



## **YEARLY STATUS REPORT - 2020-2021**

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	ITM University Gwalior
• Name of the Head of the institution	Dr. S. S. Bhakar
• Designation	Vice Chancellor
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	+919893520032
• Mobile no	+918770766424
• Registered e-mail	naac.coordinator@itmuniversity.ac.in
• Alternate e-mail address	vc@itmuniversity.ac.in

• City/Town	Gwalior				
• State/UT	Madhya Pradesh				
• Pin Code	474001				
<b>2.Institutional status</b>					
• University	Private				
• Type of Institution	Co-education				
• Location	Urban				
• Name of the IQAC Co-ordinator/Director	Dr. Arun Kumar Yadav				
• Phone no./Alternate phone no	+918770423518				
• Mobile	07983930974				
• IQAC e-mail address	iqac@itmuniversity.ac.in				
• Alternate Email address	arun.kumar.yadav@itmuniversity.ac.in				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>					
<a href="http://itmuniversity.ac.in/aqar/">http://itmuniversity.ac.in/aqar/</a>					
<b>4.Whether Academic Calendar prepared during the year?</b>					
Yes					
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.31	2018	16/08/2018	15/08/2023

<b>6.Date of Establishment of IQAC</b>		12/10/2011		
<b>7.Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.</b>				
Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
School of Agriculture, ITM University, Gwalior	B.Sc. (Hons.) Agriculture	ICAR	2020-21	0
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>		Yes		
<ul style="list-style-type: none"> <li>Upload latest notification of formation of IQAC</li> </ul>		<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>		19		
<ul style="list-style-type: none"> <li>The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website. (Please upload, minutes of meetings and action taken report)</li> </ul>		Yes		
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>		No		
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		NA		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>				
<p>1. As the covid-19 pandemic period was started in March-2020, 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 Tattva-LMS, where we provide all the learning contents to our students such as-lecture notes, Power point presentations, Recorded Video lectures, Interactive video lectures and conducting online webinar classes, online assignment submission, ABCA and Virtual laboratory. In the last academic session 2020-21, we were using BigBlueButton webinar tool for conducting the webinar classes. After receiving the feedback from subject teachers and students regarding the issues faced in BigBlueButton, then in current session 2021-22, we had a tie-up with Microsoft and now using the Microsoft-Team webinar tool for conducting the quality</p>				

webinar classes. Number of training session was conducted by the IQAC Cell to train our faculty members to use Microsoft-Team webinar tool on Tattva-LMS platform. 2. In-house developed Management Information System (MIS) software has been updated with more new features and given a new name as Prabandh. Monitoring of course contents provided to students over the Tattva-LMS, now monitored through the Prabandh-MIS software. Two new modules have been added in Prabandh-MIS software namely-Moodle activity report and staff activity report to monitor the activities done by the subject teachers on daily basis. 3. In the current academic year, twoweeks faculty development program (FDP) was conducted to reform the tools and pedagogy of teaching, learning and assessment to meet the requirement of industry, and also to make the students industry ready. In this FDP around 14 schools of the University and 67+ members had participated. 4. To improve the research and development activities, and to improve the quality publications in the University by the faculty members and students, and to promote the research activities in more effective manner various research groups have been created and in each research group one coordinator, some faculty members and research scholars have been associated. Seminar session was conducted, in which faculty members from various schools were invited to present their published work so that interdisciplinary research domain can be identified and interdisciplinary research can be done. Faculty members and research scholars were motivated to submit the project(s) to government funding agencies and also work for getting the consultancy. 5. Even during the COVID-19 pandemic period to ensure the quality and accuracy in examination process at ITMU, a web-based examination portal was developed by the ERM Cell of ITMU with proctored examination facilities. Examination portal now has been updated for MCQ based and descriptive based examination to assess the performance of students in better way through the web-based examination portal.

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

Plan of Action	Achievements/Outcomes
Strategy for proper functioning of various activity committees in University.	For the proper functioning of various event committees in University, coordinators had been deputed in each committee and instructed to prepare the activity calendar and ensure the conduction of event in best possible way. Even during the Covid-19 pandemic period in session 2020-21, all the coordinators had conducted the activities in the online mode wherever it was best possible.
Strategy to improve the	Almost complete session of 2020-21 was conducted in online mode due to Covid-19 pandemic. We had a big challenge to conduct the examination in online mode and

<p>quality and accuracy in examination process.</p>	<p>we do not want to compromise with the quality and accuracy of the examination, such as the other Universities were compromising. So, we had conducted proctored online examinations over the in-house developed software by the ERP Cell of ITMU for all the students of first year to final year of all the courses. Evaluation was also conducted online and timely result was also declared. Due to all these efforts, all the students of final year were placed timely and their appointments were not cancelled or delayed due to any issues related to result declaration.</p>
<p>Promote the research and development activities</p>	<p>To improve the research and development activities, various research groups were created and in each research group, one coordinator, some faculty members and research scholars were included to promote the research activities in more effective manner. Every faculty member was requested to write good quality research papers and publish in SCI/SCOPUS/UGC-CARE listed journals, write interdisciplinary research projects and submit the project(s) to government funding agencies, and also work for getting the consultancy. As an outcome of this initiative, good number of quality papers have been published in SCI/SCOPUS/UGC-CARE listed journals during 2020-21.</p>
<p>Industry collaborations, consultancy and research projects</p>	<p>Faculty members and research scholars were motivated for Industry collaborations, consultancy work and for writing research projects during the 2020-21. As an outcome of this, good number of research projects were submitted to government funding agencies and organizations, with some of the renowned industries MoUs had been signed, and for the consultancy works efforts are in progress.</p>
<p>Increase the use of ICT tools and technologies in teaching and learning</p>	<p>Session 2020-21 was completely affected by covid-19 pandemic, But, the University had decided to ensure that student's teaching and learning should not be affected. So, we had updated our in-house developed Moodle software with new features and we provided all the learning contents to our students such as- lecture notes, Power point presentations, Recorded Video lectures, Interactive video lectures, conducted online webinar classes, online assignment submission and grading, and Virtual laboratory etc. By the use of advanced ICT tools, we had provided all the teaching and learning contents to our students on the same platform, and we had ensured the quality teaching and learning even in covid-19 pandemic period of session 2020-21.</p>

