SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

PIONEER INSTITUTE OF PROFESSIONAL STUDIES

SECTOR R, MAHALAXMI NAGAR, NEAR BOMBAY HOSPITAL, INDORE
452010
www.pioneerinstitute.net

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Pioneer Institute of Professional Studies, Indore was founded in the year 1996 with a vision of "Diligence & Excellence" in the professional education. The Institute provides quality education in the field of IT and Management disciplines since last 23 years. During this span of its existence, the Institute has earned a reputation as one of the premier Institutes of India. It has established an identity of its own, and it is getting to be known not only for its Under Graduate and Post Graduate Programs but also for the Academic Research, Teaching Developmental Activities, National & International Conferences, National Level student's conventions (Partnering in Presentation), National Level Workshops, Seminars and Projects. The Institute has earned a reputation in the field of Academics and Research.

We believe in the all-round development of the student's personality which has rudiments of Vivekananda and Bill Gates. In other words, we make a blend of materialism and spiritualism. We want to build a society where there is no scarcity of material pleasure and at the same time, we do not lose touch of our cultural heritage and emotional side of our personality. At Pioneer, we are determined that each student explores his full potential, resulting into confident, committed, knowledgably and successful person.

Institute offers variety of courses B.Com. (Plain), B.Com. (Computer Application), B.Com. (Tax Procedure and Practices), BBA, BBA (Foreign Trade), BCA, B.Sc. (Computer Science), BA (Hons) Economics, BA (Hons) Mass Communication, MBA and PGDM. Diploma and certificate courses like DIAB, Digital Marketing, etc are also offered keeping in mind industry requirements. Institute is recognized research center for Ph.D. program by DAVV. The Institute is accorded permanent affiliation Management by DAVV, Indore. Institute has achieved autonomous status in the year 2009 by UGC, New Delhi and DAVV, Indore which was extended for another 6 years in the year 2015. The Institute name is registered u/s 2(f) and 12(B) of the UGC Act. Institute was accorded NAAC accreditation in the year 2009 with B+ grade and in 2014 A grade (Second Cycle). Institute has also been awarded CPE Status from UGC, New Delhi.

Vision

To establish ourselves as one of the biggest learning solution organizations of the country by offering educational services of the highest quality match by none. The focus is not just on academics but also on personality enrichment to enable future leaders to take shape.

Mission

To professionalise Indian management through teaching, research, training and institution building to achieve dynamic and challenging positions.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Autonomous Status by UGC, New Delhi (Since 2009)
- CPE Status by UGC, New Delhi (Since 2009)
- NAAC A Grade Accreditation
- AICTE Approval for MBA & PGDM Programs (Extended EOA has been granted for MBA Course by the AICTE)
- Permanent Affiliation with DAVV, Indore
- Research Centre for Ph.D. in Management
- Recognition u/s 2(f) and 12(B) by UGC, New Delhi
- Ranked in top 50 B Schools of India
- Strong Institute – Industry Interface
- Good track record of Placements
- Various Institutional Membership
- Chapter of CSI and ISTE
- Two Faculty are Members of Board of Studies, Faculty of Management, DAVV, Indore
- Strong Research Orientation
- Industry centric courses like Diploma in Agri Business Management, various certificate and diploma courses in the areas of Digital Marketing, Food Safety and Quality Management, etc.
- CBCS System
- Strong Institute-Alumni Interactions
- Location Advantage
- State of the art Physical Infrastructure
- State of the art IT Infrastructure
- ERP is used for all Academic and Examination functions and student related activities
- Distinguished Web Presence for research work www.pioneerjournal.in
- Dedicated website for education articles www.pioneershiksha.com
- Participative Management Style

Institutional Weakness

- No Bank Facility within Institute Premises
- Strength of students is low in few programs
- Limited / No Control over admissions due to government regulations
- No Control over fee structure due to government regulations
- No International and Global admissions
- No International Tie ups or collaborations
- Less research publications in reputed journals like SCOPUS, etc.
- Less International and Global Publications
- No aid / support / assistance available for capital expenditure from any agency
- The sense of tradition that the College was established with is getting diluted due to modern culture

Institutional Opportunity

- To open an Extension Counter of Bank of India in Institute Premises
- To encourage faculty members to write research papers in reputed journals like SCOPUS, etc.
- To acquire Deemed University Status
- To offer more Consultancy to Industry

- To seek more global exposure

Institutional Challenge

- Government Regulations & Controls
- Competitions in Admissions and Placements
- Mushrooming growth of Institutes in Indore and M.P. (Competition)
- To cope up and compete with Deemed Universities / Private Universities which are running in MP having no regulations on fees, admission deadlines, course, curriculum, standards, etc.
- Support from University and State Government for better use of autonomy
- To cope up with frequent changes made by State Government in program type and their imposition on Institute despite having Autonomous Status
- To remain rooted in the core traditions in the era of modernization and high degree of detoriation in academic ethics
- To cope up with high degree of detoriation in moral values and ethics amongst the students

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The Institute academic programs clearly reflects the vision of the Institute to establish as one of the biggest learning solution organizations of the country by offering educational services of the highest quality match by none. The focus is not just on academics but also on personality enrichment to enable future leaders to take shape.

Institute mission is to professionalize Indian management through teaching, research, training and institution building to achieve dynamic and challenging positions. The same is always kept in mind during all academic development activities. Curriculum developed / adopted has relevance to the local/national needs. The overall development of students is major considerations in the design process and development of the curriculum. This is why post achieving autonomous status, Institute has revamped and introduced new curriculum and syllabus. Also the internal-external marking structure has been changed so that new aspects can be introduced / embedded in the curriculum.

The process for introduction of new course, new subjects, changes in curriculum and syllabus is followed as per the UGC guidelines. There is separate Board of Studies for Management, Commerce, Arts and Computer Applications. Apex authorities i.e. Academic Council and Governing Body meets regularly and all decisions are taken in timely manner. IQAC plays fundamental role in bringing changes in curricular aspects. Institute has various eminent members on its panel as per the guidelines in the boards. There are experts from various subjects, stakeholders such as alumni and teachers in these boards who provide their valuable inputs.

The management has constituted the syllabus review committee which constantly monitors the syllabus under the leadership of IQAC. This committee reviews the syllabus regularly.

While designing the curriculum and syllabus the guidelines of the regulatory bodies such as UGC, AICTE, DAVV, DTE, Higher Education Department, etc. and various accreditation bodies such as NAAC, etc. are considered. These guidelines are kept in mind before placing and approving the course structure, design and

content before the IQAC, Board of Studies and Academic Council. Institute has adopted various innovative curricular reforms which have potential to impact on national level.

Teaching-learning and Evaluation

The admission in various courses of the Institute at UG and PG level is governed by the State Government Rules and Regulations. There is separate body named Admission and Fee Regulatory Committee which has been constituted by its own State Legislature / Act. The body along with the Directorate of Technical Education (DTE), Bhopal, Madhya Pradesh frames the Rules & Regulations related to admissions. Further, AICTE also frames rules and regulations related to professional PG level courses such as MBA (E.g. entrance test CMAT for MBA and PGDM Program). Admissions in various UG level courses are governed by the Department of Higher Education, Bhopal. Various parameters such as quota for admissions to SC/ST/OBC/ other categories students are governed by State Government Rules and Regulations. The Institute cannot fix any criterion (neither has any authority to do so) and further cannot take admissions directly for reserved candidates. In case of SC/ST/OBC candidate's scholarship is also provided by the State Government and also the Rules are framed by the State Government. The Institute facilitates students by guiding them by receiving, processing and forwarding there applications; and on final receipt from State Government, disbursement of scholarship to students.

The notifications for all the programs are made through print and electronic media that includes information related to eligibility criteria, total numbers of seats, mode of admission, course structure, fee structure, etc. The new academic session begins with an induction program to make the students familiar of the rules and regulations of the Institute, Anti ragging Rules, Co-Curricular Activities, Internal Schemes, Introduction with the Management and Faculty Members etc.

Monitoring & coordinating aspects for smooth running of all the program in the Institute includes proper running of classes, checking Teachers Diary, Alignment with course contents, Alignment with Lesson/Lecture Plan, Class adjustments, if any, Record of attendance sheets, Syllabus review time to time and Tracking Sheet.

The Institute has the required number of qualified and competent teachers to handle all courses. Any shortfall / deficiency are met by recruitment. The management has strong concern on quality of faculty members and gives immediate sanctions for recruitment.

Research, Innovations and Extension

The Institution promotes research culture among faculty members and students by actively engaging in research and related activities, providing Lab and Library resources and other facilities. The Institute organizes Sponsored and Self Sponsored FDPs, Conferences, Workshops and Seminars on Research Methodology that helps the students develop Research Orientation. During the last five years Institute offered several consultancy and took research projects also from industry and government organizations. Institute has clear defined policy on Research work which is also available at Institute website.

Besides this, Faculty Members act as guide to the Students to complete their Major and Minor Research Projects and Research Papers. The Students learn various methods and methodologies related to research and practice including Applying Statistically Tools, Review of Literature, Sampling, Methods of Data Collection, Attitude Measurement and Scales, Data Analysis, Interpretation, Report Writing etc.

The faculty members are actively engaged in guiding research and are extensively publishing their papers/articles in Journals. Besides, the faculty members have developed teaching learning resources in the form of case modules, computer based learning test questions, video lectures, Lab lectures, on line exercises and power point based learning materials.

The Institute has been leading into regular extension activities for the students and community through NSS drives, active Social Cell, Village adoption and Village Visits, Field Visits of paramount importance. Institute has uniquely created a facility for senior citizen residents of Mahalaxmi Nagar who come daily at college for learning and spending quality time. Regular donation is done for cremation of unidentified dead bodies.

Institute regularly send faculty members across different institutions for attending conferences, seminars and presenting research papers. Institute has policy of re-imbursement of 50% expenditure on participating such seminars / workshops and presenting research papers.

The Institute is private self-financed Institute and does not receive any financial assistance of development / recurring nature. Institute received grants only related with faculty members and students such as minor / major research projects, conference / seminar. Institute offered consultancy to several industries such as Cyber Infrastructure, Hot Wax Systems, etc. Further, Institute did a research project of Rs. 10 lacs granted by ICSSR.

Infrastructure and Learning Resources

The Institution has adequate facilities in terms of physical infrastructure and learning resources to run all its academic programs effectively.

Highlights of Physical Infrastructure available at the Institute:-

1. Area: Over 5.5 acres of land
2. All internal roads of Institute are covered with inter-lock tiles
3. Greenery: Lush green surroundings having more than 2,500 trees
4. Built up Area: 1,50,000 square feet
5. Huge Ground for Outdoor Games such as Cricket, Football, Volleyball & Basketball
6. Indoor Games Facilities such as T.T., Badminton, Rifle Shooting, Chess & Carrom.
7. Cricket Academy
8. Badminton Academy (International level courts)
9. Rifle Shooting Academy (National level range)
10. Air Conditioned Conference Room (200 capacity)
11. Two Seminar Rooms (150 capacity each)
12. Board Room (30 capacity)
13. Computer Lab
14. Video processing lab having latest video editing and processing software, tools, DSLR camera, Sony Handycam, Go-Pro, Tripod, etc.
15. Wi-Fi Campus with 50 MBPS connection
16. LCD projectors in classes
17. Spacious Air-cooled Central Library
18. Hygienic Cafeteria
19. Hostel Facility with full time warden
20. Video Conferencing Facility

21. Power back up DG Set with 60 KVA Capacity with Shade
22. Institute has First Aid Centre (Sick Room)
23. Training & Placement Cell with Counseling and Guidance Room
24. Research & Development Cell (R&D)
25. Entrepreneurship Development Cell (EDC)
26. Internal Quality Assurance Cell (IQAC)

LIBRARY SNAPSHOT:-

1. Number of Books: 22,973
2. Number of Titles: 6,143
3. Number of Daily Newspapers: 06 Daily and 02 Weekly
4. Number of Journals: 85
5. E-Library Facility: EBSCO, J-GATE and INLIST (INFLIBNET)
6. Number of Audio/Video/CD/DVDs of Magazines, Projects and Books: 2,895
7. Library Management Software: LIBSYS Version 6.1 (Date of Order: 15/11/2011 and Date of Implementation: 28/11/2011)
8. Field Work Support: Yes
9. Number of Minor Research Projects: 360
10. Number of Major Research Projects: 2,283
11. Number of Thesis: Number: 35 and Title: 23
12. Working Hours: 09:00 AM to 06:00 PM
13. Infrastructure within library: Equipped with large tables having electric sockets for charging and is Air Cooled
14. Internet Connectivity: Wi-Fi
15. Number of Systems dedicated only for students to access E-Library: 03 in Library and 60 PC in Computer Lab
16. Xerox / Reprographic Facility: Available
17. Separate Reading Room: Yes
18. Book Bank Facility: Available
19. Number of Hard Bound Periodicals (Back Volumes): 1,521
20. Bar Coding Facility: Yes

Student Support and Progression

The Institute has an independent system for student support and mentoring. This system supports student in academics, sports and cultural activities. The students are mentored for their academics, career and skill development activities. Counseling is provided to them to develop ethics, human values, responsible behavior and environmental awareness.

The student support system in the college renders support to student regarding academic tasks, personal issues, career challenges etc. The Mentors meet on regularly basis and discuss the issues. Apart from supporting them in their class assignment, syllabus, projects, the mentors also support student for decision making such as subject selection, career path selection etc. Also the mentors extend support on personal matters.

The student support system at college helps eliminating the fear of being alone by providing appropriate and positive feedback on the students' performance, encouraging a student to be independent, giving valuable time,

giving direction and assistance, sharing experiences, solving common difficulties.

The Structural and Functional Characteristics of Student Support and Mentoring helps in the following:

- Individual acknowledgment, recognition and appreciation
- Providing constructive criticism and positive feedback
- Advice on balancing teaching, research, committee work and other responsibilities
- Knowledge of formal and informal rules and regulations for discipline and development
- Knowledge of the procedures of the college
- Counselling on education
- Reduction of pressure and anxiety by providing psychosocial support

The Institute provides all types of support to students for their general and all round development and also their advancement towards higher studies and employment. Regarding the same, the Institute has a separate Training and Placement cell, where a dedicated Training & Placement Officer is deputed who looks after the Placements. The Placement Officer is in tune with many Companies and Industries, where the students are placed. Apart from the same, students are given training to be the Job Givers and not the Job Seekers by the Entrepreneurship Development Cell (EDC). Students are also sent for the Summer Internship Program.

There is Counselling and Grievance Redressal Committee, Anti Ragging committee that plays a very active role all the year round. The Institute is also having an active Alumni Association.

Governance, Leadership and Management

The Institute functions with a well-articulated vision and mission statements for excellence teaching and education which is adequately revealed in our goals, objectives, programs and activities.

The organizational structure and governance system for development, execution, monitoring, assessing and appraising the academic programs of the institution has a very perfect and well planned structure. The structure is shared, apparent, decentralized, participating, and self-directed. There are various committees that perform varied functions.

Governance of the institution is collective, transparent, decentralized, participatory, and autonomous. Authority is delegated to the various committees & functionaries. Our apex body is Governing Body which meets regularly. The Governing Body plans and monitors various activities related to Recruitment, Promotions, Delegation of work and activities to Director and faculty members. They are also into the delegation of all academic and non-academic activities. It has the following objectives:

- To impart quality education that makes the students true citizen of India, good human being and successful professional.
- To focus on inculcating the value system by acts and deeds.
- Regular programs are arranged for the students that help them inhabit the values in their personal and professional life.
- To adopt participative management style.
- Decisions related to academics, administrative, financial growth and development are taken after inviting suggestions from faculty and staff, thereafter consensus is drawn.
- The members of the apex bodies of the Institute i.e. Board of Studies (Management), Academic Council

and Governing Body meets regularly and interact with faculty members and staff.

- The Management is actively involved in:-
  - Day-to-day running of the Institute
  - Sharing their experience and practice in the class room through Lectures,
  - Providing Counseling, Consultancy
  - Training students for Entrepreneurship
- Management Involvement:-
  - Teaching Pedagogy,
  - Taking Feedback in an formal & informal environment from students and faculty about the actual working
  - Taking corrective measures, in case of negative deviations, without any delay.

Besides this the Institute has the following Cell and Committee:-

- IQAC and its Committee
- Admission Cell and Committee
- R & D Cell and Committee
- Anti-ragging Committee
- Disciplinary Committee
- Alumni Cell
- Women Empowerment Cell
- Grievance Redressal Cell
- Placement Cell

Institutional Values and Best Practices

The Institute has social and economic benefits that the green spaces provide on the health. The environment has benefits of green spaces that help in the creation of a cleaner world. So far the college has planted more than 2,000 trees. These trees are planted in three layers across the complete boundary area of the campus. Tree plantation is also done when dignitaries arrive at the campus.

The focus is on switching the ordinary incandescent light bulbs to Compact Florescent Light (CFL) and LED bulbs in the computer labs, administrative office, Directors' cabin and the Principal's cabin to cut off the power supply completely at each floor when not needed. It is done when the use of power is not required in the entire floor. The students are inculcated the responsibility in each class, putting off lights/fans when not required. The faculty creates awareness through talks on energy misuse and methods to conserve energy. Minor steps like shutting down computers when not in use, turning off computer monitors or other electric appliances at the end of the day etc. are practiced.

The Institute has also introduced the concept of water harvesting through storage of rainwater on surface for future use and recharge to groundwater. The rain harvesting is done through recharge to groundwater. The aim was to lessen the water scarcity problems at all times and lessen water refills through water tankers, which is needed to overcome water shortage. The Institute also ensures recycling of paper, practice a student's single ID card that helps to cut down the card consumption. The Institute looks green and beautiful because of the lawns, trees and huge garden.

Institute has launched several flagship diploma and certificate courses which have proved to be a great success

like Diploma in Agri Business Management, Certificate and Diploma courses in Digital Marketing, etc.

