



Yearly Status Report - 2018-2019

Part A

Data of the Institution

| | |
|---|---|
| Part A | |
| Data of the Institution | |
| 1. Name of the Institution | MITTAL INSTITUTE OF EDUCATION |
| Name of the head of the Institution | Prof Vivay Divan |
| Designation | Principal |
| Does the Institution function from own campus | Yes |
| Phone no/Alternate Phone no. | 07552980081 |
| Mobile no. | 7974190115 |
| Registered Email | miebpl2009@gmail.com |
| Alternate Email | mitbpl@gmail.com |
| Address | Mittal Institute Of Education opposite BMHRC Navibag |
| City/Town | Bhopal |
| State/UT | Madhya Pradesh |
| Pincode | 462038 |

| 2. Institutional Status | |
|--|-----------------------------|
| Affiliated / Constituent | Affiliated |
| Type of Institution | Co-education |
| Location | Urban |
| Financial Status | Self financed |
| Name of the IQAC co-ordinator/Director | Renu Saxena |
| Phone no/Alternate Phone no. | 07552980083 |
| Mobile no. | 9977408282 |
| Registered Email | miebpl2009@gmail.com |
| Alternate Email | mitbpl@gmail.com |

| 3. Website Address | |
|--|--|
| Web-link of the AQAR: (Previous Academic Year) | _https://mittalinstitute.org/education/#tab_desc_649_2 |
| 4. Whether Academic Calendar prepared during the year | Yes |
| if yes,whether it is uploaded in the institutional website: Weblink : | https://mittalinstitute.org/education/#tab_desc_649_1 |

5. Accrediation Details

| Cycle | Grade | CGPA | Year of Accrediation | Validity | |
|----------|----------|-------------|----------------------|--------------------|--------------------|
| | | | | Period From | Period To |
| 1 | B | 2.10 | 2014 | 21-Feb-2014 | 20-Feb-2019 |

| | |
|---|--------------------|
| 6. Date of Establishment of IQAC | 02-Jun-2018 |
|---|--------------------|

7. Internal Quality Assurance System

| Quality initiatives by IQAC during the year for promoting quality culture | | |
|---|--------------------|---------------------------------------|
| Item /Title of the quality initiative by IQAC | Date & Duration | Number of participants/ beneficiaries |
| FDP | 17-Dec-2018 | 21 |

[View File](#)

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

| Institution/Department/Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|--------------------------------|--------|----------------|-----------------------------|--------|
| NIL | NA | UGC | 2018 00 | 0 |
| NIL | NA | UGC | 2019 00 | 0 |
| No Files Uploaded !!! | | | | |

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

• Establishment & adherence to a firm academic environment in the institution. • Preparation of Academic calendar & Its compliance

• Five PPT presentations per paper per subject has been created.

• New course B.Sc clinical Nutrition has been introduced

• Enhancement of employability of students

[View File](#)

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

| Plan of Action | Achivements/Outcomes |
|---|---|
| As new course is being introduced we need Library enrichment | New books worth Rs 8682 purchased in library |
| Establishment of career counseling cell | Commencement Personality development, Spoken English & communication classes under career counseling cell, for UG students |
| E content development for UG Courses | Five PPT presentations per paper per subject has been created. |
| MIE has a broad vision to spread quality education in the region. Keeping this in view Introduction of New Course were proposed. | New course B.Sc Clinical Nutrition has been introduced from the session 18-19 |
| To make our academic records proper or for checking whether the classes were taken properly and to find and rectify the lacunae Annual Academic Audit was conducted | Establishment & adherence to a firm academic environment in the institution.Preparation of Academic calendar & Its compliance |
| To make institution strong administratively and diversify the academic base. This is ensure through Regular Meetings of IQAC were conducted | Development, refinement and application of quality benchmark for various academic administrative activities in the college. |
| View File | |

| | |
|--|-----|
| 14. Whether AQAR was placed before statutory body ? | Yes |
|--|-----|

| Name of Statutory Body | Meeting Date |
|------------------------|--------------|
| Governing body of MIE | 23-Nov-2019 |

| | |
|--|----|
| 15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ? | No |
|--|----|

| | |
|---|-----|
| 16. Whether institutional data submitted to AISHE: | Yes |
|---|-----|

| | |
|--------------------|------|
| Year of Submission | 2019 |
|--------------------|------|

| | |
|--------------------|-------------|
| Date of Submission | 14-Dec-2019 |
|--------------------|-------------|

| | |
|--|-----|
| 17. Does the Institution have Management Information System ? | Yes |
|--|-----|

| | |
|---|---|
| If yes, give a brief descripton and a list of modules currently operational (maximum 500 words) | Management information system MIE has a two tier management information system to manage day to day functioning of the institution. 1) Academic and administrative management The |
|---|---|

information collected, is kept manually in ISO 2000 certified format for office work. This includes a). Feedbacks forms from stake holders. b). Parents teacher meeting record. c). Student profile. d). Student progress report. e). Attendance report. f). Result analysis. g). Alumni record h). Tutor guardian record. i). Stock registers. j). Placement record etc. 2) Financial Management. MIE have software driven system covering all financial matters like a). Admission b). Enrollment c). Fee submission. Students receive computer generated receipt of all the fees submitted to the institution. It is a cashless procedure in which students pay through bank challan. Student's fees details are maintained at account sections with their Barkatuallah University enrollment number.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

