



Yearly Status Report - 2017-2018

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. R K Garg
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/igac			
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/igac			
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		
Various Committees/Cells at the institutional level have been re-	29-Jul-2017 1		11		

constituted for the overall development of the institute		
Meeting regarding FDPs, Seminars, Workshop under IQAC conducted	09-Jun-2017 1	11
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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
Not Applicable	Not Applicable	Not Applicable	2018 0	0
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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 :

1

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)

- Academic Calendar for the session was more allinclusive in approach and its successful implementation was monitored by FIQAC.
- Orientation Programme for newly recruited teaching staff to create an awareness pertaining to imparting quality education ensuring quality in higher education and creating awareness to bridge the gap between traditional pedagogy and 21st century learner
- Meetings conducted periodically for the faculty of various departments for planning and organizing Research, Workshops, Guest Lectures Field visits for all departments.
- More Seminars, workshops and Skill development activity organized during the year 2017-2018. Many activities were organised by FIQAC under Field Visits Programs initiated to provide Industry exposure.
- Institutional Social Responsibility activities were given due importance.

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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	Achievements/Outcomes
Field/Industrial Visits and Skill Development activities to be organised during the entire Academic Session	Institute organized twenty six Field/Industrial Visits and two Skill Development activities during the entire Academic Session for all programs.
Seminar and Workshops to be organised during the entire Academic Session	Seminar was conducted on 28th August 2017, on "Competition Law", by experts from NLU Bengaluru. Two Day Seminar was organized on 09th & 10th January 2018, on Elimination of Bonded Labour" by Prof. Yubraj Sangroula, Director, KSL, Nepal. Thirteen Workshops were conducted for students during entire academic session.
Support programmes for the slow learners.	Schedule for remedial classes prepared for Slow learner
To increase the Number of PhD holders.	This initiative has increased the number of Ph.D holders in the Institution in the Academic year 2017-18. The Institution has recruited four Ph.D. holders for the upcoming academic session.
To organise Faculty Development Programs to ensure the continuous learning for Faculty Members.	International FDP was organized on 16th January 2018 on the topic "Teaching Methods & need for changes in Teaching Methodologies in South Asia".
Monitoring student progression through counseling	The institute has full-time counsellor for student counselling.
Enhancing Research activities	The research forums are active in promoting research interest and aptitude among the teachers and students
Academic autonomy was ensured through systematic check points	All courses follow a lecture plan and all teachers prepare a coursefile for their respective subjects each semester.
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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	2018
Date of Submission	16-Mar-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Being an ISO certified Institute, a structured MIS is already existing which is also updated/improved from time to time. The major areas covered are: ? CCTV and Security Systems ? Daily subjectwise class attendance. ? Major activities are undertaken in each day. ? Classwise weekly and a monthly report prepared by respective class coordinators covering Attendance status of students, number of lectures scheduled / held in each subject, syllabus coverage indicated by faculty Industrial visits, Guest lectures, Class presentation, Assignments, etc. ? Faculty feedback from students twice during the semester. ? Guest lecture feedback. ? Industrial Visit feedback ? 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

? The vision and mission of FIMT are supported with the objectives of the society and replicates the commitment of the Institute towards the complete development of the students and imparting national and human values in them through academic, socially meaningful and co-curricular activities. ? The teaching, learning and evaluation schedules are strict as per the Academic calendar notified by the GGSIP University. ? While revision and up-gradation of the syllabi are done at the university level, the college has a mechanism for effective, documented curriculum delivery. ? The institute has well qualified, dedicated and experienced faculty. The pedagogy at FIMT provides ample opportunities for students to develop into trained and competent professionals by creating an awareness of the ever-changing technologies. ? The traditional classroom teaching is complemented by regular tests, group discussions, projects, seminars and industrial exposure by means of industry visits and summer training. ? The classroom environment is affable and makes learning proactive and the students learn a sense of team spirit, accountability and professional integrity. It helps in building a healthy student-faculty bond, which develops students to their fullest potential and harnesses the best in

