



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		FAIRFIELD INSTITUTE OF MANAGEMENT TECHNOLOGY
Name of the head of the Institution		Prof. Dr. Saroj Vyas
Designation		Director
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01125063208
Mobile no.		9868472404
Registered Email		fimtnaaccycle2@gmail.com
Alternate Email		fimtnd@gmail.com
Address		FIMT Institutional Campus, Kapashera
City/Town		New Delhi
State/UT		Delhi

Pincode	110037				
2. Institutional Status					
Affiliated / Constituent	Affiliated				
Type of Institution	Co-education				
Location	Urban				
Financial Status	Self financed				
Name of the IQAC co-ordinator/Director	Prof. Dr. Saroj Vyas				
Phone no/Alternate Phone no.	01125063208				
Mobile no.	9868472404				
Registered Email	fimtnaaccycle2@gmail.com				
Alternate Email	fimtnd@gmail.com				
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)	http://www.fimt-ggsipu.org/iqac				
4. Whether Academic Calendar prepared during the year	Yes				
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.fimt-ggsipu.org/iqac				
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.67	2016	17-Mar-2016	16-Mar-2021

6. Date of Establishment of IQAC	01-Jun-2015			
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 Meeting	27-Jul-2018 1	11		
IQAC Meeting	22-Dec-2018 1	11		
Research Project granted/funded by	20-Nov-2018 180	11		
View File				
8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.				
Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Prof. Dr. Saroj Vyas	Beti Bachao Beti Padhayo Scheme	Govt. of Rajasthan	2018 180	200000
View File				
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 :	2			
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)	
<input type="checkbox"/> Organizing seminar and workshop by the IQAC to promote the quality improvement strategies in teachinglearning, research, extension related and extracurricular activities. <input type="checkbox"/> To maintain the level of desired quality and would strive to continuously improve them with regard to quality and would initiate all measures to implement the strategic directives given by the IQAC. <input type="checkbox"/> Addition of new Program for undergraduate during Academic Year 201819 <input type="checkbox"/> Organize interactive sessions of final year students with skilled professionals and alumni. <input type="checkbox"/> To work towards augmenting institute industry interface and increase the Internship /campus placement.	
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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
Research Project granted/funded by महिला विकास अधिकारिता विभाग, झुञ्जुनु, राजस्थान सरकार	FIMT has received fund from महिला विकास अधिकारिता विभाग, झुञ्जुनु, राजस्थान सरकार (Prof. Dr. Saroj Vyas along with 6 Faculty Memebbers and 3 Research Scholors Students)
To add new Program in undergraduate courses during Academic Year 2018-19	New program ,Bacholor of English added affiliation recived from GGSIP University on date : 30th May 2018
Organizing seminar and workshop by the IQAC to promote the quality improvement strategies in teaching-learning, research, extension related and co-and extracurricular activities	Various Worshop . Seminar and Guest lectures were organised through out the Academic year
Preparation and planning of Anugoonj 2018-19	Smooth conduction of Cultural festival

	Anugoonj during the Prelims 2018
International Student Exchange Program	Interntional Student exchange program from 8th March to 17th March, 2019 with Kathmandu School of Law, Nepal
To discuss about increasing the extension activities useful to the society	Various activities "Road Safety Awareness "Tree Plantation" Aids Awareness workshops were conducted successfully for considering social responsibility of individuals.
To conduct IQAC Meetings	Two Meetings were conducted Date : 27th July2018 Date :22nd Dec 2018
Workshop/Seminar during the academic year	Ten Workshops & three Seminars along with various skill development activities conducted.
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	16-Mar-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	The following activity heads are maintained through MIS: • Accounts financial works • Store material requisition • Staff attendance leave approval • library institute teachinglearning industry information

science. • Student Support System • Detailed List of Examination • Admission data of candidates • Result Analysis.

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

FIMT is an affiliated college. We follow the curriculum as prescribed and designed by Guru Gobind Singh Indraprastha University (GGSIPU). The College implements the curriculum with extreme care and diligence □ The institution ensures effective curriculum delivery through a well-planned and documented process which has relevance to the overall student development needs with well-defined and informed learning objectives and outcomes as prescribed in the University curriculum □ School of Journalism and Mass Communication is uniformly balanced in imparting technical skills in various areas of media. The University curriculum deals with conceptual and practical exposure, professional opportunities and multiple internships, all of which are grounded in a foundation of ethics in a diverse and global society □ The Principal/ Director conducts Academic Planning Meeting to plan and organize the schedule of lectures and distributes the syllabus among the faculty members of their departments. □ Lesson Plan/Class notes for the whole academic session provided by the faculties at the beginning of the session. □ The faculty members are instructed to complete the syllabus within a stipulated time. If for any reason, a faculty fails to finish his/her syllabus within the stipulated time, he/she is being asked to arrange extra classes for his/her subject. □ After completion of every unit, 75% of students of the total class strength should sign the unit completion certificate before final submission. □ One class is provided as an activity class in a week for students by which we try to deliver subject knowledge through activities, group discussions, debates, quizzes, etc. □ The institution provides practical knowledge along with classroom teaching through Industrial visit, court visit, etc.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
NA	NA	01/08/2018	0	NA	NA