All the Academic and Examination functions related to students have been automated using ERP. The ERP has been implemented as a best practice to ensure all functions are done in timely, efficient, accurate and transparent manner.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	PIONEER INSTITUTE OF PROFESSIONAL STUDIES
Address	Sector R, Mahalaxmi Nagar, Near Bombay Hospital, Indore
City	Indore
State	Madhya Pradesh
Pin	452010
Website	www.pioneerinstitute.net

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Professor	Mona Tawar	0731-2552502	9685475921	-	director@pioneerinstitute.net
Principal	Pramod Kumar Jain	0731-2570645	9425322230	-	PIONEER@PIONEERINSTITUTE.NET

Status of the Institution	
Institution Status	Private

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	Yes Pioneer Society-National Minority Certificate.pdf
If Yes, Specify minority status	
Religious	JAIN
Linguistic	
Any Other	

Establishment Details	
Date of Establishment, Prior to the Grant of 'Autonomy'	11-03-1996
Date of grant of 'Autonomy' to the College by UGC	01-06-2009

University to which the college is affiliated		
State	**University name**	**Document**
Madhya Pradesh	Devi Ahilya Vishwavidyalaya	View Document

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC	04-04-2008	View Document
12B of UGC	27-09-2010	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	**Recognition/Approval details Institution/Department programme**	**Day,Month and year(dd-mm-yyyy)**	**Validity in months**	**Remarks**
AICTE	View Document	29-04-2019	12	AICTE has granted Extended EOA for MBA Institute for three years

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	Yes
If yes, date of recognition?	30-08-2016
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	Sector R, Mahalaxmi Nagar, Near Bombay Hospital, Indore	Urban	2.91	11776.35

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	**Name of Programme/Course**	**Duration in Months**	**Entry Qualification**	**Medium of Instruction**	**Sanctioned Strength**	**No.of Students Admitted**
UG	BBA,Management	36	Class XII with any subject combination	English	60	2
UG	BBA,Management	36	Class XII with any subject combination	English	120	47
UG	BCom,Commerce	36	Class XII with any subject combination except Arts	English,Hindi	60	9
UG	BCom,Commerce	36	Class XII with any subject combination except Arts	English,Hindi	60	15
UG	BCA,Computer Application	36	Class XII with Mathematics as a subject combination	English	60	6
UG	BCom,Computer Application	36	Class XII with any subject combination except Arts	English,Hindi	120	6
UG	BSc,Computer Application	36	Class XII with Mathematics as a subject combination	English,Hindi	60	6
UG	BA,Arts	36	Class XII with any subject combination with	English,Hindi	60	1

			minimum sixty percentage			
UG	BA,Arts	36	Class XII with any subject combination with minimum sixty percentage	English,Hindi	60	0
PG	MBA,Management	24	Graduation with any discipline and minimum fifty percentage	English	240	172
PG Diploma recognised by statutory authority including university	PG Diploma, Management	24	Graduation with any discipline and minimum fifty percentage	English	45	42
Doctoral (Ph.D)	PhD or DPhil,Management	36	Post Graduate in Management with minimum fifty five percentage	English	60	10

Position Details of Faculty & Staff in the College

Teaching Faculty											
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				4				3				26
Recruited	2	2	0	4	1	2	0	3	9	17	0	26
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				4				3				26
Recruited	2	2	0	4	1	2	0	3	9	17	0	26
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				9
Recruited	6	3	0	9
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				9
Recruited	6	3	0	9
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				5
Recruited	5	0	0	5
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				5
Recruited	5	0	0	5
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	2	2	0	1	2	0	0	3	0	10
M.Phil.	0	0	0	0	0	0	0	2	0	2
PG	0	0	0	0	0	0	9	12	0	21

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

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

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	3	1	0	4

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
PG Diploma recognised by statutory authority including university	Male	64	0	0	0	64
	Female	18	0	0	0	18
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	4	0	0	0	4
	Female	6	0	0	0	6
	Others	0	0	0	0	0
Diploma	Male	27	0	0	0	27
	Female	142	0	0	0	142
	Others	0	0	0	0	0
UG	Male	160	6	0	0	166
	Female	74	4	0	0	78
	Others	0	0	0	0	0
PG	Male	139	0	0	0	139
	Female	81	0	0	0	81
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

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Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	19	14	11	18
	Female	39	5	5	7
	Others	0	0	0	0
ST	Male	4	4	1	4
	Female	23	0	1	1
	Others	0	0	0	0
OBC	Male	122	99	82	97
	Female	91	30	27	32
	Others	0	0	0	0
General	Male	80	96	94	77
	Female	72	26	56	42
	Others	0	0	0	0
Others	Male	13	9	4	8
	Female	12	3	1	6
	Others	0	0	0	0
Total		475	286	282	292

2.3 EVALUATIVE REPORT OF THE DEPARTMENTS

Department Name	Upload Report
Arts	[View Document](#)
Commerce	[View Document](#)
Computer Application	[View Document](#)
Management	[View Document](#)

3. Extended Profile

3.1 Program

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
19	12	10	9	8

File Description	Document
Institutional Data in Prescribed Format	View Document

3.2 Students

Number of students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
715	492	507	506	513

File Description	Document
Institutional Data in Prescribed Format	View Document

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

2018-19	2017-18	2016-17	2015-16	2014-15
247	222	65	124	200

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of students appeared in the examination conducted by the Institution, year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
531	482	632	384	496

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of revaluation applications year-wise during the last 5 years

2018-19	2017-18	2016-17	2015-16	2014-15
4	87	113	108	181

3.3 Teachers

Number of courses in all programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
598	396	426	419	316

File Description	Document
Institutional Data in Prescribed Format	[View Document]

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

2018-19	2017-18	2016-17	2015-16	2014-15
39	49	50	48	68

File Description	Document
Institutional Data in Prescribed Format	[View Document]

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

2018-19	2017-18	2016-17	2015-16	2014-15
39	49	50	48	68

File Description	Document
Institutional Data in Prescribed Format	[View Document]

3.4 Institution

Number of eligible applications received for admissions to all the programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
550	350	300	350	250

File Description	Document
Institutional Data in Prescribed Format	View Document

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

2018-19	2017-18	2016-17	2015-16	2014-15
473	421	421	390	390

File Description	Document
Institutional Data in Prescribed Format	View Document

Total number of classrooms and seminar halls

Response: 26

Total number of computers in the campus for academic purpose

Response: 60

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

2018-19	2017-18	2016-17	2015-16	2014-15
82.43	113.99	68.51	79.82	120.07

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curriculum Design and Development

1.1.1 Curricula developed /adopted have relevance to the local/ national / regional/global developmental needs with learning objectives including program outcomes, program specific outcomes and course outcomes of all the program offered by the Institution

Response:

The Institute has well-defined processes to design new curriculum; review and modify existing ones. The apex body recommends for approval from the various Board of Studies. The Academic Council gets the input from the Boards of Studies. Every department has a Board of Studies (BoS). At present the Institute has Board of Studies for Four Departments- Management, Commerce, Computer Application and Arts. Every BoS and the Academic Council (AC) have representatives from academia and industry including alumni. Then it is further approved by the Governing Body (GB). The BoS, AC and GB Members ensure that the curriculum of every program has significance to the local/national/regional/global developmental needs. The Members provide instrumental input that are deliberated in the meetings and further they are introduced in the curriculum on their distinction.

Gaps in the curriculum are also identified through well-structured feedback mechanism by renowned Academicians, Industrialists, Guest Lectures, Career Counsellors, Industrial Visits and Alumni. Participation of faculty members in Conferences, Seminars, Workshops (within the Institute and beyond) and their expanded expertise helps in syllabus revision.

The extent of the gap is analysed and appropriate amendments are made in the individual courses. The inclusive curriculum draft proposal is presented to each Department for approval in Board of Studies meeting. As the various Boards, Council and Governing Body consists of nominee of the University, Alumni and Industry professionals, the continuous evaluation and attainment of each Course is achieved. It helps in developing Skills, Ability and Research Orientation among students, Employability and promotes Entrepreneurship.

The following Programs/Courses are offered:

- Research Centre for Ph.D. (Management)

POST GRADUATE PROGRAM OFFERED:

- Master of Business Administration (MBA)

POST GRADUATE DIPLOMA PROGRAM OFFERED:

- Post Graduate Diploma in Management (PGDM)
- Post Graduate Diploma in Computer Application (PGDCA)

UNDERGRADUATE PROGRAMS OFFERED:

- Bachelor of Business Administration (BBA)

- Bachelor of Business Administration (Foreign Trade) [BBA-FT]
- Bachelor in Computer Application) (BCA)
- Bachelor of Science (Computer Science) [(B.Sc.) CS]
- Bachelor of Commerce (B.Com)
- Bachelor of Commerce (B.Com) – (Computer Application)
- Bachelor of Commerce (B.Com) – (Tax Procedure and Practice)
- Bachelor of Arts (BA) (Hons) (Economics)
- Bachelor of Arts (BA) (Hons) (Mass Communication)

DIPLOMA COURSES OFFERED:

- Diploma in Agri Business Management
- Diploma in Food Safety & Quality Management
- Diploma in Computer Application (DCA)
- Diploma in Digital Design and Marketing
- Diploma in Digital Marketing
- Advanced Diploma in Digital Marketing

CERTIFICATE COURSES OFFERED:

- Certificate Course in Financial Derivatives
- C-Language Certificate Course
- Certificate Course in MS-OFFICE
- MS-Excel Professional Certificate Course
- Certificate Course in Tally (ERP.9)
- Certificate Course on Research Methodology (CCRM)
- GERMINATION: A Certification Module for Developing Entrepreneurship
- Certificate Course in Digital Marketing

The details of courses offered can be viewed as under:-

http://pioneerinstitute.net/courses-offered/index.1.html

The details of syllabus and curriculum can be viewed as under:-

For Syllabus: http://pioneerinstitute.net/students-section/syllabus/index.1.html

For Curriculum: http://pioneerinstitute.net/students-section/curriculum/index.1.html

File Description	Document
Any additional information	[View Document](#)

1.1.2 Percentage of programs where syllabus revision was carried out during the last five years

Response: 100

1.1.2.1 How many programs were revised out of total number of programs offered during the last five years

Response: 12

1.1.2.2 Number of all programs offered by the institution during the last five years

Response: 12

File Description	Document
Minutes of relevant Academic Council/BOS meeting	View Document
Details of program syllabus revision in last 5 years	View Document
Any additional information	View Document

1.1.3 Average percentage of courses having focus on Employability/ Entrepreneurship/ Skill development during the last five years

Response: 47.37

1.1.3.1 Number of courses having focus on employability/ entrepreneurship/ skill development year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
200	111	8	341	291

File Description	Document
Program/ Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any	View Document
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View Document
Average percentage of courses having focus on employability/ entrepreneurship	View Document
Any additional information	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs

offered during last five years

Response: 46.12

1.2.1.1 How many new courses are introduced within the last five years

Response: 1010

1.2.1.2 Number of courses offered by the institution across all programs during the last five years

Response: 2190

File Description	Document
Minutes of relevant Academic Council/BOS meetings	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 42.11

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

Response: 8

File Description	Document
Minutes of relevant Academic Council/BOS meetings	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

The cross cutting issues like Gender, Climatic Changes, Environment Consciousness, ICT based Modern Technology, Human Rights and Professional Ethics etc., finds a sufficient place when it comes to relate to the curriculum. The Institute is co-ed, and boys and girls together participate in various Co-Curricular and Extra Curricular Activities such as National and International Conferences, NSS, Workshops, Seminars,

Minor Research Projects, Presentation, Placement Cell, Cultural Programs etc. Both boys and girls are involved in various committees and a part of various Cells that address cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics.

The Institute arranges various programs on Environment Consciousness, Sports, Ethics and Values, Pollution Control. Apart from these, Tree Plantation, Swachh Bharat Abhiyan, specially Summer Internship Program (SIP) on Swachhta, Doctors' Lectures, Blood Donation Camps etc. to spread awareness and take action. The Women Anti-Harassment Committee, Anti Sexual Committee, Anti-Ragging Committee for human rights, Grievance Cell addresses the Gender and Human Values. The Training and Placement Cell arranges lectures and seminars to create awareness on these issues. As the Institute has Wi-Fi campus with dedicated Internet, it encourages faculty members, staff and students to use various ICT tools in teaching learning process like PPTs, LCD Projectors that links to Environmental Videos, Gender Awareness Programs and Sustainability etc. Professional Ethics is taught through celebration of various Professional Days.

The Institute has tied up with EMRC, DAVV to provide videos for students related to environment, sustainability and global issues. The videos are available with Institute.

The details of courses offered can be viewed as under:-

http://pioneerinstitute.net/courses-offered/index.1.html

The details of syllabus and curriculum can be viewed as under:-

For Syllabus: http://pioneerinstitute.net/students-section/syllabus/index.1.html

For Curriculum: http://pioneerinstitute.net/students-section/curriculum/index.1.html

Additional Information attached: The curriculum courses related to Environment, Human Values and Professional Ethics are attached in the additional information for ready reference.

File Description	Document
Any additional information	[View Document](#)

1.3.2 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 8

1.3.2.1 Number of value-added courses are added within the last five years

Response: 8

File Description	Document
List of value added courses	View Document
Brochure or any other document relating to value added courses	View Document
Any additional information	View Document

1.3.3 Average percentage of students enrolled in the courses under 1.3.2 above

Response: 3.81

1.3.3.1 Number of students enrolled in value-added courses imparting transferable and life skills offered year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
21	25	24	18	14

File Description	Document
Any additional information	View Document

1.3.4 Percentage of students undertaking field projects / internships

Response: 43.08

1.3.4.1 Number of students undertaking field projects or internships

Response: 308

File Description	Document
List of programs and number of students undertaking field projects / internships	View Document
Any additional information	View Document

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni 5) Parents for design and review of syllabus Semester wise /year-wise
A. Any 4 of above

B. Any 3 of above

C. Any 2 of above

D. Any 1 of above

Response: A. Any 4 of above

File Description	Document
Any additional information	[View Document](#)
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	[View Document](#)
URL for stakeholder feedback report	[View Document](#)

1.4.2 Feedback processes of the institution may be classified as follows:
A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

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

File Description	Document
Any additional information	[View Document](#)
URL for feedback report	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 1.03

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
10	6	3	5	5

File Description	Document
List of students (other states and countries)	[View Document]
Institutional data in prescribed format	[View Document]
Any additional information	[View Document]

2.1.2 Demand Ratio(Average of last five years)

Response: 0.43

2.1.2.1 Number of seats available year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
945	840	840	780	780

File Description	Document
Demand Ratio (Average of Last five years)	[View Document]

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Average percentage of seats filled against seats reserved	[View Document](#)
Any additional information	[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

The Institute has streamlined mechanism for constant monitoring and evaluation of the students. The Institute organizes Induction Program at the commencement of the programme for new batches. Students get familiarized with the Institution Website, Co-Curricular Activities (CCA), Facilities, Rules and Regulations, Anti Ragging Rules, Various Cells, Meeting with Faculty and Staff. The needs of the students are identified through KYC and addressed at the earliest. Various Formal and Informal Programs and Events are organized in order to groom personality and level of students. Remedial Classes are conducted on basic of Mathematics, IT, Finance, English and PD to gain better understanding.

In order to motivate the slow and quick learners, Study Circles, News Paper Reading, Current News, Presentations, Study through HBR are organized. Certificate Courses polishes Skill and provides Job Opportunities. Guest Lectures are arranged for slow learners and fast learners; giving industry and practical knowledge from the experts. Academic standards of the students is measured through Tests, Assignments, Viva, Presentations and CCA. Identification of students' struggle to learn through English Medium and their needs for Communication Skills, PD, Computer Skills, Vocational Skills have led to the adoption of bilingual teaching as a strategy at the foundation of their study. The Career Oriented Certificate Courses, Diploma and Advanced Diploma Courses hone student's professional and technical skills. Remedial Coaching is arranged for slow learners and special coaching, for advanced learners in all departments.

STRATEGIES ADOPTED FOR FACILITATING SLOW LEARNERS:

- The Faculty Members/ Mentors acts as counselor, assesses nature of problems and motivates students in a friendly way to reach their academic goals.
- Extra classes are planned to clarify doubts and re-explaining of tough and relevant concepts for improving performance.
- Appropriate counseling with surplus teaching, eventually helps to attend classes regularly.
- Slow learners are identified through their performance in class by the course teachers in every department.
- The critical subjects focus more on practice and revision, which are a part of the structured time

table specifying the day, class and faculty. The subjects in which the slow learners are weak are identified and advanced learners are motivated to support slow learners after class or during free hours.

- Through the Internship Programs and Entrepreneurship Development, the advanced learners takes tuition for the slow learners.
- Slow learners who are not able to manage with the teaching in regular classes, are assisted through clarification of their doubts, rereading and reviewing the syllabus and sometimes extra assignments to strengthen their learning.

PROCEDURES ADOPTED FOR FACILITATING FAST LEARNERS:

The Fast Learners are identified through their performance in examinations, interaction in class room, their essential acquaintance, concept understanding and expression abilities etc., The Institute promotes self-governing learning that contributes to their academic and personal development. Appropriate counseling with additional teaching, eventually helps students to attend classes regularly. Faculty members focus on providing additional details on the important topics, improving subjective knowledge.

For Bridge and remedial classes:-

http://pioneerinstitute.net/advantages/6194-bridge-and-remedial-classes.html

For class assignments:-

http://pioneerinstitute.net/students-section/class-assignments/index.1.html

File Description	Document
Any additional information	View Document
link for additional information	View Document

2.2.2 Student - Full time teacher ratio

Response: 18.33

File Description	Document
Any additional information	View Document

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0

2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	<u>View Document</u>

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

The Institute have a prime focus on experiential learning, participative learning and problem-solving methodologies that enhances learning experiences for students. The Institute adopts Case-Based Learning, News Discussion and Study Circles that focus on developing the Problem-Solving Skills with regular education to supplement the education assistance to the students. The Group Discussions, Debates, Lab Lectures, Public Speech and Oratory Classes, and study through Harvard Business Review (HBR) and Case Studies and Case Analysis through International Journals are the various aspects of experiential learning, participative learning and Problem-Solving Methodologies.

Introduction of Skill-based and Career Oriented Programs and specific Courses like Diploma in Agri-Business, Certificate Courses like Tally, Germination for Entrepreneurship Development, MS Office, MS Word, MS PowerPoint, C, C++, Post Graduate Diploma in Food Safety and Quality Management and Diploma in Digital Design and Marketing, Advanced Diploma in Digital Marketing, Diploma in Digital Marketing, Certificate Course in Digital Marketing assures Experimental Learning. The Experiential Learning also includes analyzing poems, dramas, stories and films. Discussions through soft skills on Strategic Management, Business Communications, Entrepreneurship, E-Business, E-Commerce and the Mock Conversation, Interviews and Role-Playing Activities cover major part of Participative Learning. Debates are also conducted on Current Topics, that results in diverse opinions and thought processes. Discussion of Harvard Business Reviews and Case Study discussion through National and International Journals develops and improves research orientation, Practical Knowledge and Logical Thinking.

In the case of few Marketing Courses and courses in Mass Communication, students collect paper cuttings related to different articles, current affairs, phrases and literary works that enhances Experiential Learning. Problem Solving Methodologies includes discussion on Environmental Study, Computer based Projects, Finance, Taxation, Accounting and Statistical Solutions. The Co - Curricular Activities (CCA) and National Youth Conference; the Extra-Curricular Activities through Sports and Cultural Events along with the Community Development Programs N.S.S activities teaches orient Research and Development, along with Innovation.

- Tutorial and Remedial Classes hone the problem solving skills.
- Computer Lab Projects enhance understanding.
- Incubation center teaches learning through experimentation.
- Major Research Projects teams with students in groups, thus facilitating Inter-Personal Learning.
- Attendance and Participation in Guest Lectures, Workshops, Seminars, Conferences and Industry Visits expose students to academic and industrial practices.

Student Area containing details of Co Curricular Activities, Class Assignments, Lecture Notes, Question Bank, Academic Section, Examination Section, Syllabus, Curriculum, etc can be viewed by clicking

below:-

http://pioneerinstitute.net/students-section/index.1.html

For more information on Innovative teaching: http://pioneerinstitute.net/Advantages/3143-teaching-methodology.html

For more information on Project Based learning: http://pioneerinstitute.net/Advantages/3152-project-work.html

The various innovative practices followed by Institute post second cycle is attached as Additional Information.

File Description	Document
Any additional information	[View Document]()
Link for Additional Information	[View Document]()

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 100

2.3.2.1 Number of teachers using ICT

Response: 39

File Description	Document
List of teachers (using ICT for teaching)	[View Document]()
Any additional information	[View Document]()
Provide link for webpage describing the " LMS/ Academic management system"	[View Document]()

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 59.58

2.3.3.1 Number of mentors

Response: 12

File Description	Document
Any additional information	[View Document]()

2.3.4 Preparation and adherence to Academic Calendar and Teaching plans by the institution

Response:

PREPARATION OF ACADEMIC CALENDAR:
At the onslaught of every semester, the Academic Committee and the IQAC of the Institute prepares an Academic Calendar which summarizes the Events, Examinations and other actions planned in that particular semester. Instruction is based on track plan made by the faculty and approved by the Principal/Director along with the course coordinator. The IQAC consists of Principal, Director, Faculty Members from diverse areas, Mentors and Controller of Examination, who prepares and suggest upon the academic calendar well in advance before the commencement of each semester. At the start of the academic year, the Principal conduct meetings to talk about the Academic Calendar, Timetable, and confirmation of Industrial Visits, Expert Talks, and the course file of the faculty.

The Academic Calendar contains important information regarding the Teaching-Learning Agenda, Various Events, Tentative Dates of Internal Examinations, Seminars, Workshops, Conference Days, External Viva and Practical, Workshops, Annual Fest, Internal Examination, External Examinations, list of holidays, Total Days and Total Working Days. The Institute adheres to the Academic Calendar and the IQAC monitors and measures learning after teaching. The calendar outlines the semester major and minor details.

TEACHING PLANS:
The Principal or the Director scans the lists of courses for the upcoming semester; where the Director finalizes the course allocation for the faculty members based on their choice and area of interest and expertise. In the outset of every semester, a Course File/Faculty Fileis produced. After carving up the topics, pedagogies for each of these are fixed. This is done by strictly adhering to the timeline of internal assessments. Each issue is finished inside the timeframe to allow the students enough time to comprehend the concepts. The curriculum of the Institute runs through structured planning and execution. Subject preference is selected from faculty members in subject wise preference sheet. Subjects are given as per area of specialization, past experience and industrial experience.

Provision of course plan in a structured, redesigned format by the members of the faculty is exercised. Discussion of the course plans are done, if the same topic is taught by different faculty members. The Course Coordinator coordinates the program. Finally, subjects are assigned. After the subjects are assigned, a Faculty File is given to all Faculty Member. The Faculty File consists on Time Table, Load Sheet, Rules and Regulations, Syllabus and Lesson Plans. The Institute has evolved and created its teaching methods to best suit the demands of the students. Established on the results and analysis methods that help individual batches to insure maximum productivity are developed and upgraded from time to time.
The Teaching program includes Collaborative Learning, Group Learning, use of e-Resources, Tests, Group Activities, Workbooks, Group Discussion, Addendum, Case Studies, Practices and Lab Sessions (in case the subject demands so) and so on Subjects are taught as per the Course Plan and record is maintained properly. Assessment of student's learning is done using Assignments, Projects and Written Tests.

