



# **SELF STUDY REPORT**

**FOR**

**2<sup>nd</sup> CYCLE OF ACCREDITATION**

## **IDEAL INSTITUTE OF MANAGEMENT AND TECHNOLOGY**

IDEAL INSTITUTE OF MANAGEMENT AND TECHNOLOGY 16-X  
KARKARDOOMA INSTITUTIONAL AREA (NEAR TELEPHONE EXCHANGE)

DELHI-110092

110092

[www.idealinstitute.edu.in](http://www.idealinstitute.edu.in)

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**January 2024**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

### **About Institution**

Ideal Institute of Management and Technology was established in the year 1999 under the aegis of New Millennium Education Society and was accorded recognition and affiliation on 28th February, 2000 by the Directorate of Higher Education (DHE), Govt. of NCT of Delhi and Guru Gobind Singh Indra Prastha University.

### **Chairperson**

Smt. Sudha Aggarwal

### **Director**

Prof. (Dr.) Anil Parkash Sharma

### **Permanent Campus**

16 X, Karkardooma Institutional Area( Near Telephone Exchange), Delhi – 110092

The Institute is housed in an aesthetically designed campus surrounded by greenery, in a prime location of East Delhi. The campus is equipped with latest State-Of-The-Art technology having 52 CCTV cameras to monitor Campus activities along with duly approved fire safety measures. The campus is easily reachable having Karkardooma Metro Station and Preet Vihar Metro Stations at a distance of 1 km., Karkardooma Court Metro station at a distance of 500 mts. only and Welcome Metro Station at a distance of 3 kms.

The spacious well designed building exhibits contemporary architectural beauty and makes it thoroughly enjoyable place for students. The building is installed with complementary ramps and elevators for comfortable access to differently – abled students. The entire campus is Wi-Fi enabled to provide mobility to the users. There is an air conditioning facility in all the class rooms, auditoriums , libraries, conference hall and the computer lab

Making a very modest start in 2000, with the courses like BIS(H) , BCA and B.ED, as on date the Institute conducts the following programmes:

1. Bachelor of Business Administration (BBA)
2. Bachelor of Business Administration (Computer – Aided Management)- (BBA(CAM))
3. 5 years Integrated Programme of BA LLB (H)

The programs, namely BBA and BBA (CAM) ,are conducted in two shifts and there are three departments , namely, Management – 1st shift, Management -2nd shift and Law department (Called School of Law). The institute takes pride in its Grade ‘A’ awarded by the SFRC, GNCT –Delhi, Academic Audit Committee of GGSIPU and Joint Assessment Committee of GNCT, Delhi and GGSIPU.

## **Vision**

**VISION** - The vision of Institute is to develop into a center of Excellence for Technical, Professional, Legal and Management Education at the Graduate and Post Graduate levels. The institute strives for and ensures the best of ambience, culture, character and standards of an Education institution

## **Mission**

**MISSION** - The mission of the society is to so shape the Institute as it acquires the status of acclaimed center of learning- an abode of excellence in Technical, Legal, Management and Professional Education.

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

### **Institutional Strength**

1. IIMT is focused on providing quality education in the fields of Management, IT & Law through its three programmes namely, BBA, BBA (CAM) and BA. LLB (H). So far 7 **Gold medalists** have been

produced by the institute.

2. The affiliating University has granted the permission to conduct BBA and BBA(CAM ) programmes in two shifts , so the institute is **catering to more number of students** through the two shifts.
3. The Institution has **highly qualified teachers**, with 16 of them holding Ph.D.(as on 31st July, 2023) and most of them are NET qualified, Twelve are currently pursuing Ph.D.
4. Faculty members are **self- motivated** and update their discipline-specific knowledge by attending various self-development programs like Refresher courses, Faculty Development Programmes, Seminars, Conferences, and Workshops.
5. The institute has a **high rate of faculty retention** and also a high rate of student retention.
6. The institute enjoys a **positive reputation** in the University & among the affiliated colleges of Delhi NCR
7. IIMT enjoys the **locational advantage** as it is situated in the zone well connected by metro (Blue line and Pink Line)
8. The institute has a registered Alumni Association( registered on 23rd March, 2019), which has helped in strengthening its **alumni network**
9. IIMT is receiving an **annual grant of Rs. 20,000** from Department of Environment, Government of NCT of Delhi, for the promotion of environment related activities through formation of Ideal Eco Club.
10. **Free Medical Insurance** is being provided to all the teachers of IIMT and the support staff is covered under ESI
11. Number of **Placements** has improved.
12. Institute maintains a **strong Network of Industry-Institute interaction**, which helps in providing Summer internships to our students and arranging industrial visits / Field Trips.
13. Green campus is supported by **Rain Water Harvesting** set-up.
14. **Activities related to Research Methodology, Entrepreneurship Development and Intellectual Property Rights** have increased.
15. **Institute extends support to University** by

- a) acting as a Counselling Centre at the time of admissions ;
- b) supporting in conducting examinations as the Examination Centre
- c) supporting in evaluation of answer scrips
- d) Setting of Question paper and
- e) providing our faculty members as External examiners / University Representatives.

### **Institutional Weakness**

1. Lack of Financial assistance from affiliating University, NGOs and Government Agencies for Research & Development activities
2. Less number of R&D Activities .
3. Lack of Consultancy projects .
4. Problems in signing MOUs with Government bodies.
5. Alumni Network requires further strengthening .
6. Distance from other regions of Delhi, namely South & North Delhi.

## Institutional Opportunity

1. **Collaborating** with Foreign / Other Universities for research and academic endeavours
2. **Organising Student Exchange Programmes** and Faculty Exchange Programmes in collaboration with Indian & foreign Universities.
3. **Introducing Programme in Computer Applications** . ( The institute has got the due authorization and has started Bachelor of Computer Application (BCA) programme in the academic Year 2023-24 in the first shift.)
4. **Getting more placement** opportunities for students by collaborating with industrial establishments specifically MNCs and law firms.
5. Offering more **Skill Development Programmes** to enhance students' employability.
6. **Aligning institutional goals with global initiatives** like United Nations' Sustainable Development Goals and incorporate them in our Outreach Programmes.
7. Engaging all stakeholders in developmental activities.
8. Rebranding and Upgrading the Library Services
9. Starting focussed marketing & publicity of the college

**Overall, IIMT believes that weaknesses can be seen as challenges and challenges can be converted into opportunities with a vision to excel.**

## Institutional Challenge

1. Getting permanent affiliation from our affiliating university and getting our faculty members recognized by the affiliating university.
2. **Mentoring of Students from diverse backgrounds** (a mix of urban, provincial and rural backgrounds) along with academic diversity (state boards and mix of CBSE and ICSE) as they face adjustment issues. To mentor them and address their personal and other problems is challenging.
3. Providing Wi-Fi connectivity to each student is a challenge.
4. Encouraging self-learning process among the students as students largely focus on examination oriented tasks
5. **Getting Better placements** in terms of job profiles and package offered to the students.
6. **Coping with growing emotional and psychological needs** of students.
7. **Mobilising research funding** from industry and governmental organizations.
8. **Getting more research publications from Faculty Members** with targeted impact factor/citation indices etc.

## 1.3 CRITERIA WISE SUMMARY

### Curricular Aspects

### Curricular Aspects

IIMT is a college affiliated to Guru Gobind Singh Indraprastha University and we follow the curriculum designed by the university for the three programs of our institute. The institution follows a meticulous process for curriculum delivery and effective implementation. The monthly planner for each course is prepared by subject incharge which ensures detailed curricular coverage, well framed transaction strategies, and assessment of learning outcomes. The institution also employs various instructional methods like lectures, Group discussions, case study analysis, power point presentations, and extensive use of Smart Boards, etc . Experiential learning is executed through field trips to industries, summer internships, minor and major projects and other co-curricular activities to enrich the learning experience.

Academic flexibility is ensured through the Choice-Based Credit System (CBCS) implemented across all the programs. While some courses are compulsory for all the students pursuing a program, some elective courses are also offered to the students where students can choose the course according to their academic interest. After the revision of curriculum by the university the students can also exercise the option of multiple exits and multiple entries to complete the program. The University has also started the process of creating the Academic Bank of Credits for the students from November, 2023 for the students enrolled by the university in 2021, 2022 and 2023.

The institution offers a variety of certificate/value-added courses and online courses through platforms like SWAYAM, and NPTEL. While MOOCs have become a part of the curriculum as well but for further skilling of the students the institute has conducted Certificate courses in Spanish and French and IT based certificate courses in association with IIT- Bombay- Spoken Tutorials. The Online classes during COVID-19 also gave many opportunities for conducting short term certificate courses in Digital Marketing, Excel., Advance Excel, Intellectual Property Rights , Data Visualization, Financial Modelling etc.

The integration of crosscutting issues such as professional ethics, gender, human values, environment, and sustainability into the curriculum is ensured partially through the curriculum framework wherein courses like Legal Ethics and Court Crafts in BA LLB and Corporate Ethics, Governace and Social Responsibility in BBA, address the issues of professional ethics and human values. Specialized courses such as "Women and Law" and mandatory courses on Environment Studies and Law demonstrate a commitment to gender perspectives and environmental consciousness. The institution's initiatives, like the Ideal Eco Club working actively for raising awareness about environmental issues, further reinforce the integration of these values into student education.

The institution actively collects feedback from various stakeholders, including students, teachers, employers, and alumni. This transparent and accountable feedback system reflects the institution's commitment to continuous improvement based on stakeholders' input.

Overall, the institution's approach aligns with the principles of holistic education, preparing students not only academically but also ethically and practically for their future endeavors.

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

As an affiliated college of GGSIPU, the students' admission in the college is regulated by the university. The students are selected on the basis of their rankings in CET / CUET conducted by GGSIPU / National Level

Examination bodies. 85 percent seats are reserved for students belonging to Delhi and remaining 15 percent from regions outside Delhi. The students from reserved category are also given admission as per university norms and given an equal opportunity to become a part of the main stream education system. The institute also provides the adequate infrastructure for ease of the Divyangjan (differently – abled), that includes facility of ramps , wheel chairs and lifts for students.

The institute maintains a teacher: student ratio of 1:20. This ratio helps the teachers to have better interaction with the students. For annual submission of teachers' data in AQAR, we are reporting the numbers as on the last day of the academic year i.e., 31st July. The faculty members are well qualified and keep themselves updated with the latest pedagogical tools and recent trends in their subject areas. Subjects are assigned to faculty based on their competency, subject expertise and experience. The teachers also act as mentors for the students and listen to the problems of the students and counsel them regarding their career options and also personal issues.

Experiential and participative learning is the main focus of the teaching-learning process. Field trips including visit to industrial establishments (for management students) and Court & jail visits (for Law students) are organised to give a practical exposure to students. The institute promotes ICT-friendly teaching via Smart Boards, Google Classroom and Power point presentations. The students are guided to develop their critical thinking skills and teachers try to use innovative methodologies of teaching using debates, discussions, peer learning etc. for better learning experience. Our library is well- stocked with the latest textbooks and reference material. Computer and internet facility is available in the library for easy access to online journals and e-resources to one and all. The teaching methodologies are student-centric. Advanced learners and slow learners are identified, and diverse programs for slow and advanced learners are designed by the institute. Remedial classes and counseling sessions are carried out on regular basis for slow learners. While, advanced learners are groomed by involving them in live projects, research-based assignments, etc. They are also motivated to present/publish research papers or make research based posters and participate in conferences and seminars organised by the institute.

. The University follows Outcome Based Education (OBE). A set of PO's, PSO's and detailed CO's are defined with the syllabus itself. There is a system of continuous evaluation of the student through mid term test, assignments, class performance, presentation etc. The end-semester examination is conducted by GGSIPU and the students need to report to other colleges to appear for their end-semester exam. The complete process is transparent and in conformity with the University's guidelines specified in the academic calendar.

## **Research, Innovations and Extension**

IIMT is offering under graduate programmes only so getting funds for research from government & non government agencies is a challenge.

The culture for research is promoted through the Research & Development Cell, which is dedicated to fostering research among the faculty members in the emerging fields of law, IT, and management. The faculty members are encouraged to participate in conferences, seminars, workshops and FDPs to improve their general research capability and provided ODs for the same. They also get reimbursement of the registration fees for participation and also for publication of research papers. The faculty can make use of the resources offered by the college for research, such as the library, computer lab, internet, and research journals. This support has resulted in publication of high quality research papers, patents and chapters in conference and seminar proceedings and books. The faculty is also provided with ODs to pursue Ph.D. In 2022-23, there were 16 faculty members with Ph. D. and many more have either completed or are pursuing their Ph. D.

The college hosts annual international conference of Management & IT and annual national Seminar on Law. One Faculty Development Programme is organised every year. Since the last two years it is being organised under Pandit Madan Mohan Malviya National Mission on Teachers and Teaching(PMMMMNMTT). Besides these, workshops, seminars, refresher courses, webinars etc. are organised for further learning of teachers and students. Renowned academicians and industry experts are invited as resource persons for guest lectures and discussions on particular topics. The college regularly organizes programmes based on Research Methodology, Entrepreneurship Development and Intellectual Property Rights. The IPR Cell has been established in Law Department.