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Internal Assessment Committee	25/06/2021
14. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to Assess the functioning?	Yes
15. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-21	31/01/2022

### Extended Profile

#### 1. Programme

1.1 Number of programmes offered during the year:	60
1.2 Number of departments offering academic programmes	10

#### 2. Student

2.1 Number of students during the year	6558
2.2 Number of outgoing / final year students during the year:	927
2.3	6558

Number of students appeared in the University examination during the year	
2.4 Number of revaluation applications during the year	0
<b>3.Academic</b>	
3.1 Number of courses in all Programmes during the year	1255
3.2 Number of full time teachers during the year	389
3.3 Number of sanctioned posts during the year	392
<b>4.Institution</b>	
4.1 Number of eligible applications received for admissions to all the Programmes during the year	14436
4.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	NA
4.3 Total number of classrooms and seminar halls	176
4.4 Total number of computers in the campus for academic purpose	843
4.5 Total expenditure excluding salary during the year (INR in lakhs)	1656.49

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which is reflected in Programme outcomes (POs), Programme Specific Outcomes(PSOs) and Course Outcomes(COs) of the Programmes offered by the University

The curriculum of all programmes is developed in accordance with the Programme Educational Objectives (PEO) and Programme Outcomes (PO), which in turn are in tune with the vision and mission statements of the ITM University. The process of developing the curriculum and the course content takes into consideration the feedback from different stakeholders which ensures that it has relevance to the local, regional, national and global developmental needs. The curricula and course content thus framed are recommended by the Board of Studies and subsequently approved by Academic Council. The curriculum finalized is found to be good in all senses and it takes care of the need of the hour. New courses introduced are aligned with demands of the industries. These courses will enhance the employability skills of students. Courses that are in tune with the national mission of 'Make-in-India' pave way for the economic growth of the nation. Aligned with the Digital India mission, courses related to the latest computer languages like Python/ PERL are made compulsory for all programmes. Courses on renewable energy, climate change and environmental effects are also offered to sensitize the students to global health. In addition, a range of co-curricular and extra-curricular activities (mandatory as part of the curriculum) are aligned with the overall development of the student, which has an impact on the national and global developmental needs.

The institute ensures the integration of relevant cross-cutting issues in the curriculum of all the programmes offered. Some of these courses are a mandatory requirement for graduation. Taking advantage of the Curriculum-Based Credit System (CBCS), students of other programmes can register for these courses (under the Open Elective category). Additionally, ITM University admits students from all regions of India and from several countries abroad. The peer and group learning, extra-curricular courses act as a melting pot cutting across age, gender, nationality not only to absorb but also to respect other cultures. Following are some of the specific information that relates to the above requirement. Gender As part of the Ethics and Values course, students are required to address the issues related to women empowerment, female foeticide prevention, child abuse, responsible living and others. Rallies and street plays, involving students, address gender-



related issues. As part of Law programmes, courses on 'Right to Education - Women, Minority, Equality and Environment', 'Gender, Caste and Law' and others are offered. Environment and Sustainability Environmental Science is a mandatory course in all undergraduate programmes. Apart from this, courses on 'Environment Impact Assessment', 'Environment Quality Monitoring', 'Environmental Audit' and several others address the issues related to Environment and Sustainability. Students are involved in green auditing of the campus and keep track of the carbon footprint of the campus. The students of architecture have courses on using natural and more sustainable resources in their curriculum. Organic cultivation for students of agriculture showcase the importance of nature in Agriculture. Human Values and Professional Ethics Course on Ethics and Values is mandatory for all undergraduate students. In addition to this, other courses such as Bioethics, Corporate Ethics, Business ethics, Media Ethics are incorporated in the curriculum of relevant programmes. Topics on manners and etiquette are covered in courses related to soft skills. ITM University has made the participation of students in extracurricular activities a mandatory requirement for graduation. At present 90 clubs and 53 chapters are available for students. Students can register in any one of these clubs/chapters, depending on their interest and undertake activities related to the chosen field and in many instances, the students extend their support to the social cause and create awareness related to gender and address issues related to sustainable living. Visit orphanages, as part of their extracurricular activity, make the students respect human values and make them understand moral social responsibility.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

### 1.1.2 - Number of Programmes where syllabus revision was carried out during the year

34

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 1.1.3 - Total number of courses having focus on employability/ entrepreneurship/ skill development offered by the University during the year

#### 1.1.3.1 - Number of courses having focus on employability/ entrepreneurship/ skill development during the year

1255

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

## 1.2 - Academic Flexibility

### 1.2.1 - Number of new courses introduced of the total number of courses across all programs offered during the year

240

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 1.2.2 - Number of Programmes in which Choice Based Credit System (CBCS)/elective course system has been implemented during the year

34

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

## 1.3 - Curriculum Enrichment

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

#### Co-curricular and Extracurricular Activities

Institute integrates cross-cutting issues relevant to professional ethics, gender, human values, environment and sustainability into the curriculum. The University designs the curriculum in coordination with the academicians as well as industry person in that field to meet the demand of the present day. Some of the steps taken are below:

## 1. Gender

Numbers of programs are conducted for women and girl students such as organization of, hemoglobin check up camps, women health check up. International Women's day, Glaucoma Day, World breast feeding days are celebrated and the eye checkup , awareness camps are being organized for the women residing in the nearby villages. The committee for Woman n Woman Empowerment organizes programs for women. The N.S.S. unit of the university has been very proactive in conducting different extension activities not premises but also in adopted villages. Major gender issues are focused and addressed through the activities .

N.S.S. promotes environmental protection through tree plantation and other sustainable development programs. Every year, N.S.S. unit undertakes a host of activities in the nearby villages during the special camps. In these camps, N.S.S. organizes various environment related programs including tree plantation, village cleanliness, Various activities like quiz and poster competitions, invited talks are organized to create awareness about nature A onference is being organized related to biodiversity, environment and sustainability. Celebration of various days like World Environment Day, N.S.S. Day, etc. The college has taken initiative in Swachch Bharat Summer Internship (SBSI) Abhiyan and Tree plantation programs which are introduced by the Indian Government.