• MIE follows well defined method of teaching in which every faculty prepares a daily lesson plan before going to the lecture. The daily lesson plan is prepared one or two days prior to the class so that it remain fresh in the mind of the teacher. The daily lesson plan (DLP) includes a) subject b) paper c) topic of the lecture d) previous knowledge related to topic e) objective of teaching the topic f) teaching method (how the lecture is going to be delivered) g) Teaching aids (they have to mention whether they will be using chalk board method or and other teaching aids like a. Charts b. Specimens c. Models etc or AV aids like a. PowerPoint presentation b. Online tutorial h) Teaching points FAQ (frequently asked question) in which teacher has to mention 3 to 5 question related to topics which is being taught i) Reference (from where the lecture is prepared like a. books with author name b. website c. old notes d. Name of the resources person/ expert consulted). It has to be approved by subjects heads , Principal before going to the class. Teachers has to prepared daily lesson plan for practical /lab class also in which they have to mention topic of the practical /lab , details of the practical which has to be performed. • Teachers teach students by demonstrating them directly in situ. We take student directly to the national park, wet lands , grasslands and other open places to teach them various aspects of animal behavior, plants, ecology , succession etc and to dry lab and wet labs where they perform various experiments to understand various concepts and procedures as first hand experiences . For some concepts workshops are also organized. • They are encouraged to develop their own teaching aids and verbal and non-verbal psychometric aids for evaluation of students. Various types of formats are developed and tested for their viability and effectiveness. • All the tasks mentioned above are well documented in daily lesson plan registers , reports of visits and field activities.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate | Diploma Courses | Dates of Introduction | Duration | Focus on employ ability/entrepreneurship | Skill Development |
|-------------|-----------------|-----------------------|----------|--|-------------------|
| NIL | NA | 31/12/2019 | 00 | NA | NA |

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course | Programme Specialization | Dates of Introduction |
|-------------------|---------------------------------|-----------------------|
| BSc | Clinical Nutrition (Code c122) | 01/07/2018 |
| No file uploaded. | | |

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

| Name of programmes adopting CBCS | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|----------------------------------|--------------------------|---|
| BEEd | NA | 31/12/2019 |

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

| | Certificate | Diploma Course |
|--------------------|-------------|----------------|
| Number of Students | Nil | Nil |

1.3 – Curriculum Enrichment

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

| Value Added Courses | Date of Introduction | Number of Students Enrolled |
|---------------------|----------------------|-----------------------------|
| NIL | 31/12/2019 | Nil |
| No file uploaded. | | |

1.3.2 – Field Projects / Internships undertaken during the year

| Project/Programme Title | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|---------------------------|--------------------------------------|---|
| BEEd | Practice teaching in school for days | 84 |
| View File | | |

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

| | |
|-----------|-----|
| Students | Yes |
| Teachers | Yes |
| Employers | Yes |
| Alumni | Yes |
| Parents | Yes |

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

| |
|---|
| Feedback Obtained |
| MIE has a streamlined and well defined feedback system at various levels. |

Feedback from students are taken in three different time ,first feedback is taken after 2 months of commencement of the session, second feedback is taken during final practical exam , MIE also takes feedback randomly during / after any major event organized at the institution . Teacher’s feedbacks are taken generally at session ending. Moreover faculties are free to submit their feedback regarding facilities both tangible and non-tangible available to them at the institute through the email ID of grievance cell. Feedback from employers The students graduating from MIE are B.Ed and M.Ed students (For other UG courses like B.Sc, B.Com, BCA BBA, the 1st batch of students are in 2nd yr), most of our employers are different schools in and around Bhopal. We do not have any formal feedback system for them but continues demand for our students to join them gives us a positive pointer. MIE have a well defined alumni association. The students meet once a year formally. But informally they are in touch with various teachers and the institution. They give us valuable inputs which they gather from the institution where they are employed. This continuous feedback and suggestions are most valuable gifts received from our alumni. MIE organizes parent’s teacher meeting at regular intervals and gives us valuable input as feedback. The positive feedback received from various stake holders gives us motivation to continue the best practices .But it is the negative feed-backs shows us the scope of improvement in our system. Over the years we have evolved from a B.Ed college with two courses to a multidisciplinary college with 11 courses. We have constituted various cells like grievance readdressal cell, maintenance and campus development committee, student welfare committee, student council committee, co-curricular and cultural committee and placement committee. The feed-backs are classified according to the content and sent to the various cell for perusal.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

| Name of the Programme | Programme Specialization | Number of seats available | Number of Application received | Students Enrolled |
|-----------------------|--------------------------|---------------------------|--------------------------------|-------------------|
| BSc | (PCM) | 60 | 4 | 4 |
| BSc | Bt, Bot, Zoo | 60 | 15 | 15 |
| BCom | plain | 60 | 6 | 6 |
| MEd | Nill | 50 | 30 | 29 |
| BCA | Nill | 60 | 5 | 5 |
| BBA | Nill | 60 | 20 | 19 |
| BEd | Nill | 100 | 100 | 89 |
| BCom | CA | 60 | 44 | 44 |
| BCom | Tax | 30 | 8 | 8 |
| BSc | (Bt,CS,Zoo) | 60 | 30 | 30 |

[View File](#)

2.2 – Catering to Student Diversity

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

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG | Number of fulltime teachers available in the institution teaching only PG | Number of teachers teaching both UG and PG courses |
|------|---|---|---|---|--|
| | | | | | |

| | | | | | |
|------|-----|----|---------|---------|----|
| | | | courses | courses | |
| 2018 | 436 | 43 | Nil | 6 | 19 |

2.3 – Teaching - Learning Process

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

| Number of Teachers on Roll | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Number of smart classrooms | E-resources and techniques used |
|--|---|-----------------------------------|----------------------------------|----------------------------|---------------------------------|
| 25 | 25 | 3 | 2 | 2 | 3 |
| View File of ICT Tools and resources | | | | | |
| View File of E-resources and techniques used | | | | | |

