



## YEARLY STATUS REPORT - 2022-2023

### Part A

#### Data of the Institution

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	Mittal Institute of Education
• Name of the Head of the institution	Prof Vinay Diwan
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07552980081
• Mobile no	9425415754
• Registered e-mail	miebpl2009@gmail.com
• Alternate e-mail	principalmienkes@gmail.com
• Address	Mittal Institute of Education
• City/Town	Bhopal
• State/UT	Madhya Pradesh
• Pin Code	462038
<b>2.Institutional status</b>	
• Affiliated /Constituent	Affiliated UG College
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Self-financing

• Name of the Affiliating University	<b>Barkatullah University</b>																		
• Name of the IQAC Coordinator	<b>Ms. Renu Saxena</b>																		
• Phone No.	<b>07552980081</b>																		
• Alternate phone No.	<b>9425415754</b>																		
• Mobile	<b>9977408282</b>																		
• IQAC e-mail address	<b>miebpl2009@gmail.com</b>																		
• Alternate Email address	<b>principalmienkes@gmail.com</b>																		
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://mittalinstituteofeducation.org/wp-content/uploads/2023/01/AQAR-21-22.pdf">https://mittalinstituteofeducation.org/wp-content/uploads/2023/01/AQAR-21-22.pdf</a>																		
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>																		
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://mittalinstituteofeducation.org/wp-content/uploads/2022/07/Academic-Calendar-22-23.pdf">https://mittalinstituteofeducation.org/wp-content/uploads/2022/07/Academic-Calendar-22-23.pdf</a>																		
<b>5.Accreditation Details</b>																			
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td><b>Cycle 1</b></td> <td><b>B</b></td> <td><b>2.10</b></td> <td><b>2014</b></td> <td><b>21/02/2014</b></td> <td><b>20/02/2019</b></td> </tr> <tr> <td><b>Cycle 2</b></td> <td><b>C</b></td> <td><b>1.7</b></td> <td><b>2023</b></td> <td><b>19/07/2023</b></td> <td><b>18/07/2028</b></td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	<b>Cycle 1</b>	<b>B</b>	<b>2.10</b>	<b>2014</b>	<b>21/02/2014</b>	<b>20/02/2019</b>	<b>Cycle 2</b>	<b>C</b>	<b>1.7</b>	<b>2023</b>	<b>19/07/2023</b>	<b>18/07/2028</b>
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<b>6.Date of Establishment of IQAC</b>	<b>19/07/2009</b>																		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>																			
<table border="1"> <thead> <tr> <th>Institutional/Department /Faculty</th> <th>Scheme</th> <th>Funding Agency</th> <th>Year of award with duration</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td><b>NIL</b></td> <td><b>NIL</b></td> <td><b>NIL</b></td> <td><b>NIL</b></td> <td><b>NIL</b></td> </tr> </tbody> </table>		Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>								
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<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>															
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>	<b>Yes</b>																		
• Upload latest notification of formation of IQAC	<a href="#">View File</a>																		

<b>9.No. of IQAC meetings held during the year</b>	<b>4</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
Preparation of NAAC visit during the AY 2022-23		
Development of Digital Library		
Initiatives were taken to register Alumni association in the coming future		
Initiatives were taken to make campus plastic free		
External Academic Audit were conducted.		
<b>12.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</b>		

Plan of Action	Achievements/Outcomes
Preparation of NAAC Visit during the AY 2022-23	The college was accredited with C grade by NAAC
Implementation of National Education Policy	NEP were implemented at UG level as per the guidelines of MPHE
Environmental Friendly Campus	Various activities were conducted to create awareness to make the campus environment friendly through tree plantation activities, Vermicompost etc.
Conduction of National Seminar	National Seminar was organized on world literacy day on the topic Role of Literacy in Sustainable Development and Life on 8th March 23

<b>13. Whether the AQAR was placed before statutory body?</b>	Yes
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- Name of the statutory body

Name	Date of meeting(s)
Society Meeting	17/10/2022

#### 14. Whether institutional data submitted to AISHE

Year	Date of Submission
2023	08/05/2023

#### 15. Multidisciplinary / interdisciplinary

Mittal Institute of Education shall focus on a holistic and overall personality development of students by inculcating 21st century skills of learners. The college aims at imparting an education that shall develop the intellectual, aesthetic, social, physical, emotional and moral values in students.

MIE shall initiate seminars and conferences with the Education, Science, Commerce and Computer faculties with a view to expanding the horizons of knowledge for students.

The University has made it compulsory to study "Environmental studies" in their regular curriculum as flexible and innovative curricula that includes credit-based courses and projects in the areas of community engagement and service and environmental education towards the attainment of a holistic and multidisciplinary education.

#### **16.Academic bank of credits (ABC):**

As per the National Education Policy 2020, the Academic Bank of Credit (ABC) is going to implement by the university to facilitate academic mobility of students. Our institute also adopting the policy guidelines for the appropriate credit transfer.

The Institute has been following the pattern of CBCS as per the provisions of Ordinance 14(B) issued by the Department of Higher Education Madhya Pradesh.. The university has informed the institute about the necessary action for implementation of ABC. The faculties of our institute instructed the stakeholders regarding the same.

#### **17.Skill development:**

The institute has adopted a policy to run skill development programmes for the overall development to mitigate the requirement of 21st century skills in the society.

The vision of the college is promoting Value-Based Quality Education; hence the college takes efforts to inculcate positivity among the learners. The college conducts various expert sessions and workshops from time to time as per the need in order to enhance the skills of the students at various levels.. Mentoring students is also one of the practices of the institution, to enable students to explore future employment pathways after graduation, and help them get the most of their studies.