## 2. Human Values and Professional Ethics

To create scientific approach and social awareness among the students science day is celebrated The University takes efforts for integration of ethical and human values through extra-curricular activities also. Wisdom lectures are conducted where resource persons of repute are invited to deliver the talks. Programs conducted under N. S. S., N.C.C., department help to inculcate human values among students. National festivals like Independence Day and Republic Day serve as a platform to enliven patriotic and moral values. Different social activities have been initiated by the college like Health and Hygiene awareness programs, Medical check-up camps, Blood donation camps, etc.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

### 1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

82

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 1.3.3 - Total number of students enrolled in the courses under 1.3.2 above

#### 1.3.3.1 - Number of students enrolled in value-added courses imparting transferable and life skills offered during the year

1852

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

#### 1.3.4 - Number of students undertaking field projects / research projects / internships during the year

655

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 1.4 - Feedback System

#### 1.4.1 - Structured feedback for design and review of syllabus - semester wise / is received from Students Teachers Employers Alumni

- All 4 of the above

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

#### 1.4.2 - Feedback processes of the institution may be classified as follows

- Feedback collected, analysed and action taken and feedback available on website

File Description	Documents
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Upload relevant supporting document

[View File](#)**TEACHING-LEARNING AND EVALUATION****2.1 - Student Enrollment and Profile****2.1.1 - Demand Ratio****2.1.1.1 - Number of seats available during the year**

2012

File Description

Documents

Upload the data template

[View File](#)

Upload relevant supporting document

[View File](#)**2.1.2 - Total number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per applicable reservation policy during the year (Excluding Supernumerary Seats)****2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

401

File Description

Documents

Upload the data template

[View File](#)

Upload relevant supporting document

[View File](#)**2.2 - Catering to Student Diversity****2.2.1 - The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners**

The students admitted in our university are coming from various economic sections and communities of the society. The university is very much aware about their overall growth and social upliftment in the society. Our university has a fair system for admission process. After the completion of admission process regular classes commence as per the university time table. After admissions university adopts a process to identify slow and advance learners among students. Advanced learners and slow learners are identified on as per their responses in the class room as well as

the performance in themidterm and internal evaluations . After knowing slow and advanced learners, extra lectures are conducted for weaker students. This is the informal way to complete the teaching-learning process and it is also convenient to both teacher and students. Advanced learners are encouraged to ask their concern freely and frequently with the teachers, in a formal way. Students are encouraged to refer advanced textbooks, journals and for their advanced studies. They are also encouraged to apply for different competitive examinations. They are motivated to participate in cocurricular activities such as seminar presentation, Poster presentation, quiz competition, debates, etc. This is the part of a ABCA activities which hold a wieghtege of 30% in the total score. Following activities are done by teachers for students: Slow learners: 1. Individual counselling. 2. Remedial Coaching 3. Extra notes. 4. Group discussion session. 5. Internal examination process. 6. Encouragement in NSS, Sports and academic activities. Advance learners: 1. Seminar sessions 2. Participative learning sessions 3. Experimental learning sessions i.e. Industrial Tour 4. Project Based Learning (PBL) 5. Assessments 6. Group discussion sessions 7. Technology Day/ Engineers Day 8. To enhance their confidence level, the university conducts various activities such as Cultural, NSS, and Sports to develop their overall personality. 9. Five Books are issued free of cost to each students and renewed every fortnight.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link For Additional Information	<a href="https://drive.google.com/drive/folders/1vo1XrLTh5-mnvYBwbs-mhRzUm62CwLrv?usp=sharing">https://drive.google.com/drive/folders/1vo1XrLTh5-mnvYBwbs-mhRzUm62CwLrv?usp=sharing</a>

### 2.2.2 - Student - Full time teacher ratio during the year

Number of Students	Number of Teachers
6558	389

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

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

ITM University provides an effective platform for students to develop the latest skills, knowledge, attitude, values to shape their behaviour in the correct manner. All departments conduct innovative programs which stimulate the creative ability of students and provide them a platform to nurture their problem-solving skills and ensure participative learning. The institute organizes an annual technical fest in which students showcase their learning in the form of innovative projects. Also, students are motivated to participate in inter-university as well as national level competitions.

The institute focuses on the student-centric methods of enhancing the lifelong learning skills of students. Faculty members make efforts in making the learning activity more interactive by adopting the below-mentioned student-centric methods.

1. **Experiential Learning:** Each department conducts add-on programs to support students in their experiential learning. The institution imparts the following experiential learning practices to enhance the creativity and cognitive levels of the students -

- PBL i.e. Project Based Learning is conducted with content beyond syllabus experiments.
- Summer Internship -Students get hands-on training while working in the company.
- Add-on Courses on latest technologies using online platforms such as Swayam MOOC, Coursera etc.
- Project development on latest technologies by students where they showcase their working model in the technical fest.
- Industrial Visits to engage them in experiential learning while visiting the organization.
- Certification Courses (Value Added Courses) by the market experts such as Microsoft/ Google/ NSE etc. to develop their expertise
- Participation in simulated events such as simulated stock exchanges or hackathons where they acquire experience of working on some real-life model.
- Participatory Learning: In this type of learning, students participate in various activities such as seminars, group discussions, wallpapers, projects, and skill-based add-on courses. Students are encouraged to participate in activities where they can use their specialized technical or management skills.

- KRONOS - It is organized every year for engineering students
- - This is organized every year by the management students in which students from different universities participate and learn from each other.
- Annual cultural program - This is organized every year for the students of the university to give a vent to their creativity due to the Covid pandemic the annual function could not be conducted.
- Regular Quizzes- Quizzes are organized for student participation at the intra or inter-university level.
- Seminar Presentation - Students develop technical skills while presenting papers in seminars.
- Presentation and publishing of papers in conferences and journals - The objective is to give them exposure to learn and imbibe new skills.
- MOOC Programs (NPTEL, ICT-IITK, SAP, COURSERA, etc.)