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	English	30/05/2018

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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
BBA	General	01/08/2018
BCA		01/08/2018
BA (Journalism)		01/08/2018
LLB	BA (Integrated)	01/08/2018
LLB	BBA (Integrated)	01/08/2018
BCom	Hons.	01/08/2018
BEd		01/08/2018
BA	Economics	01/08/2018
BA	English	01/08/2018

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

	Certificate	Diploma Course
Number of Students	0	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
Personality Development Course in BCA	07/01/2019	66
Communication Skills Course in BCA	01/08/2018	72
Cyber Ethics Course in BCA	07/01/2019	72
Skill Enhancement in BBA(G)	01/08/2018	228

Ability Enhancement in BBA(G)	07/01/2019	228
Personality Development in BA(JMC)	01/08/2018	103
Understanding the Self (B.Ed.)	01/08/2018	100
Drama Art in Education (B.Ed.)	01/08/2018	100
Reading Reflecting on Texts (B.Ed.)	07/01/2019	100

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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
BBA	General	328
BCom	Hons.	87
BCA		70
BA (Journalism)		215
BEd		100
LLB	BA (Integrated)	652
LLB	BBA (Integrated)	344

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1.4 - Feedback System

1.4.1 - Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	No

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

Feedback Obtained

□ Feedback forms/formats are designed for the stakeholders. This includes faculty feedback, alumina feedback, student feedback, etc. □ During the revision of the curriculum, the university invites the representative from the college to put forward the view on behalf of all the stakeholders of the Institute. The senior faculty would participate from the institution and share the feelings of all the stakeholders, which would help in enriching the curriculum and to bring the new changes in the syllabus and the environment □ Faculty feedback from the students for the respective course is taken twice in a semester on various teaching/learning aspects and it is analyzed for corrective measures if any, are informed to the respective faculties for further improvements. □ Parent-Teacher Meeting is done on a regular basis during the entire academic session. □ Online Feedback is taken from alumni for suggestions or improvements in the curriculum implementation according to Industry need/requirement. □ The library has a suggestion box that is accessible to all the stakeholders so that they can give their feedback/ suggestions for improvements.

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	General	240	440	228
BCA		120	187	72
BA (Journalism)		120	190	102
BCom	Hons.	120	204	60
BEEd		100	162	100
LLB	BA (Integrated)	240	465	237
LLB	BBA (Integrated)	240	437	237
BA	Economics	60	85	37
BA	English	30	47	25

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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
2018	3796	0	148	0	148

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	Number of smart classrooms	E-resources and techniques used
148	128	100	14	0	148

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

Mentor System is not implemented however Institute is providing counselling and guidance to students through full-time Faculty and a student counsellor meets every student of the college and offers counsel to those seeking personal help. She also enables academic mentoring. Help by both college teachers and the counsellor is availed of by parents as well, depending upon the gravity of the need however, Institute is planning to implement the Mentoring system in coming up Academic session. Students are supported through remedial coaching classes and mentoring. Guidance is provided for final year students to help them analyze job profiles and career options after completion of their graduation. Visiting and Guest lecturers create awareness among students regarding overall development and further educational courses after graduation. Students are encouraged to participate in various Seminars, Workshops Subject wise special remedial classes are provided for slow learners. Grievance Redressal Cell is functional for listening and execution of complaints of students. The placement cell has been fully functional to provide placement services related information to students. Co-curricular and cultural events are organized at University level our FIMT students were encouraged and motivated to participate and won prizes in ANUGOONJ PRELIMS-2019 Street Dance, On the spot painting, Street Play. The institute through its teachers handles it sensitively and pays required attention to learners with various paces.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3796	148	0Ratio

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
61	20	41	20	1

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Nil	Assistant Professor	Not Applicable

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2.5 - Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA (Journalism)	024	Semester	10/05/2019	27/07/2019
BEd	021	Semester	10/05/2019	27/07/2019
BA	216	Semester	10/05/2019	13/07/2019
BA LLB	038	Semester	10/05/2019	29/07/2019
LLB	035	Semester	10/05/2019	29/07/2019
BCom	888	Semester	10/05/2019	29/07/2019
BBA	017	Semester	10/05/2019	30/07/2019
BCA	020	Semester	10/05/2019	27/07/2019
BA	217	Semester	10/05/2019	13/07/2019