the teachers. ? The institute and Faculty members adopt numerous policies for bridging the knowledge gap of the enrolled 'weak' students to enable them to cope with the programme of their choices. This includes tutorials and remedial teaching. The entire method is student-centric. ? For well -planned curriculum delivery, lesson plan file is prepared by every Faculty member before commencement of Semester. As per the lesson plan, the contents are delivered to the students and it is monitored by respective program coordinators and members of the IQAC Committee. ? Internal tests are conducted to evaluate the performance of students. Students regularly make present PowerPoint presentations. ? Continuous review of the progress of syllabus completion, the performance of the student's activities are done in the Academic meetings. ? Internal assessment is done transparently with examined scripts shown to students. Inter-personal skills are enhanced through Value Education.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NA	NA	01/08/2017	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	Economics	22/05/2017
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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	01/08/2017
BCA		01/08/2017
BA (Journalism)		01/08/2017
LLB	BA (Integrated)	01/08/2017
LLB	BBA (Integrated)	01/08/2017
BCom	Hons.	01/08/2017
BEd		01/08/2017
BA	Economics	01/08/2017

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	08/01/2018	94
Communication Skills Course in BCA	01/08/2017	66

Cyber Ethics Course in BCA	08/01/2018	66
Skill Enhancement in BBA(G)	01/08/2017	207
Ability Enhancement in BBA(G)	08/01/2018	207
Personality Development in BA(JMC)	01/08/2017	100
Understanding the Self (B.Ed.)	01/08/2017	100
Drama Art in Education (B.Ed.)	01/08/2017	100
Reading Reflecting on Texts (B.Ed.)	08/01/2018	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	238
BCom	Hons.	43
BCA		39
BA (Journalism)		169
BEd		97
LLB	BA (Integrated)	526
LLB	BBA (Integrated)	175
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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
<p>The objective of the exercise is to correctly gauge the impact of all the efforts taken by the institution at all levels on the various stakeholders. This feedback is collected and trends generated through statistical analysis. Based on the opinion of the stakeholders, further action is taken by the feedback committee. Methodology: • Feedback on curriculum is collected from students by circulating the Feedback Forms through Online/Offline mode. It is collected and brought to FIQAC for further analysis. • Alumni Feedback is collected through online form. The filled forms are sent for further action. The Subsequent action is similar to the other forms. Analysis: The data is</p>

compiled and analyzed for which it is given for deliberation to the departments, College Council and the Governing Body. General Action Plan after data collection and analysis • Annual Feedback Action Taken Report given after analysis of stakeholder feedback. • Meetings are held at the department level, college council and Governing Body to discuss the suggestions and trends and feasibility of implementing the suggestions in the feedback. Students' Feedback The Students' Feedback on curriculum and teaching learning process at FIMT is designed to get formative feedback from students that can be used towards the improvements in the quality of course structure and delivery, as well as student overall experiences. For the academic year 2017-2018, students' feedback is sought from around 500 students about the curriculum and teaching learning process. Majority of the student (51) agreed that the syllabus is very much challenging and the allocation of credits is appropriate in relation to the level of course work. Feedback analysis report • The analysis of the students' feedback clearly depicts that they are well satisfied with the curriculum development and revision. • It is observed from the students' feedback that few of them expressed the need of more ICT facilities. Teachers/Employee Feedback Feedback on different aspects of curriculum is sought from faculty members of FIMT. The aspects such as provision of adequate resources for syllabus Completion, coverage of both theoretical and practical components in the syllabus, the coherence of the syllabus with Programme Outcomes, involvement of the field experts while designing the syllabus, focus on necessary technical/ teaching skills, ensuring components that inculcate ethical values, enlisting reference books, focus on flexible curriculum based on current trends, updated elective courses etc. Feedback analysis report • The analysis of the teachers' feedback reflects the adequacy and availability of teaching-learning facilities. • The feedback from the teachers revealed the validity and adequacy of the syllabus. Alumni Feedback The contribution of alumni to the activities of the Institute is substantial especially in the development of the curriculum. Nearly 170 alumni were given their feedback for the academic year 2017-18. Feedback analysis report • The alumni feedback analysis report reveals that majority of the alumni is happy and proud to be a part of this institution and they agreed that they would recommend their friends and relatives to enrol in this institution.