Through community initiatives, the college administration aims to encourage and inspire students to get involved in social activities that contribute to the development of an ethical society. The institute has started a number of community development initiatives because it is aware of its responsibility in fostering a sense of community on campus and in the surrounding. Numerous extension and outreach initiatives that are closely related to student, academic, social, cultural, and community services are regularly organized by the college.

The outreach programs are also organized by the college administration in collaboration with other nonprofit organisations and NGOs. Under the direction of NCC/NSS/Eco Club and as Para Legal Volunteers Training, a number of extension and outreach initiatives were organized. The Ideal Eco Club has been regularly getting a grant of Rs. 20,000 from Department of Environment, Government of NCT of Delhi.

The college also collaborates with industrial organizations and academic institutions for academic and research initiatives. Some of the collaborations have been with Amity University, Guru Nanak Dev University, Hansraj College, Sunrise University, IIT Bombay- Spoken Tutorials, IMS Pro-school, DLSA, DSLSA, MSME, Cognoscente Solutions, Halp Technologies and many industries and law firms which supported us for field trips and Summer Internships.

### **Infrastructure and Learning Resources**

The institute maintains a built up area of 3809 square metres and adheres to both university and Bar Council of India norms for infrastructure requirements.

The institute has Management Room, Director Room, Admin office, HOD's Rooms, Staff Rooms, 22 well-equipped classrooms, Moot Court, Legal Aid Cell, Placement Cell, IQAC Room with modern LAN and Wi-Fi facilities. The campus features two auditoriums (Main and Mini Audi) and a Conference Hall having Seating



Capacity of 400,100 and 60 respectively which provide versatile space for conducting various cultural and academic events . All are air-conditioned and equipped with modern amenities such as Smart Boards, speakers, mics, stage lighting and CCTVs

It maintains a computer lab having 83 computers/ work stations for students, an LCD projector, security cameras, and necessary software. The IT facilities are regularly updated . The computing facilities are supported by high-speed LAN connections in labs and class rooms and campus-wide Wi-Fi coverage with the internet connectivity speed of 1 Gbps. Also the institute has subscribed to online platform Cisco Webex to facilitate online classes, conferences, webinars, and FDPs. There are 63 more computers one for each faculty member and the remaining for administrative work.

The institute also has two libraries and two reading rooms, one each for management and law, with a combined total of 24706 books in 2022–2023.. Students can also use the book bank facility offered by the library. Since 2009, Alice for Windows (AFW) 6.00.020 is being used to fully automate its operations including Acquisitions, cataloging, circulation, and inventory .Moreover, the library has **digital access** to the following resources: Indian Journal, Publishing India, Delnet, American Central Library, British Council Library, Manupatra Law Reports, and Supreme Court Cases. The Library is optimally utilised by both faculty members and students

The Institute has Indoor and Outdoor Sports facility for chess, carrom, Table Tennis, volleyball, basketball , and badminton. The Institute has other infrastructure facilities that includes Garden, Girls and Boys common Rooms, Canteen, Lifts (02), Parking Space, Fire Extinguishers(40), Intercom Facilities, Ramp for Specially abled students (02), Gym Facility for Staff and Students The whole campus is under the vigilance of 52 CCTVs monitored from the control room.

### **Student Support and Progression**

Ideal Institute of Management & Technology has instituted statutory and other mechanisms to support spectrum of students and their well-being has been a central concern. Our institute strives to support the overall development of our students by providing a healthy environment. Mentoring and counseling services are provided for their overall well-being. Every effort is made to build the overall personality and competencies of students by organizing workshops and training programs to improve their soft skills, communication skills, life skills, ICT literacy etc. Memorial Prizes have been established to reward the students for topping in their respective classes after final semester. Cash prizes are also given to class-wise toppers, securing first and second positions in the annual exams. So far **7 of our students have secured the Gold medals from the University**. Every year, a number of students progress to higher education through succeeding in entrance examinations. While higher education in institutions of repute has been a popular option, many students also choose professional courses for enhancing their skill sets.

Anti-Ragging Committee and Grievance Committee ensure adequate awareness and immediate redressal of grievances, if any. The Internal Complaints Committee is vigilant regarding prevention of sexual harassment and provides a safe interface to the complainants. Students in SC/ST/OBC categories receive financial assistance under various Governments schemes.

The college has well established career counseling and training & placement cells, for guiding students towards a better career and providing job opportunities through on-campus interviews with the support of prospective employers visiting this institution for placement of students in service, retail, management and law. One of our students has joined Indian Revenue Services while another has joined Central Industrial Security Force. .Our

students are successfully placed at Berger Paints, House of Diagnostics, Virtuzo, Byju's, Shalimar Paints, Square Yards, SISgain, Indian Law watch, Oyo wedding, British Council, Winspark, Tech Mahindra, Energie Fitness, Amaron, Earthmate, IMS Proschool, Wealthedge, Kotak Mahindra, Amazon, Elite, Ambassade De France En Inde, Kotra, Embassy of Republic of Korea to name a few.

The institute has a vibrant sports culture and has a good infrastructure for sports and cultural events. A number of students have won awards at University, State and National levels. Students' representation to various academic, administrative bodies, including IQAC ensures that students participate in the institutional developmental process.

Clubs and Societies are proactively managed by faculty and students, which contributes greatly to the holistic development of all the students of the institute through sports and extracurricular activities, training workshops, and competitions.

The Ideal Institute Alumni Association was registered under the Societies Registration Act, on 23rd March, 2019, having registration no. District Shahdara/Society/1437/2019. This Association is instrumental in providing counseling to current students. The alumni also support us by providing internship and placement opportunities to our students.

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

IIMT has a well defined hierarchical structure to maintain the chain of command . The strategic decisions are taken by the governing body which has a good representation of faculty members of the institute. The academic decisions are controlled by the Head of the institute, designated as the director. The heads of the three departments work under the direct guidance of the director. The faculty members work under the guidance of the departmental heads.

Regular efforts are made by the heads to encourage the faculty members to upgrade their professional competence by attending refresher courses, workshops and FDPs. The college provides the financial support for such initiatives by re-imbursing the fees for participation and also providing ODs. The general service rules and promotion policies are clearly laid down in the policy document of the institute.

There are established procedures for planning and allocation of financial resources. The main source of revenue being the fees paid by the students. The college management takes care to upgrade the facilities regularly to meet the demands of teaching- learning processes. The income and expenditure of the institute are subject to annual internal audit.

Internal Quality Assurance Cell , established on 9th October, 2017 closely monitors the academic activities and focuses on quality enhancement in academics . The college also undergoes administrative and academic audit by the GGSIP University and Govt. of NCT of Delhi annually and has been scoring grade 'A' consistently. The academic activities of School of Law are also monitored by the Bar Council of India.

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

The Ideal Institute of Management and Technology (IIMT) is committed to promoting gender equality in its academic and administrative ranks. The institution has female Chairperson, Vice-Chairperson, and Heads of departments in BBA and vice –head, School of Law. Equal opportunities are provided to both the male and female students in all academic and co-curricular activities.

The institute organizes several activities to promote gender equity and gender awareness such as the National Debate Competition, Youth Parliament, and guest lectures .

The institute provides appropriate maternity leaves to faculty members and ensures a welcoming work environment for women. To ensure safety, the institute has dedicated security , including a Girls Common Room, separate girls’ rest rooms on each floor and round-the-clock surveillance with 52 CCTV Cameras throughout the campus.

The institute manages green campus initiatives, including plantation drives and marches to promote green plantations and cleanliness. The institute has a functional Rain water Harvesting System and takes pride in its green campus surrounded by lush green trees and plants. LED bulbs are being used to conserve electricity. We believe in re-using the paper for daily use. The institute also disseminates knowledge about natural resource conservation through Ideal Eco Club and provides free legal aid to those seeking help through the legal aid clinic.

IIMT strives to limit waste generation by implementing the theory of removing, reducing, reusing, and recycling. Waste segregation is carried out at the collection level, and hazardous waste is monitored. The institute maintains its own Rain Water Harvesting System for water conservation and recharge. The institute supports cultural diversity through various clubs such as Eco Club, Yoga Club, Music Club, Dance Club, Talent Club, Dramatic Club, Photography Club, Literary Club, Student Council etc.

IIMT recognizes the importance of education in building strong leadership skills. We are dedicated to providing value-based, high-quality education and raising awareness about constitutional commitments, values, rights, duties, and responsibilities. We aim at fostering global proficiency among our students for contributing to national development. We make extensive use of ICT to promote the professional potential, talent & qualities of the students.

Ideal Institute of Management and Technology (IIMT) is a NAAC accredited institution that prioritizes quality education. The institute has consistently fostered high moral standards and scholastic excellence among its students, despite the challenges posed by the pandemic. The institute has adapted to the new age of teaching and learning, introducing innovative ways of training and conducting annual Faculty Development Programmes. The students at IIMT consistently top university end-term examinations and have a strong track record in achieving reputable careers in various fields. The institute has established a Legal Aid Clinic, which helps in instilling humane, social, and academic order in students. The Delhi State Legal Services Authority (DSLISA) has bestowed the Clinic with a Letter of Appreciation, recognizing its commitment to societal benefit. The institute also has an Eco Club, which educates the public about environmental importance and promotes eco-friendliness among its students. The Institute receives annual funding of Rs. 20,000 from the Department of

Environment, Govt. of NCT of Delhi to promote consciousness towards Environmental protection and use of sustainable practices to save the earth.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	IDEAL INSTITUTE OF MANAGEMENT AND TECHNOLOGY
Address	IDEAL INSTITUTE OF MANAGEMENT AND TECHNOLOGY 16-X KARKARDOOMA INSTITUTIONAL AREA (NEAR TELEPHONE EXCHANGE) DELHI-110092
City	DELHI
State	Delhi
Pin	110092
Website	<a href="http://www.idealinstitute.edu.in">www.idealinstitute.edu.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Director	ANIL PARKASH SHARMA	011-22372639	9811862166	-	ideal_institute2@rediffmail.com
IQAC / CIQA coordinator	Shailja Khosla	011-9990053848	9990053848	-	shailjakhosla@idealinstitute.edu.in

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular Day Evening

Recognized Minority institution	
If it is a recognized minority institution	No

<b>Establishment Details</b>				
<b>State</b>	<b>University name</b>	<b>Document</b>		
Delhi	Guru Gobind Singh Indraprastha University	<a href="#">View Document</a>		
Delhi	Guru Gobind Singh Indraprastha Vishwavidyalaya	<a href="#">View Document</a>		
<b>Details of UGC recognition</b>				
<b>Under Section</b>	<b>Date</b>	<b>View Document</b>		
2f of UGC				
12B of UGC				
<b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
BCI	<a href="#">View Document</a>	05-06-2018	12	Not able to view document previous BCI approval letter date mentioned
BCI	<a href="#">View Document</a>	05-06-2018	12	Not able to view document previous BCI approval letter date mentioned
BCI	<a href="#">View Document</a>	05-06-2018	12	Not able to view document previous BCI approval letter date mentioned

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

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	IDEAL INSTITUTE OF MANAGEMENT AND TECHNOLOGY 16-X KARKARDOOMA INSTITUTIONAL AREA (NEAR TELEPHONE EXCHANGE) DELHI-110092	Urban	0.52	3809.84

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/ Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BBA,Management,	36	Ten Plus Two	English	120	89
UG	BBA,Management,COMPUTER AIDED MANAGEMENT	36	Ten Plus Two	English	90	44
UG	BA LLB, Law,INTEGRATED	60	Ten Plus Two	English	85	73

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

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	3				8				37			
Recruited	2	1	0	3	2	6	0	8	7	24	0	31
Yet to Recruit	0				0				6			

<b>Non-Teaching Staff</b>						
	<b>Male</b>		<b>Female</b>		<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government						0
Recruited	0		0		0	0
Yet to Recruit						0
Sanctioned by the Management/Society or Other Authorized Bodies						36
Recruited	23		13		0	36
Yet to Recruit						0



<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				3
Recruited	3	0	0	3
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt/LLD/DM/MCH	0	1	0	0	0	0	0	0	0	1
Ph.D.	2	0	0	2	6	0	1	4	0	15
M.Phil.	0	0	0	0	0	0	1	3	0	4
PG	0	0	0	0	0	0	5	17	0	22
UG	0	0	0	0	0	0	0	0	0	0

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	1	0	1
UG	0	0	0	0	0	0	0	0	0	0

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	0	0	1
UG	0	0	0	0	0	0	0	0	0	0

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	477	88	0	0	565
	Female	329	59	0	0	388
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	8	14	9	7
	Female	4	3	7	5
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
General	Male	169	177	175	111
	Female	90	91	103	83
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		271	285	294	206

### Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The institute's vision revolves around breaking down barriers between disciplines, fostering collaboration, embracing diversity, and preparing students and faculties to thrive in an interconnected and complex
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	<p>world. The institute conducts three programmes, namely, BBA, BBA(CAM) and BALLB. BALLB covers subjects in the domain of humanities and legal studies. The curriculum has been updated to cover the contemporary subjects like Intellectual Property Rights , Cyber security Laws , etc. BBA program covers relevant subjects related to management and computer applications. BBA (CAM) is focused on computer as an aid to management and has more computer based subjects like Relational Data Based Management System, Python programming, Object Oriented Programming , Data Analysis with R-programming, Web Designing &amp; Development, E-commerce , MIS, Information Technology in application of Business. Environmental Studies and Ethics are taught to both the management as well as the law students as compulsory subjects. To facilitate collaboration across disciplines, the institution engages its faculties across the disciplines through inter departmental activities and encourages interdisciplinary research and teaching collaborations. The institute also conducts multidisciplinary Conferences, Debates, Workshops, Seminars, MUNs etc.on contemporary issues fostering a culture of shared knowledge and interdisciplinary exchange. As a best practice in terms of meeting the interdisciplinary/multidisciplinary approaches in view of NEP 2020 certain associations and clubs of the institute such as the Legal Aid Clinic, Eco Club, IPR Cell and NSS are applauded for their efforts. The Legal Aid Clinic of the institute provides free legal aid and is operative between 3pm-4pm for the community on all working days .The clinic also conducts regular trainings, workshops, legal awareness programs and seminars. The Para-Legal Volunteers(PLVs)of the institute are associated with DLSA to assist the office of DLSA with multiple community outreach programs. The Eco Club regularly conducts activities in order to develop habits of sustainable living and practices. The students of the institute are inducted in the NSS which is a mandate for the management students as per their curriculum.</p>
2. Academic bank of credits (ABC):	Ideal Institute of Management and Technology is affiliated to Guru Gobind Singh Indraprastha University, Delhi and completely adheres to policy

	<p>decisions of the University. The College is completely prepared to implement Academic Bank of Credits framework and as per the directions of the University the students enrolled in the institute in the year 2021, 2022 and 2023 have created their ABC IDs in the month of November, 2023 and the compiled data of the students along with their ABC IDs has been duly submitted to the University on 18th November, 2023.</p>
<p>3. Skill development:</p>	<p>The institute's efforts to strengthen vocational and soft skills in alignment with the National Skills Qualification Framework involve a multifaceted approach that combines curriculum, training, industry partnerships, and student support. The aim is to equip students with both technical expertise and the broader skills necessary for professional success in today's dynamic job market. Under the skill enhancement courses of CBCS, college organises several workshops and guest lectures. Beyond CBCS, individual departments and placement cell organise sessions on skill enhancement. Also, diverse Add-on courses help in skill building in relevant sectors . Online courses provide multiple opportunities for certification in soft and hard skills, for industry preparedness across the streams. The institute envisions producing profession ready students who will excel in their respective fields and constantly works towards developing their skills which are engrained in the curriculum itself. The curriculum for the law students includes Professional Skill Development Activities, Moot Courts and the management students have MOOCs and elective skill advancement courses where as the IT( BBA(CAM))students have regular laboratory classes as part of their credit system. The institute also offers language skills courses and environment science courses as part of the ability enhancement skills. The institute regularly organizes Field visits to different industries for management &amp; IT students and Court visits and jail visits for Law students to give them a hands on experience . Faculties in order to improve and enhance the Soft Skills of the students engage them through project-based learning, presentations, group work, and extracurricular activities. Regular career counseling sessions are organized to guide the students on how to crack an interview, appear in a GD, write an effective resume and mock interviews</p>

	are also conducted.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	<p>The integration of the Indian Knowledge System into the institute includes recognizing, respecting, and incorporating traditional Indian wisdom, practices, and knowledge into modern education and research. The institute is mindful of the same and ensures via its curriculum as well as pedagogy to include the concepts like Vedas, Shastras, Indian Ethos and Values etc. Subjects like Corporate Governance, Ethics and Social Responsibility of Business, Human Rights and Value Education etc. in the curriculum of various programmes inculcates cultural values in Indian tradition so that students imbibe value orientation. The institute is mindful of the inherent linguistic, cultural and regional diversity and its implications. Hence, teachers use English and Hindi to interact and also assist students from diverse cultures to adapt to new surroundings.. The themes of cultural clubs like dance, music, drama and creative writing are focused on educating students on plurality of Indian culture. All festivals and cultural events are celebrated with zeal in the institute to embrace and appreciate the Indian culture and its diversity. The students display their talent in art, dance, speeches, essays, drama, and music in various inter and intra college activities such as Gyan Manthan, Anugoonj (University Fest), Annual function , Ethnic Day Celebration and celebration of various festivals such as Janmashtami, Dussehra, Deepawali, Lohri, Holi , Basant Panchami.etc. The institute as an effort to instill a sense of pride, cultural identity, and appreciation for the country's rich heritage among students annually celebrates Republic Day, Kargil Diwas and Independence Day as a means to promote and honour the Indian Knowledge System. The active Ideal Yoga Club promotes and illuminates the benefits of practicing the ancient traditional techniques and through practical training encourages the students as well as faculties to embrace the techniques of Yoga Asana and Pranayama, Meditation Practice and Ayurveda Awareness which deepens the spiritual experience of Yoga.</p>
5. Focus on Outcome based education (OBE):	<p>Outcome-Based Education initiatives in the institution lead to improved educational quality, higher levels of student achievement, enhanced employability, and better alignment with industry and societal needs. It supports the institution's mission to</p>

	<p>provide relevant and meaningful education that prepares students for success in their chosen fields. The institute believes in a comprehensive approach to Outcome based education. Starting from the faculties' planning of their course is reflective of the course outcomes defined in the curriculum which are regularly modified by the University as a reflection towards the industry requirements. The goal is to align educational programs with specific learning outcomes and to ensure that students acquire the knowledge, skills, and competencies necessary for success in their chosen fields. Teachers stay updated through FDPs, workshops, orientation and refresher programmes to facilitate curriculum transaction. . Institute's continuous engagement with alumni help current students with career counseling sessions to choose their future course of action. The co-curricular activities like debates, quizzes, competitions, webinars and paper presentations initiate innovative thinking and thus prepare students for future endeavours. The students of the institute are continuously assessed through variety of assessment methods, including exams, projects, case analysis, viva voce and presentations. These Continuous assessments help faculty to gauge the effectiveness of teaching methods and make data-driven improvements to enhance student learning. To make timely adjustments to programs and teaching methods the Institution takes feedback from various stakeholders such as students, faculty, employer and alumni to ensure that it remains responsive to changing needs and expectations. The institute in order to enhance the classroom engagement, has introduced smart interactive boards in class rooms and has also provided a faculty training exercise to polish their skills to effectively use the technology in their classrooms. The institute has various student support services such as mentor-mentee program; tutorial classes for the advanced and slow learner students, in order to provide necessary guidance and resources to meet their educational goals.</p>
6. Distance education/online education:	<p>The apprehensions and hesitation of embracing technology in teaching -learning through distance mode has dissipated with the pandemic. It has given us the opportunity to experience both the strengths and limitations of sharing knowledge in distance mode through online lectures (PPTs, MOOCS, video</p>

presentations, Google tools, online weblinks etc.). Online programs even benefitted faculty members to keep themselves updated throughout the pandemic without compromising on quality education. The institute utilizes its efficient digital infrastructure to connect nationally and ensures the use of the digital platform to conduct national as well as international academic events such as FDP, Seminar, Debate Competition, Conference etc. Opening up of the educational institutions after pandemic has paved the way for adopting hybrid mode of education combining online and offline resources. This can be considered as the new normal, which is envisaged in New Education Policy as well. Due to the experience gained during the closure period of Covid-19, access to online resources by educators and students has become a norm. The institute conducted several online certificate courses for the students of BBA and BBA (CAM) in collaboration with IMS Proschool, IIT- Bombay Spoken Tutorials etc..The institute also conducted a 15 days Bridge Course on “Fundamentals of Digital Marketing using Social media tools” under Future Skills Prime programme for the students and faculty members in collaboration with C-DAC , Mohali – a Ministry of Electronics and Information Technology initiative.

### Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Electoral Literacy Club has been formed at the University level and also in IIMT under the Guidance of the Office of the Chief Electoral officer, Delhi.
2. Whether students’ co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Dr. Jitender Yadav has been assigned the responsibility of the Nodal Officer from Ideal Institute of Management and Technology since 1st August, 2021. , There are two students appointed as coordinators / Campus ambassadors , namely Deepanshu and Anmol Bhaskar. They support in dissemination of information to rest of the students of the institute about various events and activities conducted to spread awareness about importance of voting .All the students of IIMT are members of the ELC.
3. What innovative programmes and initiatives	On 8th November, 2021 we celebrated “ DILLI KA



<p>undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>VOTER UTSAV” where students had to share videos of registering themselves as a voter digitally. There was PPT and video presentation on 24th November, 2021 followed by online Quiz Competition for students. There was a Group Discussion Competition organised in the institute on 30th November, 2021 under the broad theme “ Jagruk Matdata”. The agenda for group discussion was “ A dialogue on identifying the Solutions to Challenges faced by Stakeholders during elections”.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>The celebration of “ DILLI KA VOTER UTSAV” was organised to make the students aware of role of voters in a democracy. It was a celebration and a way of appreciation for all the registered voters. “Jagruk matdata “ was another initiative to develop a sense of responsibility among the youth of the country in becoming a part of the growth trajectory of the nation. The students and faculty of the college also participated in the online Voters Pledge initiative organised at the national level on 25th January, 2022.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>Most of the students enrolled in the college are above 18years of age and have already got their Voters ID cards.(barring a few first year students).ELC is making announcements in the first year groups and encouraging them to become Registered Voters as early as possible.</p>

## Extended Profile

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### 1 Students

#### 1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
953	1013	1038	1023	1058
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

### 2 Teachers

#### 2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 69

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

#### 2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
42	46	50	51	49

### 3 Institution

#### 3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
323.26	269.72	252.29	252.58	294.29

File Description	Document
Upload Supporting Document	<a href="#">View Document</a>

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1

**The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment**

**Response:**

The admission process for all professional courses at our institute is primarily administered through the Common Entrance Test conducted by Guru Gobind Singh Indraprastha University in Delhi. It's important to note that the university directly receives application forms from the students, while our institute receives the list of students who have been allotted admission by GGSIP University. The Choice-Based Credit System (CBCS) was implemented in all its programs since their respective introduction years, as detailed below:

BBA - Introduced CBCS in 2005.

BBA (CAM) - Introduced CBCS in 2003.

BALLB - Introduced CBCS in 2006.

In addition to these, the institute also organized several value added Certificate courses.

The institute adheres to the academic calendar prepared by the affiliating university. The departmental Timetables are made by HODs and a senior faculty member. This ensures an efficient allocation of time for academic and co-curricular activities, including theory, practical sessions, tutorials, ICT (Information and Communication Technology), life skills, value education, and add-on classes. The department's aim is to achieve effective curriculum delivery through a combination of established and innovative methods.

A significant aspect of our educational approach is the development of a monthly planner for each department. This planner delineates curricular coverage, transaction strategies, and learning outcomes. The curricular delivery mechanism involves a five-phase process:

Phase I - Unit-Based Blueprint of the Curriculum.

Phase II - In-House Discussions to arrive at logical conclusions for transactions.

Phase III - Devising transactional strategies for learning outcomes.

Phase IV - Assessment of learning outcomes through written or verbal methods.

Phase V - Reinforcement of learning gaps through tutorials.

All programs taught at the college are affiliated with GGSIP University, and as such, all departments are required to implement the syllabus prescribed by the university.

The lesson plans are meticulously detailed, apportioning the syllabus fairly through democratic discussions during departmental meetings. Faculty members work diligently to complete the syllabus within the specified timeframe. Formal evaluative processes include tutorials, projects, class tests, assignments and internal assessments, with students encouraged to engage with faculty beyond regular class hours for doubts and curricular discussions.

Extra hours are devoted to remedial classes after internal examinations. The progress of teaching and learning is regularly monitored through periodic meetings of the Internal Quality Assurance Cell (IQAC) and departmental meetings with the Hod. Parent-teacher meetings also provide a platform to monitor curriculum delivery and make necessary adjustments.

In addition to these practices, the institute uses various instructional methods for curriculum implementation, such as chalk and talk, PowerPoint presentations, illustrative models, ICT tools like NPTEL videos, case studies, role plays, guest lectures, invited talks, workshops, industrial visits, project work, internships, peer teaching, and peer learning. Furthermore, curriculum delivery extends beyond the classroom, with various activities conducted through cells and clubs.

The institute follows a comprehensive approach to curriculum delivery, all aimed at enhancing the learning experience of its students.