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

□ The institute believes firmly in continuous evaluation of the students for their sustained performance. Hence a structured evaluation process has been designed and implemented. □ The internal tests are prepared and conducted as per the University examination pattern. Corrected answer scripts are shown to the students □ The teachers explain as to how scoring by the students can be better in forthcoming examinations by expressing themselves more appropriately in response to questions □ For Continuous Internal Assessment and to enhance the knowledge and skills of the students, Class test, internal test quizzes, assignments, skill-oriented programs are conducted. □ As per the University rules and regulations, end-semester examinations and evaluations are conducted.

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

The institute prepares Academic Calendar for odd and even semester in accordance with the calendar provided by GGSIP University. In addition to this, all the interactive and innovative programs to be conducted by the college, both at the faculty and student level. This ensures that the curriculum is enriched through value-added and other activities like guest lecture, extension series, and industry interaction. The GGSIP University gives guidelines on the following in their academic schedule, along with annual cultural and sports meet schedule. As per the University calendar of events, Academic Calendar of college/department is prepared in order to fulfil the overall student empowerment by including, □ Beginning of the academic sessions. □ Annual Sports meet □ Annual cultural fest □ Vacation schedule. □ Last working day of the semester. □ Internal examination schedule. □ End term theory and Practical examination schedule. □ Expert Talk from Industries □ Industrial Visits/Internship /Placement □ Short workshops □ Seminar/Conferences

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://fimt-ggsipu.org/program-outcome.php>

2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
038	BA LLB	Integrated	109	87	79.81
021	BEEd		97	96	99

888	BCom	Hons .	43	35	81.39
024	BA (Journalism)		59	54	91.52
020	BCA		37	36	97.29
017	BBA	General	236	185	78.38

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2.7 - Student Satisfaction Survey

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

<http://www.fimt-ggsipu.org/feedback-form.php>

CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	180	Govt. of Rajasthan	2	2

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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
Nation Seminar on Organ Donation, Transplant Coordination and Legal Aspect	Seminar - School of Law	06/09/2018
Cyber Crime and Cyber Law Awareness	Seminar - School of Law	10/09/2018
Law, Logic, International Relation Human Rights	Seminar - School of Law	09/03/2019
Decode A Business Case Study	Workshop - School of Commerce and Humanities	07/09/2018
Interactive Session with Corporate Expert on	Workshop - School of Management	13/09/2018

Entrepreneurship		
Business Case Study Analysis in Group Discussion	Workshop - School of Commerce and Management	19/09/2018
Digital Marketing Trends 2018	Workshop - School of Management	20/09/2018
National Workshop on Investigation and Interrogation of a Crime	Workshop - School of Law	24/09/2018
Event Management	Workshop - School of Management, IT, Commerce Journalism	03/10/2018
Advance Computer Networks	Workshop - School of IT	05/02/2019
Ethical Hacking Information Security	Workshop - School of IT	14/02/2019
Cyber Security Ethical Hacking	Workshop - School of IT	21/02/2019
Protection of Children Against Sexual offences within schools	Seminar - School of Education	06/04/2019

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
International Law Fest and Lex Bonanza 2018	Naman Shukla	Indore Institute of Law	31/08/2018	Student - International Paper Presentation (Runner UP)
2nd National Symposium and Awards	Naman Shukla	Droit Penale: ILJCC and ADGMS	22/09/2018	Student - Best Presentation
1st International Summer School	Aditya Pandey	Kathmandu School of Law, Nepal	31/08/2018	Student - The Kathmandu Dialogue Fellow Award
6th Research Paper Writing Competition	Aditya Pandey	Supremo Amicus	31/08/2018	Student - Silver Medalist
A Grade Award	Jagrit Chawla	BRITISH COUNCIL	10/08/2018	Student - Advanced English Module at BRITISH COUNCIL
Socialization Award	Jagrit Chawla	FIMT in collaboration with KSL	17/03/2019	Student - International Student Echange Programme

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3.2.3 - No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	NA	NA	NA	NA	01/08/2018

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3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Not Applicable	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	School of Law	1	0
International	School of IT, Law and Management	8	0.59

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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
Education - Book Published (Teacher as a Counselor)	1

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
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Not Applicable	Not Applicable	Not Applicable	2018	0	Not Applicable	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
Not Applicable	Not Applicable	Not Applicable	2018	0	0	Not Applicable

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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	110	18	0	0

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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
Industrial Visits	Coca Cola, Veer Arjun Newspaper, India TV, etc.	6	240
Swachh Bharat Abhiyaan	IPHH	102	400