3. Pedagogical tools are aligned with the Co and Po of a particular course. ITM University is committed to creating and maintaining an environment of excellence in education through technological advancements, effective pedagogy and methods of evaluation and enabling students to access support systems to meet their academic needs. The syllabus of all the courses has been aligned with CO and PO.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

### 2.3.2 - Teachers use ICT enabled tools including online resources for effective teaching and learning processes during the year

Tattva-Learning Management System: In 2014, in-house developed, a learning management system was introduced and implemented in the University for Better Performance of students in academics. It is a web-based online learning platform for the students, which enables them to access their syllabi and a plethora of knowledge related to the various subjects. During the covid-19 pandemic period, we updated LMS software with new features and gave a new name as Tattva-LMS, where we had provided all the learning contents to our students' such as-lecture notes, PowerPoint presentations, Recorded Video lectures, Interactive video lectures and conducted online webinar classes, online assignment submission, ABCA and Virtual laboratory. Teachers had used the



following tools for preparing and for providing the teaching and learning content on the Tattva-LMS platform. Lecture Notes: Microsoft Word, Microsoft PowerPoint, Adobe pdf reader/writer  
Recording video lectures: A-Powersoft screen recorder, online video editing tools for the editing of recorded videos  
Interactive video lectures: H5P tool of Tattva-LMS  
Online webinar classes: BigBlueButton Webinar Tool, Microsoft Team  
During the period 01 July, 2020 to 30 June, 2021, over the Tattva-LMS portal following contents were provided by the course teachers to students.

No. of Lecture Notes: 3543  
No. of Interactive Videos: 2297  
No. of Quizzes: 178  
No. of Webinars: 3044  
No. of recorded video lectures: 1845  
No. of Virtual labs conducted: 71  
No. of Assignment given and evaluated: 567

Prabandh-Management Information system: In 2011, a web-based and in-house developed Prabandh-Management Information system was implemented at ITM University Gwalior to facilitates the 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. During the Covid-19 pandemic period, management information system (MIS) software has been updated with more new features and named as Prabandh. Quality of teaching and learning contents, and monitoring of quality education we ensure through the Prabandh-MIS software.

Outcomes of the implementation of above initiatives during 2020-21.

1. Almost complete session of 2020-21 was conducted in online mode due to Covid-19 pandemic. We had a big challenge to conduct the examination in online mode and we do not want to compromise with the quality and accuracy of the examination, such as the other Universities were compromising. So, we had conducted proctored online examinations over the in-house developed software by the ERP Cell of ITMU for all the students of first year to final year of all the courses. Evaluation was also conducted online and timely result was also declared. Due to all these efforts, all the students of final year were placed timely and their appointments were not cancelled or delayed due to any issues related to result declaration.

2. By the use of advanced ICT tools, we had provided all the teaching and learning contents to our students on the same Tattva-LMS platform, and we had ensured the quality teaching and learning even in covid-19 pandemic period of session 2020-21.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

**2.3.3 - Ratio of students to mentor for academic and other related issues during the year****2.3.3.1 - Number of mentors**

109

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

**2.4 - Teacher Profile and Quality****2.4.1 - Total Number of full time teachers against sanctioned posts during the year**

389

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

**2.4.2 - Total Number of full time teachers with Ph.D./D.M/M.Ch./D.N.B Superspeciality/D.Sc./D'Lit. during the year**

146

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

**2.4.3 - Total teaching experience of full time teachers in the same institution during the year****2.4.3.1 - Total experience of full-time teachers**

1125.33

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

#### 2.4.4 - Total number of full time teachers who received awards, recognition, fellowships at State, National, International level from Government/Govt. recognised bodies during the year

30

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

#### 2.5 - Evaluation Process and Reforms

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

##### 2.5.1.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results year wise during the year

9

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

##### 2.5.2 - Total number of student complaints/grievances about evaluation against total number appeared in the examinations during the year

0

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

##### 2.5.3 - IT integration and reforms in the examination procedures and processes (continuous internal assessment and end-semester assessment) have brought in considerable improvement in examination management system of the institution

In View of the Covid-19 pandemic, university-developed dedicated software to conduct the online examinations to avoid any delay in getting the result timely. On this platform, all end-semester examinations were completed successfully. These exams were fully monitored as offline

examinations. Question papers included both objective-type multiple questions and descriptive-type questions. Invigilators and flying squads were deputed to maintain the sanctity of examinations. Results have been declared and are available on mis portal of the students.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

#### 2.5.4 - Status of automation of Examination division along with approved Examination Manual

A. 100% automation of entire division & implementation of Examination Management System (EMS)

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - The institution has stated learning outcomes (generic and programme specific)/graduate attributes which are integrated into the assessment process and widely publicized through the website and other documents

ITM University is committed to being at the forefront of providing the best tertiary education. The outcomes of all the respective programs of the University are reflected in the Academic Manual. These are a set of competencies, skills and abilities that the students develop, along with disciplinary and inter-disciplinary knowledge that they procure. At ITM University, the concept of Bloom's Taxonomy is deployed in all programs. The Blooms Taxonomy play a very significant role in accomplishing and aligning the mission and vision of the University. Following issues are taken care of while developing the learning outcomes: The Learning outcomes are measurable and stated using active verbs (in accordance with Bloom's taxonomy). They are expressed as complete declarative sentences that clearly describe the knowledge, skills, and competencies the students would acquire by the time they complete their respective programs/ courses. Further, the pedagogy adopted to deliver knowledge is in synchrony with the learning outcomes to be achieved. The outcomes are assessed and measured to identify the extent to which goals are accomplished. Proper action plans are laid down to identify the gaps that may have accrued after the detailed analysis Different direct and indirect measurement methods are used to assess the learning outcomes of the students.

**Mechanism of communication:**

1. Programme Handbook and assessment criteria are made available in the library for use of all.
2. Course level outcomes are stated in Master Session Plan on LMS. 3. Programme level outcomes are stated in the program structure and are available online (LMS), uploaded by the faculty members the graduate attributes can be classified under the following domains: Intellectual Development fosters in-depth domain knowledge, commitment to intellectual openness and developing understanding beyond subject domains.