#### **18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

Language, as a medium of communication, is the driving force of worldly affairs. In other words, language is the bearer of mundane transactions. Without language one cannot think of the existence of the world itself. Study of Indian Languages in the present times is extremely vital. It is the need of the hour as the exploration of Indian Knowledge Systems (IKS) has begun. We have started to explore the ancient indigenous knowledge of various scientific fields which are naturally in indigenous languages.

We adopted two language systems for running the programmes of UG. We

use English as an international language and Hindi as the national language. All the Humanity subjects are taught in bilingual mode i.e Hindi and English. To preserve and spread Indian culture and tradition we organized various activities such as traditional day celebrations, Mehandi, Rangoli, Dance, and Singing etc. We inculcate Indian culture and values through the participation of students in university level youth festivals.

#### **19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

Outcome-based education (OBE) offers a framework to learn and deliver the acquired skills, focusing on the end result. OBE increases students' academic success and decreases dropouts. Hence, the college gives outcome-based education (OBE) to the students and focuses on performance-based education under NEP 2020.

Apart from regular classroom teaching, there are tutorial classes and the mentor-mentee system that gives priority to outcome-based education. Students are made aware of the Programme outcomes, Programme specific outcomes and Course outcomes through orientation programme, classroom discussion, expert lectures. The University has added topics related to "Women's writing" and "Contemporary India: Women and Empowerment" into the curriculum of English Literature to enhance students' knowledge and perspectives on gender issues.

#### **20.Distance education/online education:**

Online teaching and learning make students more responsible for their own education. ICT helps students get ready by letting them explore, assess, share, and present information in a fairly organised way. Modern learners are good with technology, so using ICT in their everyday learning makes them feel and look good.

Online classes were held regularly during the Pandemic. Online classes are taken by teachers as and when necessary for the betterment of the students.

## **Extended Profile**

### **1.Programme**

1.1

386

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	<a href="#">View File</a>

## 2.Student

2.1 741

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2 345

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 250

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

## 3.Academic

3.1 34

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2 38

Number of sanctioned posts during the year

## Extended Profile

### 1. Programme

1.1	<b>386</b>
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2. Student

2.1	<b>741</b>
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	<b>345</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	<b>250</b>
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3. Academic

3.1	<b>34</b>
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>



3.2	38
Number of sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1	18
Total number of Classrooms and Seminar halls	
4.2	29.26329
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	40
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Institute ensure well defined method of curriculum delivery to maintain academic environment for students to enhance skills so that students will prepares national & global competent, morally and socially responsible citizen of nation. To enhance curriculum delivery following steps are follows

1. **Academic Calendar:** Institute prepare Academic Calendar according to the guidelines of Higher Education & University. It includes all major activities, events, celebrations, visits, internal examination, seminars & conferences.
2. **Time Table:** Class Time Table created by HOD before commencement of classes. It includes Theory classes & practical labs with the name of faculty. Work load of each faculty will be defined by it.
3. **Lecture plan:** Every faculty prepare tentative lecture plan for the session and deliver lecture according to its plan.

4. The Daily Lesson Plan (DLP) every faculty prepare well planned and documented DLP one days prior to the class which is approved by HOD, it includes:

- Course,
- Paper,
- Topic of the lecture to be deliver,
- Revision of previous topic,
- Objective of delivering the topic,
- Delivery method.
- Delivery aids:
  - Chalk-Board method
  - Charts
  - Specimens
  - Models
  - ICT like a. PowerPoint presentation etc.
- FAQ in which teacher has to mention 3 to 5 question related to topics which is being taught.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

MIE is affiliated to Barkatullah University and approved by NCTE. Thus it follows annual academic calendar provided by the above authorities including conduction of examination. The academic calendar of MIE is prepared accordingly.

CCE was conducted by various methods listed as under. Students were given important questions during their classes and also during revision sessions they submitted their answers in hard copies. Internal Exams were also conducted.

As per university Modes

Continuous comprehensive Evaluation is to be based on following activity according to the syllabus, all the modes should be covered for each students in 3 years so that they learn all the methods.

- \* Internal Exam
- \* Assignments
- \* Class room teaching
- \* PPT presentation
- \* Model making
- \* Report writing
- \* Poster presentation
- \* Quiz/debate/speech/essay
- \* Group discussion

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

E. None of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

**1.2 - Academic Flexibility**

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented****1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

6

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**1.2.2 - Number of Add on /Certificate programs offered during the year****1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

**1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

**1.3 - Curriculum Enrichment****1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

Mittal Institute of Education follows the course and curriculum given by Barkatullah University. EVS or Environmental Studies is a part of curriculum of Foundation Course of All under graduate programs like B.Sc, BBA, BCA & B.Com. B.Ed IV sem which address about the environmental awareness.

Women Empowerment is a course in 1st year program B.Sc., BBA, BCA & B.Com to address about gender sensitization.

A complete paper in UG Programs & B.Ed program dedicated to Value education, which includes Professional Ethics & Human Values,

Apart from all these students sensitized in the issues related to professional ethics, Gender, Human Values by organizing various activities and by commemorating days like Independence Day, Teacher's Day, Saraswati Puja, International Women's day etc.