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
BA	Economics	60	69	42
LLB	BBA (Integrated)	240	267	226
LLB	BA (Integrated)	240	290	234
BEd		100	119	100
BCom	Hons.	120	167	72
BA (Journalism)		120	160	100
BCA		120	137	66
BBA	General	240	314	207
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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
2017	3003	0	128	0	128

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
128	100	78	14	0	100
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

? Institute is providing counselling and guidance to students through full-time Faculty and a student counsellor meets every student of the college and offers to 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 analyse 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 organised. ? 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
3003	128	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
31	9	22	9	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
2017	Prof. Dr. Saroj Vyas	Principal	Rashtriya Mahila Gaurav Sammaan
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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	11/05/2018	13/07/2018
BEd	021	Semester	11/05/2018	12/07/2018
BA	216	Semester	11/05/2018	12/07/2018
BA LLB	038	Semester	11/05/2018	31/07/2018
LLB	035	Semester	11/05/2018	31/07/2018
BCom	888	Semester	11/05/2018	12/07/2018
BBA	017	Semester	11/05/2018	13/07/2018
BCA	020	Semester	11/05/2018	17/07/2018
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous evaluation is carried out throughout the year through regular tests, minor/major projects, student paper presentations, seminars, quizzes etc. ? Remedial instruction is given to slow learners and challenged students. ? Internal tests and examinations help to prepare the students for University Examinations. ? Corrected answer scripts are shown to the students and The teachers explain about as to how scoring by the students can be better in forthcoming examinations by expressing themselves more appropriately in response to questions.

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 prepared according to the calendar provided by GGSIP University. As an affiliated college, the University calendar is adhered to. In addition to this, all the interactive and innovative programmes to be conducted by the college, both at the faculty and student level. This ensures that the curriculum is enriched through related 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. ? 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. The same academic calendar is published on the institute's website before the beginning of every Academic Year.

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	Number of students passed in final year	Pass Percentage
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			final year examination	examination	
017	BBA	General	192	175	91.14
020	BCA		36	34	94.44
024	BA (Journalism)		38	35	92.10
888	BCom	Hons.	29	28	96.55
021	BEd		97	96	98.96
038	BA LLB		62	61	98.38
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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)	0	Not Applicable	0	0
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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
Seminar on Competition Law	Law	28/08/2017
Seminar on Elimination of Bonded Labour	All Departments	09/01/2018
Workshop - Positivity and Balanced Life for Digital Youth	Management, Commerce and Humanities	23/08/2017
Workshop - Latest Trends in Marketing (Product, Place, Promotion Price)	Management	28/08/2017
Workshop - Multidisciplinary Approaches in Law	Law	29/08/2017
Workshop - Latest Trends in Financial Management (International Trade, Indian Capital Market, Commodity Market)	Management, Commerce and IT	29/01/2018
Workshop - Legal Ethics	Law	05/02/2018

and Professional Ethics		
Workshop - Fundamental of Moot Court Competition Preparation	Law	27/02/2018
Workshop - Online Digital Marketing and Digital Forensics	IT	28/02/2018