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

## 1.2 Academic Flexibility

### 1.2.1

**Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)**

**Response: 6**

File Description	Document
List of students and the attendance sheet for the above mentioned programs	<a href="#">View Document</a>
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Evidence of course completion, like course completion certificate etc. Apart from the above:	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 1.2.2

*Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years*

**Response:** 7.47

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
30	82	00	150	118

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

## 1.3 Curriculum Enrichment

### 1.3.1

*Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum*

**Response:**

The integration of human values, professional ethics, gender perspectives, environmental consciousness, and sustainability into the educational curriculum is a pivotal aspect of our institution's commitment to

holistic and responsible education.

#### Human Values and Professional Ethics:

BA LLB Program: recognizes the significance of inculcating professional ethics and it includes a course specifically dedicated to Legal Ethics and Court Crafts. This course equips students with a deep understanding of the ethical and professional principles that are essential in the legal field.

BBA Program: offers a course on human values and ethics within the curriculum known as "Corporate Ethics , Governance and Social Responsibility". This course includes the philosophies of great thinkers and philosophers. By studying their thoughts , students gain a well-rounded perspective on ethical values, decision-making, and the role of ethics in business and management. It encourages them to reflect on their values and integrate ethical considerations into their future careers.

#### Gender:

BALLB Program: extends its commitment to a course called "Women and Law," designed to familiarize students with laws pertaining to women. This specialized course delves into the various aspects of legislation related to women, helping students understand the importance of gender equality and justice. By exploring the legal frameworks surrounding women's rights, students are better equipped to advocate for gender equality and women's empowerment in the legal context.

#### Environment and Sustainability:

The importance of environmental consciousness and sustainability is reflected through compulsory course on Environment Studies , which is a part of the curriculum for all undergraduate programs. This course equips students with a deep understanding of environmental issues, conservation, and the legal frameworks that govern environmental protection. It instils a sense of responsibility and a commitment to sustainability. Students learn about the impact of human activities on the environment and explore ways to mitigate this impact. They also gain insights into environmental laws and regulations, which is crucial in today's world, where environmental issues are paramount.

#### Special Initiatives:

In line with the institution's dedication to promoting environmental awareness, workshops were organized by the Ideal Eco Club on "Reuse of waste material" and the "art of origami." , Say No to Plastic, Say No to Crackers, etc.

In conclusion, our institution places a strong emphasis on the integration of human values, professional ethics, gender equality, and environmental awareness into its undergraduate programs. These elements are vital components of a well-rounded education, equipping students with the knowledge, skills, and values needed to excel in their chosen fields while contributing positively to society and the environment. The institution's dedication to special initiatives, such as the eco club's workshops , further reinforces its commitment to these principles.

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

### 1.3.2

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

**Response:** 58.87

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

Response: 561

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

## 1.4 Feedback System

### 1.4.1

*Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website*



**Response:** B. Feedback collected, analysed and action has been taken and communicated to the relevant bodies

File Description	Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	<a href="#">View Document</a>
Action taken report on the feedback analysis	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1

##### Enrolment percentage

**Response:** 86.6

##### 2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
206	294	285	271	308

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

2022-23	2021-22	2020-21	2019-20	2018-19
295	320	320	320	320

#### File Description

#### Document

Institutional data in the prescribed format

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

#### 2.1.2

*Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years*

**Response:** 31.3

##### 2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2022-23	2021-22	2020-21	2019-20	2018-19
12	16	17	12	20

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

2022-23	2021-22	2020-21	2019-20	2018-19
46	50	50	50	50

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	<a href="#">View Document</a>
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule ( Translated copy in English to be provided as applicable)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 2.2 Student Teacher Ratio

### 2.2.1

**Student – Full time Teacher Ratio**  
(Data for the latest completed academic year)

**Response:** 22.69

## 2.3 Teaching- Learning Process

### 2.3.1

**Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process**

**Response:**

The academic calendar is prepared by the Guru Gobind Singh Indraprastha University, Delhi, before the commencement of each academic year. The academic calendars shows the commencement and end of each semester stating various academic and extracurricular activities like internal & external examination, university festivals, university sports meet to be conducted during the session. In addition to this, an institute academic calendar is also prepared for each academic session in consonance with the academic calendar issued by GGSIPU which includes the tentative schedule for various academic and extra-curricular activities like Annual day, Institute festival, and industrial visit of students to be done at the departmental level/institute level.

The College makes continuous and conscious efforts to enable its students to realize their potential and evolve as leaders and transforming agents of society. For holistic development of students, Institute promotes students 'societies in scholastic and co scholastic areas in all capabilities.

**Experiential learning-** Existential investigation is facilitated by participation of students in activities organized under the umbrella of the following Clubs, "Ideal Literary Club" helps to develop a sense of creativeness and patience and to develop the soft skill set. "Eco Club" provides a platform to sensitize students about social cause and environmental matters. "Ideal Photography Club" focuses on significant outdoor activity. Various Industrial visits are also organized to give the practical knowledge to the students. University syllabus scheme also provides an opportunity of learning by doing as Minor Project Report, Summer Training Report and Major Project Report are integral part of every Management programs.

**Participative learning-** Students are encouraged to participate in various curricular and co-curricular activities organized in collaboration with prestigious organizations. "Ideal Literary Club" aspires to instill, nurture and promote the art of debating, writing and poetry among students by providing platform to the scholarly students. "Ideal Management Club functions with Content, Outreach, Sponsorships, Design, Events and the Research department and enhance the competitive spirit of participants and get a gist of how things work in the real corporate and business world and hold different sessions to cultivate the entrepreneurship mindset

**Problem solving methodologies-** Simulation technique is used in classroom to equip them with real working environment. Add on courses on advance excel, etc. to give opportunities to students to horn their skills through problem solving. Institute clubs organizes various events to motivate and introduce the problem- solving approach in a more entertaining way. Students gain first-hand experience on how to initiate and work in a start-up; it inculcates leadership, innovative thinking and management skills.

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

## 2.4 Teacher Profile and Quality

### 2.4.1

**Percentage of full-time teachers against sanctioned posts during the last five years**

**Response:** 93.33

#### 2.4.1.1 Number of sanctioned posts year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
48	51	52	51	53

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 2.4.2

***Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)***

**Response:** 50.42

#### 2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
22	24	27	24	23

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	<a href="#">View Document</a>
Institution data in the prescribed format	<a href="#">View Document</a>
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1

**Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient**

**Response:**

IIMT, being a constituent college of Guru Gobind Singh Indraprastha University, is bound by the University rules regarding Internal Assessment.

It gives 25% weightage to internal assessment of the students. The breakup of Internal Assessment as prescribed by the University is as follows: Class Test-I :( Written Test Compulsory) [15Marks]; Individual Presentation/Viva- Voice/Group Discussion/Class Participation [10Marks].

Teachers ensure that the students are aware of the Internal Assessment Evaluation Criteria. It is discussed with them in detail to enhance transparency and rigor with a view to focus on individual and original work.

The criterion is objective and transparent devoid of any bias on the part of the teacher. Students are informed in advance that independent learning, original thinking and new ideas will be given additional points.

Assignments and tests are regularly conducted and students are given multiple opportunities to improve their performance. A variety of techniques and methods such as MCQs, Analytical tests, Case studies, Book Reports, Classroom presentations, individual and group projects are employed. The College encourages the teachers to adopt innovative methods such as MCQs and Analytical Tests, etc. on a continuous basis before semester-end examinations held by the University. Teachers also bridge the knowledge gap of the students through innovative pedagogical practices employed in tutorials.

According to individual needs of the students, sometimes personalized and individual evaluation methods are evolved, especially for students with disabilities. Remedial classes are also offered in various subjects to provide additional help.

Students are given the opportunity to improve upon their performance through re-tests and one to one discussion in tutorials. Teachers are given free hand to design their own evaluation methods in this category, whereby students are encouraged to participate in interactive sessions, group discussions, PowerPoint presentations, projects and assignments.

Students are also encouraged to apply the theoretical concepts taught in class to real life situations/problems through these projects, assignments etc.

Disciplines such as Computer Applications and Mathematics have Practical Components as part of their Curriculum which focus on problem solving skills using ICT techniques and Software.

The institute has an Examination Committee for the smooth conduct of exams.

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

## 2.6 Student Performance and Learning Outcomes

### 2.6.1

*Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website*

#### **Response:**

Program outcomes are comprehensive statements that encapsulate the holistic development of students during their academic journey, covering knowledge, skills, abilities, and attitudes relevant to their chosen field of study. As an affiliated institute, the institute follows the meticulously outlined the Program Specific Outcomes (PSOs) and Course Outcomes (COs) for every program and course given by the University (Guru Gobind Singh Indraprastha University).

These outcomes serve as a guiding framework, shaping the educational experience and delineating the expected achievements for those pursuing various programs. This understanding is crucial for fostering effective teaching and learning environments, as well as for ensuring that graduates are well-equipped with the necessary knowledge, skills, and attitudes.

The awareness of program outcomes is paramount for the faculty members, as it enables them to strategically plan their lessons. At the outset of each session, faculties receive comprehensive briefings from their respective Principals regarding newly assigned subjects or any syllabus/outcome modifications in existing ones with an aim to provide holistic clarity of program outcomes and the specific necessities of course outcomes. The faculty members diligently chart out lesson plans, considering both course and program outcomes—a crucial step in ensuring alignment with overarching educational objectives. In-depth knowledge and understanding of the stated program outcomes empower faculty members to align their teaching methodologies, content delivery, and assessments with the overarching objectives of the program.

Students are introduced to the Program Outcomes (POs) and PSOs during the Orientation Program, typically conducted at the commencement of the first semester when they enroll in their chosen program, whether it's BBA, BBA (CAM) and BALLB . This crucial initiation provides students with a comprehensive understanding of the expectations and objectives they will encounter throughout their 3 or 5 years of academic pursuit in their chosen programs. This foundational knowledge sets the stage for a focused and purposeful educational journey.

Moreover, the Subject In-charges, recognizing the significance of clarity in educational objectives, conscientiously communicate the Course Outcomes (COs) to students while delivering an overview of the respective subjects. This proactive communication ensures that students are well-informed about the specific learning outcomes associated with each course, fostering transparency, and aligning expectations.

In a commitment to accessibility and transparency, the institute has taken deliberate steps to prominently feature these POs, PSOs, and COs on its official website and the hardcopies are kept in both the libraries of the institute. This serves as a centralized and convenient point of reference for students, allowing them to revisit and reinforce their understanding of the intended outcomes. This digital accessibility ensures that students can easily access this valuable information at any point during their academic journey.

Faculty members play an active role in inspiring students to embrace a lifelong passion for learning and self-directed inquiry. The institution promotes a culture of continuous learning, motivating students to remain abreast of technological advancements and emerging trends within their specific fields.



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

### 2.6.2

*Attainment of POs and COs are evaluated.*

**Explain with evidence in a maximum of 500 words**

**Response:**

The evaluation of Program Outcomes (POs) is primarily assessed through the students' performance at the end of each semester. The institution actively monitors progress through direct and indirect methods. Direct methods include examinations, observations, and mapping of knowledge and skills against measurable outcomes. Students under university examination are evaluated for 75% of total marks and institution for 25% marks as internal assessment. The knowledge and skills described by the course outcomes are mapped to specific problems on University Examination, internal exams, students projects, assignments, class tests, presentations and internal assignment.

A consistently high pass rate across all three programs serves as a clear indicator that students have successfully achieved the intended outcomes. Another noteworthy method of assessing the attainment of POs is through the significant percentage of students who either opted to pursue higher education opportunities or secured positions with esteemed organizations immediately upon graduation. Our central objective revolves around enhancing the employability skills of our students.

We place particular emphasis on calculating the percentage of students attaining distinctions or first divisions, which serves as a significant marker of improvement in students' academic performance. The evaluation of Course Outcomes (COs) is conducted through the assessment of students' performance in end-semester examinations.

It is noteworthy that our students have consistently emerged as toppers in various subjects at the university level, underlining their exceptional academic prowess. The institute proudly boasts a record of seven gold medals awarded to our outstanding achievers in diverse programs, including B.Ed., BALLB, BBA and BBA (CAM). This recognition not only celebrates individual accomplishments but also serves as a collective acknowledgment of the exceptional academic caliber of the institution's students.

Internship programs play a pivotal role in the evaluation process thereby as part of the curriculum, providing students with practical exposure and an opportunity to apply their acquired skills in real-world scenarios. The students are evaluated through viva-voice and report submissions regarding the practical skills they acquired through the exposure.

The institute's active placement cell plays a crucial role in achieving a key program outcome—students' employability. The cell acts as a bridge between external market requirements and student placement needs.

The institution actively engages in gathering feedback from students, alumni, faculty and employer. This indirect method is instrumental in measuring attainment levels across programs, subjects, courses, and syllabus outcomes. The insights derived from feedback contribute to ongoing improvements in the teaching-learning process and overall program effectiveness.

Furthermore, the institution monitors the attainment of POs through the notable outcomes of its graduates. A significant percentage of students opting for higher education opportunities or securing positions with esteemed organizations immediately upon graduation is a testament to the practical application and relevance of the educational programs. This emphasis on post-graduation success aligns with the central objective of enhancing the employability skills of students, ensuring they are well-prepared for the professional landscape.