It ensures competence for Research and Innovation, ability to initiate, design, conduct, report and supervises independent and original research leading for providing innovative solutions for societal impact, and ability to identify and analyze problems, critical thinking and problem-solving competence. The students build up an ability to use software and hardware of an information technology system including the use of specialized software and devices in the process. Personal Development builds interpersonal skills and strong communication skills, to be able to work in a team and also to lead a team and acquire networking and collaborative skills, which are also enhanced along with time management. Social and Ethical Development ensures the development of skills like resilience; focus, managing people, and self-reliance develop in the learners. It enables to comprehend and respect diversity and encourage inclusion initiatives. The students are able to develop the ability to respect diverse cultural perspectives and apply knowledge in a culturally appropriate manner. Demonstration of Integrity, Honesty, Responsibility and Ethical Behaviour are all imbibed among the student's community in sync with the mission, vision and core values along with program and course outcomes.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

2.6.2 - Attainment of Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution during the year

The attainment of program outcomes is ensured by the implementation of a process for the evaluation of students as per the rules and regulations of the University framed by different committees and then passed by the Board of Studies and Academic Council. The implementation of the syllabi up-gradation and amendments, if any, in the process of evaluation of the learners are monitored by the Board of Studies and Academic Council. Internal assessment is the requirement of continuous assessment and is essential for the fulfillment of the course outcomes and program outcomes. Our school promotes faculty to equip themselves with the latest developments in the computing field for the benefit of students. Faculty members organize and attend workshops,

seminars and conferences etc. Modes of assessment used for rating learners' performance in a theory course includes midterm and End Semester Examination. The assessment in a laboratory course is based on regular supervision of the learner's work, her/his performance in viva-voce examinations, the quality of their work as prescribed through laboratory work and an end semester test that contains performing an experiment if the practical examination is mentioned. Seminars are evaluated based on a written report, and/ or an oral presentation before a panel of internal examiners appointed by the Dean of the school or Head of Department.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

### 2.6.3 - Number of students passed during the year

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

927

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

### 2.7 - Student Satisfaction Survey

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

[https://drive.google.com/file/d/1iSx1ovbDFym3e1zcRORL\\_a0DmjOTqyx/view?usp=sharing](https://drive.google.com/file/d/1iSx1ovbDFym3e1zcRORL_a0DmjOTqyx/view?usp=sharing)

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Promotion of Research and Facilities

3.1.1 - The institution Research facilities are frequently updated and there is well defined policy for promotion of research which is uploaded on the institutional website and implemented

The ITM University Gwalior provides all necessary infrastructural facilities and a conducive environment to promote research activity in the campus. Faculty is encouraged to apply for various funding agencies and pursue their research. However, the University is ready to provide seed funding or partial funding based on the merit of proposals submitted by faculty or student. The

faculty and students are encouraged to present their ideas / project proposals before the research committee for getting the sanction of seed funding in accordance with University guidelines. The faculty and students are given freedom to choose the research area of their choice and guidance is given to seek funding from various funding agencies and industries. The University encourages the faculty by providing incentives for peer reviewed publications, writing books and filing patents. The University takes care of patent filing process, which is governed by the Research policy of the University. The University gives a free hand to report research results and findings. However, a thorough review is done for all research proposals seeking funding from various funding agencies by consulting the research committee comprising the Dean R&D, Head of respective department and subject expert(s) of the department. This committee also monitors the impact of research and consultancy and ensures non-violation of research & consultancy ethics, professional ethics, privacy of the people, human rights, causing problems to health & safety of human beings and damage of the property. Research Centers are established in various departments of the University with necessary software and computing facilities for carrying out research activities. PC Ray Research Centers are recognized by ITM University Gwalior and fulltime research scholars are allotted by the University to pursue their research work in this center under the guidance of the concerning faculty.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

### 3.1.2 - The institution provides seed money to its teachers for research (amount INR in Lakhs)

0

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 3.1.3 - Number of teachers receiving national/ international fellowship/financial support by various agencies for advanced studies/ research during the year

2

File Description	Documents
Upload the data template	<a href="#">View File</a>

Upload relevant supporting document	<a href="#">View File</a>
<b>3.1.4 - Number of JRFs, SRFs, Post-Doctoral Fellows, Research Associates and other research fellows enrolled in the institution during the year</b>	
2	
File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>
<b>3.1.5 - Institution has the following facilities to support research Central Instrumentation Centre Animal House/Green House Museum Media laboratory/Studios Business Lab Research/Statistical Databases Moot court Theatre Art Gallery</b>	<b>B. Any 3 of the above</b>
File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
<b>3.1.6 - Number of departments with UGC-SAP, CAS, DST-FIST, DBT, ICSSR and other recognitions by national and international agencies during the year</b>	
4	
File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>
<b>3.2 - Resource Mobilization for Research</b>	
<b>3.2.1 - Extramural funding for Research (Grants sponsored by the non-government sources such as industry, corporate houses, international bodies for research projects) endowments, Chairs in the University during the year (INR in Lakhs)</b>	
0	
File Description	Documents



Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

### 3.2.2 - Grants for research projects sponsored by the government agencies during the year (INR in Lakhs)

113.65

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

### 3.2.3 - Number of research projects per teacher funded by government and non-government agencies during the year

4

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

## 3.3 - Innovation Ecosystem

3.3.1 - Institution has created an eco-system for innovations including Incubation centre and other initiatives for creation and transfer of knowledge

- Certificate of Incorporation (ITM Business and Incubator Foundation)
- Article of Association of ITM Business and Incubator Foundation
- Memorandum of Association of ITM Business and Incubator Foundation
- FSSAI License and Incorporation Certificates

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

### 3.3.2.1 - Total number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR), entrepreneurship, skill development year wise during the year

29

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 3.3.3 - Number of awards / recognitions received for research/innovations by the institution/teachers/research scholars/students during the year

#### 3.3.3.1 - Total number of awards / recognitions received for research/innovations won by institution/teachers/research scholars/students year wise during the year

15

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

### 3.4 - Research Publications and Awards

#### 3.4.1 - The institution ensures implementation of its stated Code of Ethics for research

3.4.1.1 - The institution has a stated Code of Ethics for research and the implementation of which is ensured through the following

