

TRINITY INSTITUTE OF PROFESSIONAL STUDIES

**Institutional Area, Sector 9
Dwarka, New Delhi**

TIPS

**Annual Quality Assurance Report (AQAR)
Of IQAC for 2017 – 18**

Submitted to



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

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, **Bengaluru - 560 072** India

The Annual Quality Assurance Report (AQAR) of the IQAC for 2017 – 18

Part – A

Data of the Institution

1. Name of the Institution : Trinity Institute of Professional Studies
 - Name of the Head of the institution : Dr. Vikas Rao Vadi
 - Designation: Director
 - Does the institution function from own campus: Yes
 - Phone no./Alternate phone no.: 011-45636921,22,23,24,25
 - Mobile no.: **9868045426**
 - Registered e-mail: tips@tips.edu.in
 - Address : Sector -9,Dwarka Institutional Area
(Near Sec-10 Metro Station, Dwarka Court)
 - City/Town : New Delhi
 - State/UT : Delhi
 - Pin Code : 110075
2. Institutional status:
 - Affiliated : Affiliated
 - Type of Institution: Co-education
 - Location : Urban
 - Financial Status: Private Institute (Self Finanacing)
 - Name of the Affiliating University: Guru Gobind Singh Indraprastha University
 - Name of the IQAC Co-ordinator : Dr.Shaily Saxena
 - Phone no. : 011-45636921,22,23,24,25
 - Mobile: 7428855451
 - IQAC e-mail address: iqac.tips@tips.edu.in
 - Alternate Email address: tips@tips.edu.in

3. Website address: http://www.tips.edu.in/naac/aqar/aqar_2017_18

4. Whether Academic Calendar prepared during the year? YES

If yes, whether it is uploaded in the Institutional website: Yes

Weblink : <http://www.tips.edu.in/academic-calender/Page>

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	B++	2.77	2017	from: 2017 to: 2022

6. Date of Establishment of IQAC: 15 Dec 2016

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
<ul style="list-style-type: none">• Interdepartmental academic inspections.• Preparing the departments for annual academic audit• Revalidation of ISO certificate and bench marking.• Solar Energy System for renewable energy for the institution	Oct 2017 to June 2018 (9 Months)	03

8. Provide the list of funds by Central/ State Government-

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc: N.A.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
TIPS	Conference	ICSSR/Northern Region	2017-18	50,000

9. Whether composition of IQAC as per latest NAAC guidelines: Yes

*upload latest notification of formation of IQAC: <http://www.tips.edu.in/naac/iqac/committee>

10. No. of IQAC meetings held during the year: 04

Yes, The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website.http://www.tips.edu.in/naac/minutes_and_atr

11. Whether IQAC received funding from any of the funding agency to support its activities during the year: No

If yes, mention the amount: N.A. Year: N.A.

12. Significant contributions made by IQAC during the current year:

- * Cultural Co-curricular activities through various societies.
- * Literacy Activities, Social awareness activities for Slum, poor children and children of Prisoner.
- * Motivational Session for students to participate in debate and discussions.
- * Training Session for Faculty & staff member to strengthen gender sensitization.
- * Awareness programme on health and hygiene stressing on cleanliness.

13. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Carry out Academic Checks in different Departments of the Institution to improve the academic environment	Academic environment improvement in terms of teaching learning is evident and noticeable.
Industrial Visits for the students to provide them an insight regarding the real working of the organisation.	Through industrial visit students get hands on real experience which turn into their confidence of working.
Remedial/Extra classes for the weak students in all the departments of the Institute.	Through remedial classes result in respective subjects had improved.
Induction Programme for the students for innovative ideas venture start-ups and skill based programmes.	Several innovative ideas have been on record to process.
Alumni Meet and Interaction	Support suggestions and recommendations noted for implementation.

14. Whether the AQAR was placed before statutory body? Yes

Name of the statutory body: Governing Board of the Institute

Date of meeting(s): 20/12/2018

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning - Yes

Date: Affiliating University (GGSIP University-June 2018)

16. Whether institutional data submitted to AISHE: Yes

Year: 2017

Date of Submission: 30 Sep 2017

17. Does the Institution have Management Information System?

Yes

Part-B

CRITERION I – CURRICULAR ASPECTS					
1.1 Curriculum Planning and Implementation					
1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation.					
<p>Institute has a good mechanism for well delivery of content which includes orientation programme, class schedules, guest lectures, workshops, seminars, debate & discussion, Internship and project work. At the beginning a specific orientation program for students is done for each & every course to make them understand the curriculum to be carried out. There after a specific time table is made for content delivery. In addition expert talks, workshops etc. are organised for students to make them understand the conceptual facts of the contents. Debate and discussion are organised to make them confident of their learnings, internship and project for their real exposure and experience for the particular work is in practice if needed remedial classes are arranged.</p>					
1.1.2 Certificate/ Diploma Courses introduced during the Academic year					
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development	
NA	NA	NA	NA	NA	
1.2 Academic Flexibility					
1.2.1 New programmes/courses introduced during the Academic year					
Programme with Code	Date of Introduction	Course with Code	Date of Introduction		
BA.LLB-151	01 July 2018	BA.LLB/151	July 2018		
1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.					
Name of Programmes adopting CBCS	UG	PG	Date of implementation of Elective Course System	UG	PG
NA	NA	NA	As Per Affiliating Norms	✓	NA
1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year					
No of Students	Certificate		Diploma Courses		
NA	NA		NA		

1.3 Curriculum Enrichment

1.3.1 Value-added courses imparting transferable and life skills offered during the year

Value added courses	Date of introduction	Number of students enrolled
Life Skills Training	June 17- June 18	105

1.3.2 Field Projects / Internships under taken during the year (2017-18)

Project/Programme Title	No. of students enrolled for Field Projects / Internships
Summer Training	
BA(JMC)	117
BA(JMC)	115
BCA	104
BBA(G)	109
B.COM(H)	162

1.4 Feedback System

1.4.1 Whether structured feedback received from all the stakeholders.

1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	Yes	Yes	Yes	Yes

1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution?