These diverse evaluation methods collectively showcase the overall alignment of program objectives and course outcomes with the students' achievements.

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

**2.6.3**

**Pass percentage of Students during last five years (excluding backlog students)**

**Response:** 92.8

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

2022-23	2021-22	2020-21	2019-20	2018-19
249	305	280	228	265

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

2022-23	2021-22	2020-21	2019-20	2018-19
249	314	302	269	296

<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format	<a href="#">View Document</a>
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**2.7 Student Satisfaction Survey****2.7.1****Online student satisfaction survey regarding teaching learning process****Response:** 2.92

<b>File Description</b>	<b>Document</b>
Upload database of all students on roll as per data template	<a href="#">View Document</a>

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

#### 3.1.1

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

**Response:** 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

#### File Description

#### Document

Institutional data in the prescribed format

[View Document](#)

### 3.2 Innovation Ecosystem

#### 3.2.1

**Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident**

**Response:**

The college being an undergraduate college does not have much of a scope for creating an incubation centre. There is also the limitation of getting funds from government / non-govt. agencies to promote start ups or get the live projects for research. The college is aware of its role as a contributor to research. The College has a Research and Development Cell to motivate the faculty members to write research papers, The College has collaborated with various institution like Amity University , Guru Nanak Dev University ,Sunrise University , Hansraj College etc for organizing several research related events. To promote this research environment , the college organizes annual international conference for Management & IT in the month of august and the annual Law Seminar/ Conference in the month of January. Faculty members enthusiastically participate through contributing their research work. These also become a knowledge sharing platform for research scholars from other institutions and Universities who present their reaearch papers / articles in these events. Even the students are encouraged to participate by writing research papers or making research based posters. Our faculty members are also invited as resource persons in Seminars/ Conferences/ webinars/ Workshops . The annual Faculty Development Programme is another initiative of the college to keep the faculty updated with the latest

trends in their subject domain and in research methodologies. The 2-week Refresher Course helped the faculty members to learn the about the contemporary pedagogical tools. The faculty members have filed their patents and have also published books and chapters related to their subject area. . Institute encourages the faculty members to pursue their Ph.d work with each being granted official leaves during their course work and are also provided 6 Ph.d ODs in a year to complete their work.

IPR Cell is also established in the Law department . The cell organised a certificate course in IPR for students besides organizing several guest lectures and workshops. This helps the students in understanding the relevance of IPR in the modern Global society.

The Indian Knowledge System(IKS) is included within the framework of the curriculum . The Law students study about Indian History and Professional Ethics as a part of the curriculum for all. Teachers also normally use bi-lingual method for delivering their lectures. All Indian festivals and National festivals are celebrated to keep the students connected to their roots.

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

### 3.2.2

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

**Response:** 26

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

2022-23	2021-22	2020-21	2019-20	2018-19
4	6	5	8	3

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

## 3.3 Research Publications and Awards

### 3.3.1

**Number of research papers published per teacher in the Journals notified on UGC care list during the last five years****Response:** 0.51**3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
8	4	12	5	6

<b>File Description</b>	<b>Document</b>
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	<a href="#">View Document</a>
Links to the papers published in journals listed in UGC CARE list or	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**3.3.2****Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years****Response:** 0.7**3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
12	13	20	1	2

File Description	Document
List of chapter/book along with the links redirecting to the source website	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 3.4 Extension Activities

#### 3.4.1

**Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.**

**Response:**

Extension activities are essential and integral part in all the programmes. Students are invited to participate in the extension activities. The College has a good network in its neighborhood and promotes constant interaction with the community . Some of the extension activities organized during the last 5 Years are:

- BETI BACHAO BETI PADAO: To raise awareness about problems such as female foeticide and not giving education to girl child
- SUPPORTING ‘ASHADAAN-MISSIONARIES OF CHARITY’ for Divyangjan

(mentally challenged female residents)

- SWACHH BHARAT ABHIYAN – EK MISSION :Essay Writing Competition on Topic “Swachh Bharat Abhiyan – Ek Mission”: on the occasion of Gandhi Jayanti
- LEGAL AID CLINIC AND COUNSELING CENTER: The Institute has setup a Legal Aid Clinic and counseling center within the institute where any person can come and they are provided with expert consultancy by the senior faculties who have the experience at Bar as well and also counseling is done for the needy people by expert faculties.
- BLOOD DONATION CAMP in collaboration with Rotary Club:Students, faculty members and members of the managing committee, came forward to donate blood.
- FREE MEDICAL HEALTH CHECK-UP in collaboration with Goyal Nursing Home: The medical camp provided free tests for Diabetes, Blood Pressure, Dental check-up and offered counseling & treatment by trained Doctors and Specialists. Free medicines were also distributed at the camp.
- FREE LEGAL AID CAMP : Legal aid clinic of IIMT in association with DLSA, North East Delhi and DLSA Shahdara organized legal aid and Legal awareness camp in Karkardooma

Village, Mandoli Jail etc.

- WORLD WETLAND DAY: The Ideal ECO Club participated in a Workshop of Wetland Day was organized by Delhi Parks and Garden Society, Department of Environment, Government of NCT Delhi.
- RUN FOR NATION : A Marathon Rally on Run for nation was organized by IIMT, dedicated to the Armed Forces .
- IIMT ECO CLUB organizes several extension activities to involve students to raise the awareness about environmental protection like, the Waterless Holi with Herbal Colours , ‘ Say No to Plastic ‘ campaign, ‘No Crackers’ pledge for Diwali, etc.
- Extension activities through NSS and NCC

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

### 3.4.2

#### **Awards and recognitions received for extension activities from government / government recognised bodies**

##### **Response:**

IIMT receives an annual grant of Rs. 20,000 from Department of Environment , Govt. NCT of Delhi for the promotion of environment related activities through formation of Ideal Eco Club. IIMT ECO CLUB organizes several activities to involve students to raise the awareness about environmental protection like, the Waterless Holi with Herbal Colours , ‘ Say No to Plastic ‘ campaign, ‘No Crackers’ pledge for Diwali, etc. The main aim of establishing Eco Club was to conserve the natural resources and the natural environment, to create eco-friendly environment, create an awareness on biodiversity conservation, local environmental issues, to create a clean and green consciousness among students through various innovative methods. Eco club is a platform which promotes sustainable strategies for environment conservation and environment protection. The club offers programs and activities to encourage students to minimize pollution, plantation of trees, and environmental awareness, It is a voluntary group which promotes the participation of students in learning about, and improving their environment. The objectives of eco club includes motivating the students to keep their surroundings green and clean by undertaking plantation of trees, to promote ethos of conservation of water by minimizing the use of water and to motivate students to imbibe habits and life style for minimum waste generation, source separation of waste and appropriate disposal of the waste.

The Legal Aid Clinic of the college is duly recognized by Delhi Legal Services authority and has been awarded the Letters of appreciation by DSLSA and NDLSA. The Para Legal Volunteers , the students pursuing BALLB, are contributing towards spreading the awareness about legal processes and extend free legal aid as volunteers. Several awareness programmes are also organised in collaboration with DLSA.



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

**3.4.3**

*Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.*

**Response:** 26

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

2022-23	2021-22	2020-21	2019-20	2018-19
12	4	0	2	8

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**3.5 Collaboration****3.5.1**

*Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.*

**Response:** 14

<b>File Description</b>	<b>Document</b>
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	<a href="#">View Document</a>
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

#### 4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

#### Response:

The institute upheld a **2095 sq. m. (Built up Area 3809 Sq.m)** accessible campus and duly follows regulations of the university and Bar Council of India standards, ensuring compliance with infrastructure requirements and regulations.

Institute possesses facilities like:

Institute maintains **22 well-equipped classrooms** featuring **modern LAN and Wi-Fi facilities** also upholds an advanced computer lab housing **83 interconnected computers, an LCD projector, CCTV**, and essential software. Students can access individual workstations equipped with **extensive Wi-Fi**.

IIMT's **IQAC room** remains the central hub for quality assurance and improvement initiatives, also Institute has **2 libraries (Law and Management)** with a count of total number of **24706 books in 2022-23**, along with **2 reading rooms** for faculties. Library also provides **Book Bank facility** to students.

The campus boasts a **fully air-conditioned conference hall and 2 auditoriums (Mini and Main Audi)** equipped with an **LCD projector Screen, Smart Board, audio system, speakers, stage light, hand mics, podium, mics, and CCTV**.

The fully air conditioned Auditorium is used to conduct **cultural events** on regular basis with the facilities such as **Projectors, music system, mics, screens, stage light**, and **seating capacity** of more than **400**. The Annual day is also conducted in premises like Shah auditorium. Institute has open space for conducting events like Nukkad Naatak, Photography etc.

The institute has **sports facilities** like **Volleyball court, Basketball court, badminton court**. **Annual sports meet** is conducted every year in various premises such as **Vivekanand Mahila College, Common wealth ground** for the student and staff members. Field events such as **800 mtrs, 400 mtrs, 200 mtrs and 100 mtrs races, relay race, Shot put, Disc throw, Tug of War for Boys and Girls**, etc. are conducted during Sports Meet.

**Indoor Games:** The College maintains indoor games facilities such as **Carrom, Table Tennis, Chess**,

**Chinese Checker.**

**Outdoor Games:** The College maintains outdoor games facilities such as **Badminton, Basketball, Volleyball etc. Sports items include Net, Rackets and Shuttles for Badminton, Goal posts, Volleyball Net and Ball. IIMT also has Gymnasium consists of treadmill, dumbbells, Cycle, Twister, Yogamats etc**

The **Moot Court** equips law students to practice arguing cases, enhancing skills effectively.

The institute has a guard room with **4 guards**; three work in day shift, one works in both shifts.

IIMT maintains a **Management Room, Director's Office, Administrative Office, three HOD rooms for the 3 departmental Heads** which ensures effective management of day activity of college.

**Other Facilities in Campus:**

- Garden
- Girls Common Room
- Boys common Room
- Canteen
- Lifts (02)
- Parking Space
- Medical Room with First aid facility
- Fire Extinguisher(40)
- Intercom Facilities connecting all offices,labs,libraries and staffroom
- Ramp for Specially abled students (02)
- Microwave Ovens and Refrigerator (for staff members)
- Water Coolers with RO purification on each floor
- Photocopy Unit
- Washrooms
- Gym Facility for Staff and Students
- Moot Court Room
- Legal Aid Cell

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

**4.1.2**

***Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years***

**Response: 5.5****4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
23.91	15.03	7.99	13.19	16.43

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**4.2 Library as a Learning Resource****4.2.1**

*Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students*

**Response:**

IIMT's Library is automated since 2009, the current version being used is Alice 6.00.020 (AfW) (#5).

An integrated library system (ILS), also known as a library management system (LMS), is an enterprise resource planning system for the library, used to track items owned and patrons who have borrowed them. IIMT's Library is using "Alice for windows (AFW)". It is a product of "Softlink Asia". The library has embraced a forward-thinking approach by fully automating its operations through an Integrated Library Management System. This system efficiently manages acquisitions, cataloging, circulation, and inventory, streamlining administrative processes and enhancing the overall efficiency of library services.

The management and Law library of the Institute has a comprehensive and up-to-date collection of

physical and digital resources. This includes a vast collection of books, rare books, academic journals, Magazines and Newspapers. The numbers of rare books are 3 consistently since 2018, number of books were 24,706 in 2022-23. Library is equipped with reference books section with 3,996 books in 2022-23. No of title of books were 3,315 in 2018-19, more books were added and number increased to 3,628 in 2022-23. The library boasts collection of total 42 management and Law National & International Journals in 2022-23. No of Magazines and Newspapers (including 2 Hindi Newspaper) subscription were 18 in 2022-23.

**Access to e-resources and Journals(International and National)**

IIMT has 1 Desktop for Law and 2 for Management Librarians, Also 2 Desktops in each library for Faculty members and students to access e-resources like manupatra, law reports and Supreme court cases, Indian Journal, Publishing India, Delnet, American Central Library, British Council Library.

**International Journal:** Harvard International Law Journal, American Journal of Comparative Law, Journal of Criminal Law & Criminology, Law and Contemporary Problems, International Journal of Business Analytics And Intelligence, International Journal of Applied Marketing And Management, International Journal of Knowledge Management And Practices, International Journal of Business Ethics In Developing Economic, Anwesh: International Journal of Management And Technology, International Journal of Rural Management, World Affairs: The Journal of International Issues.

All India Reporter, Delhi Law Times, Criminal Law Journal, Journal of Criminal Cases, Corporate Law Advisor, Labour Law Journal, Banking Cases, Consumer Protection Judgements, Vidhigya, Patent and Trade mark Cases, All India Arbitration Reporter, National Journal of Cyber Security, Indian Journal of human Rights and Law, Indian Journal of International Law.

**Utilisation of Library by faculties and Students**

Library is optimally utilized by faculty Members and students of management and Law for academic and Research purpose. Average usage of library per day by the college is 45 in 2022-23.

