

Guidelines for the Creation of the
Internal Quality Assurance Cell (IQAC)
and Submission of Annual Quality Assurance
Report (AQAR) in Accredited Institutions
(Revised in October 2013)



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद् विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

NAAC

VISION

To make quality the defining element of higher education in India through a combination of self and external quality evaluation, promotion and sustenance initiatives.

MISSION

- ☞ To arrange for periodic assessment and accreditation of institutions of higher education or units thereof, or specific academic programmes or projects;*
- ☞ To stimulate the academic environment for promotion of quality of teaching-learning and research in higher education institutions;*
- ☞ To encourage self-evaluation, accountability, autonomy and innovations in higher education;*
- ☞ To undertake quality-related research studies, consultancy and training programmes, and*
- ☞ To collaborate with other stakeholders of higher education for quality evaluation, promotion and sustenance.*

Value Framework

To promote the following core values among the HEIs of the country:

- *Contributing to National Development*
- *Fostering Global Competencies among Students*
- *Inculcating a Value System among Students*
- *Promoting the Use of Technology*
- *Quest for Excellence*

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Guidelines for the Creation of the Internal Quality Assurance Cell (IQAC) and Submission of Annual Quality Assurance Report (AQAR) in Accredited Institutions

Introduction

In pursuance of its Action Plan for performance evaluation, assessment and accreditation and quality up-gradation of institutions of higher education, the National Assessment and Accreditation Council (NAAC), Bangalore proposes that every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a post-accreditation quality sustenance measure. Since quality enhancement is a continuous process, the IQAC will become a part of the institution's system and work towards realisation of the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions. For this, during the post-accreditation period, it will channelize all efforts and measures of the institution towards promoting its holistic academic excellence.

The guidelines provided in the following pages will guide and facilitate the institution in the creation and operation of the Internal Quality Assurance Cell (IQAC). The work of the IQAC is the first step towards internalization and institutionalization of quality enhancement initiatives. Its success depends upon the sense of belongingness and participation it can inculcate in all the constituents of the institution. It will not be yet another hierarchical structure or a record-keeping exercise in the institution. It will be a facilitative and participative voluntary system/unit/organ of the institution. It has the potential to become a vehicle for ushering in quality enhancement by working out planned interventionist strategies to remove deficiencies and enhance quality like the "Quality Circles" in industries.

Objective

The primary aim of IQAC is

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Strategies

IQAC shall evolve mechanisms and procedures for

- a) Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks;
- b) The relevance and quality of academic and research programmes;
- c) Equitable access to and affordability of academic programmes for various sections of society;
- d) Optimization and integration of modern methods of teaching and learning;
- e) The credibility of evaluation procedures;

- f) Ensuring the adequacy, maintenance and proper allocation of support structure and services;
- g) Sharing of research findings and networking with other institutions in India and abroad.

Functions

Some of the functions expected of the IQAC are:

- a) Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution;
- b) Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
- c) Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes;
- d) Dissemination of information on various quality parameters of higher education;
- e) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- f) Documentation of the various programmes/activities leading to quality improvement;
- g) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- h) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
- i) Development of Quality Culture in the institution;
- j) Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC.

Benefits

IQAC will facilitate / contribute

- a) Ensure heightened level of clarity and focus in institutional functioning towards quality enhancement;
- b) Ensure internalization of the quality culture;
- b) Ensure enhancement and coordination among various activities of the institution and institutionalize all good practices;
- c) Provide a sound basis for decision-making to improve institutional functioning;
- d) Act as a dynamic system for quality changes in HEIs;
- e) Build an organised methodology of documentation and internal communication.

Composition of the IQAC

IQAC may be constituted in every institution under the Chairmanship of the Head of the institution with heads of important academic and administrative units and a few teachers and a few distinguished educationists and representatives of local management and stakeholders.

The composition of the IQAC may be as follows:

1. Chairperson: Head of the Institution

2. A few senior administrative officers
3. Three to eight teachers
4. One member from the Management
5. One/two nominees from local society, Students and Alumni
6. One/two nominees from Employers /Industrialists/stakeholders
7. One of the senior teachers as the coordinator/Director of the IQAC

The composition of the IQAC will depend on the size and complexity of the institution. It helps the institutions in planning and monitoring. IQAC also gives stakeholders or beneficiaries a cross-sectional participation in the institution's quality enhancement activities. The guidelines given here are only indicative and will help the institutions for quality sustenance activities.

The membership of such nominated members shall be for a period of two years. The IQAC should meet at least once in every quarter. The quorum for the meeting shall be two-third of the total number of members. The agenda, minutes and Action Taken Reports are to be documented with official signatures and maintained electronically in a retrievable format.

It is necessary for the members of the IQAC to shoulder the responsibilities of generating and promoting awareness in the institution and to devote time for working out the procedural details. While selecting these members several precautions need to be taken. A few of them are listed below:

- ♦ It is advisable to choose persons from various backgrounds who have earned respect for integrity and excellence in their teaching and research. Moreover, they should be aware of the ground realities of the institutional environment. They should be known for their commitment to improving the quality of teaching and learning.
- ♦ It would be appropriate to choose as senior administrators, persons in charge of institutional services such as library, computer center, estate, student welfare, administration, academic tasks, examination and planning and development.
- ♦ The management representative should be a person who is aware of the institution's objectives, limitations and strengths and is committed to its improvement. The local society representatives should be of high social standing and should have made significant contributions to society and in particular to education.

