YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution Mittal Institute of Education

- Name of the Head of the institution Dr. Vinay kumar Diwan

- Designation Principal

- Does the institution function from its own campus? Yes

- Phone no./Alternate phone no. 07552980081

- Mobile no 9425017633

- 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

2.Institutional status

- Affiliated /Constituent Affiliated UG College

- Type of Institution Co-education

- Location Urban

- Financial Status Self-financing

- Name of the Affiliating University **Barkatullah University**

- Name of the IQAC Coordinator **Dr. Rani Rajput**

- Phone No. **9981717955**

- Alternate phone No. **9301286699**

- Mobile **9425017633**

- IQAC e-mail address **miebpl2009@gmail.com**

- Alternate Email address **principalmienkes@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year) https://mittalinstituteofeducation.org/web_components/pdf/aqar-2223.pdf

4.Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: yes

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.10**	**2014**	**21/02/2014**	**20/02/2019**
Cycle 2	**C**	**1.7**	**2023**	**19/07/2023**	**18/07/2028**

6.Date of Establishment of IQAC **19/07/2009**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NA	**NA**	**NA**	**NA**	**NA**

8.Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC View File

9.No. of IQAC meetings held during the year   `03`

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   `Yes`

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   `No`

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

`1. Regular meetings of Internal Quality Assurance cell`

`2.Academic Administrative Audit(AAA ) conducted`

`3.Various workshop and seminars were conducted for students and Robust Mentor-Mentee system.`

`4.Collection ,analysis of Feedback from all stakeholders and action taken for improvement`

`5.Best practices such as No Vehicle Day, Sapling plantation, Rain water Harvesting and green clean and Plastic free campus`

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

Plan of Action	Achievements/Outcomes
1.To initiate the process of Submission of computerized feedback forms(students) and Computerized self-appraisal forms(faculty))	Computerized feedback forms are ready for implementation. Preparation of computerized self-appraisal forms is in process
2.Promoting young faculty members to undergo orientation Programme, Refresher Course, FDP different workshop	upgrade faculty and promoting for research.
3.ELAT to be conducted on two levels	a.At the end of induction Programme by the IQAC. b. At the end of the Bridge Course by all the department
4.Internal assessment tests to be conducted	Students knowledge for subject in learning process

13.Whether the AQAR was placed before statutory body?   **No**

- Name of the statutory body

Name	Date of meeting(s)
Society Meeting	Nil

14.Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
1.Name of the Institution	**Mittal Institute of Education**
• Name of the Head of the institution	**Dr. Vinay kumar Diwan**
• Designation	**Principal**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	**07552980081**
• Mobile no	**9425017633**
• 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**
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• Type of Institution	**Co-education**
• Location	**Urban**
• Financial Status	**Self-financing**
• Name of the Affiliating University	**Barkatullah University**
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
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9.No. of IQAC meetings held during the year	**03**	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have	**Yes**	

been uploaded on the institutional website?		
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**	
• If yes, mention the amount		

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- Name of the statutory body

Name	Date of meeting(s)
Society Meeting	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2024	18/12/2024

15.Multidisciplinary / interdisciplinary

The production of knowledge is dominantly organized in disciplines. At the same time, multidisciplinary and interdisciplinary research is developing at the boundaries of the scientific disciplines. we compare disciplinary and non-disciplinary forms of knowledge production in terms of communication patterns. We will suggest an indicator for measuring the degree of interdisciplinary, and this allows us to evaluate the development of interdisciplinary fields. The indicator is based on the patterns and intensity of the knowledge

streams between research fields. The communication of knowledge within a disciplinary field is expected to differ from the communication of knowledge within a non-disciplinary field. The same holds for the communication between a disciplinary and a non-disciplinary research field with their respective scientific environments. Clarifying these patterns of knowledge communication improves our understanding of the nature and dynamics of non-disciplinary research, and we will illustrate that interdisciplinary fields develop towards disciplinary patterns. Disciplinary and interdisciplinary Interdisciplinary is an important and a complex issue. It is important as modern society increasingly demands application-oriented knowledge, and the usability of scientific knowledge generally requires the combination and integration of knowledge form various scientific disciplines. Traditionally, the disciplines have been very dominant in the organization of the science system, in the reward system, and in the career system. Nevertheless, funding agencies are increasingly stressing the social relevance of research results, and consequently a new mode of application-oriented research is emerging, on top of traditional academic research.