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
Debate Competition	Jagrit Chawla	School of Journalism and Mass Communication - FIMT	28/03/2018	Student - Debate Runner Up Award
Residential Exchange Programme	Sky Thakur	Kathmandu School of Law	05/06/2017	Teacher - Certificate of Acknowledgement
3rd GNLU Annual Legal Services Forum	Aditya Pandey	Gujrat National Law University	30/04/2018	Student - Paper Presented
1st Youth Parliament	Aditya Pandey	Bilasa Youth Conclave	31/01/2018	Student - Co-Moderator
12th International Winter School	Aditya Pandey	Kathmandu School of Law	30/11/2017	Student - Team Spirit Award
Workshop on Approaches on Law	Aditya Pandey	Makeintern.com in association with IIT Kharagpur	31/08/2017	Student - Certificate of Merit
Residential Exchange Programme	Aditya Pandey	Kathmandu School of Law	30/06/2017	Student - Best Socialisation Award
KSL Student Exchange Program	Naman Shukla	Kathmandu School of Law	05/06/2017	Student - Best Researcher
9th Intra College Moot court competition	Jagrit Chawla	Moot Court Society - FIMT	25/09/2017	Student - Best Memorial Award
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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	01/08/2017
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
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0	1	2
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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)
International	Management	4	3.52
National	Law	2	0
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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	1
IT - Paper Published in Conference Proceedings	2
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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
Not Applicable	Not Applicable	Not Applicable	2017	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	2017	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	3	3	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/	Number of teachers	Number of students
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	collaborating agency	participated in such activities	participated in such activities
Swachh Bharat Abhiyaan	IPHH	97	600
Industrial Visits	Parle, NSIC, Yakult, Network Bulls, Amar Ujala, AIR	29	1500
Visits (Court/Parliament)	District Courts	8	480
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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
Nil	Not Applicable	Not Applicable	0	0
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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	4	FIMT	10
Student Exchange Programme	24	FIMT	10
Student Residential Programme	6	FIMT	21
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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
Industrial Academia	MPR/Summer Training	ITC, Nestle, Mother Dairy, NIIT, etc.	04/06/2018	31/07/2018	All Students enrolled (5th Semester)

Internship	Internship	CONCEIT SOLUTION PVT. LTD, IBM, ITC, IDBI, Ranbaxy, BSES, etc.	04/06/2018	31/07/2018	All Students enrolled (5th Semester)
Placement	Placement	SISL Info tech., JSKILLZ MANAGEMENT PVT. LTD, Career Sky Private Limited, Concentrix, etc.	12/03/2018	31/03/2018	Final Year students of various courses participated.
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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	21/05/2017	Faculty Student Exchange Programme	88
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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
225	231.89

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Classrooms with Wi-Fi OR LAN	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	Nature of automation (fully)	Version	Year of automation
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software	or partially)		
Alice	Fully	For Windows	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	45876	11469000	3806	1329401	49682	12798401
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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	01/08/2017
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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	90	2	90	2	2	2	7	2	0
Added	20	0	20	0	0	0	0	0	0
Total	110	2	110	2	2	2	7	2	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
1450	1390	78	60

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)

Classrooms: Regular cleaning and maintenance are carried out so as to provide an effective learning environment for the students. The central time table is designed in such a way that there is maximum utilization of infrastructure and classrooms. Classrooms are cleaned daily by the non-teaching staff of the
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college. Regular monitoring of electrical and fixtures is done and repaired immediately. Library: Annual maintenance contracts are done for the software used in the library. Proper ventilation is done so as to maintain a dry environment near bookshelves. Pest control is carried out so as to increase the life of valuables resources of the library. Furniture and fixtures are repaired as per the requirement centrally. The library is made fully automated. Computerized issuing and returning of books are done so as to save time. Computers: Maintenance and support are carried out by system administrators. Regular up-gradation is carried out for computers and software. Sports facility: Regular maintenance is carried out for gymnasium, sports equipment and sports 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	1	59300
Financial Support from Other Sources			
a) National	NSP Portal Delhi Govt, NCT	12	784100
b) International	Residential Faculty Exchange Program	2	45000