The role of coordinator

The role of the coordinator of the IQAC is crucial in ensuring the effective functioning of all the members. The coordinator of the IQAC may be a senior person with expertise in quality aspects. She/he may be a full-time functionary or, to start with, she/he may be a senior academic /administrator entrusted with the IQAC as an additional responsibility. Secretarial assistance may be facilitated by the administration. It is preferable that the coordinator may have sound knowledge about the computer, its various functions and usage for effective communication.

Operational Features of the IQAC

Quality assurance is a by-product of ongoing efforts to define the objectives of an institution, to have a work plan to achieve them and to specify the checks and balances to evaluate the degree to which each of the tasks is fulfilled. Hence devotion and commitment to improvement rather than mere institutional control is the basis for devising procedures and instruments for assuring quality. The right balance between the health and growth of an institution needs to be struck. The IQAC has to ensure that whatever is done in the institution for “education” is done efficiently and effectively with high standards. In order to do this, the IQAC will have to first establish procedures and modalities to collect data and information on various aspects of institutional functioning.

The coordinator of the IQAC and the secretary will have a major role in implementing these functions. The IQAC may derive major support from the already existing units and mechanisms that contribute to the functions listed above. The operational features and functions discussed so far are broad-based to facilitate institutions towards academic excellence and institutions may adapt them to their specific needs.

The institutions need to submit yearly the Annual Quality Assurance Report (AQAR) to NAAC. A functional Internal Quality Assurance Cell (IQAC) and timely submission of Annual Quality Assurance Reports (AQARs) are the Minimum Institutional Requirements (MIR) to volunteer for second, third or subsequent cycle’s accreditation. During the institutional visit the NAAC peer teams will interact with the IQACs to know the progress, functioning as well quality sustenance initiatives undertaken by them.

The Annual Quality Assurance Reports (AQAR) may be the part of the Annual Report. The AQAR shall be approved by the statutory bodies of the HEIs (such as Syndicate, Governing Council/Board) for the follow up action for necessary quality enhancement measures.

The Higher Education Institutions (HEI) shall submit the AQAR regularly to NAAC. The IQACs may create its exclusive window on its institutional website and regularly upload/ report on its activities, as well as for hosting the AQAR.

The NAAC Accredited institutions need to submit only the soft copy as word file (.doc/.docx) through e-mail (capuaqar@gmail.com). The file name needs to be submitted with Track ID of the institution and College Name or EC number. For example MHC0GN16601-Samudra Arts and Science College, Taliamegu-Maharashtra.doc or EC_32_A&A_143 dated 3-5-2004-Samudra Arts and Science College, Taliamegu-Maharashtra.doc. The Higher Education Institutions need not submit the printed/hard copy to NAAC. The acknowledgements would be sent to the institutions through e-mail.

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

AQAR for the year (for example 2013-14)

AQAR 2017-18

1. Details of the Institution

1.1 Name of the Institution

Pioneer Institute of Professional

1.2 Address Line 1

Sector-R, Mahalaxmi Nagar

Address Line 2

Near Bombay Hospital

City/Town

Indore

State

Madhya Pradesh

Pin Code

452010

Institution e-mail address

pioneer@pioneerinstitute.net

Contact Nos.

0731-2570645, 9893936045,
9425322230

Name of the Head of the Institution:

Dr. CA Pramod Kumar Jain

Tel. No. with STD Code:

0731-2570645

Mobile:

094253-22230

Name of the IQAC Co-ordinator:

Dr. CA Prashant Jain

Mobile:

+91 9893936045

IQAC e-mail address:

pioneer@pioneerinstitute.net

1.3 NAAC Track ID (For ex. MHC0GN 18879)

MPCOGN13915

OR

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

Letter Ref No F.19.26/EC(SC-
4)/DO/2014/4 dated 11/12/2014

1.5 Website address:

www.pioneerinstitute.net

Web-link of the AQAR:

http://pioneerinstitute.net/files.php?force&file=about_us/AQAR_2017_18_191949119.pdf

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.62	2009	14/06/2014
2	2 nd Cycle	A	3.02	2014	09/12/2019
3	3 rd Cycle	---	---	---	---
4	4 th Cycle	----	---	---	---

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

01/07/2009

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC
(for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR for year 2009-10 Submitted on 29/11/2013
- ii. AQAR for year 2010-11 Submitted on 29/11/2013
- iii. AQAR for year 2011-12 Submitted on 19/07/2013
- iv. AQAR for year 2012-13 Submitted on 23/08/2013
- v. AQAR for year 2013-14 Submitted on 08/11/2014
- vi. AQAR for year 2014-15 Submitted on 14/05/2017
- vii. AQAR for year 2015-16 Submitted on 19/05/2017

1.9 Institutional Status

University State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☒ No ☐

Regulatory Agency approved Institution Yes ☒ No ☐

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

Financial Status Grant-in-aid ☐ UGC 2(f) ☐ UGC 12B ☒

Grant-in-aid + Self Financing ☐ Totally Self-financing ☒

1.10 Type of Faculty/Programme

Arts ☐ Science ☐ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☒

Others (Specify)