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

**4.3 IT Infrastructure**

### 4.3.1

#### **Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection**

*Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words*

#### **Response:**

IIMT has two well-equipped computer labs featuring 83 interconnected computer systems. These labs maintain a student-to-computer ratio of 11:1 and are regularly updated with the latest software, including MS Office 2007, Turbo C++, Visual Basic 6.0, Oracle 10G, Adobe Reader, Micro media Flash, Micro media Dream Viewer ,Linux, Ubuntu Server (Open source), Adobe reader , Python (Open source) , “R” (Open source) ,Windows 10 with Digital Licensing , Windows 11 with Digital Licensing. The college utilizes workstations from reputable brands such as Dell, Lenovo, Zebronic, Gigabyte, and HP.

The Institute has 146 computers and desktops available for Management, Faculty , students and Admin staff. The college has invested in 25 HP laptops in September 2018, worth Rs 5.7 Lacs approx and In Jan 2020 Dell Desktop with Monitors worth Rs 3.1 Lac , in Nov 2021 Computing equipments worth Rs 1.58 Lacs , In September 2022 more computing equipments worth Rs 91000 approx , In Dec 2022 addition to Zebronic Computer Equipments of approx Rs 1.99 Lacs were purchased. In 2022 Interactive white board, Projector mounting kit, Ben Q Short throw projectors, other accessories were purchased of Rs.4.05 lacs . In March 2023 Server of approx Rs.1.06 Lacs, in the same year sound bar , Aux cable, Adopter of approx Rs 20, 000 were purchased.

The computing facilities are supported by high-speed LAN connections in labs and campus-wide Wi-Fi coverage.

During the Covid pandemic, Cisco Webex subscriptions were acquired to facilitate online classes, conferences, webinars, and FDPs.

**The Institute continuously upgrades Wifi facilities and updates the subscription to high speed Internet Connectivity.** On **3.6.2018** to 17.11.2020 (Tata Lease line ) 10 mbps speed were available which was updated to (Reliance broadband) on 17.8.2020 with 500 mbps. On 22.3.2021 the plan was further upgraded to (jio plan) with additional 300 mbps speed making 800 mbps and Finally updated to 1 gbps(jio business) on 4.11.21

The Classrooms, Auditorium, Seminar halls and Conference hall are ICT enabled. The auditorium has excellent acoustics and has Ahuja sound system with Sixteen speakers, one amplifier. There are 2 hand mikes, four wireless table mikes, four collar mics . The auditorium has been provided with 2 projectors. Mini Auditorium has 2 Speakers, 4 table mics , one amplifiers, Conference hall has 2 wall mounted speaker, 1 portable Speaker and 1 podium Mic. The 9 Classrooms is complemented by Smart board, 13 with LCD Projector, 5 with sound bars. The institution provides access to desktop systems, laptops, scanners and printer to both faculty and students which allows them to use computer aid for academic projects, practical sessions and for learning.

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

**4.3.2****Student – Computer ratio (Data for the latest completed academic year)****Response:** 11.48**4.3.2.1 Number of computers available for students usage during the latest completed academic year:**

Response: 83

File Description	Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**4.4 Maintenance of Campus Infrastructure****4.4.1**

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

**Response:** 48.51**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
155.72	139.57	129.4	128.54	122.11



<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format	<a href="#">View Document</a>
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1

*Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years*

**Response:** 5.15

**5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
44	74	44	55	45

#### File Description

#### Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

#### 5.1.2

*Following capacity development and skills enhancement activities are organised for improving students' capability*

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

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

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	<a href="#">View Document</a>
Report with photographs on ICT/computing skills enhancement programs	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 5.1.3

**Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years**

**Response:** 41.59

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

2022-23	2021-22	2020-21	2019-20	2018-19
853	320	152	552	238

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

### 5.1.4

***The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases***

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

**Response:** C. 2 of the above

File Description	Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	<a href="#">View Document</a>
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1

**Percentage of placement of outgoing students and students progressing to higher education during the last five years**

**Response:** 34.45

**5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
51	56	84	83	190

**5.2.1.2 Number of outgoing students year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
249	305	280	248	265

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 5.2.2

***Percentage of students qualifying in state/national/ international level examinations during the last***

*five years*

**Response:** 3.28

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

2022-23	2021-22	2020-21	2019-20	2018-19
10	13	04	0	02

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

#### 5.3.1

**Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years**

**Response:** 19

**5.3.1.1 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 wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
17	2	0	0	0

File Description	Document
list and links to e-copies of award letters and certificates	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 5.3.2

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

**Response:** 8

**5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
10	03	07	10	10

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

## 5.4 Alumni Engagement

### 5.4.1

**There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services**

**Response:**

Ideal Institute of Management and Technology in pursuit of maintaining its mark amongst the academic fraternity maintains communication with its passed out graduates via Ideal Institute Alumni Association registered on 23rd March, 2019 having registration No.-District Shahdara/Society/1437/2019. The Ideal Institute Alumni Association is an independent, non-profit organization whose purpose is to promote the welfare of the college by cultivating a mutually beneficial relationship between IIMT and its growing worldwide community of alumni.

The Ideal Institute Alumni Association aims to advance the institute through programs that enhance the students experience, promote student-alumni interaction, establish a spirit of loyalty towards the institution and cultivate relationships between students. Our alumni have established themselves as successful individuals in almost every field of their lives and we are extremely proud of them. We have our alumni all over the world which have kept the name of our college high since its beginning. The Student-Alumni Association has grown day by day with active and outstanding members who work to advance the institution.

The institute believes and practices the principle of *Vasudhaiva Kutumbakam* and thrives to connect the entire *kutumbakam* including the alumni. The Alumni Association leverages the resources, talents and initiatives of alumni to advice, guide, advocate for and support the association and university in achieving their respective missions and goals. The alumni of the institute are called upon as Keynote Speakers, Judges, Resource Persons, and Career Counselors etc in various academic activities and placement drives to encourage and motivate the present students. The Alumni Association provides and supports alumni programs and services, facilitates communication with alumni and seeks to strengthen alumni bonds of fellowship, professional association and university affiliation. The Alumni Association leverages the resources, talents and initiatives of alumni and friends to advice, guide, advocate for and support the Association and the University in achieving their respective missions and goals.

An alumni meet was organized on 25th August, 2018. Even during the pandemic we organized Virtual Alumni meet on 27th September, 2020 and 11th December, 2021.

Several of our Alumni, Mr. Varun Ahuja and Mr. Prateek Soni have helped in providing internship to ongoing batches and Alumni, Mr. Vishal Singh, IRS and Ms. Divya Sharma, Civil Judge-II, Madhya Pradesh have taken career counseling sessions of the ongoing batches keeping the engagement vibrant and reverberating. Alumni from Law, Ankit Kapoor aided in Strategic Business Management Competition namely ‘Venture Cup’, Mr. Shantwanu Singh, Ms. Aishwarya Luthra, Mr. Anand Mishra, Ms. Dona Dutta have judged various competitions like Moot Court, Debate etc, Mr. Abhishek Gupta has invited and recruited our Law students for his Legal firm SJ Law Chamber’s. To name a few such Alumni, Mr. Bharat Sharma always helps in organizing Industrial visits, Field Excursions trips and Field Interaction Tours from different places. Ms. Tanya Gupta has judged singing competition in Gyan Manthan Event. Some of our alumni are now part of the IIMT family as faculty members namely Ms. Astha Sharma, Ms. Deeksha, Ms. Sakshi, Ms. Anukriti & Ms. Apoorva.

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

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1

*The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.*

**Response:**

**VISION, MISSION & QUALITY POLICY of IIMT – uploaded on college website**

#### **NEP IMPLEMENTATION**

IIMT mainly focuses on learner centric multidisciplinary education, digital learning, Industry-Institute Collaboration, Academic Research and Internalisation.

#### **DECENTRALISATION PRACTISES**

All three programmes BBA, BBA (CAM) and BALLB are independent in their mode of functioning.

#### **Decentralization hierarchy- Refer Organogram**

IIMT's decentralised style of working is executed through the following committees:

1. Internal Complaint Committee
2. Anti-Ragging Committee
3. Grievance Redressal Committee
4. IQAC
5. Women Development Cell
6. Training & Placement Cell
7. Research & Development Cell
8. Library Committee
9. Book Purchase Committee
10. Core Cultural Committee
11. Discipline Committee
12. Student Council Committee
13. Decoration Committee
14. Welcome Committee



15. Prize Distribution & Certificate Committee
16. Canteen Supervision Committee
17. Legal Aid Clinic
18. Staff Secretaries
19. Attendance In-Charges

The Committees are required to perform their assigned duties in accordance with the objectives for which they have been created.

## **PARTICIPATIVE MANAGEMENT**

Dr. Seema Nath Jain, HOD of BBA 2nd Shift, is the Staff Representative for BBA, BBA (CAM) and Prof. Dr. Arun Gupta, HOD, School of Law is the staff representative for BALLB .

Participative management is implemented by:

1. The Director, HODs, Faculty and student representatives form the core part of the IQAC team.
2. Flexibility at departmental level as faculty members can suggest and implement curriculum enrichment.
3. Preparation of academic & daily lesson planners by faculties which are upgraded every semester.
4. Planning for the upcoming academic session by making a blueprint of the industrial visits, seminars, examinations, curricular activities etc.
5. Conducting quarterly meetings by IQAC to discuss the compliance of the work done during previous and upcoming semester.

## **PERSPECTIVE PLANS OF THE INSTITUTION**

IIMT's strategic plans include:

1. Optimal use of resource on campus in which maximum available usage of space, electricity, water is made.
2. Planning to introduce BCA in 2023 to justify the name of Management and Technology.
3. Upgradation of Classroom Infrastructure:
  - Classrooms are projector enabled having pull down screens to facilitate Power Point Presentations.
  - Utilizing smart technologies for classroom innovation and exposure by installing 9 smart boards in classrooms. Old and worn out (black, green and white boards) to be gradually replaced. Dustless chalks and whiteboard markers provided for existing requirements.
  - All classrooms are installed with AC's.
4. Enhancing Digitalization of Technology by:
  - Encouraging use of ICT Tools in teaching-learning process.
  - Introduced online teaching through the Zoom, Cisco WebEx and Google Meet platforms

during covid times & whenever required.

- The Conferences, Seminars are conducted in the hybrid mode.
- The Institution has an Integrated Library Management System (LMS).
- Increase in the number of CCTV cameras.
- The database of the students' admission is fully computerized and online portal for submission of fees enabled.
- Uninterrupted internet access due to higher GB data provision

5. Other Sustainable Practices:

- Promotes green practices for sustainability.
- Student exchange programs.
- Professional Ethics emphasized.
- Organizing industrial visits.
- Conducting Parent Teacher's Meeting.

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

## 6.2 Strategy Development and Deployment

### 6.2.1

*The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc*

**Response:**

The decentralization hierarchy in IIMT is represented by the Chairperson of the Institute Smt. Sudha Aggarwal, Vice Chairperson Smt. Neetu Aggarwal, Vice President Shri. Puneet Aggarwal, Secretary General Shri Vineet Aggarwal, Joint Secretary Shri. Manoj Gupta and Treasurer Shri Mahendra Aggarwal. The Director of IIMT is Prof. Dr. Anil Parkash Sharma and the HOD's of respective departments, the IQAC and the General Services and Student Bodies function under him. The Faculties are responsible to their HOD'S concerned and Student Class Representatives to their respective faculty in charges.

SERVICE CONDITIONS POLICY

#### Hours of Work:

- Working Hours: 7:30 hrs for Director/HOD's/ Faculties; 8:00 hrs for Admin Staff and 8:30 hrs for support staff daily for 6 days in a week.
- Half an hour lunch break will be provided (13:15-13:45 hours).
- The official timings will be from 09:00 hours to 16:30 hours.
- Second Saturday's will be an off.
- Employees would also be entitled to Public holidays.

#### General Rules:-

- A grace of 5 minutes is allowed to all members from their reporting time.
- Reporting after one hour of scheduled time will be counted as half day leave.
- In case an employee is late for the fourth time then one-day casual / one sick leave will be deducted. If an employee does not have any leave left; salary of one day for every three late comings will be deducted.
- One short leave of 1:30 hrs is allowed to faculty members every month to attend PTM of children or bank or any other urgent work.

#### Tracking Attendance

- A Biometric machine is being used for recording attendance.
- Additionally, it is mandatory for all employees to sign the attendance register as well.

#### Leave Rules

- Faculty and staff members can avail 10 Earned Leaves and 8 Casual Leaves in a year.
- Casual leave is to be availed only after obtaining prior approval.
- The Earned Leave if not availed during the year is carried forward to next year.
- Faculty and staff may also avail 21 days summer vacations i.e. between 15th May and 30th June on approval of Director.
- All leave applications should be routed through the HODs to the Director.