16.Academic bank of credits (ABC):

An Academic Bank of Credits (ABC) ID is a unique identifier that allows students to store and manage their academic credits: Purpose The ABC ID is a digital record of a student's academic credits, which can be used to: Transfer credits between institutions Verify academic credits Monitor academic performance Open, close, and validate academic accounts Analyze subject-specific weaknesses and expertise Benefits The ABC ID helps students by: Simplifying the process of credit verification and transfer Supporting student mobility Maintaining quality assurance and accreditation standards across institutions Streamlining authentication for admissions or job applications How to create an ABC ID Students can create an ABC ID by: Logging into DigiLocker Selecting their university Clicking on Generate APAAR/ABC ID Filling in the necessary details and entering their mobile number Clicking on Get OTP button Entering the OTP Filling security PIN Clicking on the ABC ID Card Downloading the ABC ID Students can check their accumulated credits by logging into abc.gov.in

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)

The above verse beautifully says, 'the country that lies to the north of the ocean and to the south of the snowy mountains is called Bharata as there reside the descendants of Bharat'. The rapid changes in the global knowledge economy with the advancement in science and technology have led to dramatic changes in the society. No doubt that India has leaped many boundaries in all sectors- commerce, technology and development etc., but at the same time there has also been detachment from our belief and fall in values. In such a fluid scenario, it is very important to retain our glorious ancient past which reverberates the philosophy of Upanishads revolving around the concepts of the Brahman (the universal soul) and the Atman (the individual soul), the teachings of the Bhagavad-Gita elucidating the ideals of the 'KarmaYoga' (the path of action), the 'Bhakti Yoga' (the path of devotion), and the 'Gyan Yoga' (the path of knowledge) for self-realisation. Today we need to draw our identity from such a sprawling belief system which gives a unique stature to India at the global platform where people from abroad look up to India and resort to yoga and meditation to de-stress and rejuvenate their mind. Challenges The various constructive recommendations of NEP 2020 need a pragmatic integration in our curriculum which emphasizes not only being technologically endowed but an ethical usage of latest technologies in our everyday life. For such a revolutionary step we need to identify the various challenges of the educational ecosystem of India, some of which are as follows: ? At present our education system is reeling under the ills of Westernization, excessive privatisation and an exclusion from its cultural underpinnings. This alienation from its 2 indigenous wealth and repository has not let us achieve much in the domain of education in the 21st century. ? We all know that just achieving the literacy targets is insufficient for intellectual enlightenment of the masses. Thus we need to incorporate Indian Knowledge and Tradition in the fold of education in such a way that it becomes our 'way of

life'. ? Being home to one of the youngest populations in the world, we also need to realize the demographic dividend for the growth and development of our country. ? It is thus the moral responsibility of all the stakeholders in the Indian educational system to strive for quality and equitable education for all by extending stimulating courses on Indian Knowledge System to the students at a young age so that they know the importance of "doing what's right", with a logical framework for making ethical decisions.

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

Outcome-Based Education (OBE) is an approach to education that focuses on the desired outcomes or results of the learning process, rather than just the delivery of content or the completion of courses. OBE process is a result-oriented approach to education that aims to produce students who are not only knowledgeable in their field of study but who are also able to apply that knowledge to real-world situations. It is a student-centered instruction model that focuses on measuring student performance through outcomes. Outcomes include knowledge, skills, and attitudes. It focuses on the evaluation of outcomes of the program by stating the knowledge, skill, and behavior a graduate is expected to attain upon completion of a program after graduation. In the OBE model, the required knowledge and skill sets for a particular degree are predetermined and the students are evaluated for all the required parameters (Outcomes) during the course of the program. The key features for the implementation of Outcome-based education include – ? Development of a curriculum framework that outlines specific and measurable outcomes. ? Instructional Methodology to ensure delivery for specified outcomes. ? Assessments to determine if students have achieved the stated standard. Title and Application These Guidelines called Outcome Based Education Guidelines shall apply to all students, faculty members and administrators. Objective The objective of these Guidelines is to ensure a fair and reliable measure of students' performance, knowledge, and skills against the learning outcomes. These also discipline pedagogy by evaluating the effectiveness of the teaching process that can facilitate continuous improvement and promote subsequent learning through clear, timely, and relevant feedback. The benefits of OBE include: ? Improved student learning outcomes: The focus on outcomes helps students to see the relevance of what they are learning and to develop the skills and knowledge they need to be successful in their future careers. ? Increased accountability: By emphasizing the outcomes that students are expected to