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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
Nil	Nil	Not Applicable	0

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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 activities	Number of students participated in such activities
AIDS Awareness Conference	IPHH and FIMT	Aids Awareness Conference	70	420
Beti Bachao Beti Padhao Yojna	Govt. of Rajasthan	Gender Issue - Research	13	3

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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
Faculty Exchange Programme	3	FIMT	10
Student Exchange Programme	35	FIMT	10

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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
Placement	Placement	Bal Bhawan International School, Convent of Gagan Bharti, Ninjacart, Nityo Infotech Services Pvt Ltd., Aptech Learning, Stellar Information Technologies Pvt.Ltd, Bridge Group Solutions, NetcoreInfo Training Development	13/04/2019	27/04/2019	Final Year students of various courses

					participated.
Internship	Internship	Govt. and Public Schools (for B.Ed. final year Students), IBM, Mother Dairy, Yakult, Parle (G), ITC, Sulabh International, Slum Foundation	01/07/2019	31/07/2019	All Students enrolled (5th Semester)
Industrial Academia	MPR/Summer Training	Mother Dairy, Yakult, Parle (G), ITC, Sulabh International, Slum Foundation	01/07/2019	31/07/2019	All Students enrolled (5th Semester) and B.Ed. Final Year Students

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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
Kathmandu School of Law	21/05/2018	Faculty Student Exchange Programme	68

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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
315	321

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Newly Added
Class rooms	Newly Added
Campus Area	Existing

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4.2 - Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Alice, KOHA	Fully	For Windows	2018

4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	49682	12798401	3589	1113859	53271	13912260

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Not Applicable	01/08/2018

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4.3 - IT Infrastructure

4.3.1 - Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	110	2	110	2	2	2	9	50	0
Added	30	1	30	1	1	1	0	0	0
Total	140	3	140	3	3	3	9	50	0

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

0 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
Nil	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 incurred on maintenance of physical facilities
1500	1513.6	60	67.63

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)

FIMT The Institute ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities by using the funds available to the institute as per the requirements in the interest of students. Classrooms With the help of the cleaning staff/sweepers cleanliness of class rooms is maintained. They are well equipped with modern tools of cleaning such as mops, gloves etc. Regular monitoring of electrical and fixtures is done and repaired immediately complaint register is maintained in office in which students as well as faculty can register their problems which are resolved within a set time frame. There are technicians, masons, plumbers, carpenters deputed by management who ensure the maintenance of classrooms and related infrastructure. Students are sensitized regarding cleanliness and motivated for energy conservation by careful use of

electricity in classrooms. Central time table is designed in such a way that there is maximum utilization of infrastructure and class rooms. Library The requirement and list of books are taken from the concerned departments and faculty are involved in the process. The finalized list of required books is duly approved and signed by the Principal. To ensure return of books, 'no dues' from the library is mandatory for students before appearing in exam Annual maintenance contracts are done for the software used in the library. Proper ventilation is done so as to maintain dry environment near book shelves. Furniture and fixtures are repaired as per the requirement centrally. Library is made fully automated. Computerized issuing and returning of books is done so as to save time. Suggestion box is installed inside the reading room to take users feedback. Their continuous feedback helps a lot in introducing new ideas regarding library enrichment. Computers Maintenance and support are carried out by system administrators. Regular up gradation is carried out for computers and software. Record of maintenance account is maintained by lab in charge and supervised by the Management. There is systematic and regular disposal of waste of all types e-waste. Sports facility Regular maintenance is carried out for gymnasium, sports equipment and sport material from experts in the field. Regular cleaning of water tanks, proper garbage disposal, pest control, landscaping and maintenance of lawns is done by Institute Fourth Class Employees. College campus maintenance is monitored through regular inspection.

<http://fimt-ggsipu.org/>

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	E- District Merit cum Mean 2019	11	776000
Financial Support from Other Sources			
a) National	Nil	0	0
b) International	Kathmandu Dialogues	2	50000

No file uploaded.

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 implementation	Number of students enrolled	Agencies involved
Intra College Competition	21/02/2019	400	Ex Dean, USMS, GGSIPU
Revenue Management Career Prospects in BFSI Sector	01/10/2018	180	IIMT
Role of Soft Skills to Enhance Employability	18/09/2018	350	IBS Gurgaon
WORKSHOP ON INVESTIGATION AND INTERROGATION OF A CRIME	24/09/2018	960	General Training National Telecommunication Institute, AL TTC, Ghaziabad, Center for Research on Cyber Crime and Cyber Law, New Delhi, Tathy Forensic Expert, Varanasi, Cyber Crime Awareness Society, Jaipur, Indian Cyber Army, Noida.
Leprosy Break Myth- Youth Partner Program	17/10/2018	400	Sasakawa India Leprosy Foundation

No file uploaded.