Feedback System

In order to maintain a good quality in every aspect of Institutional functioning for which, we have developed a manual Feedback System to provide feedback in an easy and quick manner to the concern. We designed a feedback form for collecting feedback from students, parents and other stake holders bi- annually.

The students are asked to give feedback of their respective subject teachers. In the end of each Semester this activity takes place for students to provide Feedback on teachers by filling up feedback forms which is created on the basis of different important parameters like Punctuality, Discipline, Power of explanation, Method of teaching, Completion of syllabus etc for each and every course and shift. Parameters are to be rated on the scale of 1-5, 1 being Unsatisfactory and 5 being Excellent. We ensure that no teacher is present while we take the feedback and during the feedback session, we talk to students and make it as an open and interactive session, so that students feel free to talk about what went well and what not in the current semester. We encourage them to also come up with the suggestions if any.

The findings are obtained by adding total rating given by the students for a specific teacher and further percentage is taken out to identify the grading for a teacher. The findings revealed also help us identify the best teacher and also highlights the needs and improvements in the quality of academics. The findings are also shared to the Faculty concerned. All information from the analysis is used to design a feedback system which can be used to enhance its effectiveness in classrooms on teaching and learning.

Positive comments by students help maintain teaching quality and motivation. While on the other hand negative comments highlight the scope of improvement and progress. The main focus of the feedback process is making the system more transparent and useful for the overall development of the institution.

After giving feedback by every student, forms are collected by the concerned department, and further calculation is done to find the overall grade of a particular teacher.

In addition to this, we have also collected a feedback from the other stake holder viz. parents, alumni, faculty, Recruiters with regard to parameters like Infrastructure, Library & Learning Resources, Student Support Services, Administration and over all functioning of the Institute time to time .We take care for all suggestions for the improvement of Institute functioning.

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1.1 Demand Ratio during the year

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
BBA	120	Admission Through Counselling	116
BCA	120	Admission Through Counselling	118
B.COM	200	Admission Through Counselling	191
BA(JMC)	120	Admission Through Counselling	120
BA.LLB	60	Admission Through Counselling	59

2.2 Catering to Student Diversity

2.2.1. Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1740	NA	87	NA	87

2.3 Teaching - Learning Process

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

Number of teachers on roll	Number of teachers using ICT (LMS, e-Resources)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
87	87	LCD PROJECTOR, OHP, INTERACTIVE BOARDS, ONLINE SMART E-CLASS	16	4	E-GRANTHALYA CSO EIKON WORLD BANK E-LIBRARY

2.3.2 Students mentoring system available in the institution? Give details.

The under graduate programme students often need mentoring ,guidance and counselling from a loving elderly figure. Direct academic issues e.g. selection of electives can be easily communicated to the student. But finer nuances e.g. career options or fear of a subject /course need greater involvement of the mentor. A similar system exists in the institute since 2010. To improve the institute’s present endeavour towards academic quality up gradation the process has been established as “Mentoring System”. Each faculty will be mentor of a group of 20 to 25 students till their graduation.

Responsibilities : The mentor performs the following functions and the mentor always does more for the benefit of the students.

1. Meet the group of students at least twice a month.
2. Continuously monitor, counsel, guide and motivate the students in all academic matters.
3. Advise students regarding choice of electives, project, summer training etc.
4. Contact parents/guardians if situation demands e.g. academic irregularities, negative behavioural changes and interpersonal relations ,detrimental activities etc.
5. Advise students in their career development/professional guidance.
6. Keep contact with the students even after graduation.
7. Intimate HOD and suggest if any administrative action is called for.
8. Maintain a detail progressive record of the student.
9. Maintain a brief but clear record of all discussions with students.

HOD: The HOD does

1. Meet all mentor of his/her department at least once a month to review proper implementation of the system.
2. Advice mentors wherever necessary.
3. Initiate administrative action on a student where necessary.
4. Keep the head of the institute informed.

Academic Committee: Institute’s academic committee discusses mentoring related issues at least twice in a semester during its meetings and revise/upgrade the system if necessary.

The institute is emphasizing towards enhancement of institutional ambience to better serve the needs of an ever changing and dynamic learning community. Effective mentoring begins with the faculty and depends on the healthy relationships between faculty and students.

Type of mentoring done:

1. Professional guidance – regarding professional goals, selection of careers, higher education
2. Career Advancement- regarding self employment opportunities, entrepreneurship development, morale, honesty and integrity required for career goals.
3. Course work specific- regarding attendance and performance in present semester and overall performance in the previous semester.
4. Lab Specific- regarding do’s and don’ts in the lab.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
1740	87	1:20

2.4 Teacher Profile and Quality

2.4.1 Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D.
87	78	09	09	14

2.4.2 Honours and recognitions received by teachers

Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2017-18	Dr. Vikas Rao Vadi	Director	Dr.S.Radha Krishnan National Teachers Award.
2017-18	Dr. P.K. Nayak	Asso.Prof.	Examination Resource Person in Kota University for mgmt.