achieve, OBE helps to hold educators and institutions accountable for the quality of education they provide. ? Better alignment with workforce needs: OBE helps to ensure that students are learning the skills and knowledge that are relevant and in demand in the workforce. ? More effective assessment: By focusing on outcomes, OBE allows for a more meaningful and relevant assessment of student learning, which can provide valuable feedback to students and educators. ? Personalized learning: OBE emphasizes the individual needs and learning styles of each student, which can lead to more personalized and effective learning experiences. 4 Definitions Outcome-Based Education (OBE) is a student-centric teaching and learning methodology in which the course delivery and assessment are planned to achieve stated objectives and outcomes. It focuses on measuring student performance i.e. outcomes at different levels. Some important aspects of Outcome Based Education - 1. Course is defined as a theory, practical, or theory cum practical subject studied in a semester. For e.g. Computer Applications Management 2. Course Outcome (CO) Course outcomes are statements that describe significant and essential learning that learners have achieved, and can reliably demonstrate at the end of a course. Outcomes may be specified for each course based on its weightage. 3. Program is defined as the specialization or discipline of a Degree. It is the interconnected arrangement of courses, and co-curricular and extracurricular activities to accomplish predetermined objectives leading to the awarding of a degree. For e.g.: B.Tech., MBA etc. 4. Program Outcomes (POs) Program outcomes are narrower statements that describe what students are expected to be able to do by the time of graduation. POs are expected to be aligned closely with Graduate Attributes. 5. Program Educational Objectives (PEOs) of a program are the statements that describe the expected achievements of graduates in their career, and also in particular, what the graduates are expected to perform and achieve during the first few years after graduation. 6. Program Specific Outcomes (PSO) are what the students should be able to do at the time of graduation with reference to a specific discipline. Usually there are two to four PSOs for a Program. 7. Graduate Attributes (GA): The graduate attributes, are exemplars of the attributes expected of a graduate from a Program.

20.Distance education/online education:

Distance learning refers to the way of learning that does not require you to be present physically at the university or institution. Learning materials and lectures are available online. Learners can stay at their homes while taking the course

from an online university or other institution. They will usually also have the opportunity to attend in-person workshops, residencies, or other learning components, but the material is primarily taught through online courses. Two types of distance learning There are two major categories of distance learning: synchronous and asynchronous. Synchronous Synchronous distance learning refers to the real-time delivery of lectures. You will have live communications with your teachers. This learning model needs teleconferencing and other similar technologies. Synchronous distance learning allows for face-to-face contact with instructors and classmates. As such, however, it is not as flexible as some learners may desire since you have to encounter your teachers and classmates at the scheduled time. Asynchronous With asynchronous distance learning, learners advance through the curriculum at their own pace. You will receive weekly deadlines, and therefore, you can work at your desired speed and schedule. There is no scheduled time for accessing the course content. However, you may interact through video comments, quizzes, and conversations. Different modes involved in distance learning Regardless of the type of distance education programme you enrol in, you are likely to encounter different ways of learning. These include video conferencing, hybrid learning, open-schedule courses, and fixed-time courses. Video conferencing Traditionally, video conferencing refers to the interactions between multiple participants via the internet. You may compare it to synchronous communication. Both students and teachers have to use tools like Blackboard Collaborate, Zoom, or Adobe Connect. Participants can continue their interactions anytime, anywhere. Video conferencing is advantageous as it promotes learner-instructor interactions. It also helps in providing the lesson in a proper structure. It is one of the main components of every successful distance education programme. Hybrid distance education When you combine asynchronous and synchronous methods, it creates a hybrid version. Learners have to stick to deadlines to do their assignments and appear for tests. But one major advantage is that they can study at a convenient pace. This learning approach involves online forums to submit assignments. As a learner, you need to maintain contact with your teacher. With the progress of your study, you will find new modules of your course. Learners who desire independence often prefer hybrid distance learning. Online open-schedule courses The open-schedule instructions belong to the asynchronous category. Learners get freedom while undergoing the course. During the educational programme, you will receive: Bulletin boards Online books Emails Fixed-time virtual course A fixed-time course is the most commonly chosen format for distance education. Learners access