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes MIE has a proper students mentoring system. We have adopted a Tutor Guardian system of mentoring. A Tutor Guardian(TG) keeps all the record of students like parents name , mobile number of parents , permanent address , temporary address , aadhar card number etc are well maintain by tutor guardian . All the information related to enrollment form, Govt. scholarship, internal exam, exam form, main exam are maintained by tutor guardian. A copy of all the important document of student is maintained by tutor guardian .They keep record of student attendance and may call student who all are not coming to the college to counsel them. Tutor guardian has to maintain daily attendance of the students and at the end of the month tutor guardian has to evaluate in academic progress of every student. At the end of the year students with the highest attendance is awarded. It is the responsibility of the tutor guardian to listen all the problems of student and to solve them by developing a personal bonding with the student they are expected to encourage students to participate in other co-curricular activity. Tutor guardian offers students emotional and academic support along with motivation and help students to overcome home sickness. It is the responsibility of tutor guardian that all the students should submit the fees of the year on time.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|--|-----------------------------|-----------------------|
| 479 | 25 | 1:19 |

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| 19 | 25 | Nil | 10 | 2 |

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

| Year of Award | Name of full time teachers receiving awards from state level, national level, international level | Designation | Name of the award, fellowship, received from Government or recognized bodies |
|-------------------|---|-------------|--|
| 2019 | NIL | Lecturer | NIL |
| 2018 | NIL | Lecturer | NIL |
| No file uploaded. | | | |

2.5 – Evaluation Process and Reforms

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

| Programme Name | Programme Code | Semester/ year | Last date of the last | Date of declaration of |
|----------------|----------------|----------------|-----------------------|------------------------|
|----------------|----------------|----------------|-----------------------|------------------------|

| | | | semester-end/ year-end examination | results of semester-end/ year- end examination |
|---------------------------|------|-----------|------------------------------------|--|
| BBA | C029 | All years | 15/05/2019 | 15/06/2019 |
| MEd | 84 | 1st 3rd | 15/12/2018 | 31/12/2018 |
| BEd | 116 | 2nd 4th | 25/05/2019 | 05/06/2019 |
| BEd | 116 | 1st 3rd | 15/12/2018 | 31/12/2018 |
| MEd | 84 | 2nd 4th | 25/05/2019 | 05/06/2019 |
| BCA | C030 | All years | 16/05/2019 | 15/06/2019 |
| BCom | C198 | All years | 15/05/2019 | 15/06/2019 |
| BSc | C064 | All years | 15/05/2019 | 15/06/2019 |
| BSc | C116 | All year | 15/05/2019 | 15/06/2019 |
| View File | | | | |

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

1. Functional English- It was observed that students enrolled in UG courses were doing well academically but they lacked basic verbal non verbal communication skills and so communication skill classes were started and incorporated in the time tables of all the classes. Class on Non verbal skills is designed to improve the personality and communication classes deals with English language specially spoken English. 2.Bridge Classes-: As session has been started from the month of July and admission process was continued till the month of September. Students those who have taken admission after the session being started, because of this they haven't attended some of the classes. For covering the loss of their studies in their particular subject, bridge class has been organized. The classes were organized after the college timing so that they can cover the loss. By attending these classes students can cover their loss. 3 Remedial classes-Remedial class is organized to give additional help to pupils who, for one reason or another, have fallen behind from the rest of the class in any of the subjects. As our teachers take class test after every single unit being completed, they can find out the students who are lacking behind or who are not performing up to the mark. This classes involves individualized teaching of students who are experiencing difficulties in specific subject areas. This classes beneficial the students by forming the foundation for learning a subject in greater detail. 4 Others-Many reforms were initiated on continuous internal evaluation system at institutional level for giving CCE (internal) marks to the students. Care has been taken that students submit CCE in all (application according to the subjects) of the criteria at least once during his entire course. • Classroom teaching • Mid Term internal Exams • PowerPoint presentation • Report Writing of the visits • Fete / Model Making • Group Discussions • On Job Trainings •Assignments • Question bank preparation • Gardening for Botany students • Lab specimens preparations for Zoology and Botany students • Websites Development for BCA and BSc(CS) Students/ • Designing of posters and flexes for BCA and B.Com(CA) . • Role Play all Streams.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

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

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://mittalinstitute.org/>

2.6.2 – Pass percentage of students

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|---------------------------|----------------|--------------------------|---|---|-----------------|
| 116 | BEd | Education | 84 | 82 | 97 |
| View File | | | | | |

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://mittalinstitute.org/>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

| Nature of the Project | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|-----------------------|----------|----------------------------|------------------------|---------------------------------|
| Any Other (Specify) | 00 | NA | 0 | 0 |
| No file uploaded. | | | | |

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

| Title of workshop/seminar | Name of the Dept. | Date |
|--|--|------------|
| Monthly Education Research Conference (MERC) | Dept of Education Learning Teaching organized by SHREE Foundation Barkatullah University. Bhopal | 23/04/2018 |
| Monthly Education Research Conference (MERC) | Dept of Education Stress Management Role of Education organized by SHREE Foundation Barkatullah University. Bhopal | 31/12/2018 |
| Guest Lecture on IPR | Department of Commerce and Management | 31/08/2018 |

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

| Title of the innovation | Name of Awardee | Awarding Agency | Date of award | Category |
|-------------------------|-----------------|-----------------|---------------|----------|
| NIL | NIL | NIL | 31/12/2019 | NIL |
| No file uploaded. | | | | |

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

| Incubation Center | Name | Sponsored By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|-------------------|------|--------------|----------------------|--------------------|----------------------|
| NIL | NA | NA | NA | NA | 31/12/2019 |
| No file uploaded. | | | | | |