Computer Application

1.11 Name of the Affiliating University (for the Colleges)

Devi Ahilya Vishwavidyalaya,
Indore

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

UGC & DAVV

University with Potential for Excellence

--

UGC-CPE

✓

DST Star Scheme

--

UGC-CE

-

UGC-Special Assistance Programme

--

DST-FIST

--

UGC-Innovative PG programmes

--

Any other (*Specify*)

--

UGC-COP Programmes

--

2. IQAC Composition and Activities

2.1 No. of Teachers

06

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

Nil

2.4 No. of Management representatives

04

2.5 No. of Alumni

02

2.6 No. of any other stakeholder and
community representatives

03

2.7 No. of Employers/ Industrialists

02

2.8 No. of other External Experts

Nil

2.9 Total No. of members

19

2.10 No. of IQAC meetings held

04

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☒

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

Challenges before an Editor and Opportunities In Media For Students

Digital Marketing,
Career Guidance and UX/UI,
Proficiency Skills in Finance field, Student Development Program
Seminar on GST,
Corporate Lecture on Digital Marketing,
Female Safety Seminar,
Seminar on Female Health and Hygiene,
Social Media

2.14 Significant Activities and contributions made by IQAC

- Institute-Industry Interaction
- Corporate Lecture by HDFC
- Corporate Lecture Bajaj Finserv
- Corporate Lecture by FinOption
- Corporate Lecture by Silica Edit & Design
- Student Development Program
- Seminar on GST
- Induction Program
- Excursion to Mandav
- One Day National Workshop on Food Processing

Activities under NSS SFU 01

- Blood Donation Camp
- Pledge taking Ceremony on Quit India Moment
- Swachhhta Pakhwara
- Corporate Lecture by Management Career Institute on Digital Marketing
- Lecture on Communication Skills
- Celebration of the birthday of Mahatma Gandhi and Lal Bahadur Shastri
- Clothes Donation Drive
- Campaign Swachhta hi Seva- Cleanliness is Service
- National Unity Day
- Children's Day and Deepawali Celebration
- Singing and Dancing Competition
- Student Development Program
- Lecture on Health Industry In India
- Seminar on GST
- Workshop on Communication Skills
- Lecture on Motivation Towards Success
- Inaugural Ceremony of Pioneer International School
- Lecture on Current Trends In Retail
- Yellow Day Celebration
- Workshop on Personality Development
- Basant Panchami Celebration
- Training-Workshop on Smart Girl
- Ghazal Night(Sham-e-Ghazal)
- 7 Days NSS Camp
- Convocation & Alumni Meet

2.15 Plan of Action by IQAC/Outcome2

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Admission <ul style="list-style-type: none"> • Increase the admission 	51% seats filled during the academic year 2017-18
Academic <ul style="list-style-type: none"> • Arranging Industrial Guest Lectures • Encouraging scholars to do Minor and Major Projects • Faculty Publication • Use of Budget Allocated 	Progressed to the maximum target as per action program
Library Increasing the volumes of books and periodicals	Sufficient book volumes and periodicals added
Placement & Training Provide Industrial Practical Knowledge Training Developing Students to face an interview through pre-placement training Campus Placement	100% Placement assistance achieved
Physical Education Encouraging scholars to take part in outside events and won the laurel wreaths	Approximately 170 students have participated in National and State/University level sports activities and have won about 08 medals

Clubs and NSS Furnish opportunities for the students to build up their leadership and organizing skills	Sufficient Opportunity provided for clubs and NSS
---	---

** Attach the Academic Calendar of the year as Annexure. (Annexure I and II)*

2.15 Whether the AQAR was placed in statutory body Yes ☐ No ☒

Management ☐ Syndicate ☐ Any other body ☐

Provide the details of the action taken

NA

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	01	Nil	01	Nil
PG	01	Nil	01	Nil
UG	06	Nil	06	Nil
PG Diploma	01	Nil	01	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	01	01	Nil
Certificate	06	Nil	06	Nil
Others	Nil	Nil	Nil	Nil

Total	15	Nil	15	Nil
Interdisciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options: CBCS and Elective Courses
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	06
Trimester	00
Annual	02

1.3 Feedback from stakeholders* Alumni ☒ Parents ☒ Employers ☐ Students ☒
(On all aspects)

Mode of feedback : Online ☐ Manual ☒ Co-operating schools (for PEI) ☐

**Please provide an analysis of the feedback in the Annexure III, IV, V*

- 1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

The Syllabus and Curriculum of all the courses are as per Choice Based Credit System, and as per the guidelines of UGC.

- 1.5 Any new Department/Centre introduced during the year. If yes, give details.

Yes, NSS Self finance Unit (SFU) recognized by DAVV, Indore established

Criterion – II

2. Teaching, Learning and Evaluation

- 2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
48	42	02	04	--

- 2.2 No. of permanent faculty with Ph.D.

12

- 2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
2	0	0	0	4	0	0	0	2	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

00	03	00
----	----	----

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	NA	62	NA
Presented papers	NA	42	NA
Resource Persons	NA	NA	NA

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Teaching and Learning through International Journals
 Discussion of International Journals, as a part of regular teaching
 Teaching through virtual lectures
 Reading ideas through case studies that enhance faculty members' teaching and students' learning
 Learning through lectures and seminars, that enhances Object Based Learning.
 Research-focused teaching and learning.