2.5 Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
B.COM (H)	888	1,3&5 TH Sem 2,4 & 6 th Sem	10 th Nov 2017 21 April 2018	23 March 2018 12 July 2018
BCA	20	1,3&5 TH Sem 2,4 & 6 th Sem	10 th Nov 2017 21 April 2018	22 March 2018 17 July 2018
BA(JMC)	24	1,3&5 TH Sem 2,4 & 6 th Sem	10 th Nov 2017 21 April 2018	12 March 2018 13 July 2018
BBA	17	1,3&5 TH Sem 2,4 & 6 th Sem	10 th Nov 2017 21 April 2018	22 March 2018 13 July 2018

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

Institute has adopted internal evaluation process as per the guidelines of affiliating university. During the last academic year institute has initiated objective evaluation process along with subjective evaluation process of the university. This objective evaluation process is weekly basis & is a part of internal evaluation. Second initiative taken by the Institute is assignment through presentations. Third initiative is preparing of answer keys by the subject examiner for the purpose of helping the teachers & students.

2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters

Institute being an affiliated institution follows academic calendar laid by affiliating university which has complete provision of `examinations complete provisions of examinations (Internal & External) along with well defined time for exams related activities as evaluation result declaration etc. University academic calendar also reflects time periods for other related activities which are completely bound to us. So in view of that institute doesn't require preparing any academic calendar for examination & related matters.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution the weblink is :
www.tips.edu.in/programmes-offered

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
17	BBA	109	96	88
20	BCA	104	98	94.23
24	BA(JMC)	115	92	80
888	B.COM(H)	153	130	84.96

2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance web link :
www.tips.edu.in/naac/student_satisfaction_survey_2017_2018

The institute has students, Student Satisfaction Survey (SSS) mechanism adopted in accordance with NAAC guidelines. Students Satisfaction Survey Questionnaire has been designed to take the feedback from the students considering the parameters like Faculty members Teaching Methodology, Infrastructure, Training & placement, Administration, Student Support Services, Library, Computer Lab and ICT, Career development opportunities and exposure to activities. The Students Satisfaction Survey Questionnaire for the year 2017-18 was filled by approximately 900 students (60% of the total strength) studying in various courses and shifts run by the institute. The results were analysed and the graphical representation of the same has been uploaded on the website.

www.tips.edu.in/naac/student_satisfaction_survey

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	2 years (2016-2018)	ICSSR	1.15 Lakh for consultancy	01 Lakh in 2017-2018

Total -01

3.2 Innovation Ecosystem

3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year				
Title of Workshop/Seminar		Name of the Deptt.		Date(s)
Interaction Session with Zee Media on Innovative Practice		BA (JMC)		28 Feb 2018
National Seminar on Sustainable Development		All Depts. of TIPS		07 Apr 2018
3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year				
Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
Better India Education	TIPS	Today Research & Ratings	30 June 2018	Education
3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year				
Incubation Centre		Name		Sponsored by
No		No		No
Name of the Start-up		Nature of Start-up		Date of commencement
No		No		No
3.3 Research Publications and Awards				
3.3.1 Incentive to the teachers who receive recognition/awards				
State		National		International
YES		YES		Not yet Applied
3.3.2 Ph. Ds awarded during the year (applicable for PG College, Research Center): NA				
Name of the Department			No. of Ph. Ds Awarded	
NA			NA	
3.3.3 Research Publications in the Journals notified on UGC website during the year				
	Department	No. of Publication	Average Impact Factor, if any	
National	MANAGEMENT	03	2.59	
	COMPUTER SCIENCE	02	2.87	
	MASS COMMUNICATION	05	3.01	
International	NIL	NIL	NIL	
3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year				
Department			No. of publication	
MANAGEMENT			23	
COMPUTER SCIENCE			05	
MASS COMMUNICATION			05	

3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
No	No	No	No	No	No	No
3.3.6 h-index of the Institutional Publications during the year.						
Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
No	No	No	No	No	No	No
3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year:						
No. of Faculty		International level	National level	State level	Local level	
Attended Seminars/ Workshops		05	36	0	0	
Presented papers		05	36	0	0	
Resource Persons		NIL	NIL	NIL	NIL	
3.4 Extension Activities						
3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year						
Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers co-ordinated such activities		Number of students participated in such activities		
Industrial visit	NDTV	02		30		
Seminar on Opportunity on TV Journalism	Republic TV	03		120		
Best Message Contest	IBS	05		150		
Industrial Visit	India TV	02		21		
Industrial Visit	ZEE Business	01		21		
Swachhata Pakhwada	AIIMS	02		120		
Ek Peהל – Behtar Kal ki Aur	India Vision Foundation	02		60		
3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year						
Name of the Activity	Award/recognition	Awarding bodies		No. of Students benefited		
SPORTS	GOLD/BRONZE/SILVER	Inter Colleges		54		