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

| State | National | International |
|-------|----------|---------------|
| 00 | 00 | 00 |

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

| Name of the Department | Number of PhD's Awarded |
|------------------------|-------------------------|
| 00 | Nil |

3.3.3 – Research Publications in the Journals notified on UGC website during the year

| Type | Department | Number of Publication | Average Impact Factor (if any) |
|-------------------|------------|-----------------------|--------------------------------|
| National | NIL | Nil | 00 |
| International | NIL | Nil | 00 |
| No file uploaded. | | | |

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

| Department | Number of Publication |
|-------------------|-----------------------|
| NIL | Nil |
| No file uploaded. | |

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

| Title of the Paper | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|--|-------------------|---|---------------------|----------------|---|---|
| QUANTIFICATION, CHARACTERIZATION AND IDENTIFICATION OF PROTEINS IN DIFFERENT VACCINES SAMPLE | Prof. Arun Pandey | Panacea Journal of Pharmacy and Pharmaceutical Sciences : 7(1)712-718 | 2018 | 0 | Mittal Institute of education | 1 |
| Review Article :Woman Empowerment Under Madhya | Prof. Arun Pandey | Innovare Journal of Education Vol 6, Issue 1, 2018, ISSN - | 2018 | 0 | Mittal Institute of education | 1 |

| | | | | | | |
|---|-------------------|---|------|-------|-------------------------------|-----|
| Pradesh Government- An Overview | | 2347-5528 | | | | |
| Formulation and Evaluation of Fast Dissolving oral Films of Trazodone Hydrochloride | Prof. Arun Pandey | Asian Journal of Pharmaceutical education and Research. Vol -7 ,Issue-4, October December 2018, | 2018 | 0.707 | MGI | Nil |
| A review : Antimicrobial activity of Azadirachta indica (Neem) | Prof. Arun Pandey | INTERNATIONAL JOURNAL OF PHARMACY LIFE SCIENCES CODEN (USA) IJPLCP , ISSN:0976-7126. | 2018 | 0.888 | Mittal institute of education | 1 |
| View File | | | | | | |

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|--------------------|----------------|------------------|---------------------|---------|---|---|
| NIL | NA | NA | 2019 | Nil | Nil | NA |
| NIL | NA | NA | 2018 | Nil | Nil | NA |
| No file uploaded. | | | | | | |

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

| Number of Faculty | International | National | State | Local |
|-----------------------------|---------------|----------|-------|-------|
| Attended/Seminars/Workshops | 1 | 4 | Nil | 7 |
| Presented papers | 1 | Nil | Nil | 4 |
| Resource persons | 1 | 1 | 1 | Nil |
| View File | | | | |

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

| Title of the activities | Organising unit/agency/ collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
|-------------------------|--|--|--|
| | | | |

| | | | |
|---|--|---|-----|
| Work shop on social Activity | NSS | 1 | 20 |
| Safe Transport Awareness | BMC | 2 | 115 |
| Valor Patriotism Parakram Parv | NCC Cadets | 2 | 102 |
| Self less service- Blood donation day, Awareness Collection | Rotary club BMHRC Student development Cell | 3 | 35 |
| View File | | | |

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

| Name of the activity | Award/Recognition | Awarding Bodies | Number of students Benefited |
|----------------------|-------------------|-----------------|------------------------------|
| NIL | NA | NA | Nil |
| No file uploaded. | | | |

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

| Name of the scheme | Organising unit/Agency/collaborating agency | Name of the activity | Number of teachers participated in such activities | Number of students participated in such activities |
|--|---|--------------------------|--|--|
| Self less service- Blood donation day Awareness Collection | Rotary club BMHRC | Blood donation | 3 | 36 |
| Road safety | BMC | Safe Transport Awareness | 2 | 115 |
| View File | | | | |

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

| Nature of activity | Participant | Source of financial support | Duration |
|--------------------|-------------|-----------------------------|----------|
| NIL | 00 | NA | 00 |
| No file uploaded. | | | |

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|-------------------|----------------------|---|---------------|-------------|-------------|
| Training Partner | Professional | CEDMAP 16-a, arera | 08/07/2019 | 31/12/2019 | 00 |

| | | | | | |
|---------------------------|----------------------------|---|------------|------------|----|
| | Training | hills, bhopal m.p., Madhya Pradesh, 0755 400927 | | | |
| Internship Partne | Professional Training | Universal Transformers Address: Plot No. 8, Sector A, Govindpura Industrial Area, Bhopal, Madhya Pradesh 462023 Phone: 0755 260 1601 | 16/03/2018 | 31/12/2019 | 00 |
| OJT Partner | Proffessio nal Training | Fitwell Fastners Address: 9-A, Govindpura Industrial Area, Bhopal, Madhya Pradesh 462023 Phone: 0755 428 0210 | 05/05/2018 | 31/12/2019 | 00 |
| View File | | | | | |

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

| Organisation | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
|-------------------|--------------------|--------------------|---|
| NIL | 31/12/2019 | NA | Nil |
| No file uploaded. | | | |

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
|--|--|
| 0.45 | 0.46 |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities | Existing or Newly Added |
|---------------------------|-------------------------|
| Campus Area | Existing |
| View File | |

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

| Name of the ILMS software | Nature of automation (fully or partially) | Version | Year of automation |
|---------------------------|---|---------|--------------------|
| NIL | Partially | NA | 2019 |