To view Academic Calendar click: http://pioneerinstitute.net/about-us/iqac/7130-academic-calendar.html

2.4 Teacher Profile and Quality

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

Response: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	[View Document](#)
List of the faculty members authenticated by the Head of HEI	[View Document](#)
Any additional information	[View Document](#)

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 13.43

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
8	8	7	5	4

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	[View Document](#)
Any additional information	[View Document](#)

2.4.3 Teaching experience per full time teacher in number of years

Response: 9.41

2.4.3.1 Total experience of full-time teachers

Response: 367

File Description	Document
Any additional information	[View Document](#)

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 1.97

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document]
e-copies of award letters (scanned or soft copy)	[View Document]

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 10.07

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
7	5	4	4	4

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	[View Document]

2.5 Evaluation Process and Reforms

2.5.1 Average number of days from the date of last semester-end/ year- end examination till the declaration of results during the last five years

Response: 59

2.5.1.1 Number of days from the date of last semester-end/ year- end examination till the declaration of results year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
39	30	56	80	90

File Description	Document
List of programs and date of last semester and date of declaration of result	View Document
Any additional information	View Document

2.5.2 Average percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years

Response: 0.29

2.5.2.1 Number of complaints/grievances about evaluation year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	2	1	1	2

File Description	Document
Any additional information	View Document

2.5.3 Average percentage of applications for revaluation leading to change in marks during the last five years

Response: 30.42

2.5.3.1 Number of applications for revaluation leading to change in marks year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	17	26	37	91

File Description	Document
Any additional information	View Document

2.5.4 Positive impact of reforms on the examination procedures and processes including IT integration and continuous internal assessment on the examination management system

Response:

EXAMINATION REFORMS

The Institute has on Examination Cell headed by the Controller of Examination, under the guidance of the Principal. The team consists of one Deputy Controller and one Assistant Controller, Office Assistant, two Computer Programmers, one Data Entry Operator and two Peons. The Examination has its own printing unit for printing of Question papers and other relevant confidential document and having separate printer machine for printing Mark Sheet. For smooth conduct of examination process, different Committees like, Examination Committee and Students Grievance Committee has been operating apart from Board of Studies and Academic Council. The Controller along with this Committee effectively handles Pre-examination and post examination process like Time Table generation, Attendance Sheet and appointment of the Execution Team. The Examination division has computers, printers, internet connectivity and has a separate room for data entry with well trained staff. Centralized conduction of Internal and Semester End Examinations leads to optimal utilization of physical as well as manpower resources, increased vigilance and smooth conduct of the examinations.

The Institute has taken numerous initiatives to make sure the better standards and improve precision, efficiency and transparency in the various steps involved in the conduction and declaration of results of examinations. Various kind of useful steps are implemented to minimize the errors and mistakes and ensure better accuracy and efficiency during paper setting, conduct of the examination, collection and coding-decoding and assessment, moderation of answer paper, entry of marks on the answer copies and mark lists, etc.

Uses of ICT

The Examination Cell is utilizing the Information and Communication Technology (ICT) and the ERP Software plays a significant role in the following examination-related working:
ERP Software System has been developed with the following features:

- Enrolment and Registration of students to Verification of students to Registration Cancellation
- Scanning of Students Photograph
- Hall Ticket Issue with Photograph
- Faculty Login for entering marks of different types of evaluation components
- Marks approval; verification by student and request for correction
- Support for Grading and percentage-based evaluation
- Student Tracking
- Compilation and Declaration of Results
- Printing of Mark sheets
- Result Processing
- Tabulation Chart
- Mark Sheet Generation
- Availability of Information and Results on Institute Website
- Availability of Wi-Fi Facility

AUTOMATION OF EXAMINATION SYSTEM:

All type of programs supported are supported through ERP including Regular Programs, Certificate

Courses, Diploma and Post Graduate Diploma; and the software is flexible to handle any type of course. The automation has resulted in an extensive improvement in the efficiency and transparency of the Examination Department and other stakeholders. The Faculty Members also provides effective method to track performance. The system is inexpensive and Zero Error Tolerant. A committee has been constituted by the Principal to look into the cases of malpractices, if any. After enquiry, appropriate action is taken in each case. Academic audit is conducted by all the departments.

A seperate section is available at Institute website for students related to Examination: http://pioneerinstitute.net/students-section/examination/index.1.html

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.5.5 Status of automation of Examination division along with approved Examination Manual
A. 100% automation of entire division & implementation of Examination Management System (EMS)

B. Only student registration, Hall ticket issue & Result Processing

C. Only student registration and result processing

D. Only result processing

Response: A. 100% automation of entire division & implementation of Examination Management System (EMS)

File Description	Document
Current manual of examination automation system and Annual reports of examination including the present status of automation	View Document
Current Manual of examination automation system	View Document
Any additional information	View Document
Annual reports of examination including the present status of automation	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

PROGRAM OUTCOMES, PROGRAM SPECIFIC OUTCOMES, COURSE OUTCOMES AND THE MECHANISM OF COMMUNICATION:

The Institute has clearly stated learning outcomes of the Programs and Courses. The following mechanism is followed by the Institute to communicate the learning outcomes to the Faculty Members, students and Stakeholders:

The Hard Copy of Syllabus and Learning Outcomes are available with the Faculty File and the Master File with the Director for ready reference to the Faculty Members and students. Programme Outcomes, Programme Specific Outcomes and Course Outcomes are displayed on the website for various Programs. The importance of the Learning Outcomes, Programme Outcomes, Programme Specific Outcomes and Course Outcomes are communicated to the Faculty Members in every IQAC Meeting and Institute's other Committee Members. The students are also made aware of the same through Mentor's Meetings.

• Program Outcomes (POs): It characterizes knowledge, skills and attitudes, students should have at the end of program.

• Program Specific Outcomes (PSOs): PSOs describe what a specific program is capable to do.

• The Course Outcomes (COs): It characterizes thought process and subsequent knowledge skills that a students acquires at the end of a course.

Apart from the above POs, PSOs and Cos, the following outcomes are also achieved:

KNOWLEDGE OUTCOMES: After the completion of the programs, students are able to show indication of a broad thoughtfulness of the professional, technical, social, linguistic and cultural diversity to have familiarity that will lead students with all-inclusive and reasonable approach.

SKILLS OUTCOMES: After Program completion, students are be able to show evidence of a familiarity with research methods, develop critical analysis, critical thinking, cultivate reasoning, exhibit skills in Writing, Reading, Speaking, Listening and judgmentally evaluate information from scholarly and widespread sources, including electronic (web) sources, video and audio sources and printed sources.

VALUE OUTCOMES: After Program completion, students should be able to demonstrate a fundamental awareness of the cultural and social bases of human predisposition, perception, racism, foster tolerance for the diversity of humanities, and human diversity.

The outcomes is applied to all Programs and the students should leave the Institute, having acquired certain aptitudes, principles, and assurances:

• Ability to think and to reason inductively and deductively; to analyze and to synthesize; to think through moral and ethical issues; to construct a logical argument with appropriate evidence;

• Ability to communicate clearly, substantively, and persuasively both orally and in writing;

• Ability not only to answer questions through research and analysis but to exercise judgment about which questions are worth asking;

• Knowledgeable about and committed to standards of intellectual honesty and use of information, knowing how to authenticate information, whether it comes from print sources or through new technologies.

• Ability to collaborate with others from different disciplines in the recognition that multidisciplinary

approaches are necessary to address the major issues facing society understanding the methods of scientific inquiry; that is, scientifically literate.

For details on courses offered click http://pioneerinstitute.net/courses-offered/index.1.html

File Description	Document
Any additional information	**View Document**
Link for Additional Information	**View Document**

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The Institute works diligently in order to achieve the Program Outcomes, Program Specific Outcomes and Course Outcomes of each Program throughout the session under the guidance of IQAC. The Program Outcomes and Program Specific Outcomes are reviewed with the help of Course Outcomes of the significant courses through various direct and indirect methods including examinations, observations of student knowledge or skills aligned with assessable Course Outcomes, Faculty Diary, Lecture Plan, Student Satisfaction Survey, Employer Survey and Alumni Survey. The knowledge and skills described in the Course Outcomes are specifically tested in the External Examination/Yearly Examination, Internal/Quarterly/Half-Yearly Exams and Assignment. Average attainment is implemented by Student Satisfaction Survey, Employer Survey and Alumni Survey. The Program Outcomes and Program Specific Outcomes are reviewed with the help of Faculty Diary filled by each faculty taking classes. Also, the Faculty members make Lecture Plan for each Course, this helps in keeping a check on the attainment of Program Outcomes and Program Specific Outcomes. The attainment of Program Outcomes and Program Specific Outcomes is also checked through Syllabus Tracking.

Finally, Program Outcomes are evaluated with above mentioned data and the IQAC concludes the PO attainment level. The Institute offers various chances to students to demonstrate their understanding through oral or written methods. The outcome of the complete work out is that the assessment method does not become an obstacle while assessing students' accomplishment of CO, PO and PSO of Specific Course. Students can optimally express their knowledge and this develops their self-confidence. At the end of each Semester/Year, the Institute carry out examinations based on the result published based on the Course Outcomes are calculated. Assignments are allotted to the students such that students will refer the text and good reference books to find out the answers and understand the projected aim of the given predicament.

Two Internal Examinations are conducted per Semester for the following reasons:

- To make certain that students have attained the preferred level of competencies.
- To evaluate, whether corresponding COs are achieved or not.

According to the performance of the student in the Internal Exams, plan is carried out with the respective COs for assessing the attainment level of the specific CO of the subject. These exams and results are also a

measure of the attainment of CO, PO and PSO. Alumni Survey is also noteworthy evaluation tool to find out once in a year, Level of relevance of the curriculum with the expected skills of the Industries. The level of accomplishment of aim for the Specified Program is also evaluated as per the feedback by the Employers. Employer surveys are conducted timely for finding out whether the knowledge, skills and attitude learned from the Institution is successfully satisfying their expectation or not. The objective the conducting the Student Exit Survey/Alumni Survey is to make out following factors for future strategy formulation once in a Year.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6.3 Average pass percentage of Students

Response: 93.56

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 247

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 264

File Description	Document
List of programs and number of students passed and appeared in the final year examination	View Document
Any additional information	View Document
Link for annual report	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.76

Criterion 3 - Research, Innovations and Extension

3.1 Promotion of Research and Facilities

3.1.1 The institution has a well defined policy for promotion of research and the same is uploaded on the institutional website

Response: Yes

File Description	Document
Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View Document
Any additional information	View Document
URL of Policy document on promotion of research uploaded on website	View Document

3.1.2 The institution provides seed money to its teachers for research (average per year)

Response: 0

3.1.2.1 The amount of seed money provided by institution to its faculty year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Minutes of the relevant bodies of the Institution	View Document
List of teachers receiving grant and details of grant received	View Document

3.1.3 Number of teachers awarded international fellowship for advanced studies/ research during the last five years

Response: 0

3.1.3.1 The number of teachers awarded international fellowship for advanced studies / research year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of teachers and their international fellowship details	[View Document]

3.1.4 Institution has the following facilities

1. **Central Instrumentation Centre**
2. **Animal House/Green House / Museum**
3. **Central Fabrication facility**
4. **Media laboratory/Business Lab/Studios**
5. **Research / Statistical Databases**

A. Any four facilities exist

B. Three of the facilities exist

C. Two of the facilities exist

D. One of the facilities exist

Response: D. One of the facilities exist

File Description	Document
Institutional data in prescribed format	[View Document]
Any additional information	[View Document]

3.2 Resource Mobilization for Research

3.2.1 Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments,Chairs in the institution during the last five years (INR in Lakhs)

Response: 39.75

3.2.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
10	0	29.752	0	0

File Description	Document
List of project and grant details	View Document
e-copies of the grant award letters for research projects sponsored by non-government	View Document

3.2.2 Number of research centres recognised by University and National/ International Bodies

Response: 1

3.2.2.1 **Number of research centres recognised by University and National/ International Bodies**

Response: 1

File Description	Document
Names of research centres	View Document

3.2.3 Percentage of teachers recognised as research guides

Response: 1.18

3.2.3.1 **Number of teachers recognised as research guides**

Response: 3

3.2.3.2 Number of full time teachers worked in the institution during the last 5 years

Response: 254

File Description	Document
Details of teachers recognized as research guide	View Document
Any additional information	View Document

3.2.4 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0.04

3.2.4.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 2

File Description	Document
Supporting document from Funding Agency	View Document
link to funding agency website	View Document

3.3 Innovation Ecosystem

3.3.1 Institution has created an eco system for innovations including Incubation centre and other initiatives for creation and transfer of knowledge

Response:

The Incubation Center enable its students get firsthand experience in promotion of innovation driven activities and deliver a comprehensive and integrated range of support including Space, Mentoring, Training Programs, Networking and an array of other assistances. The students gain hands-on experience in innovation while being supported, developed and encouraged by Academicians, Industrialists and Management. The Institute aims to innovative high impact ventures in Social, Educational, Commercial and other spheres and revolutionize teaching and learning and hope to bring forth a revolution in how and what students study and succeed. The Institute has a conducive environment and provision for Innovation and Incubation. The required facilities are provided with guidance by experts, where students are encouraged to actively involve in the application of Skill. Through the Field Survey and Grass Root Action Management (GRAM), necessarysupport is provided for Documentation, Publication of Research Papers, Printing of the Project Report and an opportunity to attend National and International Conferences, Awareness Meetings, Workshops, Seminars and Guest Lectures on Entrepreneurship and Innovation.

The Tie Up with (National Entrepreneurship Network) NEN and Confederation of Indian Industry (CII), provides opportunities to network with outstanding entrepreneurs, outshining in their field, and provide training in manufacturing and service sectors. The Industry Visits gives hands on experience and better Industrial Exposure along with Soft Skill Development Programs, Subscription to Subject Journals, E-Journals and Other Online Resources, Internet Connected Computers and a variety of Certificate Courses. The R & D Cell also facilitates creating research culture among faculty members and students as Supervisors in Minor and Major Research Projects, community Reports and guidance for publication of papers and articles in reputed journals. The Entrepreneurship Development Cell, the Training and Placement Cell helps student community invite eminent personalities from small and large industries.

The Social Cell conducts Community Development Programs, adds Theoretical foundation to Practical, conducts Village Visits, promote Entrepreneurial Education to the backward students, create Employment Opportunities to unemployed youth, increase standard of living and sensitize students to social issues and all-inclusive development. Each Year, the Institute conducts National Conference for the Youth that is for the students and by the students. The Conference is witnessed by famous and young speakers, students from all over the country, various sessions like Inaugural, Panel Discussion, Plenary session, Valediction Session and Research paper submissions. The Social Cell develops Leadership capabilities and organizes career guidance programmes in the village to create awareness among school going students for choosing their career oriented courses after finishing the school education. It develops Managerial Skills and

promotes Awareness Camps and Literary Programs. The above activities make the students aware of the social accountability and social environment which in turn converts them into responsible citizens with moral values.

Links for further details:-

https://www.facebook.com/pg/pioneerindore/photos/?tab=albums&ref=page_internal

http://pioneerinstitute.net/activities/6187-research-and-development.html

http://pioneerinstitute.net/activities/6188-entrepreneurship-development-cell.html

https://www.youtube.com/watch?v=jNpdFPcvO3Q

https://www.youtube.com/watch?v=m-VkOxCoAxg

https://www.youtube.com/watch?v=Usj2efD_EYg

File Description	Document
Any additional information	[View Document](#)
link for additional information	[View Document](#)

3.3.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry - Academia Innovative practices during the last five years

Response: 19

3.3.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry- Academia Innovative practices year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
7	2	6	4	0

File Description	Document
Report of the event	[View Document](#)
List of workshops/seminars during the last 5 years	[View Document](#)

3.3.3 Number of awards for innovation won by institution/ teachers/ research scholars/students

during the last five years

Response: 11

3.3.3.1 Total number of awards for innovation won by institution/teachers/research scholars/students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3	5	0	0	3

File Description	Document
List of innovation and award details	
e- copies of award letters	

3.3.4 Number of start-ups incubated on campus during the last five years

Response: 0

3.3.4.1 Total number of start-ups incubated on campus year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of startups details like name of startup, nature, year of commencement etc	
Contact details of the promoters for information	

3.4 Research Publications and Awards

3.4.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

File Description	Document
Institutional data in prescribed format	
Any additional information	

3.4.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: Yes

File Description	Document
e- copies of the letters of awards	View Document
Any additional information	View Document

3.4.3 Number of Patents published/awarded during the last five years

Response: 0

3.4.3.1 Total number of Patents published/awarded year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of patents and year it was awarded	View Document

3.4.4 Number of Ph.D.s awarded per teacher during the last five years

Response: 2.67

3.4.4.1 How many Ph.Ds are awarded within last 5 years

Response: 8

3.4.4.2 Total number of teachers recognised as guides during the last 5 years

Response: 3

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document
URL to the research page on HEI web site	View Document

3.4.5 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.24

3.4.5.1 Number of research papers in the Journals notified on UGC website during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
11	1	0	0	0

File Description	Document
List of research papers by title, author, department, name and year of publication	[View Document]()
Any additional information	[View Document]()

3.4.6 Number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings per teacher during the last five years

Response: 3.82

3.4.6.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
52	56	28	27	31

File Description	Document
List books and chapters in edited volumes / books published	[View Document]()
Any additional information	[View Document]()

3.4.7 Bibliometrics of the publications during the last five years based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Response: 0

File Description	Document
Any additional information	[View Document]()

3.4.8 Bibliometrics of the publications during the last five years based on Scopus/ Web of Science - h-

index of the Institution

Response: 0

File Description	Document
Any additional information	[View Document](#)

3.5 Consultancy

3.5.1 Institution has a policy on consultancy including revenue sharing between the institution and the individual

Response: Yes

File Description	Document
Soft copy of the Consultancy Policy	[View Document](#)
Minutes of the Governing Council/ Syndicate/Board of Management related to Consultancy policy	[View Document](#)
URL of the consultancy policy document	[View Document](#)

3.5.2 Revenue generated from consultancy during the last five years

Response: 23.43

3.5.2.1 Total amount generated from consultancy year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
10	2	11.425	0	0

File Description	Document
List of consultants and revenue generated by them	[View Document](#)
Audited statements of accounts indicating the revenue generated through consultancy	[View Document](#)
Any additional information	[View Document](#)

3.5.3 Revenue generated from corporate training by the institution during the last five years

Response: 0.47

3.5.3.1 Total amount generated from corporate training by the institution year-wise during the last five

years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0.06	0.06	0.12	0.06	0.17

File Description	Document
List of teacher consultants and revenue generated by them	View Document
Audited statements of account indicating the revenue generated through training	View Document

3.6 Extension Activities

3.6.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

Institute has separate and independent Social & Entrepreneurship Cell that makes noteworthy contribution to the society and environment by promoting Neighbourhood - Community network. The primary objective is strong concern for the society and social issues. As a part if Institutional Social responsibility (ISR), one of the prominently introduced programs is Village Visit and Grass Root Action Management (GRAM), where a team of students and faculty members Visit Villages, with specific intention and objective of understanding socio-economic problem of village and further providing solutions to the problems. This instils Survey Based Research Skills in the students and faculty and sensitizes them towards village problems. The Institute is recognized NSS Centre from Devi Ahilya Vishwavidyalaya (DAVV), Indore and is a Self Financed Unit (SFU), where the NSS Officer and Coordinator ensures various community involvement.

The Institute has also taken care of the acute water problem faced by birds and animals, where the Team visits the near by area and spread awareness. Water pots are installed within and outside the campus for birds and animals so that they can get water. Field Work and the Research Projects is undertaken by students, guided by Faculty Members that includes the problems of the Locality and the City. It also address the problems of National concerns. The Institute is also involved in charitable activities such as donation and providing support to blinds, deaf, dumb, organized kite flying festival on makarsakranti, provided Free Education to students who belong to poor family and reside in slum areas. They are also given admission in the Schools, run by Pioneer Group, and the Faculty and Students are engaged in Teaching – Learning Process. The Institute has a Day Care Cell that is dedicated to the Senior Citizens and involves them in intellectual, recreational activities. The students learns to negotiate, communicate, manage conflict, leadership qualities, self-confidence and autonomy, become well mannered citizens and develops appreciation for others. NSS Unit take part in various initiatives like organizing camps, Swachh Bharat initiatives, and awareness programmes on AIDS prevention.