2.7 Total No. of actual teaching days during this academic year

205

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Checking and Valuation is made more transparent

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

30

2.10 Average percentage of attendance of students

70%

2.11 Course/Programme wise

distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
MBA IV (15-18)	37	2.702702703	94.59459459	2.702702703	0	100%
BBA VI (15-18)	36	2.777777778	58.33333333	38.88888889	0	100%
BCA VI (15-18)	10	20	50	30	0	100%
B.Com VI (CA) [15-18]	14	0	28.57142857	57.14285714	0	85.71 %
B.Com VI (P) (15-18)	8	0	75	25	0	100%
B.Sc.-VI (15-18)	21	38.0952381	28.57142857	28.57142857	0	95.23809524

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- ☐ The Institute has the concept of Academic Coordinator and Mentoring System that supervises the smooth functioning of Lecture Plans, Teachers Diary, various Quality improvement Programs for Faculty and Students.
- ☐ Talk program is designed by faculty, involving Expert and Senior faculty members for each subject leading to a standardize lecture format and comprehensive syllabus coverage.
- ☐ The execution of lecture plan is done through the Teacher's diary
- ☐ The Teachers Diary grasps the daily information of classroom activities along with the date and students present.
- ☐ Quality Improvement Program as well as Faculty Improvement Program is a regular feature for further perfection.
- ☐ Teaching and Learning is done through International Journals, Harvard Business Review and Case Based Method.
- ☐ In each Semester, student feedback regarding Teaching Faculty and Subjects is taken.
- ☐ The Result Analysis of semester end examination is being done to understand the teaching trends.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	36
UGC – Faculty Improvement Programme	00
HRD programmes	03
Orientation programmes	07
Faculty exchange programme	02
Staff training conducted by the university	03
Staff training conducted by other institutions	03
Summer / Winter schools, Workshops, etc.	20

Others	15
--------	----

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	21	0	01	0
Technical Staff	02	0	0	0

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

All the departments are encouraged to have a research environment in the existing curriculum. It also motivates faculty members to do research publications, articles, reviews and books.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

3.4 Details on research publications

	International	National	Others
Peer Review Journals	-	-	-
Non-Peer Review Journals	-	02	-
e-Journals	-	-	-
Conference proceedings	-	02	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy ☒ CPE ☒ DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NA
	Granted	NA
International	Applied	NA
	Granted	NA
Commercialised	Applied	NA
	Granted	NA

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
NA	NA	NA	NA	NA	NA	NA

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

01

08

3.19 No. of Ph.D. awarded by faculty from the Institution

00

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

01

 SRF

-

 Project Fellows

01

 Any other

-

3.21 No. of students Participated in NSS events:

University level

48

 State level

00

National level

00

 International level

-

3.22 No. of students participated in NCC events:

University level

01

 State level

-

National level

-

 International level

-

3.23 No. of Awards won in NSS:

University level

-

 State level

-

National level

-

 International level

-

3.24 No. of Awards won in NCC:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="28"/>		
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="15"/>	Any other	<input type="text" value="-"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- NSS Camp
- Mahatma Gandhi and Lal Bahadur Shastri Anniversary
- Tree plantation in our campus
- Blood donation camp at our Campus
- Regular Activities conducted under Social Cell
- Field Surveys
- Village Visits and GRAM (Grass Root Action Management), where meeting and understanding village problems is undertaken.
- Health Camps and Free Check Ups.
- Workshops and Seminars to girls for health issues
- Regular visits to NGOs, Orphanage
- Environment awareness
 - Saving the Birds event
 - Saving electricity, water and precious natural resources
 - Plastic Free Pioneer
 - Environmental Awareness Programs and Video Demonstration to students and community people.
 - Awareness Week Celebration, Anti-Tobacco Week, Compulsory Helmet Wearing and Safe Driving.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	Over 5.5 acres of land	Nil	Nil	Over 5.5 acres of land
Class rooms	23	Nil	Nil	23
Laboratories	03 Computer Labs	Nil	Nil	03 Computer Labs
Seminar Halls	Two Seminar Rooms (150 capacity each)	Nil	Nil	Two Seminar Rooms (150 capacity each)
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	Nil	Nil	Nil	Nil
Value of the equipment purchased during the year (Rs. in Lakhs)	Nil	Nil	Nil	Nil
Others	Board Room, Hostel, Canteen, Training & Placement Cell, IQAC, R&D Cell, NSS Cell, Auditorium, Conference Hall, Central Library, Sports Facilities – Indore and Outdoor,	Boundary Wall for the campus	Internal Accruals	Board Room, Hostel, Canteen, Training & Placement Cell, IQAC, R&D Cell, NSS Cell, Auditorium, Conference Hall, Central Library, Sports Facilities – Indore and

	Silent DG Power Backup, Large ground, gardens and lush green trees surrounding			Outdoor, Silent DG Power Backup, Large ground, gardens and lush green trees surrounding & Boundary Wall
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4.2 Computerization of administration and library

- Renewal of e-library includes databases –EBSCO, Infilbnet and J-Gate.
- Administration has been computerized as part of the College and library has been completely computerized enabling students and faculty to access books, journals and reference materials
- Smart Campus is real time Windows-based fully integrated software using LAN technology in our College. One can access the information anytime. And most importantly, this information can be easily shared with authorized users and records can be easily searched. Reports pertaining to the records can be easily generated. Some of the activities covered in Smart Campus are Student Management, Academic Activities, Management Activities, and Communication etc.