Mittal Institute of Education also encourages students to take part in cycle rallies organized by NSS. Van Mahotsav and Tree plantation Drive is regular feature of the institution. Seminars on Seasonal Plants used to enhance the immunity gave insight to the sustainability aspect of traditional medical system.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	No File Uploaded

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

6

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

428

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

**1.4.2 - Feedback process of the Institution may be classified as follows**

**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of students admitted during the year**

**341**

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

**145**

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**2.2 - Catering to Student Diversity**

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

**Yes,**

**The institution assesses the learning levels of the students.**

Result analysis is done by all the departments and the advance and slow learners are identified. The College has been taking up various activities to facilitate its Advanced learners.

Activities which are as follows:

1. Participate in national and competitions, seminars, and webinars.
2. Seminars and webinars on career planning, career development, and counselling.
3. Expert Workshops are conducted on advanced level topics like Child Psychology.

Slow Learners:

The College has been undertaking several activities for supporting the slow learners:

1. Remedial classes/Extra Classes.
2. Mentoring and academic counselling.
3. Bridge Classes for students in B.Com.1 Year, B.Ed. And M.Ed. 1Sem.
4. Special Courses like the MS-office classes for students who do not have the relevant background in technology.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

#### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
741	34

File Description	Documents
Any additional information	No File Uploaded



## 2.3 - Teaching- Learning Process

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

Yes,

1. Class discussion, group discussion, exhibitions, and Debates on various topics from curriculum to beyond Facilitate interactive approaches to learning and encourage greater Participation. There are also group presentations and project work Deployed across all subjects to encourage teamwork and participation Learn.

2. Practical workshops and training.

3. Real Time Case Studies to encourage experiential learning.

4. Social Outreach Programs like visiting government schools, slums, and backward classes Area to develop social values and expose students to real life situations.

5. Internship and training with organizations Like State Planning Commission, State Human Rights Commission and Other human service organizations.

6. Industrial Tour and field visits.

7. Active Student participation in webinars and discussions Entrepreneurship Development Cell, IQAC and Incubation Centre.

8. Rural camps and study tours.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

1. A well functional Learning Management System (LMS) to upload assignments, online content, initiate discussions, and provide study material.

2. Online Classes through Zoom, Google Meet, Google Classroom.

3. Google forms and Google sites for CCE and Online Tests.
4. MS Office for preparation of effective reports and results.
5. YouTube Videos.
6. Databases like Shod Ganga.
7. Google Classroom, and Microsoft whiteboard.
8. PowerPoint presentations using MS PowerPoint.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

32

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

### 2.4 - Teacher Profile and Quality

#### 2.4.1 - Number of full time teachers against sanctioned posts during the year

34

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

#### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

##### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

10

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

#### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

##### 2.4.3.1 - Total experience of full-time teachers

116

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Mittal institution of Education focuses on quality Education with emphasis on Excellence in Education System. To maintain the standard of monitoring and evaluation the institution adopts the following measures:

1. Tutor Guardian is appointed for each class.
2. Students are informed about various Notices, Class tests and Competitions from time to time through TGs/Notice Boards/What's app groups.
3. Mentor-Mentee sessions
4. identification slow and advance learner.
5. Continous comprehensive evaluation.
6. The academic performance of student is assessed on the basis of Theory lectures, Practical, Tutorials and Internal Exams (Seminars and Presentations).
7. Maintenance of internal examination record.
8. Additional Internal Exams are arranged for the students with valid reasons of absence and supporting documents.
15. Students without any valid reason or who fail to produce any supporting documents are not allowed to take the additional internal exams.
16. Final record is submitted to Examination Committee for result preparation.

§ Internal Evaluation Process Comprises of § Seminar § Presentations § Class test Surprise test § Assignments/Projects § Group discussion § Overall conduct of student

17. Academic Evaluation System empowers students through § Expert Talks § Guest lectures § Video Tutorials § Practicals § Hand on Training § Workshops § Industrial Visits § Field Trips § Demonstrations § You tube links/blogs § Internet support

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

In our HEI, the issues related to Internal examination is dealt by the Academic cell of the college. The cell works in a very flexible manner so as to safeguard the interest of the students.

There is a fixed procedure for the same. Firstly, if any student is having any grievance related to Internal examination, he/she will report the same to subject teacher, followed by informing the same to HOD who forwards the application to Academic cell of the college.

Later on, Academic cell takes action and resolve the issue in consultation with the principal of the college.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

As the HEI comes under the affiliated colleges category, so we follow the Programme outcomes, Programme Specific Outcomes and Course Outcomes as prescribed by the M P Higher Education and Barkatullah University Bhopal. At the beginning of the academic year, all the faculty members communicates the same to all the students and is displayed on the college website too.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Mittal institute of education follows the Guidelines of Barkatullah University. According to it course outcome is measured in terms of results of session ending practical examination including viva & Theory examination.

According to these parameters students of MIE are learning the syllabus well and attaining the course out comes. How ever internally program out come and course out comes are evaluated by the institution by organising Program specific competitions and activities' students watch movies with various case studies and after discussion they are given questionnaire for evaluation. B. Com students are encouraged to set up stalls in fete and calculate profited & loss, according to their business model etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

**2.6.3 - Pass percentage of Students during the year**

**2.6.3.1 - Total number of final year students who passed the university examination during the year**

248

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

## 2.7 - Student Satisfaction Survey

**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

<https://mittalinstituteofeducation.org/studentstatisfactionsurvey/>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**

**3.1.2.1 - Number of teachers recognized as research guides**

00

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

### 3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

#### 3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

## 3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

### Mittal Institute of Education

It is an organization that provides its support to achieve the objectives of higher education. MIE organizes guest lectures, seminars, workshops, webinars, and conferences at departmental level not only for the academic growth but also to develop entrepreneur skills of the students. Some of them are Workshop on extraction of essential oils from local flowers and herbs, Tomato powder production, Morenga, Neem & Tulsi leaf powder production, Financial Awareness workshop, vermi-composting, Lectures on Child Psychology and seminar on "Role Of Literacy in Sustainable Development And Life on World Literacy Day 8 September to name a few.