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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 implementation	Number of students enrolled	Agencies involved
WORKSHOP ON MOOTING SKILLS	27/02/2018	437	Delhi High Court
WORKSHOP ON LEGAL DRAFTING AND PROFESSIONAL ETHICS	05/02/2018	584	Delhi High Court
Personal Professional Development	07/10/2017	155	Lady Irwin College, Delhi University
Problem Solving Innovative Thinking for Personality Development	08/09/2017	126	USMS, GGSIPU
Financial Literacy Carrer Opportunitites in Banking Finance	08/03/2018	365	NABET
Carrer Opportunities After	19/03/2018	375	Carrer Launcher

Graduation-MBA Foreign Countries			
Carrer Opportunities After Graduation	23/01/2018	410	TIMES
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
2017	Nil	0	0	0	0
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		
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	1295	92	File Attached	296	20
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
2018	316	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
NET	15
Any Other	18

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

Activity	Level	Number of Participants
Nazariya (Cultural Event)	Institute Level	80
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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	Nil	National	0	0	0	Not Applicable
No file uploaded.						

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

Nil

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 college inculcates the practice of decentralized governance and Participative management. We 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. Every employee at all levels has an opportunity to contribute his/her innovative ideas leading to improved processes and hence higher quality results. 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, management 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. In various committees/cells, senior Faculty members are given representation nominated by the Principal and the Management, in the IQAC and other committees.

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	? FIMT is affiliated to GGSIP University, New Delhi and follows the curriculum and syllabus prescribed by the University for all its courses. ? However, time to time, University revise their syllabus and Senior faculty members from our college have been a part of the curriculum development committee formulated by university and have contributed to provide feedback and suggestions in curriculum development. ? Workload distribution as per subject specialization of faculty member.
Teaching and Learning	? Workshops, seminars, regular use of ICT in classrooms contributed to enhancement of Teaching-Learning. ? We have well qualified and experienced faculty members. ? Educational Guest Lectures and industrial visits are also part of the evaluation system. ? Enhancement of learning skills of the Students through participation in different Seminars, Workshop, Conferences and Skill Development Activity ? Regular feedback is obtained from students for improving teaching learning method. ? FIMT is WI-Fi enabled campus and provides facility for students to use internet as a resource in their studies ? To enhance the teaching quality the teaching faculty were constantly motivated to take up research work and the management Encourage Faculty to enrol for Ph.D. ? Subject Allocation is done as per the identified expertise of faculty and their choice of preference.
Examination and Evaluation	? As per University (GGSIPU)

guidelines, Internal assessment is done through internal examination, conducted in a semester by the institution. ? End Term Examination is conducted by University for final evaluation which is managed and centralized by GGSIPU University. ? Internal and continuous evaluation is done through class tests, assignments, viva and presentations ? All round evaluation through student seminars/presentations keeps the students in touch with their subject. It also enhances and helps students grow in confidence for University examinations.

Research and Development

? The faculty members are encouraged to publish their research contributions in various National International Journals and conferences ? The institute has Wi-Fi enabled internet facilities for the fast access to online resources for the Faculty and students. ? The institute motivates the faculty members to attend research-oriented seminars/workshops/conferences, etc., by providing special duty leave.

Admission of Students

? The admission is done through Entrance Examination conducted by GGSIPU University. and based on their online admission procedure, students are admitted to Colleges by opting their preferences and ranks. ? College is allowed to admit 10 students under Management seats, which is done on the basis of percentage in 12th examination and rank in CET Exam.

Human Resource Management

? H.R. policy is teacher/staff oriented. It is well communicated timely edited and current changes are incorporated as amendments so that all staff members can be educated with organisational objectives ? FIMT provides Special Leave for attending Seminar / conferences/ Workshops and external Exam duties ? Various orientation and enrichment programmes organized by the Institute for both teaching and non-teaching staff members for upgrading their skills in the latest technology.

Industry Interaction / Collaboration

? Many field visits /Internships are being organised for the students, this provides a platform and opportunity to understand theoretical concepts practically and also provide Industry exposure where the component of

learning that focuses on the application of theory in an authentic industrial context. ? Visit organised for BBA, B Com(H), BCA, BA(JMC) Students to various companies/industries.