Library

- Catalogue and register of books, Magazines, Project Reports, Journals.
- Entry Register
- Issue/Return/Renewal of books, magazines etc
- Author, publisher, binder and suppliers' details
- Lost book register
- Stock Verification
- OPAC search
- E-Mail reminder to members
- Reports- accession register, Issue / Return ledger, fine collected, overdue books etc
- Barcode integration

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	16727	58,46,902	88	29,577	16815	876479
Reference Books	6040	-	45	-	6085	-
e-Books	-	-	-	-	-	-
Journals	57	68,179	28	79636	85	-
e-Journals	18	-	5	-	23	-
Digital Database	Details	-	-	-	-	28028
CD & Video	2875	-	19	-	2894	-
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	60	01	01	01	01	04	03	-
Added	-	-	01	-	-	-	-	-
Total	60	01	02	01	01	04	03	-

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

- Training by EBSCO, infolibnet and J-GATE experts for faculty and Students
- Continuous and rigorous training and Special Section
- Certificate Courses on MS Office

4.6 Amount spent on maintenance in lakhs :

i) ICT	2.5
ii) Campus Infrastructure and facilities	2.30
iii) Equipments	1.5
iv) Others	1.25
Total :	7.55

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Internet facility with Wi-Fi connectivity is made available throughout the campus to support the students in enhancing their knowledge with easy digital access.
- Fresher's day, where in all the coordinators & conveners of different committees briefed the students about curricular & extracurricular activities for the first year students.
- Subject wise Special Coaching Classes, Remedial Classes for slow learners are conducted during the Internal Assessment test for slow learners.
- Exclusive online and manual feedback system is available for the students.
- IQAC monitors the students' grievances and redressed mechanism on a regular basis
- Multiple awareness sessions are held by IQAC to promote student involvement in Women Development Cell, Women Empowerment Cell, Social and Community Development Cell and Entrepreneurship Development Cell
- Separate placement training department is established for the better placements
- To understand the industry culture IQAC recommending students to undergo the Industrial Practical Knowledge and Work along Program training.
- Student association in each department organizes various programmes to widen their exposure in their respective field.
- National Service Scheme [NSS], & other clubs encourage the students to take

5.2 Efforts made by the institution for tracking the progression

Faculty and students progression are monitored by the mentors based on the reports and found to be progressive.

- Faculty research contributions and teaching practices are monitored during the review meetings
- Result Analysis during the University results
- Outcomes of remedial measures during the academic semester progress
- Placement, Higher studies and Entrepreneurship reports Learning outcomes reports, Success rates, Awards, Competitions, co and extracurricular activities, sports achievements etc.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
296	94	09	

(b) No. of students outside the state

08

(c) No. of international students

Nil

No	%

Men

Women

No	%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
225	33	02	84	Nil	344	196	18	02	129	Nil	345

Demand ratio 0.45

Dropout % -8%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Support is provided to students appearing in MBA Entrance, ICAI, ICSI, ICMAI Examinations.
- Bridge Classes and Remedial Classes to have an upper edge and crack competitive exams.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET

00

SET/SLET

GATE

CAT

IAS/IPS etc

State PSC

UPSC

Others

20

5.6 Details of student counselling and career guidance

The Institute gets a form filled by the students known as KYS Form, i.e. Know Your Student. Various workshops, talks and guest and expert lectures are arranged by the career guidance and placement cell.

Celebrated academicians and industrialists are invited repeatedly for guest lectures.

Through Institute-Industry Interaction, the students get the advantage of knowing their treasured aptitude.

Various industrial visits to leading corporate houses for the practical exposure are arranged. The students are also motivated to participate and present research papers in National and International Conferences and partake in inter - college competitions

No. of students benefitted

200

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
43	165	40	50

5.8 Details of gender sensitization programmes

Women Development Cell organizes programmes to enhance the confidence level of girl students for their empowerment in the society.

International Women's Day was celebrated in Pioneer Institute of Professional Studies which is an opportunity to appreciate the remarkable contribution of women to our society.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level

12

National level

02

International level

Nil

No. of students participated in cultural events

State/ University level

15

National level

01

International level

-

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level

01

National level

-

International level

-

Cultural: State/ University level

02

National level

-

International level

-

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	130	Rs. 7,40,2915

Financial support from government	-	-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Mission : To Professionalize Indian Management by means of Teaching, Research, Training and Institution building to accomplish spirited and stimulating positions.

Vision: To ascertain Pioneer as one of the prevailing learning solution institutes of the country by offering educational services of unparalleled premier quality. The focus is not exclusively on academics but also on personality fortification to facilitate shaping up of future leaders.