the learning website at the desired times. They have to accomplish pre-scheduled tasks to achieve success and get the certificate. Benefits of distance education Distance education provides you with a range of benefits. Consider these advantages as you decide whether to enrol in distance learning courses or degree programme. Flexibility Many highly motivated and self-disciplined learners prefer distance educational programme. They are well-organized and maintain their performance in the virtual setting. It affords you the flexibility of learning from any place at any time. Adaptability Some instructors customize distance education programmer to serve their academic needs. Learners will get the chance to learn the course in any way. No need to travel Distance learning does not require commuting to campus. At the same time, distance learners can take virtual trips to museums, geographical locations, planetariums, and other places. A virtual trip is fun, and learners enjoy it during the distance learning programme. With the interactive tools, learners can increase their engagement level. Accessibility Education that requires attendance in physical classrooms can present barriers to some learners. Distance education can help make learning accessible to those living with disability or geographic constraints, for example, since distance learning is accessible to learners from almost any place. Save time and money Distance education saves you precious time and money. You do not need to be concerned about the travel time or expenses to attend the classes. Course materials and tuition may be lower as well since there are fewer overhead costs involved as compared to in-person classes. Who prefers distance education? Today, several learners like to achieve educational qualifications with distance learning programme. This includes college students, high school learners, and office goers.Some companies also use distance education programme to train workers. Most commonly, distance education is useful for: Learners in rural zones who cannot attend offline classroom-based programme classes International students who want to enrol in overseas universities without leaving their home country Companies that rely on distance education programme to train their workers

Extended Profile

1.Programme

1.1   **200**

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

File Description	Documents
Data Template	View File

2.Student

2.1 **787**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 **345**

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

File Description	Documents
Data Template	View File

2.3 **997**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **34**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **34**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**200**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**787**

File Description	Documents
Institutional Data in Prescribed Format	View File

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

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**997**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**34**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**34**

File Description	Documents
Data Template	<u>View File</u>

4.Institution

4.1 Total number of Classrooms and Seminar halls	**30**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**80.64347**
4.3 Total number of computers on campus for academic purposes	**40**

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

The college follows well defined method of curriculum delivery to maintain academic environment for students to enhance skills so that students will be ready globally and becomes themorally 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 UGC and 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	A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
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)	View File

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)	View File

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	View File
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	[View File](#)

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

565

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

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	[View File](#)
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	View File
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

381

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

114

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

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

Learning Levels of Students: A Comprehensive Overview In a classroom setting, students exhibit different learning levels basedon their cognitive abilities, prior knowledge, and learning

pace. Thesecan generally be categorized into two groups: 1. Advanced Learners:

2. Slow Learners:

To accommodate the diverse learning needs, MIE organized specialprograms that cater specifically to both advanced and slow learners. This can be done through Remedial Classes andBridge Classes for slow learners, whereasadvanced learners will be motivated for Research and participation in college activities.