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

E-governance area	Details
Planning and Development	To use ICT in the process of planning college-events and activities, institute uses personal e-mails. Important notices and reports are also circulated via e-mails.
Administration	To achieve the target of Paperless IQAC, committee members of it started using Google facilities and various other modes. ? The college campus is equipped with CCTV Cameras installed at various places of need and software is available for surveillance on the computer for college Authorities.
Student Admission and Support	? Google Docs: -To prepare notices and activity reports. ? Google Forms: -To prepare Feedback forms and get Online feedbacks of Students, Parents. ? The college has Biometric attendance for teaching and non-teaching staff.

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
2017	Nil	Nil	Not Applicable	0
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	International FDP Teaching Methods need for changes in Teaching M	FDP	16/01/2018	16/01/2018	72	0

	ethodologi es in South Asia					
2017	Personal P rofessiona l Developm ent	Skill Deve lopment Activity	07/10/2017	07/10/2017	38	12
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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
NIL	0	01/08/2017	01/08/2017	0
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
17	17	3	3

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
? Institute organises workshops, FDPs, seminars and conferences. ? Yoga session was organized. ? 12 Academic Leave per year ? on festive occasions, lunches are organised ? The Institute sponsors the Research Publications registrations to academic conferences ? Maternity Leave are provided	? EPF, ? Maternity Leave are provided ? Yoga session was organized ? Academic Leave per year	? Industrial trips are organised and several workshops, training sessions are conducted for their overall improvement. ? Continuous Guidance and counselling provided for overall development

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
Others	0.5	Education for Weaker Sections-CSR Funding
No file uploaded.		

6.4.3 – Total corpus fund generated

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)

? Skills development activity and Workshops was conducted and have attended by all members of Non-teaching Staff. ? Human Resource department provides guidance and support for higher education to non-teaching staff. ? The yoga session was organized. ? Personal Professional Development activity conducted on 7th Oct. 2017.

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

? Introductions of New Program BA in Economics during the Academic Session 2017-18 ? 'Comprehensive' and Integrated approach towards all the stake holders ? 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	IQAC has contributed to enhancing awareness about Student Support Services by way of: ? Sending e mails to the students ? Notices on the Notice Board ?	02/07/2018	13/07/2018	13/07/2018	11

Class announcements ?
Posting on the FIMT Website ?
Posting on social media.
Workshops, Seminar

No file uploaded.

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	08/03/2018	08/03/2018	46	12

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	500
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
2017	0	0	01/08/2017	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	01/08/2017	Not Applicable

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Nil	01/08/2017	31/07/2018	0
No file uploaded.			

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

? Floor coordinators were assigned the duty to make sure that light, computers, and appliances are off during the break, lunchtime and after classes. ? 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 and create awareness about the optimum usage of Electricity. ? Propagating usage of Paper bags and discouraging use of Plastic bags.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Two Best Practices
BEST PRACTICE: 1 TITLE: Enrichment of Spiritual Quotient (SQ) Through Assembly
 1. The objective of the Practice: Incorporation of traditional values in the modern curriculum. The importance of spirituality has been historically neglected in education. A new dimension to human intelligence has been recognized. - The Spiritual Quotient (SQ) is the intelligence involved in questions about the meaning of life and ultimate values. Spiritual wisdom develops our concern for others.
 2. Need Addressed and the Context Integrating the best of the ancient values in the modern curriculum through organized living.
 3. The Practice The college seeks to inculcate in every undergraduate, who is put through modern curricula, a deep sense of the traditional and spiritual values with the holistic discipline, the head and the heart. Daily theme-based assembly is an integral part of the daily routine. A regular assembly of 30 minutes is conducted daily with yoga practice and a session between principal, faculties and students is conducted to discuss their daily life problems. They also teach them how to deal with the daily challenges of life and help them build up their self-esteem. All these practices help us in developing our SQ and it is the spirituality which makes things easier for us, to go through life's journey with all its ups and downs.
 4. Evidence of Success In today's era filled with hatred and insensitivity, perhaps a little dose of understanding about our own spiritual dimension would do us all some good. The practise has been followed and a large number of students are recruited for demanding placements.
 5. Resources This practice is generally suitable for a campus without much extra resource requirement. Infrastructure, adequate faculty, and resources to maintain them are required. Regular classes, internal assessments and other College activities sometimes become a constraint and become a hurdle in our spiritual growth.
BEST PRACTICE: 2 Title of Practice: Green Campus Initiative
 1. The objective of the Practice: • To increase environmental awareness among students, the staff of the college and among the population in the vicinity of the college. • To minimize the environmental pollution in and around the college campus.
 2. The Context A clean environment is a basic necessity for a human being for health and efficiency. Mostly limited availability of public transport compelled increased use of personal vehicles which is one of the reasons to increase pollution in and around campus.
 3. The Practice The Green Campus Initiative practices are as follows: • Evaluation of daily operations in terms of pollution prevention, waste stream management, and energy efficiency—reducing, reusing, recycling, repairing wherever possible. • Organizing an environment awareness programs wherein faculties, as well as students, participate in various events and activities which talk about the importance of a green environment and how changes can be brought out at our campus and in our society to set an example of a responsible