6.2 Does the Institution has a management Information System

A management information system or MIS is a central data repository capable of not only gathering and storing data but also analysing it and generating reports from it. The Institute utilizes the MIS to align academic processes and improve student experience. MIS of the Institute is specially designed to monitor the performance of various courses offered by the institute and to manage distribution and allocation of educational resources. MIS has precise roles to help Institute's grow. The faculty members need to update their skills and use the same to provide maximum aid to the students. MIS doesn't only help track the faculty's progress, but it also makes their own lives easier as all the data belonging to any student or groups of students can be drilled-down, filtered, and arranged accordingly with a single click. The MIS provides an ease of tracking and analyzing resource distribution and expenditures for top-level management. Resources include everything that the management invests in: right from assets and infrastructure to study aids and faculty members. The management is in full control of which administrative or educating body has access to what data. For instance, sparing the staff in-charge of finances, the management can lock the students' financial records from all the other users.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Curriculum Development –The Institute ensures to develop students to face the changes and challenges of competitive world and to succeed in their professional life through teaching methods i.e. group discussion, case study analysis, role plays, project work, quiz, panel discussions, viva-voce, presentation in an interactive and participative environment coupled with monitoring and follow-up for regular studies. Apart from this, the focus is to attract, maintain and nurture outstanding faculty members.

6.3.2 Teaching and Learning

- Faculty members support students to achieve their goals by developing approaches to teaching that influence, motivate and inspire students to learn.
- The students' are made to read ideas through case studies that enhance both; faculty teaching and students' learning.
- Learning through lectures and seminars, that enhances Object Based Learning.
- Ensuring benefit for students in enriching their knowledge and experiences by promoting excellence of teaching within departments.
- Ensuring faculty members to be more research-focused with a strong stress on producing research of publishable nature.

Institute provides an opportunity to the Faculty Members of the College to pursue their academic/research activities leading to the award of M.Phil. / Ph.D. / MBA/ M.Tech. Degree or other higher qualification.

- Institute provides an opportunity to develop and implement a comprehensive, cohesive, ongoing strategic development plan which promotes student-centered learning through Quality Improvement Programs (QIPs) and Faculty Development Programs (FDPs).
- Institute offers IT workshops on Excel and which support the current technology and future technology that can help the Researchers in their Research Work.
- Institute provides a facility for research and development through Research and Development Cell (R&D Cell).
- The Institute nominated Two Faculty Members to attend FDP at EDI (Entrepreneurship Development Institute of India, Ahmedabad) and Seminars so as to groom them for learning Entrepreneurship Skills.

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. Greenery: Lush green surroundings having more than 2,500 trees with gardens
2. Built up Area: 1,50,000 square feet
3. New Building Construction with constructed area 17,000 sq. ft. for future expansion
4. Huge Ground for Outdoor Games such as Cricket, Football, Volleyball & Basketball
5. Indoor Games Facilities such as T.T., Badminton, Chess & Carom.
6. Well-furnished Auditorium (800 capacity)
7. Air Conditioned Conference Room (200 capacity)
8. Two Seminar Rooms (150 capacity each)
9. Board Room (30 capacity)
10. Computer Labs (one)
11. Wi-Fi Campus
12. Spacious Air-cooled Central Library (Separate Library facility for UG)
13. Hygienic Cafeteria
14. Video Conferencing Facility

6.3.7 Faculty and Staff recruitment

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Mr. Mridul Tewari, Ms. Simnalika Kushwaha	Conference on Inclusive Education	SOE, DAVV	Rs. 1000
2018	Ms. Kumkum Sinha	Conference on Inclusive Education	SOE, DAVV	Rs. 500
2018	Mr. Suresh Vaish	Conference on Inclusive Education	SOE, DAVV	Rs. 500

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participan ts (Teaching staff)	No. of participants (Non- teaching staff)
2017	FIP	QIP	20/09/2017 - 27/09/2017	15	25
2018	FIP	QIP	02/01/2018 - 09/01/2018	15	25

6.3.8 Industry Interaction / Collaboration

The Institute has close association with the industry. At regular intervals, we invite key persons from the industry to share their valuable knowledge and experiences with the students and faculty members. The faculty members of the Institute also write the cases on the basis of the real industrial problems. The students go for the industrial visits and summer trainings. Major research projects as well as Ph. D. work is also carried out on the managerial aspects of the industries.

6.3.9 Admission of Students

- Admission of Students: We publicize the admission process through Information Brochure / Prospectus, Leaflets, Institute Website, Advertisement in Regional / National Newspapers, Magazines etc.

Admission process for PG and UG courses are regulated by State Government Rules & Regulations. The same rules and regulations are adhered by the Institute and are also publicized by means of website and brochure.

The candidates who are willing to apply for admissions in UG Programs are required to participate in online counseling conducted by Higher Education Department, M.P. For details regarding the various deadlines and detailed procedure to be complied with students are informed by the Institute to check the website of Higher Education Department of Madhya Pradesh i.e. <http://www.highereducation.mp.gov.in/> and also visit the Higher Education Portal: <http://mphighereducation.nic.in/>.

Admissions in MBA (Full Time) & MCA (Regular / Integrated) Program is governed by Directorate of Technical Education (DTE), State Government, Madhya Pradesh and AICTE. The various parameters for admissions in these courses namely entrance test, deciding merits, deciding quota for SC/ST/OBC/Other minority candidates, eligibility conditions, minimum percentage criterion, etc. are all decided by the State Government and the Institute adheres to the same. The process of admissions is completely transparent and State Government ensures the same by conducting the online off campus counseling.