1. Remedial Classes for Slow Learners

2. Bridge Classes for Advanced Learners

Identification of slow and advanced learner - To identify slow & advanced learner Mittal Institute of Educationfollows below mentioned mechanism - 1. MIE organizes Unit Test , open book test and Internal Exam i.e.CCE. 2. During the session 2 or 3 Assignments are also given to students. 3. Class performance and involvement in group discussion /debate 4. Result analysis

On the basis of above mentioned points MIE is easily figure out the listof slow learners as well as advanced.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
997	37

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

A teaching method is the principles and methods used by teachers tofacilitate student learning, influenced by the subject matter and the learners characteristics.To be effective, a teaching method should be tailored to the learner'slearning style and characteristics.MIE designed and selected some teaching methods for both subjectmatter and student learning styles.

CONVENTIONAL LEARNING Chalk and Talk -This is the era when a lot of new teaching aids andtechniques have emerged, for example, overhead transparencies, PowerPoint presentations, etc. to take didactic lectures.In MIE most of the students are now exposed to these new techniques. Few teachers adhere to the old method of teaching that is 'Talk andChalk', where the teacher delivers the lecture by talking and explainingon the board with chalk. The conventional black board is now replacedby a white board where chalk is replaced by marker pens.

1. Class discussion, group discussion, exhibitions, and Debates onvarious topics from curriculum to beyond Facilitate interactive approaches to learning and encourage greater Participation. 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 discussionsEntrepreneurship Development Cell, IQAC and Incubation Centre. 8. Rural camps and study tours.

File Description	Documents
Upload any additional information	[View File](#)
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

40

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
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)	View File
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

13

File Description	Documents
Any additional information	View File
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)	View File

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

163

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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 comprehenssive evalaution.

6. The academic performance of student is assessedon the basis ofTheory 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.

9. Students without any valid reason or who fail to produce any supporting documents are not allowed to take the additional internal exams.

10. 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

11. 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	View File
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 cellof the college.The cell works in a very flexible manner to fulfill the interest of thestudents.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 informingthe same to HOD who forwards the application to Academic cell of thecollege. Later on,Academic cell takes action and resolve the issue in consultation withthe 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)	View File

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	[View File](#)
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

227

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
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/web_components/pdf/me-

student-satisfaction-survey-2023-24.pdf

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)

0

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)	View File

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

1

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

0

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
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 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 form 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 Lifeon 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 thestudents 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

14

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	View File

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

2

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)	View File
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

8

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

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)	[View File](#)

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.

1. Visit to Chidikho Wildlife Sanctuary

2. Bike Rally at CMO AIIMS

3. Poster Making Competition on AIDS awareness

4. Nukkad Natak

5. Blood Donation Camp

The college has also conducted number of activities under the umbrella of NSS and NCC.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

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

1

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

16

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)	View File

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

584

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)	View File

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	View File

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

3

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

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.

- **The 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 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 availableseparately for girls and boys.**
- **The institution has well-equipped sports complex to relax the mental tiredness of students and also helps them toexcel in various sports.**
- **Healthy, hygienic, nutritive and tasty food are available inthe canteen.**

- **Adequate transport facilities are available.**

File Description	Documents
Upload any additional information	[View File](#)
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 whichmany 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.

21

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)	<u>View File</u>

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)

7.69708

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	<u>View File</u>

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 6hrs a day (9:30 am to 4:00 pm) and maintains a core collection of 12331 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

2023-24

Library Software - Koha :

Library functions are automated through the open-source software, Koha , an Integrated Library Management Software. It has Acquisition , cataloging , 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	**E. None 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)	<u>View File</u>

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)

0.0704

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)	<u>View File</u>

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

75

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

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

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	**A. ? 50MBPS**

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)

7.69708

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)	[View File](#)

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 taping the academic 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 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

113

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
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)	View File

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)	View File

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	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

`71`

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

`71`

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

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	[View File](#)
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

6

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

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

37

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

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

4

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

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.