3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year				
Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
SWACHTA PAKHWADA	AIIMS HOSPITAL	SWACHTHA	10	120
3.5 Collaborations				
3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year				
Nature of Activity	Participant	Source of financial support	Duration	
Quiz competition	90	Self	1 day	
Seminar on Case Writing	50	Self	1 day	
3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year				
Nature of linkage	Title of the linkage	Name of the partnering institution/ industry with contact details	Duration (From-To)	participant
Educational trip	Industrial visit	Mother Dairy	6/09/17	BBA/B.Com(H)
Educational trip	Industrial visit	NDTV	29/08/17	BA(JMC)
Educational trip	Industrial visit	NDTV	29/10/17	BA(JMC)
Educational trip	Industrial visit	NDTV	18/12/17	BA(JMC)
Educational trip	Industrial visit	NDTV	11/01/18	BA(JMC)
Educational trip	Industrial visit	NDTV	17/02/18	BA(JMC)
Educational trip	Industrial visit	NDTV	25/02/18	BA(JMC)
Educational trip	Industrial visit	Mother Dairy	27/03/18	BBA/B.Com(H)
Educational trip	Industrial visit	UAS International	03/04/18	BBA/B.Com(H)/ BCA/BA(JMC)
Academic Co-operation	Expert talk	IBS	22/08/17	BBA/B.Com(H)
Academic Co-operation	Expert talk	SGT University	30/08/17	BBA/B.Com(H)
Academic Co-operation	Expert talk	JIMS	08/09/17	BBA/B.Com(H)
Academic Co-operation	Expert talk	Pearl Academy	11/09/17	BBA/B.Com(H)
Academic Co-operation	Expert talk	SEBI	20/09/17	BBA/B.Com(H)
Academic Co-operation	Expert talk	Career Launcher	21/09/17	BBA/B.Com(H)
Academic Co-operation	Expert talk	Manav Rachna Bharti	25/09/17	BBA/B.Com(H)
Academic Co-operation	Expert talk	JaipuriaInstiute	27/09/17	BBA/B.Com(H)
Academic Co-operation	Expert talk	SSSSO	01/11/17	BBA/B.Com(H)
Academic Co-operation	Expert talk	Republic TV	03/11/17	BA(JMC)

Academic Co-operation	Expert talk	UAS International	06/02/18	BBA/B.Com(H)/ BCA/BA(JMC)
Academic Co-operation	Expert talk	SSSSO	02/02/18	BBA/B.Com(H)
Academic Co-operation	Expert talk	SSSSO	07/02/18	BBA/B.Com(H)
Academic Co-operation	Expert talk	SSSSO	16/02/18	BBA/B.Com(H)
Academic Co-operation	Expert talk	Euphoric	16/02/18	BBA/B.Com(H)
Academic Co-operation	Expert talk	SSSSO	23/02/18	BBA/B.Com(H)
Academic Co-operation	Expert talk	SSSSO	26/02/18	BBA/B.Com(H)
Academic Co-operation	Expert talk	SSSSO	28/02/18	BBA/B.Com(H)
Academic Co-operation	Expert talk	IMS	24/08/17	BBA/B.Com(H)
Academic Co-operation	Expert talk	SSSSO	02/02/18	BCA
Academic Co-operation	Expert talk	Career Launcher	15/01/18	BBA/B.Com(H)
Academic Co-operation	Expert talk	Zee Media	15/01/18	BBA/B.Com(H)
Academic Co-operation	Expert talk	Career Launcher	22/01/18	BBA/B.Com(H)
Academic Co-operation	Expert talk	UAS International	06/02/18	BBA/B.Com(H)
Academic Co-operation	Expert talk	Zee Media	17/02/18	BA(JMC)
Academic Co-operation	Expert talk	Sahara	05/04/18	BA(JMC)
Industrial Cooperation	Summer Internship	IDBI Federal	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	AIM Pvt Ltd	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	Sharekhan	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	HOPE	6 weeks	BBA/B.Com(H)/ BCA/BA(JMC)
Industrial Cooperation	Summer Internship	Gym Day Technologies	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	Markitiers	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	CRY	6 weeks	BBA/B.Com(H)/ BCA/BA(JMC)
Industrial Cooperation	Summer Internship	All Investment Solution	6 weeks	BBA/B.Com(H)
Academic Co-operation	Expert talk	IMS	24/08/17	BBA/B.Com(H)
Academic Co-operation	Expert talk	SSSSO	02/02/18	BCA
Academic Co-operation	Expert talk	Career Launcher	15/01/18	BBA/B.Com(H)
Academic Co-operation	Expert talk	Zee Media	15/01/18	BBA/B.Com(H)
Academic Co-operation	Expert talk	Career Launcher	22/01/18	BBA/B.Com(H)
Academic Co-operation	Expert talk	UAS International	06/02/18	BBA/B.Com(H)
Academic Co-operation	Expert talk	Zee Media	17/02/18	BA(JMC)
Academic Co-operation	Expert talk	Sahara	05/04/18	BA(JMC)

Industrial Cooperation	Summer Internship	IDBI Federal	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	AIM Pvt Ltd	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	Sharekhan	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	HOPE	6 weeks	BBA/B.Com(H)/ BCA/BA(JMC)
Industrial Cooperation	Summer Internship	Gym Day Technologies	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	Markitiers	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	CRY	6 weeks	BBA/B.Com(H)/ BCA/BA(JMC)
Industrial Cooperation	Summer Internship	All Investment Solution	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	Marca Direct	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	UAS International	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	Euphoric Entertainment India	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	UNISON International	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	TLS	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	Rupee Maker	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	Balaji Telefilms	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	PK Online	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	Groomefy	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	Edu Advice	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	Talent 4Assure	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	Omnis Healthcare Pvt Ltd	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	Max Life Insurance	6 weeks	BBA/B.Com(H)

