Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**ITM UNIVERSITY GWALIOR**
Name of the head of the Institution	**Dr. Ranjeet Singh Tomar**
Designation	**Vice Chancellor**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**+918770175183**
Mobile no.	**7983930974**
Registered Email	**naac.coordinator@itmuniversity.ac.in**
Alternate Email	**vc@itmuniversity.ac.in**
Address	**NH-44, BypassTurari, Jhansi Road Gwalior (M.P.) 474001, (INDIA)**
City/Town	**Gwalior**
State/UT	**Madhya Pradesh**
Pincode	**474001**

2. Institutional Status

University	**Private**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Dr. Arun Kumar Yadav**
Phone no/Alternate Phone no.	**+917983930974**
Mobile no.	**7983930974**
Registered Email	**iqac@itmuniversity.ac.in**
Alternate Email	**arun.kumar.yadav@itmuniversity.ac.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://itmuniversity.ac.in/aqar/

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://itmuniversity.ac.in/academic-calendar-2019-20/

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.31**	**2018**	**16-Aug-2018**	**15-Aug-2023**

6. Date of Establishment of IQAC	**12-Oct-2011**

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
No Data Entered/Not Applicable!!!		

8. Provide the list of Special Status conferred 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
School of Agriculture, ITM University, Gwalior	B.Sc. (Hons.) Agriculture	ICAR	2019 1095	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 :	**10**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
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)

1. For the proper functioning of various event committees in University, coordinators have been deputed in each committee and instructed to prepare the activity calendar and ensure the conduction of event in best possible way. 2. To improve the quality and accuracy in examination process at ITMU, question paper formats have been updated in various schools, teachers are instructed to include questions of competitive examinations, and guidelines have been issued regarding declaration of examination results. During COVID19 pandemic period, proctored examination was conducted through inhouse developed platform and timely, the result was declared. Due to the declaration of result timely, placement of final year students was not affected. 3. To improve the research and development activities, various research groups have been created and in each research group, one coordinator and some faculty members and research scholars have been included to promote the research activities in more effective manner. Every faculty member has been requested to write good quality research papers and publish in UGCCARE listed journals, write interdisciplinary research projects and submit the project(s) to government funding agencies and also work for getting the consultancy. 4. As the covid19 pandemic period was started in March2020, University has decided to ensure that student's teaching and learning should not be affected. So, we updated Moodle software with new features and given a new

name as TattvaLMS, where we provide all the learning contents to our students such aslecture notes, Power point presentations, Recorded Video lectures, Interactive video lectures and conducted online webinar classes, online assignment submission, ABCA and Virtual laboratory. 5. Management information system (MIS) software has been updated with more new features and named as Prabandh. Monitoring of course contents provided to students over the TattvaLMS, had been done through the PrabandhMIS software.

No Files Uploaded !!!

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
No Data Entered/Not Applicable!!!	
[View File](#)	

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

Name of Statutory Body	Meeting Date
Internal Assessment Committee	**10-Oct-2020**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**
Date of Visit	**21-Jul-2019**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2020**
Date of Submission	**30-May-2020**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**Prabandh Management Information System 1. Objectives of the Practice: Technology in the education enables students, faculty and researches with easy access to the internet and open networks, to adopt high degrees of sharing, collaboration and participation. We are fully clued upon the hypothesis that the dimensions and quality of education keep on evolving**

with time. In every walk of life, there has to be very copious intervention of technology in general and that of Information and Communication Technology (ICT) in particular. In consonance with this, our entire essential processes which appertain to academics, examinations student support services like hostel and transport, various human resources functions are executed through a highly sophisticated ERP platform titled as "PrabandhManagement Information System" developed by ITM University. To provide an integrated platform for smoothly conveniently running the various processes of the university. An Automated maintenance/service facility across organization through helpdesk. To reduce the time effort for maintenance of students as well as employee record. To provide single window solutions to various workflows across university. 2. The Context An integrated management information system is essential for any organization with large amount of data, multiple processes, and varied requirements. At ITM University ERP portal is being used for the last four years. The key modules include: Management Information System comprising of: • Student Information System ? Applicant Database ? Student Database ? Timetable Module ? Attendance Module ? Exam Grading Module ? Activity Based Learning Module • Faculty Staff Management ? Employee Information ? Leave Management ? Performance Appraisal • Finance Account Management: ? Student Fee Management ? Account payable ? Balance Sheet • Purchase Inventory Management • Self Service portals for students employees 3. The Practice The ERP System enables integration which facilitates the entire student life cycle management through a tamper proof workflow form enquiry to alumni by MIS module. This is a platform solution that has following features: Students can apply provide their personal details at remote accession on their comfort of time space create application form on further scrutinizing the documents at the time of admission The Admission module of MIS defines the entire admission process in as endtoend way.

Other related activities, such as configuring the roll number elements performing seat allocation, etc. are also performed with the help of this module. The same has been deployed to integrate the process starting from the online application to making a complete student database for accessing the information throughout the university procedures. • Student Management Student: Student can view its life cycle processes such as student complete details, Fee, Timetable, Attendance, Transport and Hostel, Exams, Results. • Self Service ? Faculty: Apply leave, approve leave and mark student's attendance. ? Student: Student can apply for his Hostel request, Transport request and view his stoppage routine.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
No Data Entered/Not Applicable !!!			

View File

1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
No Data Entered/Not Applicable !!!				