4.2.2 – Library Services

| Library Service Type | Existing | | Newly Added | | Total | |
|---------------------------|----------|--------|-------------|------|-------|--------|
| Text Books | 4990 | 493550 | 37 | 8682 | 5027 | 502232 |
| Reference Books | 421 | Nill | Nill | Nill | 421 | Nill |
| Journals | 20 | Nill | Nill | Nill | 20 | Nill |
| CD & Video | 200 | Nill | 60 | Nill | 260 | Nill |
| View File | | | | | | |

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

| Name of the Teacher | Name of the Module | Platform on which module is developed | Date of launching e-content |
|---------------------|--------------------|---------------------------------------|-----------------------------|
| NIL | NA | NA | 31/12/2019 |
| No file uploaded. | | | |

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

| Type | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/GBPS) | Others |
|----------|-----------------|--------------|----------|------------------|------------------|--------|-------------|---------------------------------|--------|
| Existing | 40 | 4 | 3 | 1 | 1 | 3 | 3 | 4 | 0 |
| Added | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 40 | 4 | 3 | 1 | 1 | 3 | 3 | 4 | 0 |

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

| |
|--------------|
| 4 MBPS/ GBPS |
|--------------|

4.3.3 – Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
|---|--|
| IQAC Monitors guides the faculties students | Faculty uses their own resourses & computer lab |

4.4 – Maintenance of Campus Infrastructure

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

| | | | |
|--|--|--|--|
| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurred on maintenance of physical facilities |
| 51.4 | 51.4 | 5.72 | 5.72 |

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The primary responsibility of the College for developing the College infrastructure lies within the Governing Body of the College, it in coordination with the IQAC makes plans and decides on strategies regarding these matters. Under its direction the College Administration allocates funds generated from students fees and other Agencies by which the necessary developmental works are done. In terms of the College Library, books are arranged in simple but systematic manner to help the user locate the books easily. In order to provide speedy and efficient service, library cards are issued to the students. Periodic up gradation of books and journals are done according to the needs of the students and faculties of various departments. The purchase of chemical lab equipments is need based. MIE has established transparent and robust procedures for the utilization and maintenance of all physical, academic and support facilities and is well communicated among all the concerned stakeholders. The detailed procedures and related policies are as follows: A) Policy Statement: MIE has numerous resources that are utilised for the benefit of faculty, students and staff. Resource in charges is responsible to ensure that 1. Resources are ready and made available whenever required. 2. Resources are repaired, calibrated, maintained and upgraded at optimal levels 3. The availability of the resource is made known to MIE and campus community B) Utilization of Resources: 1) Availability of resource is verified with the concerned In Charge. 2) Permission for the utilization is taken from the respective authorities. 3) It becomes duty of the person who has generated the query to take care of the belongings. C) Procedure for Repairs and Maintenance of Resources: 1) Every In-Charge regularly checks the resource available in their custody and verifies its working condition. 2) Accordingly report of nonworking material is communicated to the HOD. 3) HOD complies all the complaints and segregates them in urgent and annual maintenance categories. 4) The follow up of the urgent maintenance equipment or resources is taken immediately after the approval of the Principal

<https://mittalinstitute.org/>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

| | Name/Title of the scheme | Number of students | Amount in Rupees |
|--------------------------------------|---|--------------------|------------------|
| Financial Support from institution | NIL | 0 | 0 |
| Financial Support from Other Sources | | | |
| a) National | Post metric scholarship for OBC SC students | 110 | 572655 |
| b) International | NIL | Nil | 0 |

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

| Name of the capability enhancement scheme | Date of implementation | Number of students enrolled | Agencies involved |
|--|------------------------|-----------------------------|--------------------------|
| Personal Counseling mentoring | 06/02/2019 | 31 | Tutor Guardians |
| Meditation | 02/02/2019 | 20 | Student development Cell |
| Remedial classes | 09/01/2019 | 40 | Exam cell |
| Yoga | 10/11/2018 | 45 | Student development Cell |
| Sports | 18/11/2018 | 125 | Sports committee |
| Soft Skills (PD)Development | 05/11/2018 | 78 | Career Counseling cell |
| Safe Transport Awareness | 25/10/2018 | 115 | Student development Cell |
| Valor Patriotism Parakram Parv | 12/10/2018 | 102 | NCC |
| Self less service- Blood donation day Awareness Collection | 01/10/2018 | 35 | Student development Cell |

[View File](#)

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

| Year | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passed in the comp. exam | Number of students placed |
|------|-------------------------|--|--|--|---------------------------|
| 2018 | Training placement cell | 78 | Nil | Nil | 16 |
| 2018 | Career Counseling cell | Nil | 45 | Nil | Nil |

[View File](#)

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
|---------------------------|--------------------------------|---|
| 70 | 65 | 7 |

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

| On campus | | | Off campus | | |
|-------------------------------|---------------------------------|---------------------------|-------------------------------|---------------------------------|---------------------------|
| Name of organizations visited | Number of students participated | Number of students placed | Name of organizations visited | Number of students participated | Number of students placed |
| NIL | Nil | Nil | NIL | Nil | Nil |
| No file uploaded. | | | | | |

5.2.2 – Student progression to higher education in percentage during the year

| Year | Number of students enrolling into higher education | Programme graduated from | Department graduated from | Name of institution joined | Name of programme admitted to |
|-------------------|--|--------------------------|---------------------------|----------------------------|-------------------------------|
| 2018 | Nil | NA | NA | NA | NA |
| No file uploaded. | | | | | |

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

| Items | Number of students selected/ qualifying |
|-------------------|---|
| NET | Nil |
| SET | Nil |
| No file uploaded. | |