IMPACT & SENSITIZATION:

Exposure to extension and outreach activities includes social issues and legal and social remedies on domestic violence, dowry, child abuse, Red Ribbon Club (RRC) for AIDS prevention and care. Anti-Tobacco rally, Peace Rally, beggars, female child, victims of violence, old and displaced persons. The Cell conducts activities for under privileged children and villagers; promote cleanliness in small villages, spread environmental issues, search solutions, build up relation and tie up with NGOs, Adopted Village Kayasth Khedi (?????? ????) Tehsil Name (Sanwer); District Indore; State (Madhya Pradesh), develops a passion and brotherhood, develop skill and aptitude for problem solving, develops social skills, communication skills, management skills, leadership skills, analytic skills, perceptual skills, Blood Donation Camps, Tree Plantation , Water Conservation, Health Check Ups, Rallies on social issues, Celebration of Independence Day, Republic Day, Women's Day, Yoga Day, Anniversaries of great personalities, Cashless Activities, Digital India, World Yoga Day, World Tobacco Prohibition Day, Women Empowerment Programs, Child Marriage, Career Guidance and Counselling Programs.

File Description	Document
Any additional information	[View Document]()
link for additional information	[View Document]()

3.6.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	[View Document]()
e-copy of the award letters	[View Document]()

3.6.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 80

3.6.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
18	8	18	21	15

File Description	Document
Reports of the event organized	[View Document]
Number of extension and outreach programs conducted with industry,community etc for the last five years	[View Document]
Any additional information	[View Document]

3.6.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 93.19

3.6.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
579	420	507	504	513

File Description	Document
Report of the event	[View Document]
Average percentage of students participating in extension activities with Government or NGO etc	[View Document]
Any additional information	[View Document]

3.7 Collaboration

3.7.1 Number of Collaborative activities for research, faculty exchange, student exchange per year

Response: 5.2

3.7.1.1 Total number of Collaborative activities for research, faculty exchange, student exchange year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
16	7	3	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc	<u>View Document</u>
Copies of collaboration	<u>View Document</u>
Any additional information	<u>View Document</u>

3.7.2 Number of linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the last five years

Response: 173

3.7.2.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
29	56	29	30	29

File Description	Document
e-copies of linkage related Document	<u>View Document</u>
Details of linkages with institutions/industries for internship	<u>View Document</u>
Any additional information	<u>View Document</u>

3.7.3 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 0

3.7.3.1 Number of functional MoUs with institutions of national, international importance, other

universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	[View Document]
Details of functional MoUs with institutions of national, international importance,other universities etc during the last five years	[View Document]
Any additional information	[View Document]

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching - learning. viz., classrooms, laboratories, computing equipment, etc

Response:

The Institute has adequate facilities for teaching and learning. The adequate availability of physical infrastructure includes:

Highlights of Physical Infrastructure:-

- Area: Over 5.5 acres of land
- All internal roads of Institute are covered with inter-lock tiles
- Lush green surroundings having more than 2,500 trees with gardens
- Built up Area: 1,50,000 Square Feet
- Huge Ground for Outdoor Games such as Cricket, Football, Volleyball & Basketball
- Indoor Games Facilities such as T.T., Badminton Academy, Chess, Rifle Shooting Academy and Carom
- Air Conditioned Conference Room (200 capacity)
- Two Seminar Rooms (150 capacity each)
- Board Room (30 capacity)
- Computer Lab
- Spacious Air-cooled Central Library (Separate Library facility for UG)
- Hostel Facility for Boys with 78 Students capacity with full time warden.
- Video Conferencing Facility
- Reprographic facility in the Library
- Power back up DG Set with 60 KVA Capacity
- Training & Placement Cell
- Counselling and Guidance Cell
- Research & Development Cell (R&D)
- Entrepreneurship Development Cell (EDC)
- Incubation Cell

Highlights of Library:-

- State-of-the-art Library Management Software LIBSYS
- Book Bank Facility for students
- Best Library award
- Access to J-GATE and INFLIBNET for numerous articles, journals and books
- Record of Hard Binding of Back Volumes of Journals
- Record of Minor and Major Research Projects undertaken by students
- Hard Bound Syllabus and Past year questions papers
- Hard Bound case booklets
- Case study books
- WIFI enabled Library with charging facility on reading tables for use of laptop

- Separate reading room space in library for newspaper reading
- Air Cooled Library
- Dictionaries, Motivational Books, Personality Development books
- Separate Library reading room
- Management Games and Management Movies

Highlights of Class Rooms and Computer Labs

There are 23 Lecture Theatres in total, with proper lighting, fans, windows, adequate furniture, almirahs, desks, chairs and tables.

The available physical infrastructure is optimally utilized beyond regular Institute hours, to conduct Certificate Courses, Co-Curricular Activities, Extra - Curricular Activities, Parent Teacher Meetings, Campus Recruitment Training Classes, Campus Recruitments, Meetings, Seminars, and Conferences.

Also they can access well-equipped college lab with latest computers with internet and other devices printer, scanner etc.

- Computer labs with latest machines with TFT screens for practical learning
- LCD Projectors installed in class rooms and lab for PPT Presentation and Animations
- E-Library: J-GATE and INFLIBNET in computer lab for project work
- Wi-Fi facility in campus
- Video Conferencing Facility available
- Hardware Lab for better understanding of basic hardware and their evolvement
- CMS based Website for sharing various academic information such as notices, PPT, lecture notes, assignments, case studies, question banks, etc.
- Technically qualified staff in Computer Lab having knowledge of cabling, LAN, hardware and software trouble shooting
- LCD projectors installed in class rooms, computer lab and conference hall

Additional information Link: http://pioneerinstitute.net/facilities/index.1.html

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

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

Response:

To facilitate expansion and shape the over-all personality of promising and sporty students, the Institute

makes immense attempt by providing superb infrastructural facilities, amenities for indoor and outdoor games, along with Cultural Facilities and Meditation Centre. The Institute has facility of indoor and outdoor games, with Badminton Academy, Cricket Academy, Rifle Shooting Academy and Yoga and Meditation Centre with a state - of - the – art facilities of International Standards; equipping players to train with the finest and be ready to participate at State, National and Global tournaments. The Academy aims at facilitating students to take this sport as their career choices. Institute has an open ground for other activities, hosting various matches, with dedicated Coaches/Trainers/Teachers. Each year Institute organizes Annual Sports Meet where all types of games are played by the students and finally prizes are distributed.

Outdoor Games:

- Cricket
- Football
- Volleyball
- Basketball

Indoor Games:

- Carom
- Chess
- Table Tennis
- Badminton

The Institute has a wide range of sports, games, cultural and extra-curricular activities that are available for all boys and girls of Institute and other Institutions. The college provides Free Self-Defense Training to all the girls. The college has an open ground/space for the cultural activities accommodating approx. 3000 spectators to view power-packed performances in cultural activities. Facilities like Hostel to Boys, Residential Facilities to staff is available at very reasonable charge. Cafeteria, Health Centre and First aid and emergency care facilities are provided. The Medical Tie-Ups include Bombay Hospital; KIBS Hospital; Raj Shree Hospital; Rajas Eye Hospital. A Full Time Qualified Doctor is available from 9 AM to 5 PM. Students get quick accessibility to Bank; ATM; Post Office; Book Shops. The Banking Facility and Banking Tie-Ups include Bank of India; Punjab National Bank; State Bank of India. The Institute has free transport facility from Bombay Hospital for the students and as well as staff. All the above facilities are available within vicinity of 1 km.

There is separate Yoga Centre, Meditation and Prayer Hall in the Institute. The Institute has two NSS units, Boy's unit-50 and Girl's-30, with One NSS Officer and One Female Mentor to take care of boys and girls, separately for One Units. The students get an exposure to show their courage, leadership, inter-personal skills and other talents in these two programs to enhance their overall personality. Budget sanctioned from government for NSS are fully utilized. Instruments are provided by the institution to the participants with musicians and choreographer. Separate Green Room Facility for boys and girls for preparation of cultural events is made available. Students are motivated to participate and unveil their talents on special occasions like Republic Day, Independence Day, Gandhi Jayanti and Swami Vivekananda Jayanti etc. Every year UDBHAV - The Annual Fest is organized.

Sports facilities: http://pioneerinstitute.net/facilities/3139-sports-facility.html

Various cultural activities: https://www.youtube.com/user/pioneerindore/videos

Cultural activities: https://www.facebook.com/pg/pioneerindore/videos/?ref=page_internal

File Description	Document
Any additional information	[View Document]()
link for additional information	[View Document]()

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

Response: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 26

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	[View Document]()
Any additional information	[View Document]()
Link for additional information which is optional	[View Document]()

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 11.88

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
7	10	10	12	15

File Description	Document
Audited utilization statements	[View Document]()

4.2 Library as a Learning Resource

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

Response:

The Library is automated using Integrated Library Management System (ILMS). LIBSYS Software is offered as Library management systems, offering solutions such as Library automation system, helping in planning the Academics, installing, nourishing and enhancing the Library with continuous innovations of Curriculum with reference to automation. The LIBSYS Software brings high level of certainty, offering delivered on-time, with high quality, better competence, and awareness for the Research Scholars in developing their Dissertation. LIBSYS Software supports all library functions to the Librarian like Acquisition, Cataloguing, Circulation, Serials, Article Indexing and all customizable reports. It has multi-tasking features and Unicode support including e-mail and book finder with interactive features like online reviews, ratings, renewals etc. to maintain library reports, students Major and Minor Projects and compliance along with Barcode Standards.

It delivers unmatched contentment to the Stakeholders, Library Staff and Teaching and Non Teaching Staff and manages ability of the library processes and procedures through its wide-ranging modules. All the books of the Library are bar-coded. The databases contains the data elements like entering new records into a given database, modifying precise or remove existing records, automatically preserve fast access files and retrieve records by their contents, sort the records in any sequence. The software supports all the library activities like acquisition, circulation, cataloguing, reports etc. and print catalogues and indexes.

The INFLIBNET promotes and implement automation of operations and services with standards and uniformity in techniques, methods, procedures, to facilitate sharing and exchange of information to all stake holders. The Faculty and Students can get reliable access to document through on-line catalogue of serials, theses and dissertations, books, monographs, manuscripts and audio-visuals. Integrated Library Management System promotes R&D Cell, ED Cell and facilitates in providing Consultancies.

Library Details: http://pioneerinstitute.net/facilities/3133-library.html

File Description	Document
Any additional information	[View Document](#)
link for additional information	[View Document](#)

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment

Response:

The Rare Books and Special Collections plays a unique and vital role in the Institute. In order to enhance the knowledge of the stake holders and public in general, the library acquires not only several course related reference books and also special and rare books on ancient Arts, Culture and History, Encyclopedias, Biographies, Literature, Dictionaries, General Management, Career and Competitive Exam Books etc. Apart from academics related books, the Institute library provide plenty of other knowledgeable

books that can expand readers mind including novels, Profiles and Compendium. The Management, Library and Teaching Staff visit book exhibitions to procure rare and special books. They makes it a point to buy some good books whenever they go to other cities to participate in workshops, seminars and conferences. Several general and subject related journals are subscribed and the Institute inspires the students to read them.

Some Faculty Members give assignments to students on the topics given in the Journals. The Journals help students gain mindfulness on latest developments and technology, ongoing research in different subject fields of their concern. Back Volumes of Journals and Magazines are well-preserved and delivered to users for reference. In order that the students could prepare for civil services, banking exams, higher studies and other competitive exams magazines are subscribed. Library frequently displays notifications about several entrance exams, jobs etc. in the notice board. Latest update and additional important information collected from daily newspapers is displayed. Rare Personality Development Books which help in inspiring the minds of the users are provided. The rare book collection is in the form of Hard Bound Copies as well as e-Content, available for all Students, Faculty Members, Research Scholars, Senior Citizen Club, outside Public. The collection is also available for the various school children of Pioneer Group, children of villages and small towns.

Library Details: http://pioneerinstitute.net/facilities/3133-library.html

File Description	Document
Any additional information	[View Document](#)
link for additional information	[View Document](#)

4.2.3 Does the institution have the following

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases

Any 4 of the above

Any 3 of the above

Any 2 of the above

Any 1 of the above

Response: Any 2 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document
Any additional information	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 2.92

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
2.59	3.94	2.21	2.96	2.89

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document
Any additional information	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

File Description	Document
Any additional information	View Document

4.2.6 Percentage per day usage of library by teachers and students

Response: 26.53

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

Response: 200

File Description	Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The Institute has a well developed system for providing IT facilities. The maintenance of computer, Internet Wi-Fi networking and installation of software preservation and up gradation of hardware is done on contract basis. Maintenance and up-gradation is done from time to time. All Departments have LCD Projectors, Printers and Scanners with Internet facility via Wi-Fi for preparation of teaching learning materials. Software is installed in all computers and printers of all the departments and Hardware is maintained at frequent intervals. The Institute Website is monitored and updated from time to time. The computers and printers of Faculty Cabins, Administrative block, Computer Lab, Examination Department are connected in LAN and the maintenance is done from time to time.

The campus of the college has Wi-Fi facility with a speed of 50 MBPS. Most of the computers have internet facility via Wi-Fi and Classes have LCD for Power Point Presentation. The Institute take help of experts for maintenance and repairs of computers and also for up gradation of its website and it updated at frequent intervals. The classrooms are equipped with LCD projectors and supported by audio visual systems. The entire campus is monitored by CCTV facility, installed at strategic places help monitor the campus activities. The marks achieved by students after every examination is updated on the automated system, allowing students to analyse the evaluation and revert if any mistakes that might have been made.

Each significant Information about upcoming events is available on the website that includes time and date along with all details. This allows the parents to be aware of the programs being conducted in Institute as well. For easier communication, circulars including important notices to students and parents are also posted on Website. Information about upcoming events is available on the website. This information includes the time and date along with details about the event. Following the completion of the event, pictures and minutes of the event are also uploaded for easy access. This allows the parents to be aware of the programs being conducted in college as well. The Academic Calendar, Syllabus, Internal Scheme, assignments, e Content etc. is updated in the beginning of every Semester. The technology at college is constantly updated. Biometric System of Attendance installed for each Teaching and Non Teaching Staff. The Institute has two internet connections; one is Hathway and the other is Airtel. The entire campus is monitored by CCTV facility. The CCTV installed at strategic places help monitor the campus activities.

Institute keeps updated with latest technology. Institute has i9 9900k configuration (latest processor) PC with 16 GB RAM, 4 GB NVIDEA Graphic Card, High speed SSD, Dedicated 1 TB HDD to keep up with latest technology.

Computer Lab: http://pioneerinstitute.net/facilities/3107-computer-lab.html

File Description	Document
Any additional information	[View Document](#)
link for additional information	[View Document](#)

4.3.2 Student - Computer ratio

Response: 11.92

File Description	Document
Any additional information	

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)
?50 MBPS

35 MBPS - 50 MBPS

20 MBPS - 35 MBPS

5 MBPS - 20 MBPS

Response: <5 MBPS

File Description	Document
Any additional information	

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: Yes

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	
Any additional information	
Link to photographs	

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 3.45

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

2018-19	2017-18	2016-17	2015-16	2014-15
4.82	4.39	1.03	1.46	5.05

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	[View Document](#)
Audited statements of accounts.	[View Document](#)

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

The Institute ensures optimal allocation and utilization of the available financial recourses for maintenance and upkeep of different facilities by holding regular meetings. In LIBRARY, the requirement of books is taken from the expert faculty members and the finalized list of required books is approved by the Principal. The Students are motivated to register themselves in library and use e resources. To ensure return of books, No Dues from the library is mandatory for students before appearing in exam. The Library holdings consisting of books and journals require a separate treatment and maintenance including binding. The Librarian maintains the same. The stock verification is done as a part of regular maintenance. Central library is working 24/7 round the clock for academic benefits of students.

- The proper account of visitors on daily basis is maintained.
- Weeding out of old titles, schedule of issue/ return of books is noted by the Library Committee.
- Suggestion Boxes are installed for continuous feedback.

The BUILDING COMMITTEE looks for maintenance, upkeep of infrastructure, classroom furniture, fund requirement, repair of furniture and electrical equipments. The full time sweepers looks for cleanliness of the building, well equipped with modern tools of cleaning mops, gloves and vacuum cleaner. A complaint register is maintained in which students and faculty can register their problems. Everybody is sensitized towards cleanliness and energy conservation. The technicians, plumbers, carpenters ensure the maintenance of classrooms and infrastructure and support systems such as road, parking, water, electricity, power back-up, internet, sanitation and green initiatives, sports ground, cultural centre, students' activity centre and securities. The COMPUTER LABORATORY is maintained through a maintenance team and non-repairable systems are disposed off. Equipments, instruments and appliances require a continuous maintenance and repair.

The computers are monitored and maintained time-to-time and are checked by technical assistant for any problem. The software updates and ICT tool and internet related problems are resolved. Full time Estate Manager is appointed who looks after infrastructure maintenance which includes civil, plumbing, electrical, furniture repair and other is done by estate office. The waste management is outsourced to external agencies to provide the clean and green ambience of the campus. Classrooms seminar hall and faculty room have sufficient sitting capacity. The quality of drinking water is tested time-to-time. Fire

extinguishers are refilled timely. Overhead water tanks are cleaned intermittently. Pest control is done in Library and Computer Labs regularly for maintain books safe from crickets and termites. Seize fire is kept in library for any fire emergencies. Electricity and physical facilities maintenance for Generator, printers, Seize fire CCTV cameras, Audio system, Digital Camera etc. is regularly done. Water purifier and Cold water storage is well maintained. Separate toilet is available for boys and girls as well as male and female staff. Parking facilities are available for students and staff. The Maintenance of Sports and Cultural Academy Regarding, incharge are appointed, who looks after Cricket Ground, Cultural Centre, Football Ground, Badminton Academy, Rifle Shooting Academy, Various Sports Academy and others.

File Description	Document
link for additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 24.41

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
176	138	110	121	122

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	[View Document](#)
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 14.06

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
100	72	55	82	75

File Description	Document
Any additional information	[View Document](#)

5.1.3 Number of capability enhancement and development schemes –

1. **Guidance for competitive examinations**
2. **Career Counselling**

3. **Soft skill development**
4. **Remedial coaching**
5. **Language lab**
6. **Bridge courses**
7. **Yoga and Meditation**
8. **Personal Counselling**

7 or more of the above

Any 6 of the above

Any 5 of the above

Any 4 of the above

Response: 7 or more of the above

File Description	Document
Details of capability enhancement and development schemes	[View Document](#)
Any additional information	[View Document](#)
Link to Institutional website	[View Document](#)

5.1.4 Average percentage of students benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 100

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

2018-19	2017-18	2016-17	2015-16	2014-15
715	492	507	506	513

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document](#)

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of of students benefited by Vocational Education and Training (VET)	View Document

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases	
Response: Yes	
File Description	**Document**
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document
Any additional information	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years
Response: 27.49
5.2.1.1 Number of outgoing students placed year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
52	42	32	40	32

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document
Any additional information	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 21.46

5.2.2.1 Number of outgoing students progressing to higher education

Response: 53

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 0

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

5.3 Student Participation and Activities

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document
e-copies of award letters and certificates	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The Student Council represent academic and administrative bodies and committees of the Institute and ensures active participation and motivation in various Co -Curricular and Extra-Curricular Activities and help in coordinating all the events related to academics and others and act as medium between faculty and students. The students are also apart of Formal Programs of National level and International level. The student representatives bring forward the views and suggestions of the entire class with respect to the faculty member, subjects, syllabus; share thoughts, interests, and concerns; help raise funds for annual function through sponsorships, including social events and community projects.

Various programs like Paper Presentations, Workshops and Seminars, National Conferences, especially Youth Conferences are organized by students' Committee and Council. The Council participate and motivates other students within the Institute and other Institutes to participate for developing networking

and having a grand success. The students are responsible for all the major technical, cultural, literary and sports activities; develop their leadership skills through active participation in administration and collaboration; help in coordinating various events, act as mediator between their classmates and faculty members/mentors and communicate problems faced by students to the mentors or the management of college. They maintain discipline in college campus, extends in preserving clean and green campus.

Student members of the associations also observe important days like National Festivals, Birth/Death Anniversaries of important leaders, International Women's Day, International Yoga Day, Sports Day, Blood Donation, Non-violence Day, Literacy Awareness Teachers Day, Joy of Giving Week, World Literacy Day, World AIDS Day, Tree Planation World Environment Day, Voters Awareness Programme, Swachh Bharat Abhiyan, Independence Day and Republic Day Celebration, Observing the Birth and Death Anniversaries, World Kidney Day, World Heart Day etc. The Council give suggestions for purchase of books, magazines for library to the Mentors and Subject Experts.

The following committees have student representatives:

1. Students Council

2. Anti-Ragging Committee

3. Sports Committee

4. NSS Committee

5. Alumni Association

6. Anti-Sexual Harassment Cell

Various other activities includes Intercollegiate occasions also like Special Lectures by experts, Discussions, Works, Meeting, National Level Forum and undertakings to develop the personality and skills as per their ability. They also organize Annual Day, Annual Cultural Meet, Cultural Festivals, especially Udbhav, Convocation, Alumni Meet and ensures maximum participation.