View File

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		

View File

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the University level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BArch	NA	05/07/2020
BPharm	NA	20/05/2020

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
No Data Entered/Not Applicable !!!		
View File		

1.3.2 – Field Projects / Internships under taken during the year		
Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
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

The student feedback plays a very important role and is an essential element of the learning process. The University collects the feedback on various curriculum aspects and courses from students, through online mode. The feedback collected from the individuals has been analyzed and taken to the consideration for the development of curriculum, teaching learning process and environment. The Students' Feedback on curriculum and teaching learning process at ITM University is designed to get formative feedback from students that can be used towards the improvements in the quality of course design and delivery, as well as student learning experiences. For the academic year 2019-2020, students' feedback is sought and majority of the student population agreed that the syllabus is very much challenging and the allocation of credits is appropriate in relation to the level of course work. Majority of the students strongly agreed that the syllabus is covered by the teachers on time. The students agreed that the content provided in the syllabus is well sequenced and equipped them with necessary technical skills required for their professional areas and laboratory experiences and practical exposure given to them enhanced their understanding of the concepts and enable them to relate theoretical components to practice. Feedback analysis report reveals that The PBL i.e. project based learning was a benchmark in their syllabus and the practical approach towards learning enhanced their level of understanding. ABCA activities were quite fruitful in which the students were able to enhance their aptitude and logical thinking. • The analysis of the students' feedback clearly depicts that they are well satisfied with the curriculum development and revision. • The students highly appreciated the academic related infrastructural facilities such as library, laboratories, playground and other facilities. Significant Suggestions: i. More Career Awareness Program ii. Introduce Skill Development Center iii. Syllabus should be more industry oriented. iv. The syllabus should be reformed as per need of the time. Follow-up action: The suggestions were discussed in the board of studies and decided to take necessary action to implement the suggestions to the extent they are viable. The action taken

report was that the syllabus was reformed according to the industrial needs time to time. Regular Board of Studies was planned in which one of the experts was from the industry and one from academics. This helped in making the course more skill and industry oriented. Regarding Alumni feedback, the alumni meet was conducted off campus in a city accessible to alumni to interact with them and develop a bonding which is fruitful for our future students regarding placements. Alumni association is also being formed. Regular parent teacher meet are being organized in which the parents visit the University to interact with the mentors, Deans and Head of the respective department. If the parent is far off, he can telephonically contact the mentor, the mentor provides the full details of his academic performance i.e. his marks of the midterm, attendance record and his participation in various co-curricular and extra curricular activities.

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
No Data Entered/Not Applicable !!!				
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 courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	3863	570	234	66	73

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	Numberof smart classrooms	E-resources and techniques used
373	373	20	40	16	16
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)

The university has a system of faculty mentor. On joining the University, every student is assigned to a faculty mentor. Students are expected to consult the faculty mentor on matters related to their academic performance and the courses they may take in various semesters. Role of faculty mentor is to extend guidance to students, enabling them to complete their courses of study in a smooth and satisfactory manner. Parents/ guardians can contact to mentors for performance related issues of their ward(s). Under the faculty mentor scheme, a group of 20 students has been assigned to each mentor. Regularly, students contact to concern mentors and discuss his/her problems related to academics, placements or social emotional issues.

Number of students enrolled in the	Number of fulltime teachers	Mentor : Mentee Ratio

institution		
4433	373	1:12

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
72	68	4	68	25

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
No Data Entered/Not Applicable !!!			
View File			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
View File				

2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
80	4392	1.82

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)

http://itmuniversity.ac.in/aqar/

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
No Data Entered/Not Applicable !!!					
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)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
No Data Entered/Not Applicable !!!				
View File				

3.1.2 – Number of JRFs, SRFs, Post Doctoral Fellows, Research Associates and other fellows in the Institution enrolled during the year

Name of Research fellowship	Duration of the fellowship	Funding Agency
No Data Entered/Not Applicable !!!		
View File		

3.2 – Resource Mobilization for Research

3.2.1 – 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
No Data Entered/Not Applicable !!!				
View File				

3.3 – Innovation Ecosystem

3.3.1 – 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
No Data Entered/Not Applicable !!!		
View File		

3.3.2 – 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
No Data Entered/Not Applicable !!!				
View File				

3.3.3 – 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
No Data Entered/Not Applicable !!!					
View File					

3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Microbiology	3
Computer Science and Engineering	2

Computer Science and Applications	1
Environmental Science	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			

[View File](#)

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

Department	Number of Publication
No Data Entered/Not Applicable !!!	

[View File](#)

3.4.4 – Patents published/awarded/applied during the year

Patent Details	Patent status	Patent Number	Date of Award
No Data Entered/Not Applicable !!!			

[View File](#)

3.4.5 – 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
No Data Entered/Not Applicable !!!						

[View File](#)

3.4.6 – 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
No Data Entered/Not Applicable !!!						

[View File](#)

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

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				

[View File](#)

3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
No Data Entered/Not Applicable !!!			