The institution has a well-equipped and organized Placement Cell, constantly interacting with the industry and upgrading the students according to the changing needs of the society.



Internships in Tally, Plant tissue culture, Plants Extraction Techniques, SEO, digital marketing & stock market study are also organized in the campus.

Research Cell in MIE helps students in inculcating scientific temperament among the students. Given the rural background of the students they are specifically motivated to undertake processing of farm produces so that in case of overproduction the loss due to falling prices can be reduced. They are also motivated for preparing and publishing research papers also helps in project & model making for display in fetes.

The e-content development cell plays a vital role in delivering e-materials, video lectures through a four quadrant approach. The content developed by the faculties or students are listed in library for reference.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

#### 3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

2

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

00

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

#### 3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

#### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

6

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

In order to ensure a holistic development of the students' personality, it is imperative that the students orient towards community service and welfare along with academic advancement. The

college provides a ground for the values of social commitment and responsibility to germinate and bloom and usher in strides of community development. Such activities of societal welfare undertaken by MIE are as under.

- World Breastfeeding Week is an annual celebration which is held every year from 1 to 7 August Students studying clinical nutrition visited anganwadi centers and interacted with the lactating mothers.
- On the occasion of World Blood Donor Day (14th June 23), A Blood donation camp was organized by our NCC unit, in collaboration with National Health Mission Madhya Pradesh, through which more than 120 units of blood was donated by both cadets NAVAL WING and ARMY WING and staff members of our Mittal institute of Education.
- Student members of Red Ribbon Club conduct AIDs awareness week (26th Nov to 2nd Dec). In session 22-23, the first day of the week coincided with Fete (UTOPIA 22-23), volunteers distributed Pamphlets through a stall put up by them and counseled the visitors.
- 20 NCC both wing cadets visited Lal Paraed Ground by college bus to participate Nashamukti Abhiyan Program with CM Shivraj Singh Chauhan at 12 noon.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

### 3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

#### 3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

3

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

**3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

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

6

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**

**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

95

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.5 - Collaboration**

**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year**

**3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

#### 3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution has adequate facilities in all the aspects of teaching and learning process, All the Department of Education, Commerce, Computers and Science have been fully furnished and equipped

- There are 18 classes available with enough furniture.
- Every department has the provision of using LCD projector and Smart boards.
- Equipment's in the 10 laboratory are adequate for providing practical exposure to the students.
- The internet facility is available in the campus.
- Three seminar halls with ICT facilities, are available for

conducting programs such as seminars, workshops, etc.,

- Well sanitized and germ-free toilets are available separately for girls and boys.
- The institution has well-equipped sports complex to relax the mental tiredness of students and also helps them to excel in various sports.
- Healthy, hygienic, nutritive and tasty food are available in the canteen.
- Adequate transport facilities are available.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

The institute focuses on overall development of the students through participation in co - curricular activities and extra-curricular activities. Ever Since the inception of the institute, the objective has been to provide holistic experience to the students and hence has taken measures to develop necessary infrastructure to achieve it.

**Extra- Curricular activities:**

NSS and NCC units are available for boys and girls, through which many social activities are being conducted.

**Sports and Games:**

The institution provides facilities for the events of sports and games. Inter-Collegiate sports events are being conducted to encourage the students who are involved in sports and games.

**Indoor Games:**

The institution provides facilities for the indoor games such as Carom, Chess. The students are well trained and they participate in different events.

**Outdoor games:**

Institute has one large ground in which cricket & foot ball matches are held. Track for sprint is scheduled to come up around the cricket ground It has one volley ball court. The lawns are used for indigenous games like kabaddi & Kho-kho.

#### Cultural Activities:

The Institute encourages students to participate in cultural activities like dance, music and fine arts. Multipurpose halls are available for students to organize and participate in co-curricular, cultural, and recreational activities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

7

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

13.06

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

Library being the heart of an academic and learning system is located in the 1st floor and is easily accessible by one and all. The mission of the library is to facilitate creation of new knowledge through acquisition, organization and dissemination of knowledge resources and providing for value added services. It remains open 6 hours a day (9:30 am to 4:00 pm) and maintains a core collection of 5291 volumes. The diversity of the library collection includes Textbooks, Reference books, Book bank, General reading English as well as Hindi books, Back volumes of journals, Project reports etc.

The following is detail of ILMS.

Name of the ILMS software

Nature of automation (Fully or partially)

Academic Year

Koha

Partially

2022-23

Library Software - Koha:

Library functions are automated through the open-source software, Koha, an Integrated Library Management Software. It has acquisition, cataloguing, circulation, serial modules etc.



Automated reminder e-mail messages are sent to the users regarding overdue items, check in and checkout of items etc. Online Public Access Catalogue (OPAC) can be checked anywhere, in mobile too, one can log in and check individual circulation transactions and suggest a book to library.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**D. Any 1 of the above**

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

**1.49708**

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)**

**4.2.4.1 - Number of teachers and students using library per day over last one year**

60

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

**4.3 - IT Infrastructure****4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

**IT Service Management:** The IT service management is done by a team headed by System and Network Administrators. All the systems on the campus are connected through LAN with high-speed internet to serve the computing needs of users to facilitate teaching, learning, research, and administration. All e-resources and services can be accessed through Internet and FTP (File Transfer Protocol) at any point of time by all the stakeholders.