6.4 Welfare schemes for

Teaching	Yes
Non teaching	Yes
Students	Yes

6.5 Total corpus fund generated

There is no provision for maintaining corpus fund. The Institute is self-financed and does not receive any capital / development grants from any agency.

6.6 Whether annual financial audit has been done

Yes

☒

No

☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	Yes	Dorector

Administrative	No	-	Yes	Principal
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6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes

Yes

☒

No

☐

For PG Programmes

Yes

☒

No

☐

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The examination reforms are based on the recommendations of IQAC in consultation with the examination committee, which is carried to the final authority i.e. the Board of Studies, Academic Council and Governing Body of the Institute, to review examination reforms.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA

6.11 Activities and support from the Alumni Association

The Institute has a strong alumni base of around 1000 alumni. We organize alumni meet once in a year. The alumni share their learning and experience of the industry and they guide and motivate to the existing students. Representative from Alumni are members of Board of Studies and Academic Council of the Institute and their opinion and suggestions are considered while framing the syllabus / curriculum. The Institute has an alumni association functioning from many years. The Institute has taken software which is web based to connect all alumni. The Alumni software is web based and provides ease of access to all alumni to stay connected. Apart from the above, Student representatives are involved in alumni and board meetings.

For alumni the Institute organizes alumni meet during which a session is kept for their views and suggestion towards the curriculum and syllabus development. They share the real world experiences which helps college in making curriculum more practical and updated. A separate feedback format is filled by the alumni. Parent meeting is also held regularly to take their views in curriculum development. Further, Board of Studies and Academic Council have nominees from alumni and industry to take their views during decision making process of curriculum.

On yearly basis college organizes alumni meet, where the college gets the updates about the market scenario and expectation of the market and society from the college. The college gets feedback about college and curriculum filled by the alumni, which is further analysed to understand the lacking and strong points of the college.

On yearly basis college organizes parents meeting and alumni meet, where the college gets the updates about the market scenario and expectation of the market and society from the college. Also college gets feedback about college and curriculum filled by the alumni and parents, which is further analysed to understand the lacking and strong points of the college. Feedback from alumni and parents also enables college to evaluate the gap in the services provided and expectations of the society. The Feedback from alumni also enables college to evaluate the gap in the services provided and expectations of the society.

6.12 Activities and support from the Parent – Teacher Association

As the institute follows open door policy, there is regular interaction between Parents and teachers. The section in charge/mentors monitors the attendance of the student and reports irregularity of any student to the class in-charge and the academic coordinator. The parents of irregular students are being brought the same in notice either by calling on phone or by writing letters and are asked to meet the Principal/Director, wherein the consequences are being told and remedial actions are suggested. Feedback of the parents is also taken once in a year about the facilities and services offered by the Institute. Their valuable suggestions are also considered in the Board Meetings for further improvements.

The parents of irregular students are being brought the same in notice either by calling on phone or by writing letters and are asked to meet the Principal/Director, wherein the consequences are being told and remedial actions are suggested.

6.13 Development programmes for support staff

The college takes utmost care to develop its teaching, non-teaching and support staff.

- Various awareness programs related to their professional and personal life.
- Institute send staff for various trainings and facilitate for higher education.
- The college has a facility of Sick room with first aid box, Homoeopathy Clinic (OPD) within the campus where qualified doctor is available daily, conduction of awareness camps and health check-up for all students and staff

6.14 Initiatives taken by the institution to make the campus eco-friendly

The IQAC encourages the mentors and the floor in-charge to ensure the following

- Turning off monitor when not in use
- Checking that office equipment are off when not in use
- Encourage employees to turn off all office equipment after office hours
- Switch off the power point when not in use
- Usage of black and white printing instead of color printing
- Using double sided printing
- Selection of an energy efficient computer
- Encouraging usage of laptops
- Training all faculty and staff members
- Get into the habit of turning off the lights when they leave a room
- Unplug laptop and phone charger cords when they are not in use
- Using natural light as much as possible
- Using of only required lights
- Using low wattage lights
- Never leaving a tap dripping
- Plantation

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. To strengthen the Institute-Industry Relationship, industry guest lecture have been arranged to understand the industrial practice.
2. Faculty members are encouraged to do online courses and knowledge sharing session also encouraged at the end of the course.
3. To strengthen the research and development activities, faculty members are encouraged to visit the research organizations and also frequent meeting conducted.
4. There is a provision for providing seed money to the teachers and staff for research.
5. Energy Conservation:
The University has set up solar energy panels in College Campus and Boy's hostel.
6. Water harvesting:
Terrace water harvesting systems made with every building on the campus.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Department-wise workflow in detail was generated to identify the delay in the process if any. This increases the accountability by setting up individual responsibilities.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

The Institute has signed significant Memorandum of Understanding (MoU) with numerous Industries and with various Academic Institutes for promoting and reinforcing cooperation, Mutual Exchange of Information and Technological know-how, joint collaborative work in R&D Projects, curriculum development, internships and placements, infrastructure development, improvement of research and academic programmes and also exchange of experts and researchers.

A strong Institute Industry linkage is a necessity to bring about skilled and efficient manpower. The linkage between Institute and industry has helped us with the development of budding managers. The students association is with the On the Job Training, Lectures, and Talks by the experts from industry and final Placements.