[View File](#)

3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
No Data Entered/Not Applicable !!!				
View File				

3.6 – Extension Activities

3.6.1 – 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
No Data Entered/Not Applicable !!!			
View File			

3.6.2 – 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
No Data Entered/Not Applicable !!!			
View File			

3.6.3 – 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 activites	Number of students participated in such activites
No Data Entered/Not Applicable !!!				
View File				

3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
View File			

3.7.2 – 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
No Data Entered/Not Applicable !!!					
View File					

3.7.3 – 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
No Data Entered/Not Applicable !!!			
View File			

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
534.09	397.14

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
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 patially)	Version	Year of automation
e- Granthalaya	Fully	3 Version (32 Volume)	2019

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
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
No Data Entered/Not Applicable !!!			
View File			

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	1025	18	60	18	1	57	105	60	0
Added	0	0	50	0	0	0	0	50	0
Total	1025	18	110	18	1	57	105	110	0

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

110 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
Instructional Media Center	http://itmuniversity.ac.in/school-of-humanities/
Content Developed at Instructional Media Center	https://www.facebook.com/ITMUNIVERSITYINDIA/videos/259293022112979
Content Developed at Instructional Media Center	https://www.facebook.com/watch/?v=813959426061139
Content Developed at Instructional Media Center	https://www.facebook.com/watch/?v=324055768863362
Content Developed at Instructional Media Center	https://www.facebook.com/watch/?v=610965836516425

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 incurredon maintenance of physical facilites
886.3	988.56	404.02	455.25

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 University provides apt allocation of funds for the maintenance of various facilities. The proper functioning of the implemented system is validated by regular committee meetings. Departmental Laboratories: • The Lab technicians of individual Labs, under the supervision of the concerned HOD, maintain the following • Repairing, maintenance and calibration and cleaning of equipment's • Maintenance of sophisticated equipment at regular intervals through the service provider namely the vendor • Laboratory waste material disposal in accordance to its nature • Annual stock taking is carried out by a university constituted committee to take stock of actual availability and functionality University Library • At the end of every session, fresh requirements for the upcoming session are floated amongst the schools. After due approval of the finalized list, purchase is initiated. • Return of books are ensured from passing out students, by the mandatory No Due statement • Entry registered at the gate to note the entry of students and faculty • The Library also has a constituted committee, hat sits regularly to frame policies for higher utility and productivity of the library The Sports facility Regular maintenance of the indoor and outdoor courts, gym, athletic ground and the cricket pitch is under the individual coach. As these facilities come under the School of Sports. Funding for maintenance and enhancement are put forward by the Dean Computer Laboratories • There are four computer laboratories that are maintained through the AMC. Individual lab technician, have the responsibility

for the upkeep of the units on regular usage, and report of any damage and untoward incidence to their HOD • Non repairable and obsolete units are disposed off in accordance to university norms Classrooms • Each school has a set of individual classrooms. The upkeep and maintenance of these class rooms is under the individual school • At the end of each semester, stock of each classroom is taken. Any repair of furniture and electrical fittings is imitated immediately through the Maintenance department at the University workshop. • The seminar hall and conference hall utilization is provided by Registrar office on the basis of FCFS or as approved in the Activity Calendar by the academic council. The upkeep and maintenance of the seminar room is under the Maintenance department. After due approval for usage, the access to the seminar hall rests with the maintenance department • The Maintenance department is in-charge of the cleanliness, repairs of the university and reports to the Vice chancellor The Workshop: The University has its own workshop where furniture repair is done in house. There are technicians, masons, plumbers, carpenters, who ensure the maintenance of the infrastructure of the University.

http://itmuniversity.ac.in/school-of-physical-education/#

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	Nill	Nill	Nill
Financial Support from Other Sources			
a) National	Nill	Nill	Nill
b)International	Nill	Nill	Nill
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 implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
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 passedin the comp. exam	Number of studentsp placed
No Data Entered/Not Applicable !!!					
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

5	5	15

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
View File					

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
No Data Entered/Not Applicable !!!	
View File	

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
View File						

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

ITM University Gwalior has constituted a Students Council. The objective of Students Council is to look after the welfare of the students and to promote and coordinate the Curricular, Co-curricular and Extra-curricular activities. 1. Roles and Responsibilities of the Student Council • To officially represent all the students in the university. • To identify and help in solving problems encountered by students in the university. • To communicate students opinion to the university administration on any subject related to the students. • To promote and encourage the involvement of students in organizing university activities. • To promote the interest of students among the stakeholders of the university. • To work as consultant among students for any issue of importance.

• To organize educational and recreational activities for students. • To organize an activity. • To recognize the efforts of students involved in organizing university activities. • To propose activities to the university administration that would improve culture in the university. • To maintain good relations out of mutual respect, with the university, staff and parents. • For proper functioning of university following are the areas where student council plays a major role: o Discipline o Hostel o Sports o Health and Hygiene o Registration o Attendance o Academic activities o cultural activities o Co-curricular activities o Training and Placement o Community Participation Representatives of Students Council 1. University Officials (as guides/mentors) 2. Executive Student Members o Executive members are nominated by the class representatives of the school/dept. o To take part in all special committees formed by the university from time to time. o To communicate the student council activities and actions to class representatives. o To communicate the ideas and needs of a specific Class/dept/school to the student council. 3. Class representatives o Class representatives are nominated by the class (two from each class/section). o To communicate the ideas and needs of specific Class to the Executive members of the concerned dept/school. o To communicate the student council activities and actions to their designated Class. o To aid in the organization of educational and recreational activities proposed by the council. o To report any matters to the executive members of the concerned dept/school that affect the class they represent.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The University has a rich network of alumni who are happy to share their resources with students under the umbrella of their alma mater. The university keeps a good contact with alumni and conducts alumni meets regularly. A database of more than 7536 alumni is available with the university. ITM Alumni Association has established on March 15, 2018. The Registration number of alumni association is 02/42/01/22381/18. The main objective of the Association is to bridge the gap between the university and alumni. They have been responsible for keeping complete track of alumni with their required details, inform them about the current changes and achievements of the university We keep close contact with them and invite them to interact with students regularly. They are also the special invitees in important functions of the School/Departments and the University. They share experiences of their struggles and successes with their junior scholars and encourage young learners to aspire for betterment and big achievements. The motive of the interaction is to promote the culture of lifelong learning, to enrich the intellectual pursuit for life and to promote a sense of belongingness together as learners and seekers towards becoming responsible citizens. University alumni also recommend and support students for their placements. Some of our alumni have already created startup companies under our entrepreneurship development cell "IDEAPAD". They translate ideas into companies and generate employment. There are 20 chapters of our Alumni working in India and abroad viz. • Mumbai • Bangalore • Hyderabad • Kolkata • USA • UAE • Pune • Delhi • Vadodara • Ahmedabad • Nagpur • Bhopal • Lucknow • Nasik • Muscut • Jaipur • Chennai • London • Singapore • Sydney So far we have not received any financial support from our alumni. The University is in the process of getting ITM University alumni association registered. Presently, a group of senior faculty members is coordinating the activities of alumni.