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 passed in the comp. exam	Number of students placed
2019	Educational Professional Career Counselling	178	178	28	80

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
21	21	15

5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
File Attached	891	147	File Attached	3	3

[View File](#)

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	133	BCA, BBA (G), BA (JMC), B.Com. (H), B.Ed., BA LLB	Various	Various	PG (Masters)

No file uploaded.

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

Items	Number of students selected/ qualifying
CAT	5
GMAT	5
Any Other	5

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	National	7
Cultural - Anugoonj	State	37
Sports	International	1

No file uploaded.

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
2019	Tug-of-war, Body Building, 400 mtr. Race, etc.	National	7	3	05690103814, 02190103514, 44951401718, 08890103815	Kunal Utreja, Kunal Bawa, Vikas Yadav, Prekshit Chauhan
2019	Table Soccer	International	1	0	43351401718	Yash Arora

No file uploaded.

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

FIMT is not having at present Student Council however the Institution is actively involving students as Students Representatives in various Academic, Cultural, sports and CSR activities. It has been one of the best practice for FIMT as many students are motivated and actively involved in the above participation..

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

0

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

0

5.4.4 - Meetings/activities organized by Alumni Association :

Alumni participated shared their online feedback to the Institute for Quality Improvement and also share their Industry experiences/ Exposure. The Institute keeps a regular touch with the passed out students. They are invited to all the cultural events and any other functions organized by Institute.

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 prides itself for confirming to adherence to the culture of participative management by involving teaching staff, students and non-teaching staff in various activities. FIMT have an open-door policy, where anyone can talk to Principal or Management by taking permission. Teaching and nonteaching staff members share the administrative responsibility of the college and contribute to the smooth working of administrative machinery. Various different committees at institutional levels and departmental levels are responsible for planning and executing many operational procedures in the institution. The institution has a stake in contributing towards the achievement of excellence. The institution promotes the culture of participative management at the strategic level, functional level and operational level. At Strategic level the matter pertaining to admission, examination, code of conduct-discipline, grievance, support services, finance etc defining policies procedures, framing guidelines and rules regulations are done under the guidance of Principal, governing body, and with coordination with Faculty and the IQAC At Functional level Faculty members share knowledge among themselves, students and staff members while working for a committee. Faculty members are given representation in various committees/cells nominated by the Principal and the Governing body, in the IQAC and other committees. Institute has a mechanism for delegating authority and providing operational autonomy to all the various functionaries to work towards decentralized governance system.

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	<p>FIMT is affiliated to GGSIP University, New Delhi and follows the curriculum and syllabus prescribed by the University for All its Courses. Being an affiliated institute curriculum is developed at University Level the However Institute put an effort to strengthened curriculum through workshops and brainstorming sessions on developing research embedded syllabi to make students globally mobile and socially useful. Industrial experts and Subject experts are consulted and feedback from the various stakeholders has been yet another measure employed for quality sustenance and enhancement leading to effective development of the curricula. <input type="checkbox"/> Affiliated Institutions are not allowed to design their own curriculum. However University revise their Syllabus after every 5 to 6 years. <input type="checkbox"/> Senior faculty members from our college have been a part of the curriculum development committee formulated by university and have contributed to curriculum development.</p>
Teaching and Learning	<p><input type="checkbox"/> At FIMT we follow a student centric approach for growth and development of students, our teaching and learning methodology includes brainstorming, presentations, quizzes, inquiry learning, hands on activities, case studies etc. <input type="checkbox"/> The College organizes orientation programs for the fresher at the institution. Tutoring, counseling, remedial classes, and sponsorships are provided to students Special programs are arranged to cater to the needs of advanced learners. <input type="checkbox"/> The IQAC conducts a student feedback and takes a parent feedback also to evaluate the teaching learning process at the institutional level and suggest measures for improvement. <input type="checkbox"/> FIMT have well qualified and experienced faculty members .We provide adequate infrastructural facilities for teaching learning <input type="checkbox"/> Education is a never-ending process, hence FIMT management motivates our faculty members to join Orientation Programme, Refreshers Courses, Workshops and FDPs to upgrade their skills and constantly be in the process of learning so that they can percolate the benefits of their updated knowledge and skills to students. <input type="checkbox"/> FIMT is WI-Fi enabled campus and provides facility for students to use internet as a resource in their studies.</p>