File Description	Document
Any additional information	[View Document](#)
Link for Aditional Information	[View Document](#)

5.3.3 Average number of sports and cultural activities / competitions organised at the institution level per year

Response: 18.8

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
17	13	31	16	17

File Description	Document
Report of the event	View Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

The Alumni Association contributes significantly to the development of the Institute through financial and non financial means. The Association regularly meets and interacts with the Director and the Principal. The Association is the flag deliverer of the expansions and progress of the Institute. The Alumni organizes lectures on personality development, holding interactive sessions to motivate students regarding social amendments and business persuasion. The Alumni also help the Institute by persuading industries and getting placements. The Alumni benefit students through Value Added Programs; Career Advising; Industry Institute Interaction; Mentoring; and Placement Assistance and Internship Programs.

The Alumni Association also benefits by bringing together students to act as a representative and coordinate, synchronize and promote their own awareness and knowledge; utilize experience, wisdom, ability for the benefit of the weaker section of the society; promote education, and medical relief useful to poor and the needy students; promote sports education, culture and knowledge through lectures; make students career oriented. The Alumni and existing students coordinate with each other to conduct and hold seminars, conferences, discussions, symposia, cultural programs, convocation ceremony etc. they are also together for the promotion of social, educational, cultural activities. The Alumni Association helps existing students to publish articles, magazines and orientations.

The Alumni are members of various committees such as Internal Quality Assurance Cell (IQAC) and Institute Development Committee. The members support the Institute by sharing their professional experience with current batch student and motivating them to opt for various Job Oriented Programs, Electives, Certifications and activities like delivering guest lectures and sessions on carrier program and current scenario of industrial culture, providing internships and recruiting fresh graduates. They also support research work and research projects by providing them inputs for completion of their research work. The Institute conducts the Alumni Meet Annually, where the alumni members give feedback on curriculum provided by the Institute, give the inputs regarding latest tools and technologies to the current batch students in the form of lectures.

The feedback of alumni is assessed by the Principal and alumni association members to identify and fill the

gaps in subject knowledge and understanding. Various programmes on interview skills, personality development and carrier counseling are organized based on the suggestions given by alumni. Infrastructure facilities are being regularly upgraded or expanded to meet the requirements and aspirations of students based on suggestions given by alumni in alumni meet. Alumni of the Institute are working in different sectors like production, quality assurance, quality control, research, regulatory affairs, management, marketing and academics interact with the students and faculty through alumni meet, mails and social media. The Alumni bring students up to date with various job opportunities and corporate requirements.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

? 15 Lakhs

10Lakhs - 15 Lakhs

5 Lakhs - 10 Lakhs

2 Lakhs - 5 Lakhs

Response: <2 Lakhs

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 5

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	1	1	1

File Description	Document
Report of the event	View Document
Number of Alumni Association / Chapters meetings conducted during the last five years	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

Vision:

"To establish ourselves as one of the biggest learning solution organizations of the country by offering educational services of the highest quality matched by none. The focus is not just on academics but also on personality enrichment to enable future leaders to take shape."

http://pioneerinstitute.net/about-us/3056-vision.html

Mission

"To professionalize Indian management through teaching, research, training and Institution building to achieve dynamic and challenging positions."

Vision and mission is communicated to the students, teachers, staff and other stake holders through Institute's e-newsletters, posters at important places such as library, computer lab, administrative area, notice board, etc. the same are discussed with faculty & staff members during faculty and staff meetings.

http://pioneerinstitute.net/about-us/3056-vision.html

Nature of Governance:

The distinction leading to decentralization and participative management are the administrative ideology of governance. The significant factors responsibility, competence, clarity and ethics promotes a respectable governance and are reflected in the general functioning of the Institute through its Philosophy, Vision and Mission.

Perspective Plans:

Teaching and Learning Plan:

- Development of state-of-the-art facilities and ICT
- Implementation of Electives
- MoUs for Faculty and Student Exchange Programmes
- Academic excellence to match global standards
- Job Oriented Courses

Research and Development Plan:

- Educational associations with premier institutions through MOU to have collaborative progress
- Promote participation of Faculty Members in FDPs and SDPs
- Promote inter-disciplinary research through National and International Conferences
- Promotion of publication in research journals having high Impact factor and listed in UGC list of Journals

Community Engagement Plan:

- Community Service
- Tie-ups with NGOs
- Adoption of more Villages
- Community Projects

Human Resource planning and Development Plan:

- Organize more FDPs
- Motivate faculty members for Research and Exchange Programmes
- Training and Development

Industry Interaction Plan:

- Invite Industry experts for talks and provide practical knowledge
- Strengthen Campus placement
- Promote faculty members and students to work on real projects for industries

Participation of teachers in the Decision Making Bodies:

Teachers find representation and participation in various Board of Studies (BOS) like BOS Management, BOS Commerce, BOS Computer Application and BOS Arts. They also represent themselves in the Academic Council, Governing Body, and IQAC and in all the Internal Committees/Cells set up for worthy governance. They play significant role in administration as Mentors and Heads. They are a part of Examination Cell, NSS, Social Cell, Entrepreneurship Development Cell, serve as Mentors, Counsellors, Flying Squad in Examination and Anti Ragging Cell, and Observers during examinations. In their role as faculty members and mentors, they get along and have interaction with parents and give feedback about academic performance of their children. They interact with Industry and Alumni, regarding latest trends in Market and plays a decisive role in building foundation of the Institute. They are involved in shaping and planning academics, co-curricular activities, extension work and extra curricular activities. They are involved in imparting value-based education, assisting in the administration, give expertise, and upgrade domain knowledge and professional aptitude.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.1.2 The institution practices decentralization and participative management

Response:

The hierarchical structure of the Institute functions on the basis of decentralization and participatory management. Roles and duties are brought out clearly at each level with acceptable authority allocated to discharge the duties effectively. The Principal and the Director are assisted by the IQAC Coordinator and members of the various committees who manage every aspect of the Institute. Under the mentoring system, the Mentors interact with the assigned Mentees, independently and jointly. The Parent-Teacher Meet familiarizes the parents with the improvement of their wards, gives suggestions, feedback in prescribed forms. The Controller of Examinations provides individual performance reports of each student and sends it to the respective mentors.

Decentralization:

The Governing Body delegates all the academic and operational decisions to the Principal in line with the vision and mission of the Institute. The Institute has a system for delegating authority and providing operative independence to all the functionaries to work towards decentralized system. The Director formulates common working procedures and entrusts its execution with the faculty members and Academic Coordinator. Faculty gives various representations, in various committees and cells and conduct various programs to showcase available talents. They are in-charge of various academic, co-curricular, and extracurricular activities, industrial visits, act as coordinator and convener for organizing Seminars/Workshops/Conferences/FDPs. They are also a part of the following Cells:

- IQAC
- Academic monitoring committee
- Examination Committee
- Training and Placement Cell
- Social Cell
- Entrepreneurship Development Cell
- Cultural Committee
- Grievance Cell
- Anti Ragging Cell
- SC/ST/OBC Cell
- Women Empowerment Cell
- Library Advisory Committee
- Equal Opportunity Cell
- R & D Cell
- Mentoring and Counselling Cell
- Internal Complaint Committee

http://pioneerinstitute.net/about-us/3060-governing-body.html

Student Level:

Students are empowered to play a dynamic role as a coordinator of extracurricular activities and social

service.

Participative Management:

The Institute promotes a philosophy of participative management by connecting the staff and students through various activities. The students and faculty members are allowed to express, give suggestions for improvement and excellence.

Strategic Level:

The Principal, Director, Academic Coordinator and Staff Members are involved in outlining the policies and processes, framing strategies, rules and regulations pertaining to admission, placement, discipline, grievance, counselling, training & development, and library services for effectively implementation and ensure smooth and systematic functioning of the Institute. For various programs to be fixed by the Institute, all the staff members meet, discuss and share their opinion and plan for the event and IQAC helps in forming various committees involving students too. Staff members are also involved in deciding academic activities and examinations to be conducted by the college.

Functional Level:

At functional level the faculty members participate in sharing the knowledge by deliberating on the latest trends in skill and knowledge. They are also involved in preparation of annual budget of the Institute, approved by the Principal.

Operational Level:

The GB gives suggestions and monitors the procurement, introduction of new programs and welfare activities.The Principal, Director and IQAC are responsible for Academic, Non Academic and Administrative Activities of the Institute.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

The present Perspective Plan has been prepared for the period of five years commencing form the academic year 2014 to 2018, taking into consideration the quality indicators of seven criteria of NAAC. The IQAC, provided the guidelines for preparing and the planning the IQAC meetings, where inputs and feedback from all stakeholders have been collected and used as the base in formulating the perspective plan. The IQAC maintains the documentation of various activities.

The IQAC, in the last Five Years has focussed on:-

- Improving in application of quality criteria for various academic and administrative activities;
- Empower a superior environment through knowledge and technology improvement in teaching and learning process;
- Taking Systematic feedback from students, parents and other stakeholders on quality-related institutional processes and disseminating information;
- Organizing inter and intra institutional workshops, seminars, FDPs, QIPs, SDPs, Conferences with proper documentation;
- Development and maintenance of institutional database through MIS and ERP for the purpose of maintaining/enhancing institutional quality;
- Preparation of the (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC

Perspective/Strategic Plan and deployment documents

After the visit of NAAC peer team in II Cycle, the Institute has prepared the perspective/strategic plan by taking into account NAAC peer team's observations and recommendations for quality enhancement of the Institution during the previous re-accreditation. Promotion of research culture and innovation is strengthened through the research committee, Research papers, Publications and participations in innovation based activities.

Increasing the numbers of computers and other ICT related equipments

Strengthening of computers and ICT enabled equipment for the betterment of academic and administrative activities such as CCTV cameras, LCD TV, Printer, Scanner, Projection Screen, Projector, Office Software's, and library, Xerox Photocopier Machine, Barcode Reader and Scanner, Key-board and mouse, pen drive, Speakers and External Hard Disk. Certificate Courses have been started for Skill Development and new Programs were introduced. The Institute has strengthened ICT enabled teaching through INFLIBNET and J-GATE. The Institute has strengthened counseling cell, seminars, guest lectures, training, guidance session, Personality Sessions, through Linkages and MoU Collaborations with Institutions and Industries.

ONE ACTIVITY SUCCESSFULLY IMPLEMENTED BASED ON THE STRATEGIC PLAN IS STRENGTHENING THE SPORTS INFRASTRUCTURE

- RIFLE ACADEMY:

The Pioneer Rifle Academy boasts of one of the best Infrastructures and trainers in the city. All the

facilities of international level that must be provided to the shooters are available here.

- KARATE AND KICK BOXING ACADEMY:

Karate and Kick Boxing are extremely advantageous for Students of the Institute. It enhances co-ordination, balance, focus and life skills. Karate creates a sense of achievement and builds self-confidence.

- PIONEER BADMINTON ACADEMY:

Pioneer Institute announces the introduction of Badminton Academy, with a state-of-the-art badminton coaching center with International Standards; equipping players to train with the finest and be ready to participate at global tournaments. This is a place where the talent reaches an unparalleled level of mental and physical development and maximize their potential to excel in Badminton Sport, supported by world-class training facilities in our academy.

File Description	Document
Any additional information	[View Document](#)
Strategic Plan and deployment documents on the website	[View Document](#)
Link for Additional Information	[View Document](#)

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The college adopts participative management style. The decisions related to academics, administrative, financial growth and development are taken after inviting suggestions from faculty and staff, thereafter consensus is drawn.

The Governing Body and Administrative Set-Up:

The members of the apex bodies of the Institute i.e. Board of Studies (Management), Academic Council and Governing Body meets regularly and interact with faculty members and staff. The Top Management is actively involved in:-

- Day-to-day running of the Institute
- Sharing their experience and practice in the class room through Lectures,
- Guiding students in the Major and Minor Research Projects and Research Papers
- Providing Counseling, Consultancy
- Training students for Entrepreneurship

Functions of Various Bodies:

The Institute has nominations from faculty members in Board of Studies, Academic Council and Governing Body of the Institute. They provide suggestions in development of the college in various aspects time to time in the meetings. Institute encourages autonomy in academic departments by allowing them to introduce new innovative teaching concepts in the class rooms. The accountability is ensured by approving any new change by meeting and approval of management.

Service Rules

Terms and conditions of service, leave rules, code of conduct for non teaching - administrative / technical staff including casual leave, earned leave, vacation leave, promotion, increment etc.

Procedures: The Principal is the Chairman of the Governing Body. The Governing Body is responsible for Policy making and to verifying the academic and administrative activities. The decision making processes are made at applicable levels in the organizational hierarchy. Statutory Bodies, Various Cells, IQAC, Faculty Members and Administrative Staff are a part of organizational structure. An optimal level of decentralization in the departmental system and participative decision making process are in practice.

Recruitment: The Institute follows the service rules according to the AICTE and UGC norms, where the working hours is eight hours. The members have the benefits of PF, ESI, Casual Leaves, Earned Leaves, Medical Leaves and Maternity leaves. The Recruitment Process is finalized by the external representatives from DAVV and Principal decides the worthiness of the faculty member by their performance in the interview.

Promotional policies:

All promotions are on merit-cum-seniority basis, where the committee consider promotion of teaching staff to the next higher position on the basis of the guidelines as per AICTE and UGC norms and qualifications.

Grievance Redressal Cell:

The Cell deals to the matters of staff members and students. If any stakeholder is dissatisfied with the result, the matter is dealt by the Principal. If the Principal feels that the grievance is insignificant or unacceptable, he will take no act upon it; otherwise he informs the grievance committee and take action is taken accordingly.

File Description	Document
Any additional information	[View Document](#)
Link to Organogram of the Institution webpage	[View Document](#)
Link for Additional Information	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation

    1. Planning and Development
    2. Administration

3.Finance and Accounts
4.Student Admission and Support
5.Examination

All 5 of the above

Any 4 of the above

Any 3 of the above

Any 2 of the above

Response: Any 3 of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP Document	View Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document
Any additional information	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

Ensuring effective functioning of Various Bodies/Board of Studies [Management, Commerce, Computer Application and Arts] Cells and Committees, there is a noticeable and uninterrupted development in campus infrastructure, amenities, academics and automation in system, introduction of new Certificate Courses and Degree and Diploma Programs and many more. Based on the feedback from various stakeholders, the Principal discusses the concerns to take required actions for academic excellence and for proactive and effective administration. The Principal regularly interacts and receives feedback from students, faculty and parents and instructs the concerned Committee/Cell to initiate needed action in the interest of all the stakeholders. Out of many practices adopted in the Institute, with reference to Social and Community Development, Entrepreneurship Development, Industry Visits, Remedial Classes, Co-Curricular Activities (CCA), Technological developments, resolutions were passed.

One activity that has been successfully implemented based on the Minutes of the meetings of various Bodies/Cells and Committees is the introduction of Enterprise Resource Planning (ERP); the web application that has integrated all the modules and functionalities of the Institute system. It has helped to stock the entire Institute database and improve efficiency and flexibility and have record management on a common and simple platform for everyone. The Institute uses all module of ERP on college management system from Registration, login of admin to registration of Students and Faculty Members.

Apart from the above, the Management of Examination, Time Table, Attendance, Management of Library System, Fees Management Module and Account Management is also handled through ERP. It is the very useful to student and faculty members for easy access. The ERP provides appropriate information to users and solve day-to-day problems faced by a system. The ERP has boosted the productivity of the Institute by decreasing the time to maintain the track records. The system has witnessed increased accuracy in organizing the data. It has helped in Student Support System leading to the student-teacher collaboration and interaction between the staff and the students.

ERP has saved the Paper as a natural resource, by keeping a digital track of the data. The records are also easily accessible. Transparency with parents has increased, as parents can check on the performance of their children from time to time and keep a track of their progress advances in the academics. As all the essential data is available on the software, the cost of communication has decreased. The technology driven system has reduced the work load of the faculty members and staff and helps in saving time.

All minutes of meeting for various bodies are duly minitized and signed. The minutes of meeting is enclosed as additional information for ready reference.

IQAC minutes can be seen at: http://pioneerinstitute.net/about-us/iqac/index.1.html

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

The Institute has the following facilities available to all teaching and non- teaching staff.

- Faculty appointments are eligible for PF, gratuity and leave encashment.
- Personal, housing and vehicle loans are available without difficulties.
- The Institute has provision for admissions of eligible wards of employees in school and Institute, as Pioneer Group runs Pioneer Convent, Pioneer International School and Pioneer Public School.
- ESI is available to the staff.
- Management grants interest free loans to the Aided, Unaided Teaching and Non-teaching faculty in times of need.
- Medical and Earned leaves are available to the staff.
- In case of accidents on the campus, entire treatment expenses are borne by the management.
- The Institute supports the under privileged staff to run their business after the Institute hours.
- First aid facility on the campus and emergency treatment is provided by the college.
- Financial help is given for supportive staff in the case of sickness and in emergency.
- The Institution sponsors 50% of the total Registration Fee to the Faculty Members and Staff for

attending Workshops, Symposia, Training Seminars, Conferences and Faculty Development Programs.

- The Institute encourages its members to go for higher studies and considers the same as study leave.

Amenities provided:

- Well-furnished staff rooms equipped with intercom and personal computers, Wi-Fi connectivity,cupboards for books and files and a well-stocked department library.
- A well-planned library with a good collection of print and electronic resources.
- A well ventilated, residential space to the staff members.
- Badminton Court for Stress Release
- TT Facility for Playing
- Rifle Shooting Range
- A well ventilated, well lit, functional office space with separate workstations.
- A canteen providing wholesome food and beverages at reasonable rates.
- CCTV cameras to ensure safety and security.
- Fire safety equipment as per regulations.
- Mineral water for all members of the Institute.

Support for professional development:

- Financial assistance to participate in faculty improvement and professional development programs.
- Financial assistance to organize National and International conferences.
- 50% financial assistance to participate and present papers at National and International conferences and TA, DA facility.
- Felicitation on the College Day to staff who have rendered dedicated service of 10 Years and more to the Institution.
- Study leave
- Additional increments for securing M. Phil./Ph.D.
- Increment for qualifying NET/SET/SLET.
- Training for Administrative staff in accounting and other software packages.

Other Incentives:

- Cash Award for Regularity, Good Behaviour and Seniority for Staff who completed 10 Years of their Service.
- Uniforms for Staff.
- Free Excursion for teaching and non-teaching staff.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response: 21.81

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

2018-19	2017-18	2016-17	2015-16	2014-15
18	10	9	4	11

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	View Document
Any additional information	View Document

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

Response: 5.2

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

2018-19	2017-18	2016-17	2015-16	2014-15
4	5	7	4	6

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document
Any additional information	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 97.35

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
39	49	50	48	59

File Description	Document
IQAC report summary	[View Document](#)
Details of teachers attending professional development programs during the last five years	[View Document](#)
Any additional information	[View Document](#)

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

All Employees performance are reviewed using Appraisal System. It is mandatory for each employee to exercise Appraisal Systems implemented by the Institute and contribute towards the growth of Institute. Performance Feedback is given to teaching and non – teaching staff. Promotions and merit pay depends on performance appraisal, helping in employee satisfaction and motivation. Job Rotation is done for the teaching and non – teaching staff and the performance is assessed.

The performance of teaching and non–teaching staff is selected as a new task is given. Interaction with industry is also a part of performance appraisal, and is applicable for the faculty members and the staff. For the staff, the performance improvement and the refresher courses that are available to facilitate such an improvement is also taken into consideration. Based on the Performance Appraisal, the Principal or the Director recommends further promotion or extension or rejection for continuation. The performance of each faculty member is assessed according to the Annual Self Assessment for the Performance Based Appraisal System (PBAS). Promotions are based on the PBAS and API score.

The Institute undertakes a wide range of activities besides academics, for which faculty members are assigned additional duties and responsibilities, which are mostly voluntary. The Institute accords appropriate weightage for these contributions in their overall assessment. The faculty and staff members are informed in advance, of their due promotion. The PBAS filled by the Faculty Member is checked and verified by the Director, followed by the Principal.

PARAMETERS OF PERFORMANCE APPRAISAL FOR THE TEACHING STAFF:

- Students Feedback on teaching performance of concerned faculty members.
- Conference/Seminar/Workshop/Lectures/Events Attended.
- Contribution in Academic Committees and Responsibilities undertaken.
- The quality of academics' work done with speed and accuracy.
- The FDP, QIP, SDP attended during academic year.
- Any specific achievement/awards/workdone and target achieved.
- Teaching and actual number of hours for teaching out of desirable number of hours.
- Examination results of the subject(s) taught by the faculty member.
- Research Publications by faculty members and maintenance of Development Diary.
- Examination duties including the pre and post duties (Question Paper Setting, Invigilation Duty, Valuation etc.) as per allotment.
- Innovative Teaching - learning methodologies, updating of subject contents, mentoring etc.
- Participation in student related Co-Curricular Activities such as Annual Function, Extension and Field-Based Activities.
- Major and Minor Research Projects guided.