**Information Security:** Unauthorized use of individual/institutional information is not permitted.

**Network Security:** Network resources and computing resources are not used for any personal purpose. Faculty members and students exercise their responsibility and ethical behavior in the utilization of software and IT resources.

**Risk Management:** The risk management of IT assets is associated with use of ownership, operation, involvement, influence and adoption of IT within the institute.

MIE has the following IT facilities to cater to the needs of its staff and students.

Room number or name of classrooms/Seminar Hall with LCD/Wi-Fi/LAN facilities

Type of ICT facility

2 Class/lecture rooms (107 &205)

LCD Projector

1 Principal Office

LAN + Printer

3 Staff Rooms

LAN+Printer

1 Computer LAB

LAN

1 Library

LAN

1 Computer LAB

LAN & N-Computing

1 Students utility for photocopy & Printouts (Paid)

LAN & Wi-Fi

A block seminar hall

LAN & Wi-Fi

B Block Seminar Hall

LAN & Wi-Fi

MGI Seminar Hall

LAN & Wi-Fi

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

**4.3.2 - Number of Computers**

40

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

#### 4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

##### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

16.246370

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

Mittal College of Education strives to maintain the Academic and Physical Facilities for the better utilization of the resources and to minimize the depreciation.

The systematic procedure have been developed for main taing the cademic facilities, Respective heads of various departments/divisions like HOD's of departments, Librarian and

physical instructor are taking care of maintenance of academic facilities.

- **Laboratory:** The repairing and maintenance of sophisticated laboratory equipment are done by the technicians.
- The microscopes used for biological experiments are cleaned and maintained yearly .
- There is proper disposal of all types of waste such as biodegradable chemical/chemical and e-waste.
- **Library:** The acquisition of reading material is done by collecting a list of books from the concerned Head of Departments.
- Weeding out, schedule of issue/ return of books etc. are chalked out / resolved by the library committee.
- **Sports:** The Sports committee looks after maintenance of Sports facilities consultation with the Principal.
- **Computers:** Computer laboratories with 40 PCs are established and duly maintained. Technicians are appointed for maintenance of the same. The e-waste generated during the year is disposed of.
- **Classrooms:** The maintenance of all classrooms is on a routine basis.
- The Technicians, Plumbers, Electricians, Carpenters are deputed by the institute for the maintenance of classrooms and other related infrastructure.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

162

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

#### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

### 5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

228

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

228

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

**5.2 - Student Progression****5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

1

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

57

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

#### 5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

3

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

### 5.3 - Student Participation and Activities



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

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

The college does not have an elected Student Council. However, the college does ensure adequate representation of students in the following academic bodies and clubs whereby they contribute indifferent capacities as members: IQAC -Student representatives are a part of all the activities of IQAC. They play active role in quarterly meetings of IQAC held in the college. ICC- Three student representative are part of the Internal Complaint Committee.They attend various sessions and orientation programs in this regard such as-Orientation on Sexual Harassment at Workplace, Session with Boys and Girls on Gender Equity, Survey on Women Empowerment, Orientation of the Non-Teaching Staff on Sexual Harassment at Workplace, Session on Gender Sensitivity and Session on Protection against Gender Based Violence. Clubs and Committees- The college also has student clubs of various departments, namely- Other Clubs and Committees - Students are also members of various other committees which are involved in execution of different functions such as - Social Outreach Program NCC NSS Nature Club Cultural Committee Hindi Association Through these committees the students not only conduct, organize and participate in a range of curricular and extra-curricular activities but also work rigorously towards overall personality development and growth of

self and the institution at large. The presence of a range of clubs and forums in the campus ensures a holistic and all-round development of the student instilling in them sentiments and values of ethics, nationalism, good citizenship, sportsman spirit, team spirit, decision-making, problem-solving and many more attributes of a wholesome personality.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

### 5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

#### 5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

5

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

### 5.4 - Alumni Engagement

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

Alumni are the brand ambassadors of the institutions. To ensure that they stay connected with their alma mater and contribute towards college activities, a number of initiatives are taken in every academic session. The Institution also has a social networking page and a separate link in the website where the Alumni can register and connect through this platform to share their ideas. Objectives of the Alumni Committee/ association: To keep a roster of all the Alumni of the college and their related data

Maintain the updated and current information of all Alumni To encourage, foster and promote close relations among the alumni themselves To promote among the Alumni a sustained sense of belonging towards their Alma Mater by being in regular contact with them. To provide and disseminate information regarding their Alma Mater, students and faculty To assist and support the efforts of the college in obtaining funds for development. To provide a forum to the Alumni for exchange of ideas on academic, cultural and social issues of the day by organizing and coordinating reunion activities of the Alumni To initiate and promote such activities as instill and build a sense of gratitude and belonging amongst the alumni towards their Alma Mater.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

**E. <1Lakhs**

File Description	Documents
Upload any additional information	No File Uploaded

## **GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

**MOTTO : Excellence is not an accident its a habit**

**VISION : We cannot always build the future for all our students, but we can build our students for the future**

**MISSION:**

- The purpose of education is to teach young minds to think and develop a capacity to reason out facts.
- To create greater opportunities for students to their potential for the development of skill, moral values, entrepreneurship and culture through its curricular and cocurricular activities.