5.4.2 – No. of registered Alumni:

6873

5.4.3 – Alumni contribution during the year (in Rupees) :
0

5.4.4 – Meetings/activities organized by Alumni Association :
03

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)

Faculty members, Heads of Departments and Deans of Schools largely play the decision-making role in many Schools and University levels issues. Decentralized functioning mechanism, empower the Departments / Schools and individual faculty with a great level of flexibility in academic administration, and helps the faculty in making decisions. The policies are well-defined by the University authorities including the Board of Studies, Purchase Committee, Standing Committee, Anti-Ragging Discipline Committee and Academic Council. Faculty is represented, in most of the committees, right from the Board of Management up to the departmental committees, At the same time, there are sufficient checks and balances built in the system to see that these decisions are carefully taken. These decisions can also be reviewed by higher authorities and committees in case of needs. Two practices of decentralization and participative management during the last year are Switch to Online Teaching Unprecedented conditions of Corona pandemic put a great challenge to our regular teaching and we accepted this challenge as an opportunity to develop online platform in a best way. Within few days we met together through online meeting and asked all deans of the schools to call the school level meetings and send us suggestions for this. Based on suggestions received we finalized a list of jobs to do by the faculty level, administration level and monitoring level. After series of meetings we drafted a proposal for adapting online teaching and learning. Prepared guidelines for designing of online contents and video lectures, assignments, activities etc. we submitted this proposal to our higher authorities through academic council. And after approval implemented this. IQAC involved at all stages since inception, development, approval and execution. Online platform work is fully decentralized as the duties are properly assigned from faculty to LMS coordinator, Head and Deans. The practice of online teaching developed in our university is a good example of decentralization and participative management developed in the last year. Augmentation of Syllabi For academic syllabus etc. each Department /School has its own committee which after finalizing sends it to Vice Chancellor office. Then it is submitted to standing committee from where it goes to academic council for final approval. We upgrade our Syllabi in regular interval, with the participation of all faculty members. We take feedback from our academic/Industry/research advisors and Students/Parents of the school/department. The compiled feedback discussed at the school and planned a strategy to implement to put in BOS. The BOS committee of the university meets at regular interval. The committee has representation and involvement of faculty and non-teaching employees of the university and external experts form industry and academics for decision making process of the University. BOS suggest the changes and then sent to Academic council. After rigorous discussion and inclusion of suggestions the academic council passed the syllabi. This year based on feedback some changes have been done for skill based and research temperament, critical thinking and learning.

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

Yes

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
Teaching and Learning	The University has framed for itself various strategies which enhance the teaching and learning quality. These strategies are framed by the University keeping in view the quality changes required for the development of the Schools / Departments. Apart from the lecture-method of teaching, group discussions, field studies, debates, seminars, study tours etc. are adopted for proper understanding of the subjects. The University has well-experienced faculty members. The faculty members of various departments participate actively in academic programs. The evaluation methods are communicated to the students by the faculty in the class rooms during orientation program at the beginning of every semester and displayed on the notice board of the Department / School. The faculties have given full permission to enrich their knowledge through seminars, refresher courses, and orientation courses, etc.
Curriculum Development	In order to develop the curriculum, the following steps are being followed (1) All faculty member conduct a faculty meeting in which the subjects and scheme is discussed and decided after long consultation (2) The content of syllabus is thoroughly investigated and changed according as per requirement of industry after consultation of experts of industry who generally visit us during various events. (4) Finally the meeting of BOS is conducted by calling experts from highly reputed academic institution and industry (5) During meeting of BOS again after consultation and approval of expert of BOS, the curriculum including the syllabus is designed and developed.
Examination and Evaluation	Generally, we believe in continues evaluation system, the two midterm of 30 marks and one end term of 40 marks is conducted. One of the two midterm generally happens to be online which is multiple choice based, second midterm conducted based on descriptive

