4-5 years and discusses it in the meeting with programme directors and subject experts. The programme directors of respective year make strategies to be implemented in different semesters to make the students ready for the placement. In the first and second year, presentation is given by all the students on the contemporary issues of all subjects to improve the communication skills of the students. In the second year, a placement orientation session is conducted for the students and their placement consent is obtained through a well-designed placement consent form. In final year, the pre-placement classes are embedded in the time table of the students wherein students are prepared as per the Job Descriptions of various companies along with Group discussion sessions and Aptitude Test sessions.

Provide the weblink of the institution
https://iitmjp.ac.in/institutional-distinctiveness/

8.Future Plans of Actions for Next Academic Year

As the world is struck with COVID -19 pandemic our institution continue to strive to provide best in class education and skill development to the students.
• Infrastructure: An infrastructure to facilitate online teaching and learning is planned to be created. Use of MS -Teams, online meeting software is planned to be

purchased to facilitate smooth conduct of online teaching and learning. In addition to the curriculum teaching, skill based value added courses are also to be introduced. • Skill Based Training: To bridge the skill gap of the latest skills required by corporates, extensive skill based trainings are planned to be conducted specifically on java, python, R-software, advanced excel, social media marketing, Power BI, financial analysis to enhance the employability of the students. • Student Internships and Placements is of prime importance to the institute, therefore, Interhunt, the internship fare and placement drives are planned to be conducted in online mode. • Faculty Development: Faculties will be trained to take online classes, assignment and assessment on MS-Teams with the special emphasis on usage of white board for teaching technical, mathematical and accounting related subjects. Faculties should be encouraged to develop their skills by undergoing Faculty Development Programmes. The institute also plans to take initiatives to organise various Faculty Development Programmes especially on self-discipline, physical and mental wellbeing, resilience etc. Faculties are to be encouraged to take faculty development programmes as resource person in different universities and colleges. Faculties would be trained on how to conduct webinars. • Holistic Development of Students: Student development would also be supplemented by mentoring sessions. Alumni mentors would be identified and interactive sessions of students with the alumni will be organised. • Extension Activities: The institute is conscious about its responsibility towards the society. With an aim to sensitize our students towards their responsibility in the community, the institute plans to conduct a few extension activities specifically pertaining to COVID -19 relief. The purpose is to inculcate human values and service before self among the students.