<p>Examination and Evaluation</p>	<p>□ The IQAC monitored and periodically evaluated the activities of the Examination Cell to ensure the continuous and comprehensive evaluation of students and the timely conduct examinations. □ The exam schedule and evaluation details are given in the College Handbook issued to the students and faculty members at the Guidelines of IQAC and submission of AQAR for Autonomous Colleges Page 28 beginning of the academic year. □ Examination marks were scrutinized and displayed to assess learning outcome and identify areas and strategies for improvement. To ensure a fool proof examination system, various committees were constituted such as Examination committee and Result analysis in charge.</p>
<p>Research and Development</p>	<p>□ The faculty members were encouraged to engage in activities that promote research and development. □ To create research environment management put an effort to motivate and reward faculty, the institution encourages members to attend courses/conferences/workshops/seminars/training programs, etc, and to be research - oriented. □ The IQAC gives directions and monitors the activities of research committee to improve the quality of Research initiatives in the institution.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>□ The IQAC monitors the regular updating of library resources. The new comers, both staff and students were given an orientation on effective use of library resources. □ Faculty are motivated encouraged to use ICT to enhance teaching learning pedagogy. □ Feedback was taken from students and staff and suggestions were put forward to improve library services. □ All departments were checked to ensure that there was adequate software and computational facilities to meet the needs of a growing institution.</p>
<p>Human Resource Management</p>	<p>□ Orientation session was organized for newly joined faculty and non teaching staff. □ Workshop and Seminar were organized the up-gradation of skills and abilities of the non-teaching and ministerial staff, to motivate them and equip them for enhanced performance.</p>
<p>Industry Interaction / Collaboration</p>	<p>IQAC always seek their guidance is sought and their inputs and suggestions are welcomed and often implemented. Such interaction serves to enhance job opportunities and facilitate the introduction of programs with industry collaboration. Seminars, workshops and talks with experts from industry as resource persons are organized.</p>
<p>Admission of Students</p>	<p>The admission is done through Entrance Examination conducted by GGSIP University. and based on their online admission procedure, students are admitted to Colleges by opting their preferences and ranks. ? College is</p>

allowed to admit 10 students under Management seats, which is done on the basis of percentage in 12th examination and rank in CET Exam.

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

E-governance area	Details
Planning and Development	<ul style="list-style-type: none"> <input type="checkbox"/> The Vision and Mission Statement is uploaded on the institutional website. <input type="checkbox"/> Further development strategies are also uploaded on the website. <input type="checkbox"/> The Governing Body Meeting Minutes and Resolutions by Circulation are mailed to the members in addition to the circulation of hard copies. <input type="checkbox"/> Attendance software has been in use for monitoring students' attendance. After every class hour, the concerned course teacher will be marking the absentees in the software system.
Administration	<ul style="list-style-type: none"> <input type="checkbox"/> The FIMT college authorities can exercise full supervision of all functions in the office through the Google doc, Google drive MS office and Excel software. <input type="checkbox"/> The Director coordinates with Governing Body members as well as the teaching and non-teaching staff through email. <input type="checkbox"/> All important administrative information including notices are regularly published on the FIMT college's website. <input type="checkbox"/> The FIMT College is connected through high-speed internet of bandwidth 150 MBPS. <input type="checkbox"/> Fully automated, wireless office with 24x7 internet facility. <input type="checkbox"/> The FIMT college office is linked through the intranet with the Director's office for online supervision by the management. <input type="checkbox"/> Biometric attendance for all staff members.
Finance and Accounts	<ul style="list-style-type: none"> <input type="checkbox"/> The accounts of the FIMT group of Institutions technology maintained through the Tally software. <input type="checkbox"/> Most of the financial transactions of the government and other organizations are through the PF MS software.
Student Admission and Support	<ul style="list-style-type: none"> <input type="checkbox"/> During the admission time, complete details of students are stored in the software. Further, reports in different forms are generated when there is a need arise.
Examination	<ul style="list-style-type: none"> <input type="checkbox"/> The forms for the Guru Gobind Singh Indraprastha University examinations are now submitted online and the details are accepted in both hard and softcopy. <input type="checkbox"/> Setting questions papers Generation of Result Analysis and other reports to be submitted to the College are being generated using MS office.

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
2018	Prof. Dr. Saroj Vyas	Realising Asian Century: Understanding International Law Governance	AALP	20000

No file uploaded.