	questions and final end term exam is conduced which is also offline and descriptive and analytical questions based examination. For evaluation system the midterm online examination is evaluated online immediately as per the answers finalized by the concern faculty of out of any four option of concern questions. For the evaluation of descriptive based and offline examinations, all faculty members are called in exam cell and they evaluate the answer sheet by sitting in exam cell only.
Research and Development	The University promotes and sustains research culture, freedom to publish results of research, extent of use of consultancy, healthy participation in extension programs to the faculties. The University has dedicated RD department and laboratory equipped with latest tools/software and high specification systems to promote the research. The University encourages the faculties for research work and also supports in terms of finance.
Library, ICT and Physical Infrastructure / Instrumentation	ITM University has Resource Center Which has a rich collection of books, journals (National/International), audio-visuals, CDs, VCDs, annual reports, newsletters, etc. The Resource center has a collection of more than thousands books covering not only all aspects of business and management but also including related areas like Economics, Behavioral Sciences, IT, Law, Engineering, etc. Dedicated digital library with Updated machines is part of our resource center.
Human Resource Management	In the University, the process of assessing adequate human power requirements, staff recruitment, monitoring and planning professional development programs for personnel development and seeking appropriate feedback responses is up to the mark and noteworthy. There are many staff welfare schemes. Staff-training take place periodically. The University recruits faculty members and staff based on the guidelines provided by the UGC and Incentives are also given to the faculty/staff members from time-to-time. An Effective system of appraisal is implemented on the performance of teachers and staff.

Industry Interaction / Collaboration	The University interacts with various local as well as outside industries. We consult with industries on various issues for the improvement of education system and to fulfill the needs of the industry as far as job arena is concerned. Seminars, workshops, conferences on various subjects are conducted in the University premises with industrial support regularly. The University also organizes field tours to various industries. The students come to learn a lot from these visits.
Admission of Students	The procedure adopted for admissions to various courses provided by the school is based on student's academic records. The rules and regulations set by the UGC are strictly followed for students' admission. The University has made provision for assessing students' knowledge and skill for particular program through ITM-NEST / JEE (Main) / other Entrance Examinations and thereafter a student is admitted to a course of study.

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

E-governace area	Details
Planning and Development	All planning and development for e governance online development is well implemented in the university. Some of them are LMS, MIS, online meetings, financials, purchasing, and student support. Mr. K D Sharma, System Analyst, ITM University Gwalior, India is doing wok in this direction.
Administration	Development of administration through management information system (MIS) serves as the backbone of our organization. MIS gathers data from multiple online systems, analyzes the information, and reports data to aid in management decision-making. Created a link among students, administration and management. Headed by Mr. K D Sharma, System Analyst, ITM University Gwalior, India.
Finance and Accounts	Have online Fee submission system, keeping online record of all purchase, salaries, and all financial details. This job assigned to Mr. Gaurav Shelke , ITM University Gwalior, India
Student Admission and Support	Students admission process though online MIS system and coordinated by Mr. Ashish Doorwar , ITM University

Gwalior, India

Examination	All Midterm and end term exams, preparation and declaration of results is done through online medium and managed by our ERP cell. Mr. Akhilesh Kushwah Mr. Ashish Doorwar, ITM University Gwalior, India from ERP is managing the online Examination Module.

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
No Data Entered/Not Applicable !!!				
View File				

6.3.2 – Number of professional development / administrative training programmes organized by the University 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)
No Data Entered/Not Applicable !!!						
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
No Data Entered/Not Applicable !!!				
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
68	68	53	53

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
The faculty may also avail travel grant, Two, each year in India(One each for national and international) and 25 of travel grant, one in a	The raise in percentage of DA for all administrative staff or technical staff will be 5 which will be effective from July of the academic	University Provides various scholarship under various category like Early bird scholarship, Meritorious Scholarship, Chancellor Scholarship.

block of four years outside India, for presenting a paper, PF contribution is deducted monthly as per the Employees Provident Fund and Miscellaneous Provisions Act, 1952. Any Collaborative research project undertaken by our faculty with a foreign University with tangible outcome, the faculty member is eligible to earn a credit of 2.00 per project.	year. PF contribution is deducted monthly as per the Employees Provident Fund and Miscellaneous Provisions Act, 1952.	Scholarship to Economic weaker Students, Army person scholarship, Sibling scholarship.

6.4 – Financial Management and Resource Mobilization

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

1. Purpose. The Board of governors authorizes the Chancellor of University to hire internal audit staff to provide independent appraisal services to the Board and institutional administrators. Internal auditing is a managerial control which functions by measuring and evaluating the effectiveness of other financial and managerial controls. Retires or senior person form Audit and Accountant are member of internal audit Committee. They meet quarterly or as per requirement to conduct internal audit. 2. Objective and Scope. The objective of internal auditing is to assist the Board of Governors and institutional administrators in the effective discharge of their responsibilities by furnishing them with analyses, appraisals, recommendations and pertinent comments concerning the activities reviewed. The attainment of this objective involves such activities as: a. Reviewing and appraising the soundness, adequacy and application of accounting, administrative and other operating controls, and promoting effective control at reasonable cost. b. Ascertaining the extent of compliance with established policies, plans and procedures. c. Ascertaining the extent to which assets are accounted for and safeguarded from losses of all kinds. d. Ascertaining the reliability of management data developed within the organization. d. Conducting special examinations and reviews at the request of the Audit/Compliance and Investment. e. Committee, the Board of Regents or institutional heads. f. Evaluating the economy and efficiency with which resources are employed and recommending improvements in operations, including reviews of administrative and support services with the objective of reducing operating costs. 3. Authority. The internal audit staffs are authorized by the Board of governors to conduct a comprehensive program of internal auditing. To accomplish their objectives, the internal auditors are authorized to have unrestricted access to university functions, records, properties and personnel. 4. Reporting. The internal audit staffs report to the Boards and indirectly to the University Chancellor, and where appropriate. External Audit conducted BY A Leading Chartered Accountants Firm on regular basis. External auditors may request to discuss financial and audit related issues with the Audit/Compliance. The Audit/Compliance may request the other external auditors to discuss financial and audit related issues with the Committee