Industrial Cooperation	Summer Internship	Global Arcus	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	SIEC Pvt. Ltd	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	Itenic Technologies	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	IMS	6 weeks	BBA/B.Com(H)
Industrial Cooperation	Summer Internship	Eride	6 weeks	BCA
Industrial Cooperation	Summer Internship	A.S Mind technology	6 weeks	BCA
Industrial Cooperation	Summer Internship	Analog Technolgies	6 weeks	BCA
Industrial Cooperation	Summer Internship	NDTV 24 x7	6 weeks	BA(JMC)
Industrial Cooperation	Summer Internship	APN News	6 weeks	BA(JMC)
Industrial Cooperation	Summer Internship	Balaji Telefilms	6 weeks	BA(JMC)
Industrial Cooperation	Summer Internship	Business World	6 weeks	BA(JMC)
Recruitment	Placement	Concentrix	1 day	BBA/B.Com(H)
Recruitment	Placement	Alight Solutions	1 day	BBA/B.Com(H)
Recruitment	Placement	Convergys	1 day	BBA/B.Com(H)
Recruitment	Placement	Global Arcus	1 day	BBA/B.Com(H)
Recruitment	Placement	Vertical Recruiters	1 day	BBA/B.Com(H)
Recruitment	Placement	Jindal Intellicom	1 day	BBA/B.Com(H)
Recruitment	Placement	Itenic Technologies	1 day	BBA/B.Com(H)
Recruitment	Placement	Genpact	1 day	BBA/B.Com(H)
Recruitment	Placement	BT	1 day	BBA/B.Com(H)
Recruitment	Placement	SIEC Pvt Ltd	1 day	BBA/B.Com(H)
Recruitment	Placement	BATA	1 day	BBA/B.Com(H)
Recruitment	Placement	S. Chand	1 day	BBA/B.Com(H)
Recruitment	Placement	Itenic Technologies	1 day	BBA/B.Com(H)
Recruitment	Placement	Inter Globe Technologies	1 day	BBA/B.Com(H)
Recruitment	Placement	Infosys	2 days	BCA
Recruitment	Placement	Capgemini	1 day	BCA
Recruitment	Placement	Delloite	1 day	BCA
Recruitment	Placement	PK Online	1 day	BCA
Recruitment	Placement	TCS	2 days	BCA

Recruitment	Placement	Zee Media Ltd	1 day	BA(JMC)
Recruitment	Placement	Balaji Telefilms	1 day	BA(JMC)
Recruitment	Placement	Edu Advice	1 day	BA(JMC)
Recruitment	Placement	Euphoric	1 day	BA(JMC)
Recruitment	Placement	PR PROFESSIONALS	1 day	BA(JMC)
3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year				
Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs	
Stromstad Academy-Sweden	25/4/2018	Provide opportunities for Global experience	Institute as a whole	
TCS ION	29/3/2018	Provide opportunities to students & faculties for academic upgradations & certification.	130 students 9 Faculties	
CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES				
4.1 Physical Facilities				
4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year				
Budget allocated for infrastructure augmentation		Budget utilized for infrastructure development		
4,19,5000/-		4,16,66,234/-		
4.1.2 Details of augmentation in infrastructure facilities during the year				
Facilities	Existing		Newly added	
Campus area	3545.27 sq.mts			
Class rooms	14		06	
Laboratories	03		01	
Seminar Halls	01		-	
Classrooms with LCD facilities	14		06	
Classrooms with Wi-Fi/ LAN	14		06	
Seminar halls with ICT facilities	01		-	
Video Centre	01		-	
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				
AC	62		--	
CCTV	180		14	
COMPUTERS	15		17	
LIFT	01		01	
EPBAX	01		01	
Value of the equipment purchased during the year (Rs. in Lakhs)				

AC	8725132/-	
CCTV	677924/-	
COMPUTERS	2270500/-	
LIFT	1591198/-	
EPBAX	101303/-	
FURNITURE	3725800/-	
UPS	513550/-	
Others		

4.2 Library as a Learning Resource

4.2.1 Library is automated

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
E GRANTHALYA	PARTIALLY	3.0V	2010

4.2.1 Library Services

	Existing		Newly added			Total Value
	No.	Value	No.	Value	No.	
Text Books	16667	108,336/-	589	1,71041/-	17256	279377/-
Reference Books	1025		131	“	1156	
e-Books	---	---	---	---	---	---
Journals	20+8	48547/-	04	9150/-	24+8	46485/-
e-Journals	---	--	--	--	--	--
Digital Database	Opal-supported by LMS					
CD & Video	01	--	-	-	-	
Library automation	-	-	-	-	-	
Weeding (Hard & Soft)	-	-	-	-	-	
Others (specify)	-	-	-	-	-	

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available bandwidth (MGBPS)	Others
Existing	203	175	2Mbps	NA	NA	16	12	2Mbps	203

Added	42	30	-	NA	NA	6	6	2Mbps	42
Total	245	205	2Mbps	NA	NA	22	18		245

4.3.2 Bandwidth available of internet connection in the Institution

2 MBPS

4.3.3 Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Post Production Lab	http://www.tips.edu.in/post-production-lab
Video Lab	http://www.tips.edu.in/video-studio
Audio Lab	http://www.tips.edu.in/audio-studio

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

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e - content
NIL	NIL	NIL	NIL

4.3 Maintenance of Campus Infrastructure

4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1572100/-	105,9106/-	168,5000/-	1745712/-

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Institute has well defined procedure for maintenance of campus & infrastructure. For that purpose institute has dedicated admin department which quantify & comply the requirements of different departments through HOD's & identify the maintenance areas to be covered . The process is in continuous form throughout the year. For physical facilities civil engineer, for academic & support facilities-heads & registrar office, for laboratory,-Lab in-charge, for Library-Librarian & for sports facility. Sports In charge is in place to taken care of all the requirements & maintenance.