1

File Description	Documents
e-copies of award letters and certificates	View File
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)	View File

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)

Mittal Institute of Education build a platform for the active participation of the students in thevarious academic administrative bodies including other activities. This empowers the students in gaining leadership qualities, rules, regulations, andexecution skills and personality. Student council has a chairperson and two faculty members andit includes student the student representatives bring forward the views andsuggestions of the entire class members too. Each class has two students as aclass representative. The Student Council helps students share ideas,interests, and concerns among fellow student teachers. Other committees inwhich the representation is given to the students are as under - ? Grievance Committee (Grievance Redressal Cell) ? Harassment and anti-Ragging Committee ? Library Committee ? Co-Curricular/ cultural Activity Committee ? Student development cell ? Sports Committee ? Cultural Committee ? Discipline Committee

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

3

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)	<u>View File</u>

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 registration is in progress

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

Since inception, Mittal Institute of Education always work in line with the Vision, Mission and Objective of the institution. All the Academic and Co-Academic activities are planned in line with the Vision and Mission of the college.

Our Vision

The Mittal Institute of Education has been founded with a vision to provide to the society an academic institution with a rich scholarly environment. To develop into a premier institute of this region, with state of the art infrastructure, laboratories, with highly qualified and experienced teachers, imparting skills and knowledge to the students. The Mittal institute of Education aims to inculcate a deep understanding of our rich cultural heritage to our students. The leadership of the College of Education has visualized meeting the present, emerging and changing educational needs of the society in general. College's vision is to grow quantitatively as well as qualitatively and bring out competent qualified teachers and other professionals striving to serve the nation.

Our Mission

- To improve Life skills.
- To inculcate moral values in the students. To provide quality and innovative teaching.
- To provide and maintain high academic standards.
- To provide skills to enhance the employability of the students.
- To impart skills and knowledge, with deep understanding of our rich heritage.
- To edify and provide cultured teachers to the society, as they are the one who nurture young minds in schools.
- To make youth self reliant and capable of showing directions to others.

- **To develop students into worthy and productive citizens of the country.**

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 participativemanagement as its administrative & academic structure isdesigned in a manner to take decisions by participation.The Principal assigns all the academic and non-academicdecisions based on the policy matters HoDs conveys the policymatter in the departmental meeting, followed by discussion withfaculty members, frame plans & strategies and after approval ofthe principle execute them.Extracurricular activities to increase employability of thestudents are conducted for which the Principal,Following are the Internal working committee which look afterthe functioning of different aspects of the college:

1. IQAC 2. Academics 3. Discipline 4. LibraryCommittee 5. DevelopmentCell 6. GrievanceRedressal 7. IT &Communication 8. Cultural &Co-curricular 9. BUExamination 10. Alumni

11. Placement

12. Sports

13. NCC

14. Scholarship

15. NSS

16 .Research & andDevelopmentcell

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 tosupervise the implementation of the policies and decisions : 1.MIE prepares its students to preserve national heritage andenvironment for themselves as well as for the next generation. It is evolving as a model educational institution of centralIndia. Always be a soldier to defend and preserve our traditions and our environmentIn this direction Mittal institute of Education introduced NCCalong with the starting of UG courses in session 17-18. It had18 vacancies in the army wing in session 17-18. In session 21-22it has total 34 vacancies, in session 22-23 we have total 50 vacancies in two branches i.e Army & Navy.MIE can boost byhaving only Women NCC navel Caretaker in Bhopal. This became possible due to constant support by the management and expertguidance 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 ofthe concerned departments regularly. 4. Conducting motivational speeches by eminent personalitiesmake the students inspired.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
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.

The Mittal Institute of Education is committed to ensuring that its institutional bodies operate with the highest standards of effectiveness and efficiency.

Key Elements of Effective Functioning

1. Comprehensive Policy Framework

   - The institute has clearly articulated policies that govern academic, administrative, and financial operations.
   - These policies are periodically reviewed to align with contemporary educational standards

2. Well-Defined Administrative Setup

   - A hierarchical structure ensures smooth decision-making and accountability.
   - Institutional bodies, including the Governing Council, Academic Committee, and Finance Committee, work in tandem to oversee operations.

3. Transparent Appointment and Service Rules

   - Recruitment processes are conducted in a fair and transparent manner, adhering to the principles of merit and inclusivity.
   - Service rules and procedures are outlined in a comprehensive manual

4. Standardized Procedures

   - Clearly defined standard operating procedures (SOPs) guide the day-to-day operations, ensuring consistency and efficiency.
   - These procedures are communicated to all stakeholders to foster awareness and compliance.