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

All India Council for Technical Education	447333	Short Term Training Program (STTP)

<div align="center">

[View File](#)

</div>

6.4.3 – Total corpus fund generated

<div align="center">

1178.67

</div>

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**	**ICAR**	**Yes**	**Vice Chancellor**
Administrative	**Yes**	**ICAR**	**Yes**	**Registrar**

6.5.2 – What efforts are made by the University to promote autonomy in the affiliated/constituent colleges? (if applicable)

<div align="center">

All Schools are Autonomous

</div>

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

<div align="center">

(1) Parents Teachers Meeting (2) participate in many University programs and give Suggestions regarding academic and administrative reforms (3) Orientation Ceremony

</div>

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

<div align="center">

A Motivational lecture on theme 'Personal Growth' has been conducted on Thursday, 8 August 2019 during 3:30 PM to 4:55 PM. The lecture was jointly organized by Dr. Kapil Govil, Training Coordinator and Ms. Jyoti Bhatnagar, Deputy Librarian, Central Library, ITM University Gwalior. The lecture was especially conducted for central library staff however, staff members from Computer Science and Applications, Pharmacy also attended the lecture. The lecture was designed to uplift inter – personal skills, behavior, moral values, ownership. The event witnessed presence of more than 16 participants of ITM University Gwalior. The lecture was conducted by Dr. Kapil Govil. A workshop on Letter Drafting has been conducted on 21 July 2019 during 1:00 PM to 5:00 PM. The workshop was organized by Dr. Kapil Govil, Training Coordinator, and ITM University Gwalior. The workshop was especially conducted for Lab Technicians, Office Support staff members. The workshop was designed to uplift Letter writing skills, application writing skills. The event witnessed presence of more than 15 participants of ITM University Gwalior. The workshop was conducted by Dr. Kapil Govil. Department of Computer Science Applications, ITM University, Gwalior Organized workshop on Microsoft office tools during September 02-06, 2019.The purpose of this workshop is to train our non-teaching and supporting staff on Microsoft office tools. In the workshop, hands-on conducted on Microsoft office word, power point and Microsoft excel and around 15 staff members had participated in the workshop.

</div>

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

<div align="center">

1. Virtual Lab integration 2. Specialization Program Started from 2020 a) B Tech Specialization in Manufacturing technology b) B Tech Specialization in Structural Engineering 3. Initiative in R D activities by forming many research groups and promoting interdisciplinary research

</div>

6.5.6 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	**Yes**
b)Participation in NIRF	**Yes**
c)ISO certification	**No**
d)NBA or any other quality audit	**Yes**

6.5.7 – 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
No Data Entered/Not Applicable !!!					
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
Teachers Day	**05/09/2019**	**05/09/2019**	**76**	**133**
National Youth Day	**12/01/2020**	**12/01/2020**	**33**	**18**
International Women's Day	**08/03/2020**	**08/03/2020**	**10**	**68**

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
Percentage of power requirement of the University met by the renewable energy sources - Total Power Requirement 8 Percent

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	**Yes**	**Nill**
Provision for lift	**Yes**	**Nill**
Ramp/Rails	**Yes**	**Nill**
Braille Software/facilities	**Yes**	**Nill**
Rest Rooms	**Yes**	**Nill**
Scribes for examination	**Yes**	**Nill**
Special skill development for differently abled students	**Yes**	**Nill**
Any other similar facility	**No**	**Nill**

7.1.4 – Inclusion and Situatedness

Year	Number of	Number of	Date	Duration	Name of	Issues	Number of

initiatives to address locational advantages and disadvantages	initiatives taken to engage with and contribute to local community			initiative	addressed	participating students and staff
No Data Entered/Not Applicable !!!						
View File						

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

Title	Date of publication	Follow up(max 100 words)
Fit India Movement	02/10/2019	Fit India Rally of Approximately 4 km from Chetakpuri Chauraha to Laxmi Bai Samadhi Sthal, Gwalior
Constitution Day	26/11/2019	Group Discussion On The Regarding Constitution and what are the Changes to be done in Future.
Vijay Divas	19/12/2019	NA
Rastriya Yuva Week	16/01/2020	Performed Various Physical Activities Like Cricket, Football, Tanis, Badminton Etc.
National Youth Day	12/01/2020	Running in University Campus
National Voters Day	25/01/2020	Jagrukta Rally in Lakhnoti Khurd, Dongarpur Village
International Mother Language Day	21/02/2020	Writing Competition
World No Tobacco Day	31/05/2020	No Activity can be Performed due to Lock-down
World Environment Day	05/06/2020	Plantation at Home or nearby Paces.
International Yoga Day	21/06/2020	Meditation at Nearby Garden or at Home.
iGOT COVID-19	08/07/2020	NCC cadet training was completed as a volunteer through program conducted by ministry of home affaire
Prevention from COVID 19	18/03/2020	Health education given at community area of Antri regarding how to wear mask, Gloves and hand washing techniques. Distributed soaps, mask sanitizers to the people

| | of community area of Atri. Explain them to how to take deep breathing exercises |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
[View File](#)			