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

| Activity | Level | Number of Participants |
|-----------------------------------|----------------------------------|------------------------|
| Independence day celebration | Mittal Group of Institutions | 200 |
| Sadbhavna divas | College level | 23 |
| Orientation tree plantation | 1st year students | 56 |
| Nail art Rakhi Making competition | College level | 25 |
| Teachers day celebration | College level | 60 |
| World literacy day | College level | 75 |
| Nutrition day | department of clinical nutrition | 10 |
| National conference. | Mittal Group of Institutions | 300 |
| Ganesh chaturthi celebration | College level | 35 |
| Freshers party | College level | 70 |
| View File | | |

5.3 – Student Participation and Activities

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

| Year | Name of the award/medal | National/ International | Number of awards for | Number of awards for | Student ID number | Name of the student |
|------|-------------------------|-------------------------|----------------------|----------------------|-------------------|---------------------|
|------|-------------------------|-------------------------|----------------------|----------------------|-------------------|---------------------|

| | | | Sports | Cultural | | |
|-------------------|-----|---------------|--------|----------|----|----|
| 2018 | NIL | National | Nil | Nil | 00 | NA |
| 2018 | NIL | International | Nil | Nil | 00 | NA |
| 2019 | NIL | National | Nil | Nil | 00 | NA |
| 2019 | NIL | International | Nil | Nil | 00 | NA |
| No file uploaded. | | | | | | |

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

MIE creates a platform for the active participation of the students in the various academic administrative bodies including other activities. This empowers the students in gaining leadership qualities, rules, regulations and execution skills. Student council has a chairperson and two faculty members and it includes student The student representatives bring forward the views and suggestions of the entire class members too. Each class has two students as class representative. The Student Council helps students share ideas, interests, and concerns among the fellow students teachers. Other committees in which 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

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

180

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

The college alumni association is about 8 years old. The association helps us establishing a network of all students. Through this informal net work there is sharing of information regarding job vacancies available in their respective schools. Their Feedback has helped in improving the existing curriculum, organizing new activities. It meets once a year during the annual fest Arohan held at group level.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The administration is considerably decentralized and the departments take decisions on their own within the curricular administrative frameworks. These include • Extracurricular activities to increase employability of the students various activities are conducted for which the Principal, HOD or even faculties need no permission from the Governing body. MIE is on the way establish new

MOUs with various industries Hospitals to provide OJT to the students of MGI. • Purchases : Purchase of books and equipment as per curricular requirements . Purchases are made as per norms by the internal purchasing committee. this five member committee consists of 4 permanent members and 1 members from the department for whom the purchase is being done. Permanent members are i) Principal ii) Registrar of MGI iii) IQAC co-coordinator iv) Accounts Officer • Institutional Development : Constructions and updating of labs and classrooms , furniture and their allocations according to the time table is done at institutional level after its approval from the governing body. • Academic Development : Creating and updating the class time table according the syllabus completion status. • Creating and updating the class time table according the syllabus completion status. • Conduction of internal mid-term examination. • Conduction of Guest lectures and other co curricular activities. • Organizing Fete/ Exhibitions, industrial and recreational visits and picnics. • Scheduling of Bridge or remedial classes

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

Partial

6.2 – Strategy Development and Deployment

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

| Strategy Type | Details |
|--------------------------|---|
| Admission of Students | <ul style="list-style-type: none"> • MIE is a constituent college of Barkatullah University and admission of students is done according to the clearly laid down policies and guidelines set by the University and department of higher education MP • Cut offs are decided after due deliberation by the Admission Committee which comprise of all Teachers-in-charge and second-in-command. • Reservation of OBC/SC/ST and PWD are strictly adhered to. • A grievance committee is constituted to address any admission related grievances. • An Anti-Ragging Committee is constituted every year and their names and contact details are not only published in the college Information Bulletin but also displayed prominently. The college has a zero-tolerance policy towards |
| Research and Development | <ul style="list-style-type: none"> • National conference on Management Of Communicable Vector Born Diseases By Interdisciplinary Approach was conducted at group level. • MERC was conducted by MIE on 31st Dec on Stress Management Role of Education. • The college provides duty leave for faculty members for paper presentation in seminars and also provide duty leave for attending the same. • For conducting active research student teachers take up problem areas like physical health mental health, depression among the school students. |

They construct tools for data collection analysis. • Their findings have a significant impact on their teaching in class and student teacher interpersonal relationship.

Teaching and Learning

• The Academic committee of Mittal Institute of Education have focused upon imparting practical knowledge to the students by giving them live interaction. • In the form classroom teaching , PPT presentation and many other different aspect. • In the session 18-19 a new course B.Sc in clinical nutrition has been introduced in the institution. • Topics are identified in the given syllabus which instigate learning of higher order, students are encouraged for its self-study. Those topics are discussed on weekend activity classes. • They encouraged to practice laws of business economics as well as culinary skills in fete. Model making competitions are also a regular feature of the institution. • MIE has started practical learning by planning visit to industries, field work, picnic so that they can interact as learners work toward their goals and incorporate new knowledge, behaviors, and skills that add to their range of learning experiences. • Role playing is an excellent way to make students understand complex systems processes. Peer Teaching, Micro Teaching, etc are regular features of the institution. • Internship Student teachers of B.Ed Program teach not less than 40 lessons each in both method subjects. • During this period they help school in organizing other activities and programs. • We are blessed to have a campus with lots of open space. • Biology students are taken for a guided tour of the campus for in-vivo study of plants, small invertebrates and other ecological studies.