The institution is able to provide developed manpower to the Industry and helping the students to find employment on completion of the course.

The Institute develops the curriculum for the courses and revises it on a regular basis based on the changing needs of the industry. Thus keeping the course in demand among the student community. The Institute makes use of the OJT instructors for evaluation of their students based on their skills. And finally, for the placement of their students as well.

Establishing of MoU's with the Industry is necessary as the institute can be sure of its students been absorbed by that particular industry for OJT. This benefits the vocational students of the Institute in obtaining effective training in reputed organisations. Students of all courses gets the experience of working in a more professional environment.

The Institute is distinctive in the way that we also think about the society along with our duty towards the citizen of the society. For this we have established a senior citizen club for the local community development. This has benefitted the Senior Citizens in the following manner:

1) Health benefits – It has helped the elderly to reduce their stress level. A good conversation or the things they love to do with others helps them in attaining a health promoting chemical which boosts the immune system. Moreover, Socializing promotes an active lifestyle which in turn keeps diseases at bay.

2) Better mental health – Social interaction provides senior citizens opportunities to engage seniors in stimulating and purposeful activities. This results in enhancing their mental health. Social isolation is one of the leading causes of depression in seniors. Loneliness can easily turn to feelings of worthlessness and despair. Interactions and conversations play a very important role in controlling negative thoughts, thereby ensuring mental wellbeing.

3) Sense of belonging – Enjoying the company of others who have similar personalities or interests helps us feel like we belong somewhere.

4) Increased Cognitive Functioning – Socialization is a key to keep the brain sharp as we age. Having an active social life encourages us to continue learning, observing and responding to the world around us. Conversation and activity are great for exercising the mind and can potentially lower the risk of dementia and Alzheimer's disease.

5) Community Outreach programs – Volunteering for charity or in the local community is also a great way for seniors to get socially connected. The energy, vibrancy, skills and talents of seniors in our society of Mahalaxmi Nagar is valuable and needed.

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- The Institute has also installed solar geyser in the Hostel premises which is another attempt towards sustainability.
- The Institute promotes Plantation, we have more than 3000 trees in our campus, and tree plantation by guests on various occasions helps us in achieving these kinds of our intensions.
- The Institute has developed the garbage pit for recycling of waste in to manure.
- The Institute has developed plastic free campus. Institute is very much particular on this issue.
- The Institute does water harvesting by channelizing the run of water from the college building into the water recharge pit.
- The Institute supports and encourages water conservation in the campus. We are involved in various activities and practices for water conservation.
- The Institute holds active participation in Swachh Bharat Abhiyan.

We conduct regular workshops and perform numerous activities in order to develop consciousness towards environment and sustainability

7.5 Whether environmental audit was conducted?

Yes



No

☐

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

STRENGTHS

Autonomous Status NAAC Accreditation

College with Potential for Excellence (CPE) Status ISO 9001-2008 Certification

AICTE Approval

Permanent Affiliation with DAVV, Indore Research Centre for Ph. D. in Management Recognition u/s 12(B) by UGC, New Delhi Top Rankings

Strong Institute – Industry Interface Good track record of Placements Various Institutional Membership Chapter of CSI and ISTE

Rich Library Resource Renowned Examination Centre

Two Faculty are Members of Board of Studies, Faculty of Management, DAVV, Indore Strong Research Orientation

Innovations in Academics such as Minor Research Project, CCA, SIP, Industrial Visits, etc

Strong Institute-Alumni Interactions

Location Advantage

State of the art Physical Infrastructure State of the art IT Infrastructure

Latest and Updated use of software (Automation) Distinguished Web Presence

Participative Management Style

WEAKNESS

No Bank Facility within Institute Premises No Post Office within the Colony

No International and Global admissions

Less International and Global Publications

OPPORTUNITIES

To open an Extension Counter of Bank of India in Institute Premises To acquire Deemed University Status

To offer more Consultancy to Industry To seek more global exposure CHALLENGES

Government Regulations & Controls Delayed Admission Process

Competitions in Admissions and Placements

Mushrooming growth of Institutes in Indore and M.P. (Competition) Political interference through Student Union

8. **Plans of institution for next year**

Quality of provision is the cornerstone to the success of the education and training system. We recognise the fundamental roles that leaders, teachers and support staff play and we seek to strengthen the system's capacity as a whole to continuously improve and to deliver the highest quality education and training services for learners.

- We are planning for the more Institute and industrial Associations.

- Our placement cell is very much dedicated towards the growth of student. Therefore we are planning for global placement opportunities for our students.
- Our efforts are dedicated to impart quality and value based education to raise satisfaction level of all stake-holders. Our strength is directed to create competent professionals.
- Introduction of new courses and to obtain college with potential for excellence status.
- To plan for further developments in infrastructure. Our endeavour is to provide all possible support to promote research and development activities.
- Revising pedagogic content and teaching methodologies, and develop a new curriculum and system of assessment.
- Determined to improve student health and learning at the elementary level through the incorporation of specific physical activities, both indoor and outdoor, that support the core content areas.

Name Dr. CA Prashant Jain _____

Name Dr. CA P. K. Jain _____

prashantjain



P. K. Jain

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