Web link: <http://www.tips.edu.in>

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Support

5.1.1 Scholarships and Financial Support

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from	Concession in Tuition	4	70,035/-

institution	Fee				
Financial support from other sources					
a) National	NA	NA	NA		
b) International	No	No	No		
5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,					
Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved		
Personal counselling and mentoring	July 17 to June 18	80	In-house		
5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year					
Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2017-18	Career Guidance by Guidance & Counselling Cell	80	200	20	202
5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year					
Total grievances received		No. of grievances redressed		Average number of days for grievance redressal	
39		35		02	
5.2 Student Progression					
5.2.1 Details of campus placement during the year					
On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
BBA (G) & B.Com					
Concentrix		21	Bata		2
Alight Solutions		12			
Convergys		15			
Global Arcus		4			
Vertical Recruiters		5			
Jindal Intellicom		4			
Itenic Technologies		25			
Genpact		31			
British Telecom		2			
SIEC Pvt Ltd		5			

S.Chand		3		
Inter Globe Technologies		7		
BCA				
PK Online		3	Infosys	5
Itenic Technologies		3	Capgemini	4
Concentrix		6	Delloite	2
			TCS	7
BA(JMC)				
Zee Media Ltd		2	PR Professionals	10
Balaji Telefilms		5		
Edu Advice		14		
Euphoric		5		

5.2.2 Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2017-2018	302	BBA(G)/B.COM (H)/BCA/BA(JMC)	BBA(G) B.COM(H) BCA BA(JMC)	VARIOUS INSTITUTES	MBA

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

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET,SET,SLET,GATE,GMAT	NA	NA

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

Activity	Level	Participants
Best Message Contest	Intra College	225
Aaina- The media fest	Intra College	500
On-line Poetry Competition	Intra College	10
IT Quiz	Intra Dept.	20
On-Line photography	Intra College	12
The Innovator- Business Plan Competition	Intra Dept,	25
Biz-Quiz Business Quiz Competition	Intra. Dept.	20
Natparna- Street Play	Intra College	300
Friendly Cricket Match	Intra College	120

Photo Walk	Intra College	120
Pack & Label Competition	Intra Dept.	30
Photo Exhibition	Intra College	120
Power Lifting Championship	Intra College	20

5.3 Student Participation and Activities

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

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
2017-18	No	No	No	No	No	No

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution –

Institute has no student council.

5.4 Alumni Engagement

5.4.1 Whether the institution has registered Alumni Association?

Alumni of any institute are an asset for various prospective in different domains. Considering this the institute has developed an Alumni Association which is duly registered in the year May 2013. Institute takes the privilege of alumni in different development functions of the institute. Alumni meetings, selection of the representative and other related activities is done as per memorandum of Alumni association .Generally alumni meetings are held twice in a year at institute premises with a deep interaction where suggestions and support is sought on different aspects. Management and authority of the institute adopts the suggestions and support from Alumni meetings for overall academic and non academic development .Representative of Alumni association are integral part of IQAC of the institution also.

5.4.2 No. of registered enrolled Alumni:

Registered Alumni is : 528

5.4.3 Alumni contribution during the year (in Rupees) :

Rs 158,1500/-

5.4.4 Meetings/activities organized by Alumni Association :

02 Meetings and 05 Activities.

CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 Mention two practices of decentralization and participative management during the last year :

Trinity Institute of professional studies was set up by Kamal Education Welfare Society (KEWS) in the year 2007 with the vision, that Trinity Institute of Professional Studies shall endeavour to be a nationally known,

utmost reliable, innovative and cost – effective education provider in the disciplines like management, banking and insurance, computer applications, accounting and finance, education, journalism and mass communication and other emerging disciplines, under the leadership of Dr. R.K. Tandon, Chairman of TIPS, Dwarka, who is a educationist, philanthropist and renowned social activist since 25 years. He has been pioneering highly qualitative domains in school education as well as higher education. He has developed this institution with the vision of achieving excellence in higher education. He provides suitable positive mechanism for day to day functions & operations of the institute.

DECENTRALIZATION-Leadership of the institute completely believes in decentralization of administration to perform institutional functions. A high level of hierarchy has been developed & followed by the management, authorities, faculty & staff members of the institute. Powers of the related post & authorities have been assigned to comply for the work.

PARTICIPATIVE MANAGEMENT- Management of the institute has developed participatory system for each & every function of the institute. Various committees have been constituted for different academic, non academic work. Due participation is being done in all functions with respective representative of various groups/levels. Composition of management committee and IQAC is the best example of participatory management.

6.1.2 Does the institution have a Management Information System (MIS)?

Yes, Institute has MIS with regard to all functions.

6.2 Strategy Development and Deployment

6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

❖ Curriculum Development-

The institute is an affiliated institute and follows the curriculum of affiliating university .Institute has no reservation regarding curriculum development, only input & suggestions are being sent to the University for their Consideration with the suitability.

❖ Teaching and Learning

The institute believes in high quality of teaching, for that democratic method of teaching is followed ,lecture method along with presentations with the help of high quality ICT equipments is in practice. Classrooms are equipped with either LCD projectors or Smart Interactive Boards.

❖ Examination and Evaluation

Being an affiliated institution we are following the examination &evaluation system of the affiliating University. Examination pattern is based on internal & external examinations.

❖ Research and Development

The institute is conducting UG programmes only, Research and Development is not a dedicated part of that but our faculty members are highly involved in different type of research programmes & projects on their own ,expedition of the same experience is being inculcated to the institutional endeavour time to time.