Curriculum Development

The College has no direct contribution in Curriculum development. It follows the university curriculum and calendar. Still MGI is in negotiation with CEDMAP to develop an add-on course for BBA students who have their own family business. The aim is that they can take their own existing enterprise to a new level , perfectly aligned to the industry market needs of

| | |
|--|--|
| | the day. |
| Human Resource Management | <ul style="list-style-type: none"> • All faculty members fulfill the minimum eligibility criteria as per NCTE/UGC guidelines needed for the course. • The college identifies the gap between what they have been exposed to and what are the wider curricular requirements. • Every time there are changes or developments happening in the educational system. • Faculty development programs, sessions on Financial literacy and trainings on latest developments on ICT are planned for the faculties and other supportive staff. • Regular up-gradation of Non-Teaching Faculty via participation in Workshops. • Participation of Faculty in Conferences, Seminars and Workshops • Skill enhancement of students through trainings |
| Examination and Evaluation | <ul style="list-style-type: none"> • Main final examination is conducted by university as per there norms and students of MIE write their exams in the centers allotted by the university. • Examination committee conducts midterm examination for the students which covers at least 60 syllabus. • The examination committee has reinforced norms for the conduct of the examinations and made all faculty aware of these norms before the commencement of the exams. • Preference of faculty regarding dates of invigilation duties is taken and factored in while preparing the duty chart. • Duty chart of invigilation duty is prepared and circulated much in advance to ensure presence of faculty during exams. • Flying squads comprising of faculty from sister institutes (MIT MIP) ensured that use of unfair means is checked • Online mock test to improve their academic level performance, and also pre universities conducted for students so that they will be prepared to face the main examination. • For evaluation of the performance we include some method like student feedback, self evaluation, peer observation, monthly lecture report, proper checking daily lesson plans and many others. |
| Library, ICT and Physical Infrastructure / Instrumentation | <ul style="list-style-type: none"> • Library, ICT and Physical Infrastructure is upgraded periodically based on the recommendations of the Library Committee, e lab and institutional development cell |

respectively. • These are committees/ cells constituted by the Staff Council and meet periodically to assess needs and plan requirements accordingly. • Faculties develop existing syllabus course materials digitally through the existing resources which are kept in the library to be used as teaching aids

6.2.2 – Implementation of e-governance in areas of operations:

| E-governance area | Details |
|-------------------------------|--|
| Planning and Development | For the process of planning , communicating e-mails are preferred. The institution is in the process of creating software based system for the same. |
| Finance and Accounts | MIE have software driven system covering all financial matters like a) Admissions b) Enrollment c) Fee submission d) Salary Other Billing e) Exam Form Students receive computer generated receipt of all the fees submitted to the institution. It is a cashless procedure in which students pay through online transactions .Students fees details are maintained at account sections with their Barkatullah University accounts number. |
| Student Admission and Support | Students admission, eligibility, enrolment are done as per MP higher education guidelines provided on the portal. During admission process ample support is provided to the student so that all the necessary formalities are done properly. |
| Examination | The main session ending examination is conducted by Barkatullah university . Filling of form is done online as per MP higher education guidelines. The institution has ample manpower, hardware , software for the process. For internal examination s also student data base is maintained in soft computer based admit cards provided to the students. |

6.3 – Faculty Empowerment Strategies

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

| Year | Name of Teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
|------|-----------------|--|--|-------------------|
| 2018 | NIL | NA | NA | Nil |

| | | | | |
|-------------------|-----|----|----|-----|
| 2019 | NIL | NA | NA | Nil |
| No file uploaded. | | | | |

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

| Year | Title of the professional development programme organised for teaching staff | Title of the administrative training programme organised for non-teaching staff | From date | To Date | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
|---------------------------|--|---|------------|------------|---|---|
| 2018 | Guest lecture on Types of Intellectual Properties in Indian context. | Guest lecture on Types of Intellectual Properties in Indian context. | 31/08/2018 | 31/08/2018 | 22 | 6 |
| 2018 | FDP | Nil | 27/12/2018 | 29/12/2018 | 21 | Nil |
| 2019 | workshop on Meditation | Nil | 02/02/2019 | 02/02/2019 | 23 | Nil |
| View File | | | | | | |

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

| Title of the professional development programme | Number of teachers who attended | From Date | To date | Duration |
|---|---------------------------------|------------|------------|----------|
| FDP | 1 | 16/03/2019 | 30/03/2019 | 15 |
| No file uploaded. | | | | |

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

| Teaching | | Non-teaching | |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent | Full Time |
| 25 | 25 | 10 | 10 |

6.3.5 – Welfare schemes for

| Teaching | Non-teaching | Students |
|--|--|---|
| 1. Annual merit based appraisal 2. Free bus facility, 3. Monthly all faculty gathering to celebrate birthdays other personal achievements 4. Annual all staff picnic | 1. Annual merit based appraisal, 2. Free bus facility, 3. Provident fund benefits 4. Annual all staff picnic | 1. Students of MIE get assistance for filling forms for government scholarships available to them. The management also provides financial assistance to financially weaker 2. students. 3. Sport facilities are available to them after |

the regular classes. Inter college competitions are held within the group annually. 4. NCC NSS wings of college is also very active. 5. Students are taken for visit to any place of interest within city limits almost every weekend.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

There is practice of ensuring the audit of accounts internally. The accounts are also regularly audited annually by the Chartered Accountants duly approved by the Governing body. The account is audited at the end of every financial year. Optimum use of the budgetary provisions (from all recourses) is silent feature of the college.