PARAMETERS OF PERFORMANCE APPRAISAL FOR THE NON-TEACHING STAFF:

- Training Programs/Courses attended.
- Contribution through participation in administrative committees and responsibilities.
- The quality of administration work done.
- Training programs attended during academic year.
- Any specific achievement/awards/work done and target achieved.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The Institute has a mechanism for internal and external audit, which is an ongoing continuous process in addition to the external auditors to verify and certify the entire Income and Expenditure and the Capital Expenditure of the Institute each year. Qualified Internal Auditors from Academics and Chartered Accountants are permanently appointed and a team of staff under them do a comprehensive check and confirmation of all receipts of the transactions that are approved in each financial year. The external audit is also carried out on an elaborate way. The errors or lapses pointed out by the audit team are straightway rectified and resolved and cautionary steps are taken to avoid reappearance of such mistakes in future.

The Management looks into the finance, administration, staff, financial and academic audit and gets all support in terms of finance, administration and financial audit. The Administrative office look into the disbursement of salary, payments, advances and assist for different projects or training programmes. Accounts are audited regularly. Each and every day the vouchers are signed by the management and it is posted in Tally ERP by independent accountant and data entry operator. Institute uses Tally ERP version 9 for accounting of all financial transactions. When there are additional expenses over and above the budget proposals, special sanction is to be taken from the Finance Committee. The Accounting and Auditing Committee looks after the internal audit and it is presented to the certified Chartered Accountant. The external auditor is appointed in impartial and apparent manner. The external auditor is provided with adequate resources to carry out the audit and reports on the results of the audit to the Management of the Institute.

The Academic audit team checks the number of faculty members, their qualifications and experience, matching with the prescribed norms; papers published; conferences, seminars, workshops conducted and attended by faculty. They even interact with the students to find out the standards of teaching learning, problems or difficulties if any. The external statutory auditors audits random voucher verification, cash verification, physical asset verification, statutory compliances verification, bank reconciliation, third party balance confirmation etc.

The Audit Reports of the institution for Financial Years: 2014-15, 2015-16, 2016-17, 2017-18 and 2018-19 is available with the Institution. The Institute regularly files Income Tax Returns on timely manner. The Management of the Institute are Qualified Chartered Accountants having expert knowledge in all regulatory compliance and financial monitoring. The Institute also conducts regularly Academic and Administrative Audit from independent auditors and academic experts to know the gaps, if any. The gaps are duly acknowledged and promptly complied with.

File Description	Document
Link for Additional Information	[View Document](#)

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document

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

Response:

The Institute is self-financed, where the funds are generated through the fees paid by the students. Deficit, if any, is managed by the society. The Institute has a well-defined mechanism to monitor effective and well-organized deployment of available financial resources for the development of the academic processes and organization expansion. The Procedure includes the Institutional budget, which is prepared by Principal every year, taking into consideration recurring and non-recurring expenditures. All expenses related to various Cells like R& D Cell, Examination, Placement Cell, NSS, Social Cell, ED Cell and Expenses related to Software and IT, Library Books, Journals and Magazines, Repair & Maintenance, Printing & Stationary, Equipment & Consumables, Furniture & Fixtures are taken into account. All the major financial decisions are taken by the Governing Body of the Society.

The Institute adheres to utilization of budget approved for academic expenses and administrative expenses by management. All transactions have transparency through bills and vouchers. The bill payments are passed after testing and verification of each item. One person is appointed who is authorized to operate the transaction through bank. The Director, along with the Principal and Finance Officer ensures the suitable equipment or items with correct specification is purchased. The entire process of the procurement of the material is monitored by the Principal along with the Finance Department. The Financial Audit is conducted by Chartered Accountant, every financial year to verify the compliance.

The resource mobilization is also carried out by Students fees, Interest on corpus fund, Research grants or consultancy received from various government and non-government agencies or funding from alumni donors. The adequate funds are allocated for effective teaching-learning practices that include Orientation Programmes, Workshops and Conferences, Training Programmes, Refresher Courses and maintenance of Infrastructure. The Budget is used to meet day-to-day operative and organizational expenses and preservation of fixed assets. The accounts of the Institute are regularly audited by internal auditor. At every year end the accounts are audited by independent qualified Chartered Accountant.
The Society is self-reliant as far as fund requirement is concerned. The Accounts are regularly audited by the independent auditors. The Financial Performance of the Institute is good and surplus is used in developmental work.

As the Management Personnel are qualified Chartered Accountants and hence regular monitoring of funds, expenditures are done. Tally ERP is used for all accounting and tracking of funds on daily basis.

File Description	Document
Link for Additional Information	View Document

6.5 Internal Quality Assurance System

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

Response:

The Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. Each and every IQAC meeting is minitized properly. All the minutes of meeting are duly uploaded at the Institute website under IQAC Section.

The following are the Two Practices institutionalized as a result of IQAC initiatives:

PRACTICE ONE:

REMEDIAL CLASS

The Remedial Courses are meant to develop the foundation and improve various learning skills and repair the problem areas. The Remedial classes are conducted for all the students at the start of the semester, that involves coaching and tutoring, through individualized teaching. It helps students to over come the difficulties in specific subject areas. Individual attention is given to students, where the academic weaknesses are identified and solved that may obstruct learning. The IQAC ensures the Remedial Classes to bridge the gap for areas in Finance, Mathematics, Computer and Personality Development. It results in grasping the basic Mathematics and reading skills, computer proficiency through better teaching tools that improves the basic skills they need to advance to a higher academic level. Students who suffer from communication in the classroom become more academically proficient.

PRACTICE TWO:

1. **Introduction of Bridge Courses:** In the area of Business Analytics, Information Technology, Environment, Financial Analysis
2. **Introduction of E-Learning System:** Developing e-Content, Video lectures, Video Clippings, Virtual Classes
3. **English Proficiency Programs:** Strengthening reading and comprehension, writing, speaking and listening skills
4. **Facility Enrichment:** Mobile Information Dissemination System
5. **Introduction of Skill Oriented Courses:** Tally ERP, MS office training, website designing, graphic designing, software training
6. **Introduction of Short Term Certificate Courses** Entrepreneurship, E-Commerce, Business Analysis, Supply chain management
7. **Skill Development and Job Oriented Training:** Business Research Skill, Cyber Security / Cyber law, Web Designing and Maintenance
8. **Automation of existing Examination System:** Procurement of software to automate examination and result processing systems and developing capabilities
9. **Strengthening Learning Resources:** E-learning through webinars and Video Conferencing, E-content generation like online notes and videos

10. **Industry specific curriculum development:** Enhancing skill of faculty and student

RESEARCH

1. **Strengthening and upgrading existing research activities for student and teachers** (SPSS Training, Research Methodology workshops and developing research projects)
2. **Promotion of research** through conduction of Seminar / Conferences / Workshops at National & International level.
3. **Enhancement of E-Library Resources** (Subscription of International repute E-Library resources)
4. **Upgradation of existing Research and Development Cell**
5. **Encouraging and enhancing community linked research**

EXTENSION

1. Rural Development Activities
2. Literacy Campaign
3. Computer Awareness

Conducting more health awareness program and camps

Awareness Program on Social Issues

- Swachh Bharat, Energy Conservation
- Digital India
- Farmer Insurance
- Direct Benefit Transfer of Subsidy

Strengthening EDC Cell

- Establishing Incubation Centre for Start-Ups

Awareness program on business ethics and Indian Ethos

- Upgradation of Computer Lab
- Developing a stress management center by promoting Yoga and Meditation
- Upgradation of Sports facility
- New Equipment procurement
- Ground Maintenance
- Auditorium Enrichment and upgradation
- Adoption of one village for rural development

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

Yes, regular institutional reviews are done for keeping a check on the teaching learning process, structures & methodologies of operations and learning outcomes. The IQAC has set various standards to include few innovative methods, with standardized formats of procedures, formats, methods of evaluation and assessment. The IQAC ensures the development and achievement of various quality standards for various academic and administrative accomplishments. The students' assessment and evaluation is based on the performance in various courses and subjects. It also ensures the assessment and attainment of Course Objectives, Course Outcomes and Programme Outcomes. The IQAC develops and maintains the data after the Feedback given by various stakeholders. It is analyzed in depth with corrective action.

Institute considers internal and external audits to be conducted periodically, ensuring effective implementation of academic procedures for ensuring and supporting excellence. For this purpose, IQAC has designed integrated framework in the form of structured course file, academic record book, daily class conduction record and daily course coverage report in the Faculty Diary. The IQAC ensures the development of Quality Culture among all stakeholders of the Institute and periodically reviews the teaching learning process, structures & methodologies of operations and learning outcomes:

- Proper planning of all academic activities is done and it gets reflected in Academic calendar which is prepared well in advance before the beginning of the semester.
- Subject allocation is done, based on the proficiency of the teachers.
- Time tables are prepared with separate time slots for Training and Placement activities, seminar, tutorials and slow learner activities.
- Individual faculty members prepare systematic Teaching Plan/Lecture Plan along with correlation to the Course Outcomes (COs), Program Outcome (POs) and Program Specific Outcome (PSOs). They maintain a Personal Course file which contains the syllabus and their lecture plans.
- Each Faculty member discuss the previous year question papers, theory and objective questions, class test question papers, and reports the same to the IQAC Coordinator and the Director with the progress of the slow learners. The same is verified by the Academic Coordinator/Director and Principal.
- Teaching Plan/Lecture Plan, notes on technical topics, question bank are posted on Institute Website.
- The ICT ensures better and more participatory teaching learning process.
- Effective internal examination and semester evaluation systems ensure proper documentation and progress of students.
- In alignment with the outcome based approach, the question papers for the internal class tests are prepared with a specific pattern that enables assessment and fulfillment of Course Outcomes (COs) for each course.
- Defaulter student list and projected internal marks are displayed on notice boards.

- Student feedback is taken, for each semester or each year, through structured questionnaire. The necessary modifications or improvements as per the feedback are executed. Feedbacks are reviewed the Principal and Director and is communicated to the faculty members. The concerned faculty then plans for improvements which are monitored on a regular basis for their effectiveness.
- Parent-teacher meeting is conducted, that enable discussion, obtaining parent feedback and taking improvement measures.

The Case Based Methodology in teaching learning, through renowned Business Articles, National and International Journals, particularly Harvard Business Review [HBR], gives a comprehension towards applied orientation in resolving the real professional situation that helps in decision making, analyzing business situation, developing thought process, inculcates managerial skills. Presentations are taken, with a submission of hard copy and soft copy and assessment is done. The teaching learning process is supported by Training Programs that has helped to boost employability. The same is ensured through aptitude test, group discussions, personal interviews, role play and current awareness, which is a part of Remedial and Bridge Classes and Regular Classes; and the entry, is done in Faculty Diary on daily basis. The IQAC plans various learner-centric educational approach like curricular and extracurricular activities, industry visits, assignments, interactive, participative, experimental techniques, audio-visual mode of teaching, seminars, debates, lectures by experts from other Institutes and Universities that enhances leadership quality, networking and personality development. The same is documented in its quarterly e-news letter.

The Institute Website clearly announces and declares the quality standards and parameters amongst stakeholders, through its vision, mission, objectives and philosophy. For Faculty and students, various workshops, seminars, conferences, FDPs, SDPs are organized. The documentation and impact of various events is maintained through e-news letter. Both the Faculty Members and Students are motivated to involve and connect with the Industry for developing cases and understanding organizations. This also enhances professional development and association with corporate. The Preparation and submission of Annual Quality Assurance Report (AQAR) is ensured and is uploaded on the website.

The IQAC Coordinator and Members, as per the Policy ensures holding extra classes for course completion on time, arrangement of remedial classes and doubt clearing classes for slow learners or under privileged students. It also looks after the research cell activities for students and faculty members. The IQAC also ensures development of infrastructure, with quality and quantity of books in the library, a provision of Wi-Fi facility, upgrading infrastructure facilities, consultancy and extension activities etc. Each faculty member records daily sessions delivered, practical's conducted and research activities performed. This academic record is periodically monitored by Academic Coordinator bychecking course coverage report filled by faculty member. On the basis of this diary, the syllabus coverage tracker is prepared by academic coordinator and Internal Tests are planned. If syllabus could not be covered as per schedule, faculty members take extra hours to fulfill the syllabus required.

Academic and Administrative Audit (AAA) is carried out each year by independent Academic Experts and Independent Auditor. The Gaps identified are immediately addressed and complied by the Principal. At last, the Director and the Principal review the various academic activities and guide the faculty members consequently. Link: http://pioneerinstitute.net/about-us/iqac/7434-academic-and-administrative-audit.html

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 34.4

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
34	18	37	32	51

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	[View Document](#)
Any additional information	[View Document](#)
IQAC link	[View Document](#)

6.5.4 Quality assurance initiatives of the institution include

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

Any 4 of the above

Any 3 of the above

Any 2 of the above

Any 1 of the above

Response: Any 4 of the above

File Description	Document
e-copies of the accreditations and certifications	View Document
Details of Quality assurance initiatives of the institution	View Document
Any additional information	View Document
Annual reports of Institution	View Document

6.5.5 Incremental improvements made during the preceding five years *(in case of first cycle)* **Post accreditation quality initiatives** *(second and subsequent cycles)*

Response:

Post accreditation quality initiatives (second and subsequent cycles)

The quality enhancement initiatives in the academic and Administrative domains successfully implemented during the last five years. List of initiatives taken post accreditation (after second cycle) are listed below:-

1. INTRODUCTION OF NEW PROGRAMS:

The following programs were introduced during the past five years:

- B.Com. (Tax Procedure and Practice)
- Diploma in Agri-Business Management (DIAB)
- BA (Hons) Economics
- BA (Hons) Mass Communication
- BBA (Foreign Trade)
- Diploma in Food Safety & Quality Management (DFSQM)
- Diploma in Computer Application (DCA)
- Post Graduate Diploma in Computer Application (PGDCA)
- Diploma in Digital Design and Marketing
- Diploma in Digital Marketing
- Advanced Diploma in Digital Marketing

2. INTRODUCTION OF VALUE-ADDED COURSES:

Various Value-added Courses were added during the last five years that can increase their value in the job-market for the overall development of students and enhancing the knowledge and skills in their field of study.

3. MOUs FOR FACULTY AND STUDENT EXCHANGE PROGRAMMES:

The Institute signed MoU with various Institutions, Coaching Centers, Industries and Voluntary Bodies for the Faculty and Student Exchange that increases the domain of the knowledge of the students and helps in the development of the faculty as well.

4. INTRODUCTION OF VARIOUS ELECTIVES AS PER CBCS:

CBCS System was adopted in 2015 which widened the scope of studies for the students as they could learn and opt for the subject they like and which could interest them.

5. CERTIFICATE COURSES:

Certificate courses were introduced to supplement the curriculum and to make students better prepared to meet industry demands as well as develop their own interests and aptitudes. The Institute offers a wide variety of Short term Certificate Courses.

6. TEACHING THROUGH INTERNATIONAL JOURNALS AND HBR

Harvard Business Review is a general management magazine published by Harvard Business Publishing, a wholly owned subsidiary of Harvard University. The articles present in HBR include ideas and classic advice on strategy, innovation and leadership, for global leaders from the world's best business and management experts. Teaching through International Journals and HBR to the management students adds on a real-life perspective to the studies and students get updated with the contemporary trends around the globe.

7. LIBRARY UPGRADATIONS

With the developments in Business Trends, the behavioral characteristics of the Professional and Business Learners have been altering rapidly and the Institute library is trying its best to adapt with the technological advancement. Full automation of the Library is also done for the advanced learners. INFLIBNET, LIBSYS and J-GATE are also added in the Library Facility. Also Linkage with National Digital Library is done for further erudition. We have also done Acquisition of e-Books in the Library.

8. INTRODUCTION OF ERP IN ADMINISTRATION

As a gesture of major reform, ERP System was adopted for the Administration. The admission and exam system is also made online with the same.

9. QUALITY INITIATIVES IN THE ADMINISTRATIVE DOMAIN:

- Several quality initiatives were undertaken in the administrative domain in the post-accreditation period.
- Greater use of ICT for administrative purposes.
- Augmenting the 'Admission' part in the Students' Module
- Biometric attendance mode for all staff members
- Management Information System (MIS) software used by the Head of the Institution for administrative supervision.
- Installation of CCTV for greater safety of students and staff.

10. ACADEMIC AND ADMINISTRATIVE AUDIT (AAA):

- Administrative Audit conducted.
- Its recommendations were duly noted and those which were very practicable were implemented.

11. INFRASTRUCTURE DEVELOPMENT:

Extension of available area in the college through new building and infrastructural renovation. Expansion to accommodate more classrooms, staffrooms etc. The hostel kitchen, canteen has been restructured as per the standards of the Swachh Bharat parameters complete with tiled walls and floors, granite counters, dedicated water filter, heavy-duty chimney, better dish-washing arrangement. The students' washrooms have been renovated and modernized substantially and fitted with a dressing room. Faculty washrooms have been renovated. The quarters of the hostel support staff have been renovated.

12. SPORTS INITIATIVES

Formation of a dedicated clubs for sports is available. A state of the art Karate Academy, Rifle Shooting Range and Badminton Academy, equipped with world class facility is open for all the students and staff. The Cricket playground is renovated as per the National Standards.

13. CURRICULAR ASPECT

Student Centric methods like Tutorials, Panel Discussion and Presentations are used by the Faculty Members. The continuous and comprehensive evaluation through Internal Tests, Assignments, VIVA and Presentations are used to evaluate the performance of the students. The Institute has a Mentoring system in which each faculty is a mentor of a class and is in charge of student's attendance, performance, discipline, competence and over all Personality Development.

14. LEARNING BEYOND CLASSROOM

Field Trips, NSS Camps are planned for students of Under Graduate and Post Graduate. One village has been adopted by NSS many activities have been carried out in this village. NSS also conducts several Social Activities like Visit to Old Age Home, Cleanliness Campaign under Swachata Pakhwada, Blood Donation Camp, Donation of Clothes, Awareness Programs, Basic Education and basic requisite to the deprived etc.

15. STUDENT SUPPORT & PROGRESSION

Numerous Extension Activities, Field Visits, Projects, Skill Developments Lectures are organized at regular intervals to mentor students beyond the curriculum student problems are rectified by mentors.

16. GUIDANCE FOR COMPETITIVE EXAM

The College arranges various seminars and guest lectures from time to time to encourage the students to prepare for Competitive Examinations. Special reference books for competitive exams are being provided to students in Central Library. Magazines & Journals about competitive exams are being provided to the student for reading in the reading room of central library.

The detailed report on Post Accreditation Initiatives along with Action Taken Report is attached as "Additional Information".

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 18

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
5	3	3	4	3

File Description	Document
Report of the event	[View Document](#)
List of gender equity promotion programs organized by the institution	[View Document](#)
Any additional information	[View Document](#)

7.1.2 Institution shows gender sensitivity in providing facilities such as
a) Safety and Security
b) Counselling
c) Common Room

Response:

The Institute follows Co-education system. Approximately 50% students are females and more than 50% teaching staff are females. Institute maintains equal standards for recruitement of staff for male and female. There is no biasness in any area or any functions due to gender. The head of the Institute i.e. Director is female. Over the past Twenty Two and more years, the Institute has become a diverse setting, the chief objective is personal security for all along with physical, academic, emotional and financial well-being. The Institute ensures women safety at the workplace, through increased participation, encouraging and supporting them. The Safety and Security for female staff and students is ensured through 24x7 Security, Common Room for girl students to relax. Whole campus is kept under surveillance by way of CCTV camera.

Meetings are arranged by the Local Police Station for women safety. Mentor Meeting, Parents and Students Meetings are conducted. In all Industrial visits, excursions, female faculty accompany the female students. The Complaint box, first aid box is accessible for them. Students communicate their opinions with the female faculty and they are counseled on various issues like managing pressure, anger, identifying and clarifying disputes. The female teachers who are Mentors ensure safety of girls. The attendants

maintain cleanliness in the girls' common room. Special programmes for gender sensitization are arranged. The selection is based on merit for recruiting whether male or female. The Women Empowerment Cell, Grievance Cell looks after the issues pertaining to women in particular. Precautions are taken during transport, in the campus, canteen, library, and sports area to monitor the movement of students and ensure safety of the students. Closed Circuit records the activities in the campus. Specific cleaning schedule is given to the housekeeping people and followed meticulously. Women Empowerment Cell (Committee for curbing the sexual harrasment and violence against women) is headed by the Director (Female) as the Chairperson. In all the administrative bodies of the Institute, female members are members. They actively participate in all the decision making process of the Institute.