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)
2018	Workshop on Fire Safety	Workshop on Fire Safety	22/12/2018	22/12/2018	128	8

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Mediating Multilingualism: An Indo-Scottish Colloquium	3	18/03/2019	19/03/2019	2
Nai Talim, Experiential Learning and Work Education in School Teacher Education Curriculum	3	22/12/2018	28/12/2018	7
Innovations in Teaching Learning Process and Research	4	24/05/2019	31/05/2019	7
Virtual Resources for Individualised Development and Holistic Educational Endeavour	3	23/04/2018	23/04/2019	1

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
20	20	3	3

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
<p>Faculty/ Teaching Staff <input type="checkbox"/> Institute organises workshops, FDPs, seminars and conferences. <input type="checkbox"/> Yoga session was organized. <input type="checkbox"/> 12 Academic Leave per year <input type="checkbox"/> on festive occasions, lunches are organised <input type="checkbox"/> The Institute sponsors the Research Publications registrations to academic conferences <input type="checkbox"/> Maternity Leave are provided</p>	<p>Non-Teaching Staff <input type="checkbox"/> EPF, <input type="checkbox"/> Maternity Leave are provided <input type="checkbox"/> Yoga session was organized <input type="checkbox"/> Academic Leave per year</p>	<p>Students <input type="checkbox"/> Industrial trips are organised and several workshops, training sessions are conducted for their overall improvement. <input type="checkbox"/> Continuous Guidance and counselling provided for overall development <input type="checkbox"/> Uniforms for B Ed students.</p>

6.4 - Financial Management and Resource Mobilization

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

The financial accounts are audited by external auditor regularly.

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
NA	0	NA

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6.4.3 - Total corpus fund generated

178.64

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	GGSSIP University	No	Not Applicable
Administrative	Yes	GGSSIP University	No	Not Applicable

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

Not Implemented Yet.

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

Faculty were encouraged and motivated to go for PhD enrolment and to enhance their research potential. Academic guidance and support for higher education to non-teaching staff were provided. The yoga session was organized Skills development activity and Workshops was conducted and have attended by all members of Non-teaching Staff.

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

Introductions of New Program Bachelor of Arts in English during the Academic Session 2018-19 Faculty Students Participation in Research Project granted from Govt of Rajasthan on social cause under the Beti Bachao Beti Padhao Yojna 'Comprehensive' and Integrated approach towards all the stakeholders More open and transparent interactions for Students for any grievances and suggestions Sending emails/ Phone calls to the students/ parents about their Attendance and other Academic information.

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	No

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
2018	<input type="checkbox"/> Faculty Students Participation in Research Project granted from Govt of Rajasthan on social cause under the Beti Bachao Beti Padhao Yojna	27/07/2018	05/10/2018	05/03/2019	11
2018	New Course (BA English) introduced planning	27/07/2018	30/05/2018	30/05/2018	11

done in 2018-2019

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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
Womens Day Celebration	08/03/2019	08/03/2019	68	20

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

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

Not yet Implemented.

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	Yes	960
Ramp/Rails	Yes	10
Physical facilities	Yes	2
Rest Rooms	Yes	10
Scribes for examination	Yes	5

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
2018	0	0	01/08/2018	0	Nil	Nil	0

No file uploaded.

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

Title	Date of publication	Follow up(max 100 words)
Nil	01/08/2018	Not Applicable

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Nil	01/08/2018	31/07/2019	0

No file uploaded.

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

- Swatch Bharat Abhiyan at the college level by students .
- Regulating the use of plastics. Propagating usage of Paper bags and discouraging use of Plastic bags.
- Floor coordinators were assigned duty to make sure that lights, computers, and appliances are off during break, lunchtime and after classes and create awareness about optimum usage of Electricity.
- Planting Programme Earth Day: Teaching students to preserve the environment
- The Staff and Faculty member ensure and oversee that there is no wastage of potable water
- E-waste management: The obsolete computers and other wastes generated from the electronic equipment's are auctioned to authorized e-waste dealers and the hazardous materials in that equipments are removed and disposed of as per norms

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

Best Practice-1: Title of the Practice: To encourage Faculty students to take part in Mental Wellbeing Projects/ societal challenges awareness Programs

Objective of the Practice:

- To create awareness among the students on societal challenges.
- Exchange of knowledge
- To bridge the gap between Industry and Academia and provide value-added education and imparting societal values to the students in-line with our vision and mission statement.
- Students get hands-on experience when they participate in all the above activities, in addition to their prescribed academic curriculum.

The Context: Educational Institutional, Industry, Judiciary and society is dynamic with vast developments in different areas they demand comprehensive knowledge and personality of an individual. The Institute seeks to inculcate in every Individual (Faculty Students), a deep sense of the values with the holistic discipline.

These activities are working on methods of developing the overall personality of the Faculty students.

As a researcher they learn new issues pertaining to societal challenges and gain insight to societal issues in addition to their curriculum.