<p>❖ Library, ICT and Physical Infrastructure / Instrumentation Institute has a class of Art Infrastructure including classrooms, Labs & Library. The infrastructure of the institute is in tune with all specific requirements of the Regulatory bodies and affiliating university. Library of the institute has more than 15 thousand books, more than 20 offline journals, Encyclopaedias & E-Resource for all the courses. Institute has more than 200 computers in different computer labs with high configuration, more than 15 LCD projectors and more than 05 Interactive classrooms for better augmentation of requirements with high speed internet facility.</p>
<p>❖ Human Resource Management Institute has separate HR department for human resource management. Time to time HR department functions to meet out the requirements of different departments and institute as a whole.</p>
<p>❖ Industry Interaction / Collaboration Institute has collaborated very good relationship with different industries as per the requirement of the courses and interact with them as per the need comes. Usually institute invites industry people for interaction sessions with the staff & students twice in a month.</p>
<p>❖ Admission of Students Institute follows the admission procedure laid down by affiliating University for each course .University conduct the Common Entrance Test (CET) for all respective courses followed by counselling to place the students for admission. All the norms laid down for admission by the university is followed completely.</p>
<p>6.2.2 : Implementation of e-governance in areas of operations:</p>
<p>❖ Planning and Development Institute has adopted several methods & techniques of E- Governance with respect to planning of various tasks and functions time to time.. For that purpose institute has developed Web, Facebook and other social Media Platform groups to scatter the decisions and information to the stake holders.</p>
<p>❖ Administration</p> <ul style="list-style-type: none"> ● Day to day basis information are being uploaded to institutional website. ● Whatsapp groups are active separately for Faculty, Staff and Students to impart and get the various type of information. ● All correspondences with regard to internal function of the institute & external function of the institute are being done through web only. ● In-house developed programmes have been adopted for various Teaching learning functions
<p>❖ Finance and Accounts Institute has separate accounts department to handle the finance of the institution. Fee from the students are being collected in E-mode mostly. Expenditure disbursement are also being done through e-mode. Salaries of faculty & staff members are in e-mode only. Advance software related to e-collection & disbursement has been adopted by the institute.</p>
<p>❖ Student Admission and Support</p>

Since the beginning to last step of admission is completed through online process. After admission all the support i.e. documentation, information, result, fee status, examination schedules, functions & activities are being done through web mode for the students.

❖ Examination

External examination are conducted by the affiliating university while internal examination is done by the institute which is completely through e-mode only as paper settings, preparing of Award list ,display of result ,addressing the queries & questions of the students.

6.3 Faculty Empowerment Strategies

6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year :

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017-18	Priyanka Atri	Information security and digital forensics	Netaji Subhash Institute of Technolgy, Delhi	1000
2017-18	Roopal Kalra	Information security and digital forensics	Netaji Subhash Institute of Technolgy, Delhi	1000
2017-18	Shruti Chopra	Paradigm Changes in Education and Taxonomy	Sri Tegbahadur Institute of Management	800
2017-18	Priyanka Rattan	Paradigm Changes in Education and Taxonomy	Sri Tegbahadur Institute of Management	800
2017-18	Dr. Vandana	PAN IIM World Management Conference	IIM, Lucknow	4600
2017-18	Dr. Shaily Saxena	NLP certification programme	Society for Positive Change and Excellence	9500
2017-18	Nikita Rehan	Subadh Patrika Sikshak aevam Anusandhan Nyash	GGSSIPU	1500
2017-18	Arushi Singh	Subadh Patrika Sikshak aevam Anusandhan Nyash	GGSSIPU	1500
2017-18	Ritika Kapoor	The New Digital Age: Reshaping Strategies for Business Organisation	Amity University,NOIDA	3000
2017-18	Kanika Sharma	National Conference on Digitalisation	SGTBIMIT	2000

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

Year	Title of the professional development programme	Title of the administrative	Dates (from-to)	No. of participants	No. of participants
------	---	-----------------------------	-----------------	---------------------	---------------------

	organised for teaching staff	training programme organised for non-teaching staff		(Teaching staff)	(Non-teaching staff)
2017-18	FDP on Human Values & ethics in Professional Education	Workplace Ethics	4 TH to 8 TH SEP 2017	48	09
2017-18	FDP on business Research	Fire safety & Measures for prevention	27 th Dec 2017 to 1 Jan 2018	51	12
6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year					
Title of the professional development programme		Number of teachers who attended		Date and Duration (from – to)	
FDP on Human Values & ethics in Professional Education		48		4 TH to 8 TH SEP 2017	
FDP on business Research		51		27 th Dec 2017 to 1 Jan 2018	
Transforming Customer Experience through digital marketing		01		8 th Dec 2017	
6.3.4 Faculty and Staff recruitment					
Teaching			Non-teaching		
Permanent		Fulltime	Permanent	Fulltime/temporary	
87		80	7	7	
6.3.5 Welfare schemes					
Teaching		<ol style="list-style-type: none"> 1. Group Insurance 2. Financial short term Loan 3. Work Incentives 4. Financial Support System 			
Non teaching		<ol style="list-style-type: none"> 1. Group Insurance 2. Work Incentives 			
Students		<ol style="list-style-type: none"> 1. Group Insurance 2. Scholarships 			
6.4 Financial Management and Resource Mobilization					
6.4.1 Institution conducts internal and external financial audits regularly:					
<p>Institute has well structure accounts system which includes collection & dispersal of the finance with respective heads from time to time. Institute has appointed accounts officers for internal audit on day to day & weekly basis. Besides that institute has also tie-up with a firm and the panels of CA's and accountant who conducts external audits of institute accounts on quarterly/half yearly basis regularly.</p>					
6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year					