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

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose |
|--|-------------------------------|---------|
| NIL | 0 | NA |
| No file uploaded. | | |

6.4.3 – Total corpus fund generated

| |
|----|
| 00 |
|----|

6.5 – Internal Quality Assurance System

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

| Audit Type | External | | Internal | |
|----------------|----------|---|----------|-----------|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | Yes | External Exhicutive comitee headed by Senior Govt Professor | Yes | PAC |
| Administrative | Nill | External Exhicutive comitee headed by Senior Govt Professor | Yes | PAC |

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

| |
|----|
| 00 |
|----|

6.5.3 – Development programmes for support staff (at least three)

Annual merit based appraisal, Free bus facility, Annual all staff picnic for developing a sense of bonding and belonging. Financial assistance to the meritorious wards of the staff for education . CL , maternity ,child care leave as per government rules .PF facility

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1.)Four undergraduate courses were started (1. B.Sc (Maths, Bio, CS,CA, CN, Bt), 2 B.Com (Eco, Tax, CA), 3. BBA 4.BCA) 2.) One PG course M.Ed diploma in dietetics were introduced 3.) NCC introduced.

6.5.5 – Internal Quality Assurance System Details

| | |
|--|-----|
| a) Submission of Data for AISHE portal | Yes |
| b)Participation in NIRF | Nil |
| c)ISO certification | Nil |
| d)NBA or any other quality audit | Nil |

6.5.6 – Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|------|--|-------------------------|---------------|-------------|------------------------|
| 2018 | Guest lecture on Types of Intellectual Properties in Indian context. | 31/08/2018 | 31/08/2018 | 31/08/2018 | 28 |
| 2018 | FDP | 27/12/2018 | 27/12/2018 | 29/12/2018 | 21 |
| 2019 | workshop on Meditation | 02/02/2019 | 02/02/2019 | 02/02/2019 | 23 |

[View File](#)

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

| Title of the programme | Period from | Period To | Number of Participants | |
|------------------------|-------------|------------|------------------------|------|
| | | | Female | Male |
| Sadbhavna Divas | 28/08/2018 | 28/08/2018 | 17 | 6 |

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

a. Regular plantation Drives b. 90 percent Recycling of organic waste c. Eco Friendly Building d. No use of Pesticides and no use of chemical in the gender e. No Need artificial lighting and ventilation . f. Polythene free zone

7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
|-----------------|--------|-------------------------|
| Ramp/Rails | Yes | Nil |

7.1.4 – Inclusion and Situatedness

| Year | Number of initiatives to | Number of initiatives | Date | Duration | Name of initiative | Issues addressed | Number of participating |
|------|--------------------------|-----------------------|------|----------|--------------------|------------------|-------------------------|
|------|--------------------------|-----------------------|------|----------|--------------------|------------------|-------------------------|

| | | | | | | | |
|-------------------|---|--|------------|----|-----|----|--------------------|
| | address locational advantages and disadvantages | taken to engage with and contribute to local community | | | | | students and staff |
| 2018 | Nil | Nil | 31/12/2019 | 00 | NIL | NA | Nil |
| 2019 | Nil | Nil | 31/12/2019 | 00 | NIL | NA | Nil |
| No file uploaded. | | | | | | | |

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

| Title | Date of publication | Follow up(max 100 words) |
|---------------------|---------------------|---|
| No such publication | 18/08/2018 | MIE has its own charter for code of conduct. It is placed at strategic position around the campus. A copy of it is given to the new students during orientation program |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|--|---------------|-------------|------------------------|
| International Yoga day as Yoga for peace. | 21/06/2018 | 21/06/2018 | 30 |
| Sadbhavna divas | 18/08/2018 | 18/08/2018 | 23 |
| Teachers day | 05/09/2018 | 05/09/2018 | 72 |
| World literacy day | 08/09/2018 | 08/09/2018 | 45 |
| Nutrition day (Food for all theme) | 09/09/2018 | 09/09/2018 | 11 |
| Self less service- Blood donation day Awareness Collection | 01/10/2018 | 01/10/2018 | 35 |
| Safe Transport Awareness | 25/10/2018 | 25/10/2018 | 115 |
| World AIDs day | 01/12/2018 | 01/12/2018 | 46 |
| View File | | | |

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

| |
|--|
| <ul style="list-style-type: none"> Planting and nurturing saplings so that they survive flourish, Approximately 50 species of medicinal plants are present in the campus. |
| <ul style="list-style-type: none"> For internal use of documentation, one sided paper is reused printer is set at 75 to reduce the usage of ink |
| <ul style="list-style-type: none"> Recycling of garden and canteen waste. |

• Efforts have been made to keep the campus ground porous so as to facilitate recharge of ground water.

• Solar water heating system has been installed for laboratory requirement.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

• Maintaining transparency in all aspects of the colleges functioning through the process of broad based consultation and improvement of the stake holders in implementation. • The academic atmosphere is well maintained by observing the schedule worked out by the college university.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://mittalinstitute.org/education/#tab_desc_649_7

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The overall development of the mind and body is a sign of a healthy and complete development. Hard work, dedication and perseverance are the most important traits in a person that lead to success. Our rigorous and intensive integrated teaching methods to prepare the students to take up teaching and other professions effortlessly and be a worthy citizens of the society. The leadership of the College of Education has visualized meeting the present, emerging and changing educational needs of the society in general. We are committed to provide world class professional education and to build and develop youth to a worthy citizens of the society. Colleges vision is to grow quantitatively as well as qualitatively and bring out competent qualified teachers and other professionals striving to serve the nation. We prepare our students to preserve our heritage and environment for themselves as well as for the next generation. Always be a soldier to defend and preserve our traditions and our environment.

Provide the weblink of the institution

https://mittalinstitute.org/education/#tab_desc_649_7

8.Future Plans of Actions for Next Academic Year

1.Increase the employability of students by three point approach i.e., • Maintaining high academic standards. • developing coordination with the industries and other prospective corporate employers. • Provide assistance guidance for clearing various PSC examinations 2.Taking up faculty development program more aggressively for achieving the above goal.