Institutional Practices Reflecting Efficiency

1. Policy Implementation

- The institute ensures that policies are effectively communicated and implemented
- Feedback mechanisms are in place

2. **Administrative Excellence**

   - Regular meetings of institutional bodies foster collaboration and informed decision-making.
   - Advanced technological tools, such as ERP systems

3. **Faculty and Staff Development**

   - Continuous professional development programs empower employees to perform their roles effectively.
   - Regular performance appraisals and constructive feedback mechanisms drive improvement.

4. **Student-Centric Approaches**

   - Policies are designed with a focus on enhancing the learning experience and overall well-being of students.
   - Efficient grievance redressal systems ensure that student concerns are addressed

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	[View File](#)

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)	[View File](#)

6.3 - Faculty Empowerment Strategies

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

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

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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)	[View File](#)

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

2

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)	<u>View File</u>

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

7

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	<u>View File</u>
Details of teachers attending professional development programmes during the year (Data Template)	<u>View File</u>

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	[View File](#)

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	View File

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)

0

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)	View File

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

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	[View File]()

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	View File

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	View File

6.5.3 - Quality assurance initiatives of the	A. All of the above

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)	

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	<u>View File</u>
Upload any additional information	<u>View File</u>
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

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 –

1. Security check points at all campus entries and exits.

2. Extensive surveillance network with 24x7 monitored control rooms.

3. Rotational duty by all faculty members for discipline and security.

4. Strict implementation of Anti-Ragging, Anti-Smoking and Mobile Free Campus.

5. 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.. Eco-friendly crèche for wards of institute staff with dedicated staff and faculty supervisors.

The Institute is having active Women Cell as well as Equal Opportunity Cell who cater to the needs of specially female gender.

File Description	Documents
Annual gender sensitization action plan	https://mittalinstituteofeducation.org/web_components/pdf/mie-gender-sensitization.pdf
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	a,b,c

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	**No File Uploaded**
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 byITI of the group, rest is given to scrap dealers for proper disposal. Biodegradable waste is disposed through Nagar Nigam system of waste collection.Dustbins have been installed throughout campus for waste segregation. 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 sever system

3- Biomedical waste -Biodegradable kitchen waste from mess and cafeteria, horticultural waste suchas dried leaves, twigs and plant clippings is collected from all around the campus and used forvermi-composting.

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.Waste like plastic, metals, glass, cardboard, newspaper and stationery are systematicallycollected, segregated and sold to authorize vendors for its recycling.

6. Hazardous chemicals and radioactive waste management - No use of chemical pesticides/weedicides or any other hazardous chemicals with in the campus.

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

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	B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
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	<u>View File</u>
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	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

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	No File Uploaded
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).

In order to provide and inclusive environment to all the stakeholders in the campue, Mittal Institute of Education organizeds various activities related to Culture, Language, Community and diversity. The activities conducted by the HEI

includes -

1. Self-defense training for college students, especially girls

2. Youth festival as per the guidelines of the Barkatullah University Bhopal

3. World Literacy Day

4. World Heritage Week

5. World Yoga Day was celebrated on 21-6-2022 in which students did yoga asanas and meditation.

6. Blood donation camp.

7. Hariyali Mahotsav

8. AIDS Awareness Week

9. World Breast Feeding Week

10. Bird Watching Camp

11. Kargil Vijay Diwas

12. Orientation program of NSS

13. National Youth Day

14. Students Induction Program for First year students

15. Social Outreach activities

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

At the Mittal Institute of Education, fostering awareness and respect for the constitutional values, rights, duties, and responsibilities of citizens is a cornerstone of its educational philosophy. The institute is dedicated to shaping responsible individuals who contribute meaningfully to society by upholding democratic principles and ethical values.

Initiatives and Activities

1. Workshops and Seminars

   - Regularly conducted sessions on topics like fundamental rights, directive principles, and the significance of duties in nation-building.
   - Expert-led discussions on contemporary issues related to constitutional values and their application in daily life.