- It focuses on strengthening academic knowledge through innovative, interactive, and interdisciplinary approaches in learning
- It also emphasizes on analytical activities through strategies with emerging technologies and the latest infrastructure to create accessibility and equity for aspiring learners from demographically diverse backgrounds.

**Institutional Level:**The Principal is the head person of administrative and academic activities of the College

**Departmental Level:** At departmental level, HODs are the leaders for their respective departments. HODs take the meeting of faculties for effective academic plan.The HODs after having discussion with the faculties submit their plan to the Principal for her approval.

**Perspective Plan .** The College Management, with the help of IQAC, Departments and Committees, formulates quality related policy and integrates the same in the strategic plan. Formulation of action plans and defining the policy objectives attempts to address the issues of systematic change to provide quality education.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institution practices decentralization and participative management as its administrative & academic structure is designed in a manner to take decisions by participation.

The Principal assigns all the academic and non-academic decisions based on the policy matters HoDs conveys the policy matter in the departmental meeting, followed by discussion with faculty members, frame plans & strategies and after approval of the principle execute them.

Extracurricular activities to increase employability of the students are conducted for which the Principal,

Following are the Internal working committee which look after the functioning of different aspects of the college:

1. IQAC

2. Academics

3. Discipline

4. Library

Committee

5. Development

Cell

6. Grievance

Redressal

7. IT &

Communicatio

n

8. Cultural &

Co-curricular

9. BU

Examination

10. Alumni

11. Placement

Cell

12. Sports

13. NCC

14. Scholarship

15. NSS

16 .Research & and

Development

cell 17. Internal Audit cell

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The following strategies are adopted by the institution to supervise the implementation of the policies and decisions :

1.MIE prepares its students to preserve national heritage and environment for themselves as well as for the next generation. It is evolving as a model educational institution of central India. Always be a soldier to defend and preserve our traditions and our environment

In this direction Mittal institute of Education introduced NCC along with the starting of UG courses in session 17-18. It had 18 vacancies in the army wing in session 17-18. In session 21-22 it has total 34 vacancies, in session 22-23 we have total 50 vacancies in two branches i.e Army & Navy.MIE can boost by having only Women NCC navel Caretaker in Bhopal. This became possible due to constant support by the management and expert guidance of Registrar of Mittal Group Col F B Allavalli.

**2.Successful implementation of NEP**

1. The feedback system (feedback from students, Teachers, Alumni and Parents).
2. Regular visits of the management and the principal, to the departments.
3. The incharge of each department supervises the system of the concerned departments regularly.
4. Conducting motivational speeches by eminent personalities make the students inspired.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

**Response:** Policies of MIE uploaded in Institutes website. It addresses all these issues as under in detail

1.Code of conduct for students

2.Maintaining discipline in the campus

3.Guidelines For Prevention of "sexual misconduct" & Gender equality

4.Policy & Guidelines for: Grooming & Dress Code Policy

5.Terms and conditions of employment

6.Leave rules for the employees

7.Duties of receptionists

8.Duties of peon

9.Duties of librarian

10.Duties of lab assistant

11.Duties of security guards

12.duties of admission cell

13.Duties of a faculty

14.Duties of HOD

15.Duties of principal

16.Duties of registrar

17.Institutional Flow Chart. The functional procedures and policies, also given in the website gives a brief idea of purchase and maintenance of tangible and intangible resources. Academic policies define various aspects of Academic procedures and practices

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

**6.3 - Faculty Empowerment Strategies**



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

Response: The institution has effective welfare measures for teaching and non-teaching staff Mittal

1. Welfare measures for teaching staff

a) Annual merit based appraisal

b) College provides 12 casual leave and c-offs for extra working hours

c) Annual all staff picnic for developing a sense of bonding and belonging. These practices also reduce stress & tension obvious of processional pressures.

d) CPF facility available for the supporting staff.

e) Monthly (last Saturday) all faculty gathering to celebrate birthdays and other personal achievements.

f) Covered parking inside the college premises.

g) Duty leave for attending seminars /conferences and any such professional programs.

2. Welfare measures for non teaching staff

a) Annual merit based appraisal

b) Free bus facility

c) Annual all staff picnic for developing a sense of bonding and belonging. These practices also reduce stress & tension obvious of processional pressures.

d) CPF facility available for the supporting staff.

e) Monthly (last Saturday) all faculty gathering to celebrate birthdays and other personal achievements.

f) Covered parking inside the college premises.

g) Duty leave for attending seminars /conferences and any such

professional programs.

h) In house SDP as per job roles

i) Aprons according to job roles

j) Wards of deceased are aptly taken care of.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

#### 6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

0

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Faculty Appraisal System of MIE is like all other policies is very well defined and gives full credit to the efforts put up by the faculty in delivering the official duties in one session. Date wise records are maintained by the process coordinators if the

tasks assigned are completed in time. There are 20 parameters and grades are in 5 point scale. These include

1.Daily Lecturers

2.Timely

3.Maintaining attendance register

4.Taking LaboratorySessions

5.Practical Records checking & submitting to principal.

6.CCE / Assignments given & taken

7.Planning for Students visit (industrial/Museum/labs)

8.Organizing of Guest lecturers & workshop related to the subject.

9.Presenting Guest lecturers & workshop in other institutions.

10.Research paper publication.

11.Conduction of Internal Examination.

12.Internal Exam Question Papers

13.Maintaining TG Records

14.Conduction of Final Practical examinations.