These activities help in giving a confident output that can face the societal challenges more

effectively. □ The Practice: In line with our vision and mission, the Institute encourages and supports students to participate and involved in Value added activity as well as in the Educational Institutional, Industry, Judiciary, National International NGO /Govt. sponsored projects. □ Evidence of Success The above practice of encouraging students and faculty to take part in industry/Govt. sponsored project competitions and it is also reflected in their participation as well as students were very motivated to take part and below are few projects/Workshops during the Academic Year 2018-19: □ Faculty Students Participation in Research Project granted from Govt of Rajasthan on social cause under the Beti Bachao Beti Padhao Yojna □ Contribution by faculty and students in Humanitarian Project at Govt. Co-Education Senior Secondary School, Bhandhwari, Gurugram. □ Faculty and students participation in Jhuggi-Jhopdi Jeevan Uthaan Pariyojna. □ Problems encountered and resources required □ This practice is generally suitable for a campus without much extra resource requirement. □ The diversity in students' background and upbringing i.e. lack in the art of effective articulation, introversion, indifferent attitude etc.

Best Practice-2:
Title of the practice: Class Representatives Scheme □ Objectives of the practice □ To plan Personal and career goals of students. □ To improve presentation skills/written skills and oral communication skills. □ To develop leadership qualities. □ To gather information about various activities like quiz, debate competition, personality contest etc. Knowledge among the students, but also builds the overall personality skills of the students. □ To get actively involved in events like project competition, paper presentations etc. □ To develop awareness about participation in different events held at state, national and international level. □ The context □ This is platform for students to participate actively in the activities conducted by Institute and University. □ Each department of college has its own students as Class Representatives. □ They are working on methods of -for the students, by the students and from the students means they are made by students for students' development with support to Management. □ They are selected from students by inviting applications from interested students. □ The practice □ Class Representative acts as a bridge between course coordinator and classmates. □ After selecting the CR, the activities are planned for a semester.

□ While making plan and different suggestions from student and faculty members are considered in a meeting. □ Increase in student motivation and participation. □ Increase in effective teaching and learning process. □ Evidence of Success: The above practice of encouraging students to take part in Academic and cultural Sports Activity below are few achievements during the Academic Year 2018-19. □ Academic Awards: Best Researcher Award □ Sports Awards: Tug of War, Body Building, Table Soccer, Race □ Cultural Awards : Street Dance, Painting, Street Play The practice has helped to establish a vibrant relationship between Faculty and students which has provided a congenial atmosphere in the class room as well as in the campus. □ Problems encountered and resources required □

Students are hesitating to take part in activities because of lack of confidence and daring. □ Feeling in burden of academics to participate in activities. □ Inadequacy in general guidance, career and professional related materials □ To motivate students for participation is challenge

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://www.fimt-ggsipu.org/igac>

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

Fairfield Institute of Management and Technology (FIMT), New Delhi, shaping students' career in the country is a self-financing, quality conscious and trend setting Institute with focus on providing equal opportunities for development of human potentials for every segment of society including the differentiated one. The Vision of the Institute focuses on essentially aspects like global Standards, Value-based Education, Interdisciplinary Research, and Sustainable Development □ The Institute has established its distinctive approach towards this complete Vision Excellence in Academics and Exploration of Knowledge through holistic approach for Development of a Rounded Personality with Global Vision and Social Responsibility. □ FIMT believe in the all-round development of the beginners, which includes the values of Vivekananda. FIMT focused to create an environment where our ethnicity and traditions go hand in hand with the material world □ Participation of students in Co-Curricular Activities and Extra Curricular Activities like workshops, Technical talks, Hands on training Programs, Industrial Visits, social welfare programmes helps to enhance all rounded personality to strongly face the challenging road of the future. □ Experiences and appreciations gained through these activities assist students during internships. Career guidance, Personal counselling, and Placement. □ FIMT is recognized for its quality in teaching and learning which counts it among the BEST affiliated colleges of GGSIP University. The pioneer Institute is committed to give its best to all the stake holders.

Provide the weblink of the institution

<http://fimt-ggsipu.org/>

8. Future Plans of Actions for Next Academic Year

□ To plan for Alumni, Meet for all courses Alumni Registration. In this academic session,

FIMT plan to expedite the process of registration for the alumni. However presently Currently more alumni are regularly in touch with the institution, contributing towards making the institute a centre for excellence. □ To enhance the academic environment by conducting more workshop/seminar/conferences/skill development activities. □ To motivate faculty members for research and refresher courses □ To implement the Mentor-Mentee/Students mentoring system in the institution □ To provide guidance to the students for competitive exams and higher studies. □ Keeping in mind the high level of stress among youth, new activities would be planned for the mental well-being of the youth □ To Plan, More activities of Social Outreach would be organised like donation camps, blood donations, plantation drives, environment awareness events etc in the next academic session.