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

1. Solid waste management: Bio waste composting machine ITM university has hostel and mess facility for students. About 2500 person per day take their meal in mess. The mess generates about 100 to 150 kg bio waste daily. The university disposes the waste to convert it into compost which is time taking process. Thus a machine has been installed in School of Agriculture to convert the bio waste into compost in one day. This is a decomposer machine ERS-50-304. Body has been installed near School of Agriculture in August 2018. The machine is divided into 2 chamber, i.e. one feeding and churning chamber and second electric panel chamber. This machine works on the extreme thermophilic process of organic matter decomposition. Electric panel is to maintain the heat 110o C all the time. Extreme thermophilic bacteria work on this temperature and degrade the food waste into compost just in one day. Waste is feeded once in a day from top inlet and after 24 hours the compost is taken out from the side outlet. This can manage the organic waste every day and can save the environmental pollution. In this machine, per day 50 kg. waste can be fed in feeder and 5 kg. compost can be obtained. The input output ratio is 10: 1. 2. E-waste management The university has taken necessary steps to carefully manage solid, liquid and medical waste. Our model is adopted by the Gwalior Municipal Corporation for its Smart city strategy. We also regularly dispose of metal scrap and building waste material to keep the campus clean. The matter of e-waste management is actively under the consideration and will be implemented soon. 3. Rain water harvesting structures and utilization in the campus The University is committed to conserve natural resources such as precious water. All of our buildings have rain harvesting system in place to augment supply of potable water to maintain a green campus. 4. Green Practices: Students and staff are using: a) Bicycles b) Public Transport c) Pedestrian friendly roads • Plastic-free campus • Paperless office • Green landscaping with trees and plants 5. To make the campus and nearby places Eco-friendly, apart from the above initiatives, University also conducting the following events regularly: • Hariyali Mahotsava • Water Conservation Awareness Rally • Plastic Free Awareness and Cloth Bags Distribution Program • Waste Management Awareness Program • Waste Management through Vermi-composting, Solar Energy- Solar Water heaters are used in hostel.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Title of the Practice Enterprise Resources Planning (ERP) 2. Objectives of the Practice Technology in the education enables students, faculty and researches with easy access to the internet and open networks, to adopt high degrees of sharing, collaboration and participation. We are fully clued up on the hypothesis that the dimensions and quality of education keep on evolving with time. In every walk of life, there has to be very copious intervention of technology in general and that of Information and Communication Technology (ICT) in particular. In consonance with this, our entire essential processes which appertain to academics, examinations student support services like hotel

and transport, various human resources functions are executed through a highly sophisticated ERP platform developed by ITM University. • To provide an integrated platform for smoothly conveniently running the various processes of the university. • An Automated maintenance/service facility across organization through help-desk. • To reduce the time effort for maintenance of Students as well as employee record. • To provide a single window solution to various workflow across university. 3. The Context An integrated management information system is essential for any organization with large amount of data, multiple processes, and varied requirements. Enterprise Resource planning (ERP) applications are the answer to such requirements. ERP covers the techniques and concepts employed for the integrated management resources, to improve the efficiency of an enterprise. ERP software package are integrated covering all enterprise business functions. At ITM University ERP portal is being used for the last four years. The key modules include: - • Management Information System comprising of: - (i) Student Information System • Applicant Database • Student Database • Timetable Module • Attendance Module • Exam Grading Module • Activity Based Learning Module (ii) Faculty Staff Management: - • Employee Information • Leave Management • Performance Appraisal (iii) Finance Account Management:- • Student Fee Management • Account payable • Balance Sheet (iv) Purchase Inventory Management (v) Self Service portals for students employees (vi) Learning Exchange module Moodle is a single sign on portal enabling the authenticated users to experience a social networking like interaction with students, Faculty member, Industry Interaction Cell (IDEAPAD). This portal also as, Management Information System (MIS) and Learning Management System (LMS) for the student, participate in online quizzes, debates, and much more. 4. The Practice The ERP System enables integration which facilitates the entire student life cycle management through a tamper proof workflow form enquiry to alumni by MIS module. The solution encompasses the entire student life cycle management activities, institutional support activities, and efficient control of management resources by providing education platform solutions, such as learning management, virtual community, assessments, and distance learning to support teaching, and increase teacher student collaboration. This is a platform solution that has following features: Students can apply provide their personal details at remote accession on their comfort of time space create application form on further scrutinizing the documents at the time of admission The Admission module of MIS defines the entire admission process in as end-to-end way. Other related activities, such as configuring the roll number elements performing seat allocation, etc. are also performed with the help of this module. The same has been deployed to integrate the process starting from the online application to making a complete student database for accessing the information throughout the university procedures. a. Student Management:- Student: Student can view its life cycle processes such as student complete details, Fee, Time-table, Attendance, Transport and Hostel, Exams, Results. b. Self Service:- i. Faculty: Apply leave, approve leave and mark student's attendance. ii. Student: Student can apply for his Hostel request, Transport request and view his stoppage routine. Moodle (Learning Management System) facilitated faculty and students as:- 1) Faculty:- a) Batch wise communities are created for all the batches to students where Media/Videos, Blog posts, Bytes, File sharing/ Notes Sharing by Faculty members can be posted. b) Subject wise content can be uploaded in which file/notes in the form of Pdf, text document, word or excel file, presentation and video can be shared. c) Subject wise assignment can be given to the students and examinations could be conducted. 2) Students:- a) Student can share his ideas by posting Media/Videos, Blog posts, Bytes and files. b) Subject wise content can be viewed / downloaded by the students, 5. Evidence of Success At ITM University ERP portal is being used for the last four years and almost each module is in place and the performance of ERP system is on the ascending side with its implementation. 6. Problems Encountered and Resources Required In initial