- Inclusion of research ethics in the research methodology course work
- Presence of institutional Ethics committees (Animal, chemical, bio-ethics etc)
- Plagiarism check
- Research Advisory Committee

A. All of the above

File Description	Documents

Upload relevant supporting document	<a href="#">View File</a>
<b>3.4.2 - The institution provides incentives to teachers who receive state, national and international recognitions/awards Commendation and monetary incentive at a University function Commendation and medal at a University function Certificate of honor Announcement in the Newsletter / website</b>	<b>E. None of the above</b>
File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded
<b>3.4.3 - Number of Patents published/awarded during the year</b>	
<b>3.4.3.1 - Total number of Patents published/awarded year wise during the year</b>	
<b>6</b>	
File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>
<b>3.4.4 - Number of Ph.D's awarded per teacher during the year</b>	
<b>3.4.4.1 - How many Ph.D's are awarded during the year</b>	
<b>8</b>	
File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>
<b>3.4.5 - Number of research papers per teacher in the Journals notified on UGC website during the year</b>	
<b>143</b>	

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 3.4.6 - Number of books and chapters in edited volumes published per teacher during the year

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

53

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

#### 3.4.7 - E-content is developed by teachers For e-PG-Pathshala For CEC (Under Graduate) For SWAYAM For other MOOCs platform For NPTEL/NMEICT/any other Government Initiatives For Institutional LMS

A. Any 5 or all of the above

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 3.5 - Consultancy

#### 3.5.1 - Institution has a policy on consultancy including revenue sharing between the institution and the individual and encourages its faculty to undertake consultancy

ITM University has the Policy on consultancy which objective is to encourage faculties to accept consultancy, directing projects, R&D products and technology transfer.

The revenue will be shared of net amount (after deducting all expenses incurred during the project undertaken). The members involved in the consultancy projects will get 50% of the net amount of

the consultancy and the University will take 50% and out of that 20% of the net amount will be allocated to the respective school/ department for the research purposes.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

### 3.5.2 - Revenue generated from consultancy and corporate training during the year (INR in Lakhs)

#### 3.5.2.1 - Total amount generated from consultancy and corporate training during the year (INR in lakhs)

260000

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

### 3.6 - Extension Activities

3.6.1 - Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the year

The ITM University organizes a number of extension activities to promote university-neighbourhood community to sensitize the students towards community needs. The students of our university actively participate in social service activities leading to their overall development.

The ITM University runs effectively National Service Scheme and National Cadet Corps Units. Through these units, the college undertakes various extension activities in the neighbourhood community.

NSS organizes a residential seven day camp in nearby adopted village and several activities were carried out by NSS volunteers addressing social issues which include cleanliness, tree plantation, water conservation through construction of Bawdi, Shramdan, Social interaction, Group discussion Eradication of superstition, Beti Bacho Beti Padhao, Environmental awareness, Women empowerment, National Integrity, Aids awareness, Blood donation camp, Health checkup camp, Veterinary guidance, Farmers meet, Awareness about farmer's suicide etc.

The NCC unit of the University comes under 8 MP Bn NCC Gwalior, 3MP Bn NCC Girls Gwalior & 3MP Bn NCC Naval Gwalior (Girls & Boys). It aims at developing qualities of leadership, patriotism,

**maintaining discipline, character building, spirit of adventure and the ideal of self service.**

The NCC unit of the college organizes various extension activities as tree plantation, Road safety awareness, Ekta daud for health, save fuel save country programme, Swachhta Abhiyan, National equality awareness.

Other than NSS and NCC units, the various departments of the various school is conscious about its responsibilities for shaping students into responsible citizens of the country by making students aware of social issues through various programmes like Environmental Awareness, Personal Health and Hygiene, Diet awareness, Road Safety, Tree Plantation, Soil and Water Testing, Plastic eradication, No vehicle day, Jananisuraksha, Programme on female foeticide, organizing visit to Orphanages and Anganwadi, Voters awareness, Blood group detection, Health check -up camps, Blood donation camps, Dental checkup camp, etc. All these mentioned activities have positive impact on the students and it developed student community relationship, leadership skill and self-confidence of students. It also helped in cultivating hidden personality of students and created awareness among students.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

**3.6.2 - Number of awards received by the Institution, its teachers and students from Government /Government recognised bodies in recognition of the extension activities carried out during the year**

**3.6.2.1 - Total number of awards and recognition received for extension activities from Government / Government recognised bodies during the year**

13

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

**3.6.3 - Number of extension and outreach programs conducted by the institution including those through NSS/NCC/Red cross/YRC during the year(including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)**

6

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

### 3.6.4 - Total number of students participating in extension activities listed at 3.6.3 above during the year

1004

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

### 3.7 - Collaboration

#### 3.7.1 - Number of collaborative activities with other institutions/ research establishment/industry for research and academic development of faculty and students during the year

##### 3.7.1.1 - Total number of Collaborative activities with other institutions/ research establishment/industry for research and academic development of faculty and students during the year

2

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

#### 3.7.2 - Number of functional MoUs with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the year

2

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The institution has adequate facilities for teaching - learning. viz., classrooms, laboratories, computing equipment, etc.

The University provides adequate teaching- learning resources for smooth conduct of classes and providing beyond the classroom learning to the students. The details are:

**Classrooms** The university has 60+ class rooms which are enabled with LCD or interactive board, AC, or projector facilities.

**Laboratories** The university has 60+ laboratories enabled with sufficiency of lab equipment to provide hands on activities to the students. In addition to this 100+ acres of agricultural land is available to the students for providing experiential learning to the students of school of agriculture.

**Library** In addition to the central library, there is availability of departmental library to the students. The library is enriched with texts books (84025), reference books (15872), e-Books (495), journals (142), e-Journals (56), digital database, CD & Video, library automation, shodhganga and computer facilities.