Women Grievances cell is efficient to deal with the cases (if any) very assertively with its team of Principal, Director and Members, along with Students, with special constitution of women faculty members. So far no complaint have been registered. Women are encouraged to fight against all kind of injustice, prejudice and discrimination resulting from gender bias. The management is especially concerned about health and security and thus provides 24*7 doctor's service and so a fully functional OPD with a full time doctor is available in the campus for medical care, minor issues and first aid. Various National Level Seminars, Workshops, Youth Conferences are organized for stress free life, problems of Youth, their troubles and traumas. These programs are for the students, of the students and by the students, where dignified and eminent resource persons are invited. Sick room facility is available for students with obligatory facilities.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.3 Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 40

7.1.3.1 Annual power requirement met by renewable energy sources (in KWH)

Response: 12.960

7.1.3.2 Total annual power requirement (in KWH)

Response: 32.400

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document
Any additional information	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 20

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 2.44

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 12.2

File Description	Document
Details of lighting power requirements met through LED bulbs	[View Document](#)
Any additional information	[View Document](#)

7.1.5 Waste Management steps including:
- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

The Institute has undertaken various efforts towards waste management on campus with reference to Solid waste management, Liquid waste management and E-waste management. Institute has well laid down process and procedures for disposal of waste.

Solid Waste: The waste is generated by all sorts of routine activities carried out in the Institute that includes waste papers, newspapers, plastics, glass, metals, foodstuffs, etc. The waste is separated at each level and source. The administrator in each building confirms that the waste in each floor is collected at designated time intervals. The staff in each floor collect, clean, segregate and compile the waste in the dustbins (Green and Blue) provided at each floor. The floor dustbins are emptied in movable. The primary goal of solid waste management is reducing and eliminating adverse impacts of waste materials on human health and environment to support economic development and superior quality of life. Reduce: The reduction in use of raw materials Reuse: Reuse of waste materials and recycling of those Recycle: Recycling of materials. Dust bins are provided throughout the campus. Throwing the waste anywhere is strictly prohibited. Usage of plastic bags is discouraged within the premises of the College. The Institute has outsourced a Vendor to dispose off all the Answer Sheets, News Papers and other Paper Material. The Vendor recycle the paper as per the agreed agreement signed with the vendor. Coffee shells, printer cartridges, snack wrappers, and even med waste like sharps and pins are collected in a Zero Waste Box program by a Vendor. Indore Municipal Corporation (IMC) has system to collect the garbage daily from the Institute campus. Institute is regularly paying Swacchta Tax (Garbage Collection Fee) levied by the IMC for collection of garbage / solid waste. The entire campus is duly cleaned regularly by sweepers and cleaning agencies.

Liquid Waste Management: Well-constructed drainage system leading to the IMC constructed chambers are there in place within the campus. All type of liquid waste is duly discharged by means of under ground well laid pipe lines. Institute regularly pays IMC tax also.

E-waste Management: The e-waste materials are sold as scrap for safe recycling. Refilling of toner and cartridges of printers and maintaining of IT infrastructure is made by an appointed technician who makes reuse of toners and reduces the rate of e-waste generation. The Institute has outsourced recycling agency to dispose off all e waste. An agreement is duly executed with the vendor before disposal of E-waster. Institute discarded old monitors, LAN cables, power cables, etc last year by executing the agreement with the vendor. Evidence to this effect is maintained at Institute records.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

The rain harvesting is done through recharge to groundwater. The aim was to lessen the water scarcity problems at all times and lessen water refills through water tankers, which is needed to overcome water shortage. There should not be any financial burden for extra water supply.The Institute has two bore wells to meet general water needs. Further, Institute has under ground water storage tank of approximately 10,000 liters capacity to store water. Another seperate 10,000 liters tank is seperately built for hostel also. Institute has taken four water connection through pipe lines from Indore Municipal Corporation (IMC), Indore. Institute has channelized the rain water collection right from the large play ground to borewells so that the borewells remain charged. This has been done by means of proper channelizing of water through use of under ground pipelines. The part of rainwater from the roofs is harvested by accumulating it and finally collected through a single pipeline directly in the tanks. Some part of water collected and directly used for the gardening purpose. From the top of the roofs the rain water is collected for gardening. The Institution adopts sprinkler in lawns that helps in recharging the soil, improvement in ground water quality, improvement in soil moisture and lessening soil erosion by minimizing run of water.

The Institute is having a large rooftop area; the filtering system is having accommodation for the excess flow. A system is designed with three concentric circular chambers in which the outer chamber is filled with sand, the middle one with coarse aggregate and the inner-most layer with pebbles. The roof area is bigger and flatter that helps in capturing more rainwater. The massive plantation also supports. Institute has constructed and has in place water recharging system. Institute also laid down the under ground pipe line for water discharge to over come the water clogging and flooding which resulted due to road level diference. This initiative has also helped to overcome the problem of flood and water blogging.

File Description	Document
Any additional information	<u>View Document</u>
Link for Additional Information	<u>View Document</u>

7.1.7 Green Practices
* **Students, staff using**
a) **Bicycles**
b) **Public Transport**
c) **Pedestrian friendly roads**
* **Plastic-free campus**
* **Paperless office**
* **Green landscaping with trees and plants**

Response:

Green Practices Promoted at campus

1. Use of Bicycles and Public Transport

Use of bicycles and public transport is encouraged by the Institute amongst the students. The Management, Faculty Members, Staff and Students residing nearby are encouraged to come by bicycles, which helps in stoppage of the release of carbon dioxide in the campus. The Institution is located in the heart of the city and so Faculty Members, Staff and Students can use public transport for safety, security and fuel conservation.

2. Plastic Free Campus

Student and faculty initiated a wonderful drive and made the entire campus a "Plastic free campus". Use of plastic bags and cups are discouraged in the campus. Even in the canteen usage of steel plates or paper plates and steel cups or paper cups are mandatory.

3. Paperless working

The Management has taken strong attentiveness to make the office a paperless office. The admin office, accounts office and academicinformation is stored and maintained majorly through systems. Reuse of one –side paper printouts is also being done. Most of the work is paperless as college has been utilizing ERP software. The Institute maintains paperless workflow for all students and teachers. All the student related information is uploaded at Notice Board section of the website. The URL is as under:-

http://pioneerinstitute.net/notice-board/index.1.html

Further, all the student related assignments, study materials, lecture presentations, notes, etc are also placed at website under the Student Area Section. The URL can be seen as under:-

http://pioneerinstitute.net/students-section/index.1.html

4. Pedestrians Friendly Roads:

There are pedestrian friendly roads within the campus duly covered by blocks. The campus has wide, well maintained paverts and blocks, covering every corner and connection of it. It has foot paths on both the sides. The surrounding is used by the locale residents for walking in early mornings and late in the evenings.

5. Green landscaping with trees and plants

Institute has taken several measures for planting to make Green Campus. The major area is covered with trees and lawns. A number of trees exist at different places inthe college. Institute is actively involved in various pollution awareness programmes helping in preserving a green campus. Different plantation programs takes place to create environment consciousness amongst students. Apart from the above, a Maintenance Committee regularly takes initiatives on green initiatives.

The green campus concept has redefined the environmental culture and developed new prototype by creating ecological solutions to environmental, social and economic needs of the community.

The Green Campus Initiatives includes:-

- Green audit of the institute is conducted annually
- Tree Plantation is done every year by the NSS.
- Recycled water is utilized for maintaining green campus.
- Rain water harvesting and solid waste management.
- The college has planted number of trees of diverse variety.
- The Question Papers are also not taken on hard paper rather a soft copy of the same is accepted.

Youtube Links:-

https://www.youtube.com/watch?v=uFFGjek3hLk

https://www.youtube.com/watch?v=kKJDbg_qeNc

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 2.16

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
2.5	2.0	1.8	1.7	1.5

File Description	Document
Green audit report	[View Document](#)
Details of expenditure on green initiatives and waste management during the last five years	[View Document](#)
Any additional information	[View Document](#)

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. **Physical facilities**
2. **Provision for lift**
3. **Ramp / Rails**
4. **Braille Software/facilities**
5. **Rest Rooms**
6. **Scribes for examination**
7. **Special skill development for differently abled students**
8. **Any other similar facility (Specify)**

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	[View Document](#)
Any additional information	[View Document](#)
link to photos and videos of facilities for Divyangjan	[View Document](#)

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 24

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
6	6	4	4	4

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	[View Document](#)
Any additional information	[View Document](#)

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 0

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Report of the event	[View Document](#)
Any additional information	[View Document](#)

7.1.12
Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
Any additional information	[View Document]
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	[View Document]

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Any additional information	[View Document]
Provide URL of website that displays core values	[View Document]

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	[View Document]
Any additional information	[View Document]

7.1.15 The institution offers a course on Human Values and professional ethics

Response: Yes

File Description	Document
Any additional information	[View Document]
Provide link to Courses on Human Values and professional ethics on Institutional website	[View Document]

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Any additional information	View Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 28

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
5	13	3	4	3

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

Institution Organizes National Festivals and Birth and Death Anniversaries of great Indian Personalities. Our students are on a mission towards better India by breaking the boundaries of religion and caste. Thoughts of great Indian personalities are sowed into the young minds through programs and events which are conducted in the premises. The Institution practices pluralist approach towards all religion functions and encourages the students and faculty to showcase the same. Staff and students get to know the importance of national integrity in the country in general and their role in it in particular.

National Festivals/ Birth and Death Anniversaries of great Indian Personalities like:-

- Independence Day
- Republic Day
- Gandhi Jayanthi

- Teachers Day
- Youth Day
- Ambedkar Jayanthi are celebrated with great enthusiasm.

1. 26th JANUARY REPUBLIC DAY

Republic Day is celebrated on 26 January to commemorate the adoption of constitution. On this day, various formal events including flag-hoisting and march-past are organized and the event is followed by "Constitution Awareness Program" in which students and staff members were informed of their duties towards our nation and rights given to them by the constitution. By organizing such type of events institute does its share to immersed patriotism and awareness to next generation.

2. 15th AUGUST INDEPENDENCE DAY

It is celebrated every year, it is a grand event marked with the flag hosting by the Chief Guest. Cultural activities related to independence movement are exhibited. Students participate in various activities with great enthusiasm. Programs like Dance, Song, Skit competition are organized to foster the talents of the budding talents.

3. 5th SEPTEMBER (DR. SARVPALLI RADHA KRISHNAN BIRTH ANNIVERSARY)

On 5th September, we celebrate Dr. Radhakrishnan's birthday as Teacher's Day with great fervor. The students organize a programme for the teachers. The Institution celebrates Teacher's Day commemorating the birthday of Dr. Sarvepalli Radha Krishnan, a great teacher and a staunch believer of constructive education. Students at Pioneer Institute perform various cultural events for the teachers.

4. 2nd OCTOBER MAHATMA GANDHI BIRTH ANNIVERSARY

Gandhi Jayanthi is celebrated at Pioneer Institute in memory of Father of the Nation, who devoted his whole life preaching Truth and following Ahimsa. The Institute organizes Mass Pledge on 'Swaachh Bharat Abhiyaan' in which students and Faculty Members participate in mass. Cleanliness drive is taken up on the Campus and also some lectures are delivered by eminent followers of the Gandhian philosophy. The students also presented a mime act to depict the importance of peace and harmony. Various competitions are held on of Gandhi Jayanthi like

5. 31st OCTOBER EKATA DIVAS (BIRTH ANNIVERSARY OF SARDAR PATEL)

The Institute attempts to create awareness among the Students and Faculty Members about Sardar Patel's contribution towards India's freedom struggle and ensures national integration. The day is marked by taking of pledges to uphold the nation's unity, mass mobilization, Run for Unity, poster and quiz competitions to highlight the importance of Sardar Patel. Cultural programmes and folk dance are performed by students on this occasion.

Link: http://pioneerinstitute.net/about-us/iqac/7447-celebration-of-national-festivals.html

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

The Institute maintains complete transparency in its financial, academic, administrative and auxiliary functions. The following are the few means which shows the means of transparency maintained:-

Transparency in Financial Functions:-

All the financial functions are taken care by management. The financial transparency is maintained in the following way:-

- Tally ERP software for record keeping and accounting of financial transactions
- Regular Internal Auditing
- Statutory Audit in the year end by Independent Auditor
- Regular Income Tax Return filing in timely manner
- Display of fee structure at website and notice boards for all stake holders

Transparency in Academic Functions:-

The transparency in Academic Functions is maintained in the following way:-

- Institute is permanently affiliated with DAVV, Indore and is approved by AICTE & UGC, New Delhi. It follows all the rules and regulations prescribed for maintaining academic transparency.
- Admission process is online process which is strictly on the basis of merit in accordance to the government reservation policies. The entire admission process is done by government department i.e. Higher Education Department of MP for UG courses and Directorate of Technical Education (DTE) for PG courses. The process ensures that admissions are done in transparent and fair manner.
- There is academic committee in the college which monitors every academic activity of the college. Important notices regarding college are regularly posted in the college website to ensure complete transparency in all its functioning.
- There is anti-ragging committee in the college for prevention of ragging and ensuring all complaints are handled transparently.
- There is Mentoring committee for personal counselling of students and providing all the information to students transparently.
- The Institute maintains complete transparency in the Examination system. There are systems in place where student can view his or her entire copy by applying for Copy Viewing. Other examination systems and practices include revaluation, copy viewing, etc.
- Entire documents of students is maintained in ERP. The results are declared online through ERP to maintain complete transperancy in the system.

Transparency in Administrative Functions:-

- All administrative activities are duly documented and policies are made for each activity. The administrative functions are done as per the laid down policy which is transaparently available to all stake holders.
- Timelines for different administrative functions are duly displayed for all stake holders.

- If any student faces problem with any administrative department, there are system in place for problem escalation and resolving them.
- Director and senior management officers are entrusted with responsbilities to ensure transparency in system is maintained and no unfair decisions are taken.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

The Institute follows several best practices. The various best practices are listed as under:-

1. Automation of Student and Examination related functions using ERP

2. Industry Centric Certificate and Diploma Courses enhancing skills and employability of students

3. Green Practices like Green Audits, Plastic free campus, display and awareness, use of cycle, car pooling, waste management, paper disposal using crushers, etc.

4. Day Care Center - Being Responsbile towards the society (senior citizen residents of Mahalaxmi Nagar Indore)

5. Free Yoga sessions for Mahalaxmi Nagar residents within the campus

6. Use of renewable resources such as Solar Panels on roof top, Solar Gysers, etc.

7. Centralized Office

8. Academic and Administrative Audit (AAA) is done every year

9. All Institute activities are published in the form of Quarterly Newsletter DARPAN and Annual Report - The Prism

Out the above best practices the following are the top two best practices which are highlighted as per the NAAC Format:-

BEST PRACTICE # 1

1. Title of the Practice:

"Automation of Student and Examination related functions using ERP"

2. Objectives of the Practice:

The main objective of the entire system is to provide a user friendly interface and powerful data system which make this system more useful. The College ERP system computerizes all the details of the college system which are updated by admin only can access by the students and faculties. ERP on college management system reduces the most of the human work that are done earlier to managing the college system. Once the details are entered into the system by the authorized person then there is no need for other users to deal with separate section. Only a person that is having an administrative authorization is enough to maintain all the reports and records of the system. The security can also be provided as per the requirements.

3. The Context:

College ERP system provides a simple interface for maintenance of different student, department, faculties, library and others information. All the colleges usually have a number of departments and educational modules such as courses, seminar hall, etc. Managing all these departments and other modules manually is a very difficult and hard, ineffective and expensive task. So here we propose an ERP system for college. Our college ERP system has all the information about the students, teachers, events, library, departments and other respected information. The system allows the admin to add students, faculties and any other events. Our system allows a faculty to enter or input student's attendance into the database which can later be viewed by students and faculties. The students can view his/her attendance through a separate student login. The admin can upload the timetables for various departments for exam preparation.

Enterprise Resource Planning (ERP) (ACCSOFT 2.0) college web application is the one kind of web application which integrates all the modules and functionalities of college system on a single system that can be handled by the administrative head and access by the students and faculties with valid user id and password. As we know that, a college consists of different departments, such as course departments, fees management, library, event management etc.

4. The Practice

ERP system in brief is explained below:-

Simplify Admission Process

Admission process in colleges, universities or any other educational institutions is more often complicated and long. Each application consists of many pieces of information about the candidate including their date of birth, marks, specialization, and more. To determine the candidate's eligibility, we need to check all these records. The system displays all the necessary components at a single place, which makes them easily accessible to the administrator and thus speeds up the accreditation process.

Centralized Data Management

Educational institutions need to store tremendous amounts of information about students, books, exams schedules and other data. An ERP solution integrates the whole campus and all the branches in a common system to make the process of data management easy. The software enables sharing of stored data across

all departments to keep faculty, staffs, and students updated on important announcements.

Cost Effective

One of the most prominent advantages of ERP implementation in our institution is its cost-effectiveness. The software cuts down manual tasks involved in the fundamental methods of campus administration such as admission, payroll and others to reduce the number of man-hours, resulted in saving of money. The expenditure spared can be used for imperative educational purposes.

Quicker Management Process

Education ERP system provides easy and quick access to information about students, staff, timetables, examinations, admissions, fees, reporting, and so on. This helps the management to consider and analyze various aspects of the institution faster, leading to growth in planning capabilities. The improved data access also boosts well-informed decision-making through strategic data analysis.

Improve Resource Management

An efficient ERP system puts an end to manual maintaining of cumbersome resource databases. The software can track real-time resource usage, enabling you to optimize operations, allocate and monitor all activities in the institution in a seamless manner. This helps accelerate day-to-day activities and work out things well in time in case of any issue or problem.

Data Security

Our educational institution needs to keep records of students for the ongoing academic year as well as the alumni, faculty, books, and other resources of single or multiple campuses. Combined, the amount of data becomes huge and storing these physically on the shelves is never secure. ERP software can store this enormous amount of information securely. The application has a **BACK UP** system to preserve the info, which is quite impossible to have if it is stored in files.

MODULES IN THE ERP

- Admission Management
- Payroll Management
- User Management
- Scholar Management
- Attendance & Leave Management
- Scholar Activities Management
- Result Processing
- Internal Result Processing, Final Result Processing
- Teachers Diary & Lesson Plan

5. Evidence of Success

This best practice resulted in achieving the following as measure of success:-

- Web enabled

- Individual login for parents, staff and students
- Access from anywhere
- Mobile app for student and staff
- Individual model based dash board
- Individual student dash board
- Management and staff dashboard
- Easy access to find out the details
- Safe and secure of data or information and files
- Lowering the task weigh
- Increasing efficiency
- Better control
- Real time reports

6. Problems Encountered and Resources Required

The success depends on the skills and experience of the workforce, including education and how to make the system work properly. Sharing internal information between departments can reduce the efficiency of the software. There were various problems and challenges faced in implementing the ERP such as coordination amongst the various departments, data gathering, data migration, security implementation, shifting from manual to automation, staff behavior challenges, etc.

An ERP implementation will probably be the most complex technology project ever undertaken on campus. Therefore, executives at institute and college community must know as much about ERP systems and the ERP project as practical.

BEST PRACTICE # 2

1. Title of the Practice:

"Industry Centric Certificate and Diploma Courses enhancing skills and employability of students"

2. Objectives of the Practice:

Various objectives of Industry Centric Certificate and Diploma Courses:-

1. To bridge the skill gap between institute and industry and implement industry interaction
2. To provide Industrial Training & Exposure to students for career enhancement
3. To meet the institution needs
4. To enhance the skill set of students
5. To provide the experience of industrial working ambience
6. To promote advancement of research and implementation professional skill sets in students
7. To provide an experience and importance of team-work.
8. To collaborate for possible R&D work.

3. The Context:

Industry Centric Certificate and Diploma Courses enhancing skills and employability of students were started post second cycle accreditation. These courses were planned to be started with key focus on enhancing skills and employability of students. These courses were initiated by the IQAC and designed with the help of subject experts. After draft was prepared these were put up before the Board of Studies, Academic Council and Governing Body for approvals. Suggestions of Board members were duly considered in structuring of these courses. The area identification was a major challenge which was done after careful industrial requirement analysis. One major analysis was done in the area of agriculture management, where it was found that none of the Institutes are offering agriculture management related programs. This requirement was addressed by the Institute and lot many students passed out in this program. They were directly benefitted as is evident from their success stories of obtaining licenses, etc.