phases when the ERP solutions were implemented the network connectivity within the campus was through LAN. All the users were forced to sit in labs for accessing ERP solutions resulting into lower usages. To provide anytime anywhere access the campus was made Wi-Fi enabled resulting into more usages across beyond the campus peripherence. 7. Notes In order to make the solution functional, lot of exhaustive training sessions were conducted for inducing galvanizing the implementation across the University. 1. Title of the Practice Activity Based Continuous Assessment (ABCA) System 2. Objective of the Practice • To help a student to exhibit his talent through activities. • To assist students individually for learning. • To support learning through improved student-teacher interactions • To lead the students toward better understanding of the concept. 3. The Context The learning process is more effective and consistent by systematically linking activities to course structure and grading practices to intended learning goals. The teacher provides systematic feedback to students about their own progress. The following are the changes addressed for implementing ABCA System. • What do you really want students to know and learn? • What are your students actually learning? • What can you do to help students learn what you believe they need to know? 4. The Practice Continuous Internal Assessment System comprises in the form of Activity Based Continuous Assessment (ABCA) system has two components in theory and practical Courses: Internal Assessment-60 This consists of the assessment of day-to- day performance of the student, based on activities in the theory and practical courses. External Assessment-40 This consists of the assessment of the student in the End Term Examination in both theory and practical courses. Assessment System for Theory Subjects comprise of: End Term Examination- 40 Marks Mid Term Examination- 30 Marks Class Participation- 30 Marks Assessment System for Practical Subjects comprise of: End Term Examination- 40 Marks Progressive Evaluation- 30 Marks Internal Viva Voce- 30 Marks Marks of class participation is allocated on the basis of regularity and on the basis of following application based activity (Minimum 03 in each subject per semester) - Seminar Presentation - Review Paper / Articles - Poster Presentation - Case Writing - Open Book Test / Quiz - Framing of Relevant Questions Marks of progressive evaluation are allocated on the basis of regularity and, on the basis of experiment conducted in the labs, practical record (file or Journal), unique experimental design development / application of experiments Marks for internal viva-voce are allocated on the basis of internal viva evaluation (based on practical classes) and on the basis of PBL (Project Based Learning) / Application-Based Activity • The university follows transparency in the continuous internal assessment system. • The answer books of the mid-semester examination are shown discussed with the students. • The weightage of the various components of continuous evaluation as a part of ABCA, are • Explained to the students during the first session of the course. • The evaluated components of continuous evaluation are discussed in the class room. • The marks of each component of the continuous evaluation are made available to the student's MIS • Account at the time as decided in the first session of the course. • Continuous evaluation of students is analyzed that helps in ascertaining whether the learning • Outcomes are achieved or not. • Every effort is made to follow the criteria of quality assurance through Continuous evaluation. ITM University is the first University in the country to implement such student centric pedagogy. In a few selected programs, the University has implemented Center of Excellence concept to specially groom the students with spark to enhance their employability. 5. Evidence of Success Activities are unique hence enhance the Eco-system for innovation. Students are using effective tools throughout the semester for understanding based assessment. Students are motivated towards research and innovation. An environment is created for research at UG level. 6. Problems Encountered and Resource Required. Teachers indicated that the workload became higher as they were required to mark and keep records of the progress of all learners. Another

> problem with activity based continuous assessment is the issue of record keeping. Learners? Records have to be adequately and meticulously kept over a long period of time. They should be properly stored and easily retrievable.

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

http://itmuniversity.ac.in/best-practices2/

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 ITM University Gwalior is committed to serve the society not merely by promising in our mission and objectives but through our programs on ground. The University has active NSS and NCC wings for both boys and girls. We have adopted nearby villages to implement health care programs, awareness drives, Farmers training camps and Melas etc. We organize free medical check-up and treatment for community people in our University hospital. Our students have created several NGOs which are active in Gwalior and beyond. Crop advisory services are given to the farmers for getting better yield. Farmers used to grow the crops by traditional method and they were not aware with the latest technology to grow the crops. Our agriculture scientists disseminated the latest technology to the farmers and advised them how to mitigate the incidence insect and diseases in vegetables, weed problems in wheat, millet, gram and sugarcane. As most of the farmers were rearing the cattle, our scientist advised them to utilize cow dung in Vermi-composting. We have constructed the Vermi-compost units 2 in Chhetupara villages. The income of the farmers is increased by 25 from the produce which were obtained from the field by using Vermi-compost.

Provide the weblink of the institution

http://itmuniversity.ac.in/inst-dist/

8.Future Plans of Actions for Next Academic Year

The University have plans to implement the followings in next academic year: 1. More tie-ups with Professional and Institutional bodies 2. To obtain consultancy and funded research projects 3. More collaborations with leading industries for training and internships 4. Increase more publications in reputed National and International Journals and Books publications 5. Involvement of Alumni in various University Activities 6. Increase startups through IDEAPAD 7. Plagiarism check for Project Assignment submissions 8. To Organize more number of Workshops and National/International level conference 9. Establish Central Computing Cell/Innovation Cell 10. Upgradation of Poly House and Green House in the Department of Agricultural Sciences 11. Construction of swimming pool. 12. Organize more number of national level sports tournaments. 13. Extension of bed capacity in the hospital of school of nursing. 14. To organize more number of programs in adopted villages such as health services, seed related training, Kishan Gosthi, educational programs under Unnat Bharat Abhiyaan.