- The Chairperson will have the prerogative to cancel leave of any faculty and staff.
- Prefixing and suffixing of holiday/Sundays can be made along with the leave period but when Sunday falls within that period then that holidays/Sunday will be considered as part of the leave period.
- Compensatory Leave – Due to exigencies of service, employees may be called for duty on holidays / off days of the employee. Compensatory off for such duties will be entitled.
- Half day leave can be availed for second half of the working day.

File Description	Document
Institutional perspective Plan and deployment documents on the website	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 6.2.2

#### *Institution implements e-governance in its operations*

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

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

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

### 6.3.1

**The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression**

**Response:**

The effective measures for both Teaching and Non-teaching staff us reflected in following ways-

**TEACHING STAFF**

- 10 Earned Leaves and 8 Casual Leaves in a year are granted.
- Three weeks of Summer Vacations after 5 years of service and Two weeks of Summer Vacations after completion of 1 Academic Year and 1 week for those who join in mid of Odd semester up to September will be granted.
- Provision of short leave: - Faculty and staff will ensure that they do not leave the campus before stipulated time. A short leave of 1 and a half hour is allowed to faculty members, every month to attend PTM of Children or for visiting their bank or for some urgency, with prior approval from HOD.
- Maternity leaves are granted to female employees of 3 months.
- 6 Ph.D ODs are granted in a year for Ph.D work.
- Medi claim policy of min 2 Lac and Max 6 lac for all employees covering Spouse and children.
- OD's are granted for attending FDP/Seminar/Conference and reimbursement is also given.
- Best teacher Award and Best Researcher award is given.
- College offers free National and International tours for faculty and their family

**NON-TEACHING STAFF**

- Membership to ESIC.
- Leaves are granted.

**PROMOTION/INCREMENT OF STAFF**

- All promotions from Asst. Professor to Assoc. Professor) to Professor to Professor are in conformity with the procedure and qualifications laid down by the statutory bodies.
- Pay revision are done as per UGC regulations.
- Pay revision shall be done as per the prevailing scales of pay.

**FACULTY DEVELOPMENT AND ICT FACILITIES**

- Wi-fi enabled campus.
- Laptop/Desktop facilities are provided in the library, Faculty and office.
- Institute organizes workshops, FDPs, seminars, and conferences
- The institute sponsors the registrations to attend academic conferences and seminars.

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

**6.3.2**

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

**Response:** 8.82

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	2	0	6	13

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**6.3.3**

***Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years***

**Response:** 43.68

**6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
33	20	38	45	47

**6.3.3.2 Number of non-teaching staff year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
39	40	37	33	32

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Annual reports highlighting the programmes undertaken by the teachers	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**6.4 Financial Management and Resource Mobilization****6.4.1**

**Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)**

**Response:**

**MAIN SOURCE OF FUNDS RAISED IS FEES.**

**OPTIMAL UTILIZATION OF RESOURCES**

1. The institute prepares a budget each year making every effort to stick to it.
2. The institute ensures proper utilization of funds received. Accounts are maintained and audited by a CA appointed by the institute.

The Institute conducts only internal audit which is as follows:

The Audit objections raised by the auditor while performing the

audit are dealt with, in the following manner :-

1. On receiving the audit objections report from the auditor, the concerned accounts and administrative staff, gives this report a top priority and prepare the documents/reply to settle the objections (if possible)

before it goes up to the level of top management.

2. To resolve the backlog of audit objections, and for speedy resolution of audit objections, initiatives are taken to convene bipartite/tripartite meetings where possible.

3. The decision of these meetings are complied with immediately and necessary rectifications are done to resolve the audit objections.

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

## 6.5 Internal Quality Assurance System

### 6.5.1

**Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities**

**Response:**

IQAC is an effective and efficient internal coordination and monitoring mechanism. It plays an important role in maintaining and improving the quality of institution and makes recommendations for improvement of quality. For this purpose the following IQAC initiatives: Strategic planning and assignment of responsibilities are discussed:

1. The institute IQAC meets periodically every three months which ensures the implementation of initiatives reviews and works towards acquiring supremacy in academics and for continuous improvement in teaching learning process. For this IQAC Minutes of Meetings are maintained- that are uploaded on website
2. It has been performing regular piece of work in improving the quality of teaching and research by streamlined feedbacks from students and staff. Proper feedback form is filled by students and record of that is maintained for substantial quality improvements in education and learning.
3. Faculties of the institute maintains Lesson plans- Semester wise as well as Monthly basis to maintain syllabus completion report.
4. Faculties leave record is maintained in proper registers of each department- in which it is well mentioned record of- leaves, ODs, Ph.d Leaves, short leave etc.



5. The College has a suggestion box to enable students to provide their feedback and suggestions. All the suggestions are thoroughly looked into and implemented wherever feasible.
6. The Internal Quality Assurance Cell (IQAC) of the college also realizes that to keep the faculty and students in touch with the latest developments in the field of research and academics, seminars, workshops, field visits, visits by personalities from industry and the corporate sector must be an integral part of the college calendar. Different departments and cells of the college are encouraged by the cell to organize such events regularly.
7. To achieve this aim, the teachers are encouraged to attend Faculty Development Programs and Refresher Courses for their personal development as well as Career Advancement Scheme (CAS). To add to the human capital of the college, the cell also encourages the teachers to pursue research in terms of doctorate and in the form of undertaking various projects.
8. As an affiliated institute, IQAC follows academic calendar as given on university website for each semester for their course completion, conduction of exam and other assessment criteria's.
9. Institute runs Research & Development cell to create a conducive environment for enhanced research productivity, to encourage collaboration across industry, government, community and to put in place a robust mechanism for developing and strengthening the research ecosystem with the provisions of NEP-2020.

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

### 6.5.2

#### Quality assurance initiatives of the institution include:

- 1. Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2. Academic and Administrative Audit (AAA) and follow-up action taken**
- 3. Collaborative quality initiatives with other institution(s)**
- 4. Participation in NIRF and other recognized rankings**
- 5. Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

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

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	<a href="#">View Document</a>
Link to Minute of IQAC meetings, hosted on HEI website	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1

**Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.**

*Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words*

**Response:**

***Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.***

From 2018-23, the Institution has maintained its aspiration of Gender equality via gender parity in the administrative ranks of the institute wherein the Chairperson, Vice-Chairperson along with the Heads and Deputy Heads of the respective departments of BBA (1st and 2nd Shift) and School of Law are females and have continued to hold the ranks from institution's inception and the same is well reciprocated in the

Non-teaching staff of the institution. Though the institute does not conduct formal gender audit but maintains a record of teaching and non teaching staff showing a good representation of females in total staff.

The gender wise record of student is also maintained by the admin office and we can witness a fair number of female students pursuing education in BBA, BBA CAM and BALLB programs. The institute provide equal opportunities to all students for participation in all curricular and extra curricular activities

A fair distribution of subjects and administrative duties is reflected in the academic staff of the departments, and gender equity is reinforced by the increased representation of working women in the institute, including the appointments of female faculty members to key committee positions namely Internal Complaint Committee, Women Development Cell etc.

Furthermore, we also provide appropriate "Leave for Maternity Period" facilities and guarantee a welcoming and undisturbed work environment for women. To maintain viable space separate Common Rooms have also been allotted to students of both genders with a vision of providing comfortable surroundings and recreational time with classmates.

Additionally, safety is ensured via a security agency named National Security Services having 4 Security Guards and 1 In-House Supervisor and round-the-clock surveillance with 52 IP Cameras throughout the campus.

The college further endeavors to encourage gender awareness among the students by arranging yearly activities such as the National Debate Competition, Youth Parliament, and guest lectures. In 2020, we organized a virtual seminar on "The Political Truth of the Actual Status of the Women" in association with the Legal Aid Clinic of the Institute. Also in 2021, we organized a seminar on the occasion of International Women's Day namely, "Role and Status of Women in India" which was attended by 53

students and 13 faculties of the institute. In the year 2022 Legal Aid Clinic conducted an awareness program on Cyber Crime and POSH Act, 2013 on October 14th, 2022 and also a Model United Nations on the theme of Gender Equity: Key to Global Development and Enrichment on January 12th, 2023. The list of activities include Moot Problems based on Acid Attack and other problems that are frequent in occurrence in society and most of such events of youth parliament, national debate, Outreach Programmes are centered around gender sensitization and equity.

The attempt of abridgment of society in awareness is also well reflected in coalition of Legal Aid Clinic, IIMT working in association with DSLSA & Rotary Club & Anugraha NGO International Day of Older Person Programme centered on Rights of Elderly Women conducted on October 29th, 2021.

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

### 7.1.2

**The Institution has facilities and initiatives for**

- 1. Alternate sources of energy and energy conservation measures**
- 2. Management of the various types of degradable and nondegradable waste**
- 3. Water conservation**
- 4. Green campus initiatives**
- 5. Disabled-friendly, barrier free environment**

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

File Description	Document
Geo-tagged photographs/videos of the facilities.	<a href="#">View Document</a>
Circulars and report of activities for the implementation of the initiatives document	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 7.1.3

**Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following**

- 1. Green audit / Environment audit**
- 2. Energy audit**
- 3. Clean and green campus initiatives**
- 4. Beyond the campus environmental promotion activities**

**Response:** C. Any 2 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

#### 7.1.4

**Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)**

##### **Response:**

Ideal Institute of Management and Technology respects the equality of all cultures and traditions, as seen by the fact that students from all castes, faiths, and regions can pursue their educations without facing any impediments. IIMT organises a range of cultural events which caters to the preservation of the rich Indian culture. There are several clubs like Ideal Music club, Ideal Dance Club, Ideal Dramatic club, Ideal Photography Club, Ideal Literacy Club , etc. which conduct different activities all year round to support and celebrate socioeconomic, linguistic, cultural, and regional diversity.

IIMT Eco Club which even during the pandemic worked tirelessly conducting Webinar on the Occasion of World Environment Day on June 5th, 2021 on the theme Conservation of Eco System- Re-imagine, Re-create, Re-store bringing resource awareness and water conservation and also Plantation Drive cum Legal Awareness Programme was conducted by Legal Aid Clinic, IIMT in collaboration with DLSA (Shahadra, North East, East, Delhi) on the Eve of Van Mahotsva Celebration on July 7th, 2022.

The institution has Electoral Literacy Club to make the students aware about the importance and need of voting.

IIMT has its own Legal Aid Clinic in the campus. The Legal Aid Clinic's Para-Legal Volunteers are educated by the Secretaries of the Delhi State Legal Services Authority and they often do outreach and awareness workshops on related topics at different NCT of Delhi sites.

Our Institute strives to create the finest possible environment for students. For this, we commemorate many festivals in our campus, as well as certain significant days in Indian history. We celebrate Holi, Deepawali, Dusshera, Janmashtami, Basant Panchami , Lohri and many other festives and also celebrate Independence day, Republic day and Gandhi Jayanti. Each academic event starts with Saraswati vandana and ends with the National song.

The Institute is dedicated to providing value-based, high-quality education along with holistic development. It has been undertaking initiatives to raise awareness of a wide range of topics surrounding the transmission of information about the nation's citizens' constitutional commitments, values, rights, duties, and responsibilities.

The School of Law's Legal Aid Clinic recognizes the need of teaching the youth about the inherent difficulties that diverse segments of society confront. In accordance with the foregoing, we have been undertaking sensitization and awareness campaigns both individually and in collaboration with the NGO-Anugraha and the Delhi State Legal Services Authority. The activities organized assisted in the achievement of the goal, as evidenced by the rate of participation obtained throughout.

IIMT is committed to enlightening students about their constitutional rights and obligations. Students acquire awareness by participating in Institute-sponsored activities and seminars on gender, human rights, and ethics. Our college organized Legal Quiz on the occasion of Constitution Day. Apart from this, we also organized Poster Making Competition. This programme seeks to explain to students the significance of honoring Constitution Day as well as the relevance of our PREAMBLE.

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

## 7.2 Best Practices

### 7.2.1

**Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual**

**Response:**

## **LEGAL AID CLINIC**

**Objective of the Practice:**

To provide humane, social and academic order for synthesizing teaching-learning experience that can fulfill the diversified needs of the community at large.

**The Context:**

The Institute has an understanding that theoretical knowledge is not sufficient for a successful professional career, and therefore has established a Legal Aid Clinic. Recognizing its privileged position as a premier institution for higher education, the Institute makes consistent and continuous efforts in fulfilling social responsibility towards the downtrodden sectors of society. The authorities firmly believe that the real spirit of empowerment lies in creating sustained forms of liberation by generating lasting opportunities.

### **The Practice:**

The Institute in association with various District Legal Services Authorities organizes training sessions for the students. The one who successfully attends the session qualifies to be a 'Para Legal Volunteer'. The concept of having such volunteers has arisen because of an indispensable need to educate the society, especially those who are yet not aware about their respective fundamental and legal rights that they can avail. The volunteers securing badges are thereafter considered to be equipped enough to enter the field and aid the community at large through their participation in the outreach programs. The volunteers are given the task of educating and encouraging the people to exercise their legal rights. While dealing with the dispute, the volunteers are expected to patiently work with dedication and sincerity and without any kind of biasness and partiality.