4. The Practice

About the industry centric certificate and diploma courses:

4.1 Certificate Course on Research Methodology (CCRM)

Industry Centric Outcome:

- It inculcates scientific and inductive thinking, important for the Industry. The Primary objective of the industry is met out through Online Surveys, Report Based Customized Questionnaires, key decision making; while the Secondary objective like working on Government Statistical Databases, Company Websites and Annual Reports, Trade Publications, Online Databases, Offline Databases such as CD-ROMs, Reading Research Reports, Understanding Key Market Players etc.

4.2 GERMINATION: A Certification Module for Developing Entrepreneurship

Industry Centric Outcome:

- A student can benefit an Industry by the understanding of writing Business Plan, Entrepreneurial Marketing and Consulting Methodologies, Entrepreneurship Case Studies, Business Practices, Career counselling, Product demonstration, Advertising, Marketing management, Tourism and hospitality. The Students can work as Product Developers, Corporate Managers, Marketing Managers, Business Consultants and Market Analysts.

4.3 Certificate Course in Financial Derivatives

Industry Centric Outcome:

- A Student can get the understanding of Finance, he/she can work in area of finance, stock market, analyse the risk and take decisions accordingly.

4.4 C-Language Certificate Course

Industry Centric Outcome:

- The Industry can be benefited through candidates proficient in hand-crafting own website, developing technology business, knowledge of input-output functions, data types, knowledge of control flow statements, operators, arrays, modular programming, file handling, usage in structures and defined data types.
- It is for the best interests of a company to faster develop IT and programming skills of such candidates, translate into simplified production processes and develop higher standards and best practices in the organization.

4.5 Certificate Course in MS-OFFICE

Industry Centric Outcome:

- The certifications help qualify for a variety of positions and candidates can support Industry by becoming Office Manager, Executive Assistant, Administrative Assistant, SharePoint Specialist, Database Specialist, Research Analyst, Project Coordinator, IT Support Technician, SharePoint Specialist, Database Specialist, Workbook Developer, Research Analyst, Project Coordinator etc.

4.6 MS-Excel Professional Certificate

Industry Centric Outcome:

- The following job profiles are the most popular and demanding in the Industry that a candidate excels into. Candidates can serve as Data Analyst, Metrics and Analytics Specialist, MIS Executive, Financial Analyst, Market Research Analyst and many more.

4.7 Certificate Course in Tally (ERP.9)

Industry Centric Outcome:

- Tally software teaches in handling complex business accounting, inventory transactions, handling TDS, various Taxes, generate reports for taxation and returns that can be uploaded electronically and performing all kinds of accounting operations as required by the industry.

4.8 Diploma in Computer Application (DCA)

Industry Centric Outcome:

- Industry is benefitted by getting skilled Computer Operator, Web Designer, skilled Accountant, Software Developer, C++ Developer, Basics Computer Skills, MS Office Applications, and proficient candidates knowing Basics of Internet, E-Business, Software Hacking & IT security, PC Assembly and Troubleshooting and Software Engineering.
- The various subjects teaches Networking, Database Development, Programming Development Tools, Languages, Technical writing, Software design, Graphic design, animation, Web and e-commerce development.

4.9 Post Graduate Diploma in Computer Application (PGDCA)

Industry Centric Outcome:

- Industry is promoted by getting skilled IT Support Analyst, IT Consultant, Technical Sales Representative, Web Designer, Application Analyst and Systems Analyst
- Various Industries can be benefitted including Insurance Firms, etc.

4.10 Diploma in Digital Marketing / Diploma in Digital Design and Marketing/ Advance Diploma in Digital Marketing/ Certificate Course in Digital Marketing

Industry Centric Outcome:

- The Industry can get developed candidates for digital advertising, presentations, websites and social media, drafting brochures, reports and newsletters, candidates with knowledge in WordPress, HTML, Google Adwords and Google Analytics etc.
- The Institute offers the Course at the Junior and Advanced Level. At the Junior & Mid Level, the Industry can get skilled candidates as Digital marketing intern, Digital marketing executive, Social media specialist, Google Ads specialist, Email marketing specialist, Web Analyst, Online executive, Content marketing executive.

5. Evidence of Success

The following Programs were started during the last five years which were duly approved by the Board of Studies, Academic Council and Governing Body:-

SN	Name of Diploma Course / Certificate Program	Duration
1.	Diploma in Food Safety & Quality Management (DFSQM)	1 Year
2.	Diploma in Agri Business Management	1 Year
3.	Diploma in Computer Application (DCA)	1 Year
4.	Post Graduate Diploma in Computer Application (PGDCA)	1 Year
5.	Diploma in Digital Design and Marketing	1 Year
6.	Diploma in Digital Marketing	1 Year
7.	Advanced Diploma in Digital Marketing	20 Months
8.	Certificate Course on Research Methodology (CCRM)	6 Months
9.	GERMINATION: A Certification Module for Developing Entrepreneurship	6 Months
10.	Certificate Course in Financial Derivatives	6 Months

11.		C-Language Certificate Course	6 Months
12.		Certificate Course in MS-OFFICE	6 Months
13.		MS-Excel Professional Certificate	6 Months
14.		Certificate Course in Tally (ERP.9)	6 Months
15.		Certificate Course in Digital Marketing	6 Months

The success of this best practice i.e. introduction of industry centric specific courses is evident from many students. It will not be possible to elaborate on each and every courses or programs. However, one such big example of evidence of success is Diploma in Agri Business Management. Following are the details highlighting the successful implementation of this best practice DIABM.

DIPLOMA IN AGRI BUSINESS MANAGEMENT

The Certificate Course, Diploma in Agriculture Business Management; take an activity-based approach to raising learners' awareness about government expectations in the field like license formalities and other documentations and the practical approach to agriculture based businesses. The duration of this course is one year. The course supports learners in preparation for vocational training, for achieving an employability qualification, or for getting a job. The Institute offers an extensive course work in agribusiness.

Diploma in Agri-Business Management is a Diploma Course for the future Agri-business leaders. During the One Year Full Time Diploma Course, students are trained with the Agri-Business skills and develop an understanding of latest Agri-Business trends. Students are exposed to the core Agri-Business concepts and their practical applications. The focus is on developing professionals in Agri-Business in India - an agricultural country.

6. Problems Encountered and Resources Required

There is no work / task in this world which can be achieved without facing problems. There were several challenges and several problems encountered in implementation of these industry centric courses. Few of them are highlighted below:-

1. Identification of the courses
2. Alignment of the courses with industry requirements
3. Assessing industry requirements and mapping them to the program objectives
4. Gathering Technical / Subject expertise in different domains
5. Marketing of these courses and programs to reach the target audience
6. Getting Board approvals for the courses to a limited extent
7. Convincing students about success of the programs

Institute successfully sailed through these problems and implemented this best practice.

NOTE: Detailed information is attached with photographs and diagrams of work flow.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

1. Title of the Practice:

"Pioneer Day Care Centre: Being Responsible"

2. Objectives of the Practice:

Pioneer Institute of Professional Studies has been established since 1996 and has always believed in social service and community development as one of the core objectives. The Social and Entrepreneurship Cell has always thrived for community development. Keeping this objective in mind, "Pioneer Day Care Centre: Being Responsible" was established within campus for senior citizen residents of Mahalaxmi Nagar, Indore. Pioneer Day Care Centre is an initiative by the Institute which is dedicated to the service of senior citizens who are residents of Mahalaxmi Nagar, Indore, enabling them to live an independent life with respect, sovereignty and dignity. Also numerous activities such as *discussions, birthday celebrations, anniversary celebrations, knowledge sharing sessions* etc. are held on a regular basis.

The Day Care Center provides a safe, secure environment in which they spend part of the day. It offers them enjoyable and educational activities, shared relations, peer support, helps in building careers groups etc. the planned and tailored activities improves abilities and health conditions, together with creation and amusement through arts, crafts, musical entertainment, mental stimulation games such as bingo, stretching or other gentle exercise, discussion groups (for books, films, or current events, for example), holiday and birthday celebrations, local outings, education, family counselling, assistance with activities of daily living (self-care) etc.

3. The Context:

We offer support for senior citizens like *socialization opportunities, entertainment, exercise programs, refreshment, sports and games, yoga, productive sessions (like Parenting Session), Gaurav Samman, Birthday Celebration, Anniversary Celebration, Diwali Celebration* etc. Our management, students and staff attend and support all the functions organized by the Pioneer Day Care Centre. Pioneer Day Care Centre also conducts *computer skills courses, discussion on various social issues, tree plantation* etc. that prove out beneficial for the staff and students. Apart from this, several fun-activities including *card*

playing, puzzles, light exercise, carom, indoor fun games, birthday celebrations etc.

We at Pioneer feel intense enjoyment when doing a voluntary activity that offers a consuming sense of positive engagement. Sometimes, it's the result of being free to play without expectations or the pressure of potential consequences, much like children do. Fun lightens the heart. Pioneer Day Care Centre provides a possibility for doing such light activities. Each one of us from staff can work as per our unique personal interests and capabilities. Pioneer Day Care Centre lets us focus on voluntary activities that don't come with any kind of obligation or that offer some flexibility in how one can enjoy them. Senior Citizens at our Day Care Centre can invite their friends—or even their grandkids, to join them at the club. It is very rewarding to have such mix of people at our club. Senior Citizens tend to list physical activities as being their favorite pastimes. According to a study, four of the top five activities most commonly cited by senior citizens as being their favorites were active in nature. They included activities like *walking and jogging, gardening and yard work, playing games, and other physical pursuits*. Other favorite activities included *reading, arts and crafts, existing hobbies, games and puzzles, and socializing*. Pioneer Day Care Centre lets them all this at one single platform.

4. The Practice

Pioneer Day Care Centre offers its members a range of leisure activities including but not limited to:

- Active Games
- Social Gatherings
- Traditional Games and Puzzles
- Gardening, Bird-watching, and Other Outdoor Activities
- Arts and Crafts
- Active Learning
- Spend time reading
- Light Exercise
- Get creative
- Spend time outdoors

5. Evidence of Success

There has been significant improvement in the senior citizen residents of Mahalaxmi Nagar after joining Pioneer Day Care Centre. Pioneer Day Care Centre helped the senior citizens to overcome from the following problems: -

- Loneliness
- Isolation from active work life
- Depression
- Anxiety issues
- Feeling of being ignored after retirement
- Utilization of idle time (Through effective learning and entertainment)

The Pioneer Day Care Center is for the local community development and has benefitted the Senior Citizens in the following manner:

1. Health benefits by reducing stress level, better conversation or the things they love to do with others helps them in attaining a health. It promotes an active lifestyle which in turn keeps diseases away.
2. Better mental health through social interaction and opportunities to engage seniors in stimulating and purposeful activities is achieved.
3. Sense of belonging by enjoying the company of others, having similar personalities and interests and a sense of belonging.
4. Keeping the brain sharp, continuous learning, observing and responding to the world around.
5. Community Outreach programs and social connection keeps energy, vibrancy, skills and talents of seniors high.

6. Problems Encountered and Resources Required

There is no work / task in this world which can be achieved without facing problems. Pioneer Day Care Centre is no such exception. Indeed while the Day Care Centre was established challenges were faced. The challenges were mostly emotional. One of the main challenge was to communicate the objective of this center. It is often assumed that behind every action or initiative there must be some vested interest of the organization. It was challenging to convince the senior citizen residents that this center is not an orphanage or old age home. It is established for their betterment. The purpose is not to give a feeling of old age home, the purpose is to give them a place, an environment where they can spend quality time. As it is wisely said that time is the best medicine for all problems. With time, these challenges were addressed and the center is working very effectively and positively towards achieving its goals. The resources required were catered by the Institute from in house available resources. Computer Lab timing were given to the senior citizen residents so that they can learn from the Lab In-charge and IT faculty members. Several indoor games were arranged such as carom, chess, etc. Also, canteen facilities were given to senior citizens.

7. Additional Information: Attached

You tube Link: https://youtu.be/63ERee9rbS4

File Description	Document
Any additional information	[View Document]
Link for Additional Information	[View Document]

5. CONCLUSION

Additional Information :

Institute is Autonomous since 2009. The validity of the autonomy was extended for another 6 years in the year 2015. Since autonomy Institute has brought several changes and reforms in order to enhance quality in offering professional education. The Institute has changed syllabus of many programs. During the last five years Institute has introduced the following conventional programs with updated syllabus:-

1. B.Com. (Tax Procedure and Practice)
2. BBA (Foreign Trade)
3. BA (Hons) Economics
4. BA (Hons) Mass Communication

Due to autonomous structure, the Institute has been successfully able to start industry centric programs such as:-

1. Diploma in Food Safety & Quality Management (DFSQM)
2. Diploma in Agriculture Business Management (DIABM)
3. Diploma in Computer Application (DCA)
4. Post Graduate Diploma in Computer Application (PGDCA)
5. Diploma in Digital Design and Marketing
6. Diploma in Digital Marketing
7. Advanced Diploma in Digital Marketing
8. Certificate Course in Digital Marketing

These programs were designed with the help of subject experts and industry experts. This resulted in more practical and industry targeted syllabus and helped students to gain and excel quickly. Diploma in Agriculture Business Management (DIABM) is one such example of our flagship program which had proved to be successful for approximately 400 students. These students were greatly benefitted with the practical knowledge, agriculture management, dealership and licenses in their work domain.

Institute thrives to bring automation in different functional areas. The Institute implemented ERP AccSoft 2.0 to automate all academic and examination related functions and student activities. All the domains related to student activities got automated with this ERP. Further, it saved enormous time and energy of staff working in Confidential Section as lot of work related to manual checking got eliminated.

Institute strongly believes in community living and working for community development. Having regard to these values, Institute started "Day Care" center which uniquely distinguishes it from other Institutions. Institute has a dedicated portal for education articles www.pioneershiksha.com. The Institute also has Government of India, RNI approved bi lingual weekly newspaper "Rashtriya Pioneer Pride" and dedicated web newsportal www.rashtriyapioneerpride.com which is daily updated with latest news and articles in Hindi and English language.

Concluding Remarks :

The Institute has been established in the year 1996. The Institute got first NAAC Accreditation in the year 2009 with B grade. Thereafter, Institute went to Second Cycle in the year 2014 and got A grade. Institute is constantly marching towards quality improvements. Also Institute has been regularly filing AQAR since 2009 on timely manner. IQAC Cell is functional since 2009 and has been instrumental in bringing several quality changes in all domains. We are pleased to present the SSR for 3rd Cycle Accreditation of NAAC. The descriptive summaries and the accompanying data under each criterion are a proof of the sincere and honest efforts of the Institution in quality enhancement direction. The NAAC SSR report along with DVV has been prepared taking a thorough study of the various activities and programmes in the College during last five years. Steering Committee was formulated for 3rd Cycle also (just like 2nd Cycle) which has been actively involved in preparation of SSR document.

Post NAAC II Cycle compliance --> All the post NAAC initiatives have been analyzed and assessed. The recommendations from Peer Team Members of NAAC 2nd Cycle were duly complied by the Institute. Institute had automated entire library operations through LIBSYS. Add on courses (industry specific) such as Diploma in Agri Business Management, Digital Marketing courses, Food Safety and Quality Management Courses, etc. were successfully introduced. INFLIBNET was taken and installed in the library. Web based ICT tools have been successfully implemented. New UG programs introduced in the areas of Mass Communication, Management and Taxation areas namely BBA (Foreign Trade), BA (Hons) Economics, BA (Hons) Mass Communication, B.Com. (Tax Procedure and Practices). Several MOUs, collaboration was done and consultancy was offered during the last five years to enhance linkage with industries. College started Academic and Administrative Audit (AAA) since 2014-15. The AAA was successfully done since last five years. Institute has been successful in automating the academic and examination functions by implementing ERP. The detailed report on post accreditation initiatives can be referred at IQAC section of the Institute website.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification

1.1.2	Percentage of programs where syllabus revision was carried out during the last five years 1.1.2.1. How many programs were revised out of total number of programs offered during the last five years
	      Answer before DVV Verification : 27
	      Answer after DVV Verification: 12
	   1.1.2.2. Number of all programs offered by the institution during the last five years
	      Answer before DVV Verification : 27
	      Answer after DVV Verification: 12

1.2.1	Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years
	
	   1.2.1.1. How many new courses are introduced within the last five years
	      Answer before DVV Verification : 1018
	      Answer after DVV Verification: 1010
	   1.2.1.2. Number of courses offered by the institution across all programs during the last five years
	      Answer before DVV Verification : 2190

1.3.2	Number of value-added courses imparting transferable and life skills offered during the last five years
	
	   1.3.2.1. Number of value-added courses are added within the last five years
	      Answer before DVV Verification : 887
	      Answer after DVV Verification: 8

1.3.3	Average percentage of students enrolled in the courses under 1.3.2 above
	
	   1.3.3.1. Number of students enrolled in value-added courses imparting transferable and life skills offered year-wise during the last five years
	      Answer before DVV Verification:
	
		2018-19	2017-18	2016-17	2015-16	2014-15

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671	446	359	432	473 | Answer After DVV Verification : | 2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
21	25	24	18	14	 Remark : HEI input edited according to given clarification.
2.4.4	Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years 2.4.4.1. Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
4	2	2	2	4

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	0	0	0

| 3.1.2 | The institution provides seed money to its teachers for research (average per year) |

3.1.2.1. The amount of seed money provided by institution to its faculty year-wise during the last five years(INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
0.22	0	0	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

Remark : HEI input edited as the seed money was sanctioned in June 2019 which is out of assessment period.

| 3.2.1 | Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments,Chairs in the institution during the last five years (INR in Lakhs) |

3.2.1.1. Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
10	2	35	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
10	0	29.752	0	0

| 3.2.2 | Number of research centres recognised by University and National/ International Bodies |

	3.2.2.1. **Number of research centres recognised by University and National/ International Bodies** Answer before DVV Verification : 94 Answer after DVV Verification: 1 Remark : HEI input is edited according to clarfication and document provided.
3.2.4	Number of research projects per teacher funded, by government and non-government agencies, during the last five year 3.2.4.1. Number of research projects funded by government and non-government agencies during the last five years Answer before DVV Verification : 6 Answer after DVV Verification: 2
3.3.2	Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry - Academia Innovative practices during the last five years 3.3.2.1. Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years Answer before DVV Verification: <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>10</td><td>6</td><td>9</td><td>10</td><td>5</td></tr></table> Answer After DVV Verification : <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>7</td><td>2</td><td>6</td><td>4</td><td>0</td></tr></table>
3.3.4	Number of start-ups incubated on campus during the last five years 3.3.4.1. Total number of start-ups incubated on campus year-wise during the last five years Answer before DVV Verification: <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>11</td><td>9</td><td>5</td><td>0</td><td>0</td></tr></table> Answer After DVV Verification : <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td></tr></table> Remark : HEI input can not be considered as not recognized start ups cannot be considered.
3.4.5	Number of research papers per teacher in the Journals notified on UGC website during the last five years

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
47	51	28	24	29

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
11	1	0	0	0

3.6.2	Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
5	5	1	1	5

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

Remark : HEI input edited because of lack of documentary proof.

3.7.3	Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

3.7.3.1. Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
16	7	3	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

4.2.3	Does the institution have the following
	
	   1. e-journals
	   2. e-ShodhSindhu
	   3. Shodhganga Membership
	   4. e-books
	   5. Databases
	
	   Answer before DVV Verification : Any 3 of the above
	   Answer After DVV Verification: Any 2 of the above

4.3.3	Available bandwidth of internet connection in the Institution (Lease line)
	
	   Answer before DVV Verification : ?50 MBPS
	   Answer After DVV Verification: <5 MBPS
	   Remark : HEI input edited as provided document is out of assessment period.

5.3.1	Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) during the last five years 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 Answer before DVV Verification: 	2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
9	12	7	7	7 | Answer After DVV Verification : | 2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
0	0	0	0	0	

5.4.2	Alumni contribution during the last five years(INR in Lakhs)
	
	   Answer before DVV Verification : 2 Lakhs - 5 Lakhs
	   Answer After DVV Verification: <2 Lakhs
	   Remark : HEI input edited because of documentary proof.

6.5.3	Average number of quality initiatives by IQAC for promoting quality culture per year 6.5.3.1. Number of quality initiatives by IQAC for promoting quality year-wise for the last five years Answer before DVV Verification: 	2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
71	37	88	77	120	

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
34	18	37	32	51

7.1.11	Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
6	6	4	4	4

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

2.Extended Profile Deviations

ID	Extended Questions
1.1	Number of programs offered year-wise for last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
27	19	17	16	15

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
19	12	10	9	8

2.3	Number of students appeared in the examination conducted by the Institution, year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
987	850	769	856	1035

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
531	482	632	384	496

3.1	Number of courses in all programs year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
606	403	433	425	323

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
598	396	426	419	316