**Computing facility** There are 18 computer laboratories with 1000+ computer facilities which is sufficient to provide learning to the students.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

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

**Sports & Fitness** serve very important roles in students life at ITM. The University has a dedicated School of Physical Education with qualified faculty members to help the students in their sports curriculum. Apart from exclusive programs of the School of Physical Education, ITM has set-up a wide array of well-maintained Sports facilities for conducive use by the students. With specialized Indoor and Outdoor courts of various games like Basketball, Badminton, Lawn Tennis etc, the university aims to grow more and more players through training modules specific to their games of interest. Various activities are conducted around the year to engage all the students and maintain an active state of participation. Different Clubs are also running to fuel



the passion of young lot towards physical exercise. 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.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

#### 4.1.3 - Availability of general campus facilities and overall ambience

In addition to the teaching-learning and sports facilities, the University also provides a number of facilities which are essential for students and teachers. These common facilities are: • Medical Health Care Center • Meditation Center • Gym & Health Club • Coffee House • Residence for Faculty • Guest House • Security, Indoor & Outdoor Sport Complexes, ATM, Bank, Open air Amphitheater (3000 Seating Capacity) • Mess & Dining • ITM Hospital & Research Centre etc.

Medical Health Care Center/ITM Hospital & Research Centre: ITM Hospital & Research center is 200 beds multispeciality hospital which have facilities for cure, treatment and research of most of the diseases and the facility is available to staff and students.

Hostels: One of the key contributors to an intensive & effective learning experience is living inside the campus. Separate Hostels for Girls and Boys have been developed within the vicinity. With 1150 Beds, the Boys hostel promises basic recreation & indoor sports facilities to the students. A Semi-mechanized, hygienic mess with class-leading dining, which can accommodate up to 800 people is also present in close proximity to both the hostels. With 200 beds, the Girls hostel offers a safe, secure and serene atmosphere within the campus. Transport facilities are also provided to hostlers for short excursions to Gwalior and other nearby areas.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

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

1656.49

File Description	Documents
Upload the data template	<a href="#">View File</a>

Upload relevant supporting document	<a href="#">View File</a>
<b>4.2 - Library as a Learning Resource</b>	
4.2.1 - Library is automated using Integrated Library Management System (ILMS) and has digitisation facility	
The library is fully automated with facility of e-Granthalaya [3 Version (32 Volume)] since 2019-20.	
File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
4.2.2 - Institution has subscription for e-Library resources Library has regular subscription for the following: e - journals e-books e-ShodhSindhu Shodhganga Databases	A. Any 4 or all of the above
File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
4.2.3 - Annual expenditure for purchase of books/ e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
29.1377	
File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>
4.2.4 - Number of usage of library by teachers and students per day (foot falls and login data for online access)	
650	
File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
<b>4.3 - IT Infrastructure</b>	

### 4.3.1 - Number of classrooms and seminar halls with ICT - enabled facilities such as LCD, smart board, Wi-Fi/LAN, audio video recording facilities during the year

13

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 4.3.2 - Institution has an IT policy, makes appropriate budgetary provision and updates its IT facilities including Wi-Fi facility

#### IT POLICY

- ITM University maintaining reliable computing facilities, computing network environment, and related infrastructure to facilitate education, research, instructional and Institute approved services.
- Students shall also be bound by all the rules and regulations formulated by the University from time to time on use of computing facilities provided to them.
- Minimizing unnecessary network traffic that may interfere with the ability of others to make effective use of campus network resources.
- Not overloading networks with excessive data or wasting the University's other technical resources.
- Any computer, peripheral or network capable device and personal devices connected to campus network must belong to, or be formally registered or be hosted by IT Department.
- IT Department is responsible for provision and maintenance of computing facilities provided to users. The facilities are provided after the user secure approvals from competent members of administration.
- IT Department shall not be responsible for any failure to personal peripherals connected to university equipment by the user.
- The individual or the department shall be responsible to report any hardware or software related faults to IT Department. IT Department shall take all necessary steps to resolve the issue at the

earliest. However, faults that require substantial additional financial expense may need to be approved by competent authorities.

- All support calls attended by support personnel shall be documented and the user or department shall ensure that the service is complete in all respect including components that have been removed or replaced by the service personnel.
- IT Department shall provide all necessary software for operating the devices allocated to the user including network control devices.
- IT Department reserves the right to secure the administrative passwords for all the devices owned by the University.
- All software installed on the user machines shall be legal copies from the original vendors. Users are encouraged not to use any illegal or unlicensed versions of copyrighted software.
- IT Department is responsible for the design, development, and maintenance of campus-wide network facilities that are used to connect all users, including facilities such as ISDN, leased data links, fiber optic backbone network or any other technologies that may be adopted.
- IT Department will test and monitor the shared networks to detect problems and will take actions necessary to isolate the cause and correct the problem.
- Individual departments, users or user groups may develop their own local area networks or local communications environment within, only if those facilities are approved by IT Department and meets developed network standards. IT Department shall also reserve the rights to monitor such networks.
- IT Department is responsible for maintaining physical security of all network equipment and data communications cabling in campus equipment closets, between buildings and in network hub locations.
- IT Department may shutdown the network services periodically for maintenance purposes. Users shall be informed well in advance regarding such outages.
- Execution of software programs which excessively consume network or network server resources

- Activities that violate local administration, state, central government or recognized international organization or treaties.
- Downloading large files for personal use including music, video and software.
- Initiating Denial of Service Attacks, Hacking, Cracking or similar activities which disrupt the network services hosted internally and externally
- Users shall not use ITM University network services to view, download, save, receive or send material related to Offensive content of any kind, including pornographic material.
- Promoting discrimination on the basis of race, gender, national origin, age, marital status, sexual orientation, religion or disability, Threatening or violent behavior. Illegal activities.
- Spamming e-mail accounts from ITM University e-mail services or computers. Material protected under copyright laws.
- If a gross violation has occurred, management will take immediate action. Such action may result in losing Internet and/or e-mail privileges, severe reprimand, and or disciplinary action. The user's computing and network access may be suspended.
- Proposed revisions of this policy should be reviewed by a committee which includes :
  - Vice Chancellor
  - Registrar
  - Head - CSE & IT Department
  - Director - IQAC
- The department is responsible for identifying the computing requirements for the various academic and administrative departments in the campus and provides necessary computing facilities. Networking Infrastructure
- All computing facilities in the campus are inter-networked. All buildings in the campus are linked through high-speed fiber-optic cable allowing seamless connectivity between departments

functioning at these locations.