2. Civic Awareness Campaigns

   - Organizing drives to educate the community about voter rights, environmental conservation, and the importance of active citizenship.
   - Observance of days like Constitution Day (November 26) with activities like public readings of the Preamble and discussions on constitutional amendments.

3. Integration in Curriculum

   - Embedding lessons on constitutional principles within the academic framework to provide students with a solid foundation in civic education.

4. Cultural and Educational Programs

5. Celebrating national festivals such as Republic Day and Independence Day with programs that highlight constitutional achievements and responsibilities.

6. Ethical Leadership Training

- Conducting leadership programs that emphasize ethical decision-making and community service in alignment with constitutional values.

7. Employee Orientation and Training

- Sensitization programs for faculty and staff to ensure they uphold and propagate constitutional obligations in their professional and personal lives.
- Workshops on workplace ethics, diversity, and inclusion, inspired by constitutional principles.

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	View File
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	**No File Uploaded**

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

The Mittal Institute, known for its commitment to fostering knowledge exchange and cultural understanding, actively celebrates and organizes a variety of national and international commemorative days, events, and festivals. These activities aim to promote inclusivity, awareness, and appreciation of diverse traditions and values.

National and International Commemorative Days

The Mittal Institute observes significant national and international days such as:

- International Women's Day: Featuring panel discussions, workshops, and exhibitions to highlight women's achievements and advocate for gender equality.
- World Environment Day: Hosting sustainability workshops, expert talks, and community engagement programs to address pressing environmental issues.
- International Yoga Day: Organizing yoga sessions, wellness seminars, and mindfulness activities to promote health and well-being.

Cultural and Religious Festivals

- Diwali and Holi:
- Eid and Ramadan:
- Christmas:

In addition to cultural celebrations, the Mittal Institute organizes academic events aligned with these commemorations,

such as:

- Lectures and Seminars:
- Art Exhibitions:
- Workshops and Competitions:

Global Perspective and Local Engagement

While the institute operates on a global scale, it ensures local engagement by collaborating with communities, universities, and cultural organizations. This dual approach enhances the impact of its initiatives, making celebrations both meaningful and inclusive.

By celebrating these events, the Mittal Institute not only honors traditions and milestones but also serves as a platform for dialogue, education, and cultural exchange, reinforcing its role as a bridge between nations and cultures.

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".

Extension Activities

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. HEI also conducts various awareness activities also for the society.

File Description	Documents
Best practices in the Institutional website	https://mittalinstituteofeducation.org/web_components/pdf/mie-best-practice.pdf
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

The leadership of the College of Education has visualized meeting the present, emerging andchanging educational needs of the society in general. We are committed to provide world classprofessional education and to build and develop youth to a worth citizens of the society. Collegevision is to grow quantitatively as well as qualitatively and bring out competent qualified teachersand other professionals striving to serve the nation. The institute is dedicated to determine the truesense of education among the students. The vision of the institute is to provide an environment thatchallenges the student intellect through academic excellence, emphasizing further on indoctrinatingvalues thus transforming them into socially responsible individuals. Keeping moral ethical valuesintact in this modern society is a tough task but college is trying to retain traditional values byproviding that kind of cultural

environment in the organization. Equipped by above values we cansafely say that most of our trainee teachers are wells ought-after, after completion of their course we plan to develop same industry ready or self enterprising graduate students in years to come.

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

1. Promoting research culture amongst the faculty members.

2. Organizing International Seminar on Multidisciplinary Research

3. Increase in the employability of students by way of increasing tie ups and stregthening the Career and Placement cell.

4. Provide assistance guidance for clearing various PSC examinations.

5. Emphasis on information Technology would further increase by keeping the training program in harmony with the changing needs of the job market for future teachers.

6. Taking up faculty development program more aggressively for achieving the above goal by organizing a few Workshops/Personality development programme/Seminars to discuss various matters concerning various training programme specific to the needs of under graduate students.

7. Library Automation

8. To start a new course BA with 120 seats and Various Honours degree program for UG courses.

9. Expert sessions on IPR.

10. Introcudtion of more value added courses through SWAYAM, NPTEL and MOOCS.