15.Online entry of CCE (internal) & practical marks

16.Enriching e Contents in the Library.

17.Taking Bridge Classes.

18.Taking Remedial Classes.

19.Control Dropout rate by students.

20.Conduct cultural/co curricular /Sports activities

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

#### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

College has a well-defined internal/external audit process. The internal audit is done on a yearly basis by an internal auditor appointed by Society at the close of each financial year and before the submission of the balance sheet to the appropriate authority.

After completion of every academic session, both internal and external audits are carried out taking following steps :

- Examine the previous financial statements.
- Evaluation of internal control systems.
- Examine the minute of the meeting and resolution.
- Verification of students fee register.
- Verification of cashbook with respect of counterfoils of receipts and payments. Examination of capital fund regarding admission fees.
- Examine the bank pass book of different nature.
- Examination of expenses for library books and sports equipments.
- Checking of acknowledgement letter if any with regards to scholarship.
- Examination of payments with respect to prizes if any.
- Examine the salary register. Verify the Provident Fund Register.
- Vouch payment for electricity, internet and water bill.
- Examination of payment for maintenance and any other miscellaneous expenses. Inspection of facilities given to students under any schemes associated with Government.
- Verification of Fixed Assets Register.
- Confirmation of statutory compliance i.e. P.F., Income Tax etc. Verification of separate statements of accounts for different funds.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

#### 6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

##### 6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

00

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

**Response:** The Institution has a transparent and well planned financial management system. The Resource mobilization policy focuses on achieving the goals and target of the institution ensuring accountability and transparency. It aims at optimal utilization of the funds for the promotion of learner-centric ecosystems.

##### Grants and funds sanctioned by Management

- The institution has a strong financial advisory board for Management of accounts and all the accounts sanctioned are audited internally as well as externally. On behalf of the Management, all daily transactions are verified by the AO of the college.

##### Optimal Utilization of financial resources:

The institute has a Fee and Accounts committee, and Purchase Committee which help in the preparation, division, allocation, and utilization of funds. The committee seeks proposals from all the departments, after assessing the proposals, the budget is prepared and forwarded to the Committee for approval.

Optimal use of financial resources is ensured through strict budgetary control as per available provisions.

**Infrastructure:** The infrastructure is planned beforehand and only the requisite construction work is done. Expansion of the infrastructure includes Academic Buildings, libraries, Hostels, Administrative blocks, canteen, etc.

**Campus Development:** Campus development includes the construction of roads inside the campus, providing electricity and water, laying/renovating sewerage lines, plantation, etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

## 6.5 - Internal Quality Assurance System

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

The entire process of assessment and accreditation gives the institution a bird's eye view of its growth as well as areas and opportunities for improvement. The IQAC works closely with departments and strategizes to improve policies, processes, and pedagogy to impart quality education to our students.

**IQAC Initiatives :**

1. Review of progress in code 28 selection process.
2. Proposal was placed for construction of new labs as per expansion plan.
3. Notification of empanelment of MIE as BU exam center from session 22-23 was placed & Room No 208 & 207 for control room & strong room respectively identified.

4. Proposal for developing a Digital library was placed & approved.
7. Language lab to be digitized.
8. Concept of creating a Xerophytic plant corner was discussed and approved.
9. Eco friendly Bird Bath to be created in summers by the department of Science.
- 10.Seminar on World Literacy Day by Prof. Renu Saxena.
- 11.It was decided that the students & faculties should refrain from using plastic/plastic coated file folders from this session , in all kind of submission
- 12.Reports of AIDS awareness week organized was placed before the panel.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )

Achievements after 1st cycle

1.Establishment & adherence to a firm academic environment in the institution.

2 Preparation of Academic calendar & Its compliance



3 New books purchased in library

4 New courses B.Sc , BCA, BBA, B.Com and M.Ed introduced.

5 NCC & NSS introduced 6 Bridge courses & Remedial Classes conducted

6 Midterm examinations were taken in accordance with university pattern.

7 External Academic, Annual Academic & Financial Audit conducted.

8 Students participated in cleanliness activities in adopted village & also took participated in voting awareness campaign.

9 Regular CBP Conducted

10 Conveyance For Faculty & Students

11 Updation of Laboratories

12 Biometric Attendance For Students & Faculty

13 University level cultural programs conducted

14 Webinars and seminars are conducted in regular intervals

15 Environment awareness created

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

#### 7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender equality is one of the key challenges facing society today. The institute conducts regular gender equity promotion programs. Guest speakers from prominent field are invited to speak on the given topic which highlights the importance and contribution of women in the society.

Gender sensitivity is an inherent value in the cultural ethos of the institute and its neighbouring community, as is evident by the following facilities -

#### (a) Safety and Security.

- Security check points at all campus entries and exits.
- Extensive surveillance network with 24x7 monitored control rooms.
- Rotational duty by all faculty members for discipline and security.
- Strict implementation of Anti-Ragging, Anti-Smoking and Mobile Free Campus.
- Awareness campaigns on women safety and gender sensitivity through street plays, rallies and camps by NSS and NCC student volunteers.
- The Institute is the preferred destination of parents for education of their female wards as evidenced by the Stakeholder Feedback.
- Eco-friendly crèche for wards of institute staff with dedicated staff and faculty supervisors.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management**

**1- Solid waste Management**

- Non- Biodegradable waste is checked for up-cycling by ITI of the group, rest is given to scrap dealers for proper disposal.
- Biodegradable waste is disposed through Nagar Nigam system of waste collection.
- A vermicompost unit is coming up for converting garden & canteen waste into manure by the department of Life Sciences MIE