Name of the non government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose		
NA	NA	NA		
6.4.2 Total corpus fund generated 39,771,160/-				
6.5 Internal Quality Assurance System				
6.5.1 Whether Academic and Administrative Audit (AAA) has been done				
Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	GGSIPIU	Yes	Sister concern Institute
Administrative	Yes	GGSIPIU	Yes	Sister concern Institute
6.5.2 Activities and support from the Parent – Teacher Association				
<ol style="list-style-type: none"> 1. Orientation & freshers programme. 2. Participation in various activities & educational trips. 3. Scholarship & Graduation Day. 				
6.5.3 Development programmes for support staff (at least three)				
<ol style="list-style-type: none"> 1. Training & workshop of the staff as per their requirements. 2. Provided latest equipments for their respective functions. 3. Necessary medical check-up has been done. 				
6.5.4 Post Accreditation initiative(s) (mention at least three)				
<ol style="list-style-type: none"> 1. Recruitment at Senior level has been completed. 2. Institute has strengthen placement opportunities for the passing of students 3. Canteen & Indoor sports facilities for the students has been set up & upgraded. 				
6.5.5				
a. Submission of Data for AISHE portal : Yes				
b. Participation in NIRF : No				
c. ISO Certification : Yes				
d. NBA or any other quality audit : NA				
6.5.6 Number of Quality Initiatives undertaken during the year				
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from- ----to-----)	Number of participants
2017-18	Conference proceedings published vide E-ISBN & ISBN	07 April 2018	One day	93
2017-18	Faculty Staff Retreat Programme	09 Feb 2018	One Day	60
2017-18	Business Plan Competition	15 Feb 2018	One day	114

2017-18	Academic Audit (Mock Inspection)	10 Dec 2017	One Day	90		
CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES						
7.1 - Institutional Values and Social Responsibilities						
7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)						
Title of the programme		Period (from-to)	Participants			
			Female	Male		
Gender & development Studies		24 April 18	31	9		
7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:						
Percentage of power requirement of the College met by the renewable energy sources : 10% The institute has taken pioneer initiative in installing of a roof top solar power system for meeting the power demand (approx-20kw) of the institute.						
7.1.3 Differently abled (Divyangjan) friendliness						
Items Facilities		Yes/No	No. of Beneficiaries			
Physical facilities		YES	Students as per requirement			
Provision for lift		YES				
Ramp/ Rails		YES				
Braille Software/facilities		NO				
Rest Rooms		YES	Students as per requirement			
Scribes for examination		NO				
Special skill development for differently abled students		YES	Students as per requirement			
Any other similar facility		NO				
7.1.4 Inclusion and Situatedness Enlist most important initiatives taken to address locational advantages and disadvantages during the year						
Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2017-18	Nil	01	04 Nov 2017	Ek Pehel-Behtar Kal ki Aur	Sanitation, Education & Other basic needs	60
7.1.5 Human Values and Professional Ethics, Code of conduct (handbooks) for various stakeholders						
Title		Date of Publication	Follow up			
Rule Book		01 Aug 2008	Institute has a well standardised rule book covering vision & mission of the institute for the purpose of all functions in all spheres. Institute follows the rules laid in the rule book with ref to			

		<p>management of human resources which includes the recruitment, faculty development, promotion and rewards.</p> <p>Institute has rule policy also which includes general & specific rules for faculty, staff & students separately, which includes service rules, leave rules, working professional ethics & other code of conduct.</p> <p>Institute abided by the rule book provisions. The authority of the institute implements the same for better & systematic functioning.</p>
7.1.6 Activities conducted for promotion of universal Values and Ethics		
Activity	Duration	Number of participants
Life Skills Seminar 06 Sessions	2 nd Feb 2018 7 th Feb 2018 23 rd Feb 2018 26 rd Feb 2018 28 rd Feb 2018 1 st April 2018	105
7.1.7 Initiatives taken by the institution to make the campus eco-friendly		
<ol style="list-style-type: none"> 1. Efforts towards non-smoking campus & tobacco free campus. 2. Efforts towards making the campus free of plastic & polythenes. 3. Increase the recycling and conservation of materials. 4. Recycled water used for gardening of plants. 5. A large no of trees planted to supplement green canopy of the campus. 		
7.2 Best Practices		
Describe at least two institutional best practices.		
<p>1- Usage of electronic media in teaching learning ;</p> <p>This is being extensively used for almost all the courses so that the used almost all the courses so that the students are able to understand the content in better way. The aim is to clear the concept based on the material provided with reference to the content in syllabus into convenient modules. For each module, the teacher prepares a set of informatics, sketches, graphs etc..and upload it in the Intranet which the students browse, see & understand at their own pace & comes prepare to the classes. The teacher elaborates the content with illustrations, case studies & videos so that it gets embedded into the mind of the student.</p> <p>2- Use of LED lights-</p> <p>The institute has adopted the usage of LED light in principle for energy conservation & vibrant light effects. In this process all old electric lights has been replaced by LED lights in all spheres.</p> <p>Weblink : www.tips.edu.in/naac/best_practices</p>		
7.3 Institutional Distinctiveness		
Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust Provide the weblink		
www.tips.edu.in/naac/institutional_distinctiveness		

The institute is running with its broad prospective vision based on emphasising quality, innovations & Cost –effectiveness of higher education. Institute always take priority to do the work of its domain inculcating quality which includes highly qualified faculty members, transmission of content through electronic media, follow-up of activities as per the schedule & academic calendar & result oriented work policies.

Institute has well defined prospective plan to do academic & non academic work which includes work priority as per times need. Institute always take priority to all development aspects of the students and to prepare them as professional & good citizen.

Institute always feel thrust for need based planning & work which helps the students, faculty members & staff to perform in excellence.

All the above aspects make the institute distinguish in all round performance, as a result the institute has been declared A+ category institution in over all evaluation by State Govt. agencies & affiliating university.

8. Future Plans of action for next academic year:

- Augmentation of Academic & Non Academic infrastructure of the institute.
- To increase more focus on product development & qualitative services with regard to the institutes vision.
- To offer academic programmes in more diversification & flexible way.
- To strengthen collaborations & linkages with industry of eminence.
- To promote research culture & related facilities for faculty & students.

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

_____***_____