### **Evidences of the Success:**

The Delhi State Legal Services Authority (DSLISA) has bestowed the Legal Aid Clinic of the Institute with a 'Letter of Appreciation'. The honor conferred has brought with it the responsibility of maintaining the quality in imparting and extending its services for the benefit of the society at large. The Institute has been consistently putting in its maximum in extending its aid for the weaker sections of the community. The Institute endeavors to continue the efforts during the times to come.

### **Problems Encountered and Resources Required:**

Stepping into the society has always laid forth its challenges, and the same has been met with perseverance and endurance. The Clinic and its members have always practiced the dynamic approach which has proved to be beneficial under all circumstances and in all aspects.

## **IIMT ECO CLUB**

### **Objective of the Practice:**

The Institute keeps as its priority the responsibility of protecting and preserving the natural environment and resources available. It strives to educate the public by spreading awareness with regard to environmental importance and its protection.

### **The Context:**

The overarching aim of education is the holistic development of students. The changes in the society like urbanization and technological advancement has led to the need that Institute serving higher education should not only be for imparting education concerning the curriculum laid forth but also for fostering their affective abilities which would equip them for life. The Eco Club of the Institute envisages that education imparted should be such that the learners will be able to develop their talents to the fullest potential. By placing equal importance to both scholastic and co-scholastic abilities, the youth will acquire life skills that will help them to articulate their concerns, and further move in the direction of solutions for a better and sustainable tomorrow.

### **The Practice:**

The Eco Club strives to spread awareness amongst the students about the various issues that are being faced by our planet regarding the environment and to foster an eco-friendly environment around the college campus. The main aim is to spread awareness regarding the environment by organizing various events and activities, such as:

- Idol Immersion Awareness Programme,
- Anti-Fire Campaign,
- Organization of Field Interaction Visits, and
- Commemoration of the World Environment Day, and the like.

### **Evidences of the Success:**

The Institute is receiving an annual funding of Rs. 20,000 from Ministry of Environment for managing the functioning of the Eco Club established by the Institute. The same has been continuously received because of the consistent efforts put forth by the members in creating a sustainable environment for a better future.

### **Problems Encountered and Resources Required:**

Laying forward the efforts at the field has always laid forth its challenges, and the same has been met with perseverance and endurance. The Club and its members have always practiced the multi-facet approach which has proved to be beneficial under all circumstances and in all aspects.

File Description	Document
Best practices as hosted on the Institutional website	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

#### 7.3.1

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

**Response:**

Ideal Institute of Management and Technology (IIMT) was established in the year 1999 under the aegis of New Millennium Education Society and holds affiliation to Guru Gobind Singh Indraprastha University, Delhi. Being National Assessment and Accreditation Council (NAAC) accredited and awarded with 'A' grade by the Guru Gobind Singh Indraprastha University, Government of National Capital Territory (NCT) of Delhi and State Free Regulatory Committee (SFRC), it melds state of the art infrastructure with quality in education as its paramount principle. Activities held at IIMT are a reflection of the resolve towards perfection instilled by the founding father (Late Sh. Rakesh Aggarwal) whose vision was to develop a centre for excellence in professional education.

**Achieving Academic Excellence** through the combined efforts of the students and the teachers has always remained a priority and focal point in all our activities. IIMT is amongst one of the most admired colleges across Delhi NCR for achieving high levels of excellence in academics. Students at IIMT, are provided exposure to multiple activities and opportunities for all round development. They are consistently in the University top rankers list and **seven** of our students have bagged **Gold medals** from the University.

Book bank facility, well maintained library and fully equipped computer lab are some of the facilities available for student support at all times. All the class rooms are equipped with OHP or smart interactive boards for better course delivery. Students are encouraged to come up with their doubts and queries. Mentors are also assigned to the students to discuss their problems.

Institute boasts of holistic development of its students by creating a suitable environment for all round development. **Skill Development programmes** are organized regularly for the benefit of the students. The students have access to different clubs created for different interest and talent groups. Some of the clubs are: Music Club, Dance Club, Drama Club, Literacy Club, Photography Club, Yoga Club, Sports Club, Eco Club etc. Regular interactive and engaging events are organised by these clubs.

In order to enhance skill set of students, field visits and internship opportunities are provided and industry collaborations are strengthened. Visits to Industrial establishments are regularly organized for Management students while Court Visits and Jail visits are organized for Law students. Summer Internships are provided to the students as required by their curriculum. The students also get engaged in programmes for societal benefits through collaborations with NGOs and also through our very active Legal Aid clinic.



The Training & Placement Cell works tirelessly to secure best placements for students that has resulted in the students getting placed in top companies and organisations. The outcome of the high academic standards achieved by our students is witnessed in their good placements. One of our students, Mr. Vishal Singh has joined the Indian Revenue Services and Mr. Prince Bhalla is serving in CISF. Many students have joined the Judicial Services and many are working with reputed Law firms. Regular placement drives on and off the campus are organized for the students and the average packages range from 2.4 lacs to 10 lacs pa. The highest being offered by BYJUs and Planet Spark( Win Spark Technologies). On internship front too, students of IIMT have bagged from organisations like Internshala, Sharekhan, IMS Proschool, Aim India, The Leading Solutions, Capital Box, to name a few.

The performance of the students is regularly monitored by management, Director and HODs and they ensure smooth conduct of classes. Monthly attendance is compiled by class incharges and students having short attendance are intimated and motivated to attend classes. The college also organizes the Orientation programme and Parents- Teachers meetings to ensure the parents' involvement in the students' growth.

The high level of academic standards of the students could not be achieved without the support of the teachers- cum- mentors. Our institute has most dedicated, talented and hardworking teachers. Not only they are academically and professionally amongst the best, but have high standard of ethical and moral values, so they can be true role models. 16 of faculty are PhDs and 12 more are pursuing it. They are constantly mentoring the students to excel in academics and also in co-curricular activities. Any issues or concerns raised by the students are taken up at the highest level. The institute takes pride in high retention rate of the teachers because of a healthy work environment alongwith highly competitive salary structure and leave benefits . The faculty is encouraged to attend seminars / conferences and the participation fees is duly reimbursed . Annual increments in salary are also provided to faculty . All the faculty members are provided free medical insurance while the class 4 employees are covered under ESI. Free trips are organized for faculty and their family members during the summer vacations. A conducive environment for professional growth of the faculty is ensured and they are encouraged to focus on research and updation of skills by attending workshops, refresher courses and FDPs.

## 5. CONCLUSION

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### Additional Information :

In pursuit of its mission to grow as an abode of all round excellence, it disseminates varied array of publications ranging from journals to newsletters and magazines of repute. Ideal Journal of Management and IT, and Ideal Journal of Legal Studies bearing ISSN 2277-8489 and 2231-0983 are peer-reviewed annual publications. Ideal News Letter is also published under the name of 'Vibrations'. Moreover, Two magazines are regularly published, namely 'Arunima – The Dawn' and 'Vaitarni', both respectively provide a platform to budding writers and poets to present forth their artistic skills.

Conferences are annually organized by management and law and proceedings for the same are published bearing ISBN 978-81-937914-0-0 and 978-81-937914-2-4 respectively. The School of Law of the Institute annually organizes Rakesh Aggarwal Memorial National Conference, and in the month of January and International Conference of Management & IT is organised in the month of August.

The Institute through its endeavors has been consistently cultivating in its faculty members' high moral standards alongside scholastic excellence. We have been reverently adapting to the new age of teaching-learning, and for that have introduced various innovative ways of training. In pursuit of achieving the above-stated the Institute has been conducting annual Faculty Development Programmes, and consecutively in the last two years, that is 2022 and 2023, the Institute has conducted the same under the Pandit Madan Mohan Malviya National Mission on Teachers and Teaching Scheme, Ministry of Education, Government of India. The collaborative efforts have been put, and the result of the same can be witnessed through the joint ventures that have taken place with the Guru Nanak Dev University, Amritsar and the Mahatama Hansraj Faculty Development Centre of Hansraj College, University of Delhi. The programmes are structured training programmes that target the members of the faculties across the nation. During pandemic the institute organised a Two-week Refresher Course for teaching fraternity.

IIMT annually recognizes and awards the students who exhibit exemplary leadership on and off the field, combining athletic and humanitarian achievements. The Annual Sports Day and Annual Day for the year 2024 are scheduled on 17th February and 15th March respectively. Annual Day is also the time to recognise the academic achievers by giving financial rewards to toppers and even to the faculty members excelling in delivery of good results.

### Concluding Remarks :

From its advent, IIMT has acquired a credible position. The students deliver best results as they consistently top the university examinations. It has been nurturing pioneers and forerunners who have continually attained highly reputable careers as judicial officers, civil servants, advocates, academicians, and professionals in the industry. The Ideal Training & Placement Cell, comprising of faculty members from the three departments is fully functional and provides career guidance and also provides supports in providing summer internships and placements to the students. More lucrative placement opportunities are foreseen for our current students.

Activities held at IIMT are a reflection of the resolve towards perfection instilled by the founder (Late Sh. Rakesh Aggarwal) whose vision was to develop a centre for excellence in professional education. Keeping his vision at the centre, the institute has now started a programme in Bachelor of Computer Application( in Academic Year 2023-24) The other future plans include Implementation of ERP and LMS for better administrative and academic support. Upskilling the students for better employability will be enforced through Skill Development Programmes and Value Added courses and Online Courses apart from the curriculum. Impetus in the coming years is going to be on aligning completely with the requirements of NEP 2020 and become a fore runner with its research initiatives and implementation of the best of the teaching pedagogies.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																																								
1.4.1	<p><b><i>Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website</i></b></p> <p>Answer before DVV Verification : A. Feedback collected, analysed, action taken&amp; communicated to the relevant bodies and feedback hosted on the institutional website            Answer After DVV Verification: B. Feedback collected, analysed and action has been taken and communicated to the relevant bodies            Remark : DVV has made changes as per the report shared by HEI.</p>																																								
2.1.2	<p><b><i>Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years</i></b></p> <p><b>2.1.2.1. Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)</b>            Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>12</td> <td>16</td> <td>17</td> <td>12</td> <td>20</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>12</td> <td>16</td> <td>17</td> <td>12</td> <td>20</td> </tr> </tbody> </table> <p><b>2.1.2.2. Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years</b>            Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>47</td> <td>50</td> <td>50</td> <td>50</td> <td>50</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>46</td> <td>50</td> <td>50</td> <td>50</td> <td>50</td> </tr> </tbody> </table> <p>Remark : DVV has made changes as per the report shared by HEI.</p>	2022-23	2021-22	2020-21	2019-20	2018-19	12	16	17	12	20	2022-23	2021-22	2020-21	2019-20	2018-19	12	16	17	12	20	2022-23	2021-22	2020-21	2019-20	2018-19	47	50	50	50	50	2022-23	2021-22	2020-21	2019-20	2018-19	46	50	50	50	50
2022-23	2021-22	2020-21	2019-20	2018-19																																					
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46	50	50	50	50																																					
3.2.2	<p><b><i>Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years</i></b></p> <p><b>3.2.2.1. Total number of workshops/seminars/conferences including programs conducted on</b></p>																																								

**Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
8	8	13	24	8

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
4	6	5	8	3

Remark : DVV has made changes as per the report shared by HEI.

**3.3.1 Number of research papers published per teacher in the Journals notified on UGC care list during the last five years****3.3.1.1. Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
12	12	5	6	6

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
8	4	12	5	6

Remark : DVV has made changes as per the report shared by HEI.

**3.4.3 Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.****3.4.3.1. Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
27	7	0	12	13

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
12	4	0	2	8

Remark : DVV has made changes as per the report shared by HEI.

3.5.1 ***Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.***

Answer before DVV Verification :

Answer After DVV Verification :14

Remark : DVV has made changes as per the report shared by HEI.

5.1.3 **Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years**

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
953	520	268	651	727

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
853	320	152	552	238

Remark : DVV has made changes as per the report shared by HEI.

5.1.4 ***The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases***

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

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: C. 2 of the above

Remark : DVV has made changes as per the report shared by HEI.

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

**5.3.2.1. Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19

08	03	07	10	10
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Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
10	03	07	10	10

Remark : DVV has made changes as per the report shared by HEI.

**6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

**6.3.3.1. Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
55	46	64	61	79

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
33	20	38	45	47

**6.3.3.2. Number of non-teaching staff year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
39	40	37	33	32

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
39	40	37	33	32

Remark : DVV has made changes as per the report shared by HEI.

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

- 1. Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2. Academic and Administrative Audit (AAA) and follow-up action taken**
- 3. Collaborative quality initiatives with other institution(s)**
- 4. Participation in NIRF and other recognized rankings**
- 5. Any other quality audit/accreditation recognized by state, national or international**

**agencies such as NAAC, NBA etc.**

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

Answer After DVV Verification: B. Any 3 of the above

Remark : DVV has made changes as per the report shared by HEI.

## 2.Extended Profile Deviations

Extended Profile Deviations
No Deviations