**2- Septic Tank takes care of Liquid waste of a Block Of MIE. Rest of the liquid waste is connected to local sewer system**

**3- Biomedical waste - Not Applicable.**

**4-E Waste is given to vendors dealing with e -waste management.**

5- Waste Recycling system- Metal and wooden scrapes of class room furniture is reused in the institute's work shop., rest is disposed through standard procedures.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	No File Uploaded

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**B. Any 3 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e.,**

tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

#### Response- Activities for the session 2022-23

1. Self-defense training for college students, especially girls, was organized on 9-12-2022.
2. On date 4-11-2022, Youth Festival
3. A workshop on Artificial Eco System was organized on date 8-5-2022
4. Workshop on vermi compost was organized on 13-3-2022.
5. World Literacy Day was organized on 8-9-2022
6. Under the World Heritage Week, Mittal Institute of Education made the students visit Raisen Fort on 19-11-2022.
7. Students of B.Sc course of Mittal Institute of Education participated in the millet workshop.
8. World Yoga Day was celebrated on 21-6-2022 in which students did yoga asanas and meditation.
9. On 14-6-2022, a blood donation camp.
10. With the aim of spreading awareness about the environment, Hariyali Mahotsav was celebrated on 5-7-2022.
11. AIDS Awareness Week was celebrated on 26-11-2022.
12. On 26-8-2022, a Business Etiquette class was organized under Friday Activity, through which problem solving skills, teamwork and intricacies of business were explained to the students.
13. World Breast Feeding Week was celebrated in the college on 1-7 July 2022.
14. Bird Watching Camp on 6-10-2022.
15. Kargil Vijay Diwas was celebrated on 26-7-2022.
16. Orientation program of NSS was organized on 29-9-2022
17. National Youth Day was celebrated on 12 January 2022.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The institute hoists the flag during national festivals and invites eminent persons to inspire students and staff by informing

the qualities of freedom fighters and to emphasize the duties and responsibilities of citizens. The college establishes policies that reflect core values. Code of conduct is prepared for students and staff and everyone should obey the conduct rules. The institution encourages participation of students in Sports and Games, NCC and NSS at National level to strengthen nationwide bond and relation.

Constitution day was celebrated at MIE campus by inviting Col. F. B. Allavali (Registrar MGI). He narrated the fundamental rights, Duties, Values and responsibilities of citizens as stated in Constitution of India. He appealed to all to remember the struggle of freedom and respect the National Flag and National Anthem. Our constitution provides for human dignity ,equality, Social justice ,Human rights and freedom ,Rule of law ,equity and respect and superiority of constitution in the national life .The whole country is government on the basis of the rights and duties enshrined in the Constitution of India

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

**A. All of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	<a href="#">View File</a>

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

MITtal institute of edducation celebrates various national and international days each and every year. The HEI also conducts activities on various days of national importance which includes Republic Day, Independence Day, Gandhi Jayanti, Ambedkar Jayanti etc. We also celebrate festivals like Dussehera, Diwali, Christmas, Onam, Ganesh Chaturthi and many more.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

### Nature and Environment

A plot of land has been left in its natural form for Environment and wildlife conservation. To educate students for cleaner and greener lifestyle and healthier lifestyle.

To make students aware about conservation of nature and forest life



The area maintain in its original form as a natural habitat for birds, reptiles, insects and other wildlife.

Special attention is given to trees and greenery in the college campus. To conserve nature.

Saplings are planted on World Environment Day.

No cutting of trees or cutting of grass is done on the above mentioned plot.

From time to time, lectures related to environment and wildlife are organized for the students so that they become aware of its conservation. Students are taken to Van Vihar National Park as part of World Wildlife Week. Many fruit trees have been planted in the college so that the birds can get their natural food and shelter. Water arrangements are also made for them.

The sustainable area has been in its original form ever since the college was established. Description of various species of birds, insects, butterflies and reptiles found in this area can be seen in the book "Biodiversity in MGI Campus".

#### National Service Scheme

Under the banner of NSS, the HEI conducts ample number of activities for the development of students and also fulfil their responsibility towards the society at large.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

We believe that college life is not all about academics, games, friends, and fun. It is also about learning to interact with other people, being aware of social, environmental and gender issues, and inequities in the society. We provide an opportunity to every student to contribute to make the society in which they live a

better place and to grow as better individuals. The MIE has committed itself to the task of inculcating social values and responsibilities in its students.

As a special thrust, societal development is also instilled on a large scale into the students through the active NSS unit which undertakes various services to inculcate social values. Throughout the year, the NSS unit undertakes a plethora of events ranging from street plays, cleanliness drives, tree plantation drives, donation drives, waste management drives, gender equity, field visits and many more.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

- To continue to provide congenial learning environment for holistic development of Students, Faculty and Supporting Staff.
- To continue to provide holistic value based education.
- To inculcate entrepreneurial abilities in students to face the challenges of corporate world.
- To stimulate the academic environment for promotion of quality in teaching-learning process.
- To undertake quality-related research studies, consultancy and training programmes.
- To conduct various activities that will help students and staff to develop these skills.
- To increase Extension activities.
- To organise more workshops, seminars and conferences.
- To create awareness and initiate measures for protecting and promoting environment.
- To promote Research by students and Faculty.
- To monitor Quality Assurance and Quality Enhancement activities.
- To continue to provide formal education to needy and deserving students.
- To arrange career guidance programmes.
- To emerge as an exemplar to other colleges.