organization. 4. Evidence of Success To create awareness regarding environmental policy amongst the students and the management. ii. To maintain pollution free campus by avoiding tobacco, pan-masala, chewing on the campus. As per the govt. rules and regulations regarding the instructions of tobacco-free campus signboards are displayed at various places on the campus. 5. Resources To use solid waste through vermin-compost on the campus and use it as a fertilizer. To use 'Use me' Dry and Wet dust bins in the college campus so as to keep college campus clean. To protect and nurture the Flora and Fauna on the campus.

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, established by The Fairfield Group of Institutions, backed by legacy of 42 years of 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 FIMT is a venture of its own kind where academics and professionals have joined hands to aid and direct the agenda of education. The unique learning environment at FIMT is built upon the bringing together of a personalized, student-centric community, within an open environment that embraces a rich diversity of individuals, ideas and approaches. FIMT is recognized for its quality in teaching and learning which counts it among the BEST affiliated colleges of GGSIP University. In addition, the programs are recognized by the most prestigious associations in their respective fields. The Institute has been established through the dedicated and selfless endeavors of educationists and social workers who are deeply concerned with the standards of education and are determined to upgrade the quality, content and direction of education. With a humanistic approach, entrepreneurial spirit, innovative vision, and focus on academic rigor, FIMT is committed to educating professionals and experts who will make a difference in our society. Our practice-based approach towards learning starts in the classroom help students to become international professionals The pioneer Institute is committed to give its best to all the stake holders, ? During the Academic Year 2017-18 new Program were BA in Economics introduced. ? FIMT believe in the all-round development of the beginners, which includes the values of Vivekananda. ? FIMT want to create an environment where our ethnicity and traditions go hand in hand with the material world.

Provide the weblink of the institution

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

8.Future Plans of Actions for Next Academic Year

? Organizing seminar and workshop by the IQAC to promote the quality improvement strategies in teaching-learning, research, extension related and co-and extracurricular activities. ? To add new Program in undergraduate courses during Academic Year 2018-19 ? Organize interactive sessions of final year students with skilled professionals and alumni ? Registrations of Alumni Association ? Enhancing academic excellence and improving teaching-learning pedagogy. ? Encouraging faculty members to complete their doctoral degrees and to continue research activities through quality publications and research projects ? Student committee for Academic and overall development of students ? Construction of

rainwater harvesting system in the college campus ? Increasing the number of environment-friendly initiatives and ensuring the participation of maximum students in such initiatives ? Promoting activities such as Yoga, physical exercise, meditation etc related to the development of mental and physical fitness of students, faculty and staff ? Development of skills of the students by inculcating core values among them further by Imparting value-based education.