- All hostels and Academic Blocks at ITM University are covered by the Wireless network (Wi-Fi). Faculty and students can connect to Wi-Fi using their Campus Domain Controller username and password.
- All faculty, staff and students are allotted email address on the university domain. The use of the email ID is governed by the University Email Use Policy.
- The Internet bandwidth is distributed to the campus network through a firewall. The firewall also has spam filtering, content filtering, IPS, virus scanning and bandwidth management facilities. The intranet portal can be accessed from any PC in the campus.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

#### 4.3.3 - Student - Computer ratio during the year

Number of students	Number of Computers available to students for academic purposes
6558	689

#### 4.3.4 - Available bandwidth of internet connection in the Institution (Leased line)

- 50 MBPS - 250 MBPS

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

#### 4.3.5 - Institution has the following Facilities for e-content development Media centre Audio visual centre Lecture Capturing System(LCS) Mixing equipment's and softwares for editing

- A. All of the above

File Description	Documents
Upload relevant supporting document	No File Uploaded
Upload the data template	<a href="#">View File</a>

## 4.4 - Maintenance of Campus Infrastructure

### 4.4.1 - Total expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component during the year

593.73

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

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

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 18 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.

### 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.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

**5.1.1 - Total number of students benefited by scholarships and free ships provided by the institution, Government and non-government agencies (NGOs) during the year (other than the students receiving scholarships under the government schemes for reserved categories)**

1116

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>



### 5.1.2 - Total number of students benefited by career counselling and guidance for competitive examinations offered by the Institution during the year

1610

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

5.1.3 - Following Capacity development and skills enhancement initiatives are taken by the institution  
 Language and communication skills  
 Life skills (Yoga, physical fitness, health and hygiene)  
 Awareness of trends in technology

A. All of the above

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

5.1.4 - The Institution adopts the following for redressal of student grievances including sexual harassment and ragging cases  
 Implementation of guidelines of statutory/regulatory bodies  
 Organisation wide awareness and undertakings on policies with zero tolerance  
 Mechanisms for submission of online/offline students' grievances  
 Timely redressal of the grievances through appropriate committees

• All of the above

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

## 5.2 - Student Progression

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

**5.2.1.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year**

10

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

**5.2.2 - Total number of placement of outgoing students during the year**

240

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

**5.2.3 - Number of recently graduated students who have progressed to higher education (previous graduating batch) during the year**

69

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter - university/state/national/international events (award for a team event should be counted as one) during the year**

0

File Description	Documents
Upload the data template	<a href="#">View File</a>

Upload relevant supporting document

No File Uploaded

### 5.3.2 - Presence of Student Council and its activities for institutional development and student welfare

The students who are excelling in their studies are members of this council as representatives of their classes. This council elects its executive body and mentored by the Dean Student Welfare (DSW). Periodic meetings of this council are organised with the university management and the Vice Chancellor to share voices of students on academic and administrative issues for their solutions.

**Objectives:** The ITM University has a student council to represent all bonafide students of the university. The objective of student council is to look after the welfare of the students and to promote and coordinate the Curricular and Extracurricular activities in the university.

**Roles and Responsibilities of the Student Council** To officially represent all the students in the university. To identify and help solve problems encountered by students in the university. To communicate students opinion to the university administration on any subject related to 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 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.

**Structure of Student Council:** Student council shall consist of two types of student representatives, class representatives and Executive members. Class representatives will be the representatives of the classes. They will be selected from every class of all dept/school of the university. Class representatives will be nominated on the basis of academic merits of the preceding year or nominated by the students of the class. Executive members will be selected at department level from the nominated class representatives. Every year new representatives will be nominated for the tenure of one year in the council. University officials will also be the part of student council as advisory members. Dean student welfare will be the key university advisor of the student council:

#### 1. Class representatives Roles:

- To attend the meetings of student council.
- To communicate the ideas and needs of specific Class to the Executive members of the concern dept/school.

- To communicate the student council activities and actions to their designated Class.
- To aid in the organization of educational and recreational activities proposed by the council.
- To report any matters to the executive members of the concern dept/school that affect the class they represent.

## 2. Executive Student Members Roles:

- To attend the meetings of student council.
- To communicate the student council activities and actions to class representatives.
- To communicate the ideas and needs of specific Class/dept/school to the student council.

Email: [dsw@itmuniversity.ac.in](mailto:dsw@itmuniversity.ac.in)

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

### 5.3.3 - Number of sports and cultural events / competitions organised by the institution during the year

7

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

## 5.4 - Alumni Engagement

5.4.1 - The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and other support services during the year

There are various Events conducted by Alumni of the ITM University . They also interact with ITM Students to create Industry Awareness on a regular basis Today, it is the backbone of the institution. The institution rests on the rich history of the student's success and glory. • Association regularly meets and interacts with the management. It is the flag bearer of the developments in the institution. • The Alumni organizes lectures on personality development. Over the years it has been helping in holding interactive sessions to motivate students regarding social adjustments and career seeking. • The alumni also help the institution by influencing industries and other agencies in getting placements fests for the institution. The alumni has

expanded and strengthened it with new enrolments. • The alumni appear for various activities and their suggestions are taken into account. Alumni day is celebrated and their achievements are recognized. The successful alumni are selected as guests of honor for awards. The Institution has a social networking page and a separate link in the website where the Alumni can register and connect to share their ideas.

Alumni Benefits for Students: • Personality Development Program • Career Advising • Industry Institute Interaction • Mentoring • Placement assistance • Sponsorship • Project Assistance for final year students

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

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

E. <1Lakhs

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

6.1.1 - The institution has a clearly stated vision and mission which are reflected in its academic and administrative governance

##### Vision:-

To emerge as a global hub of knowledge creation, cutting-edge research & development and the center for the development of skills to create entrepreneurs capable of contributing to different fields.

To emerge as a preferred choice for students at the global level to pursue their passion would help develop them as leaders in their respective fields.

##### Mission:-

Our mission is to advance, network and disseminate knowledge in a way that helps in creating contributing citizens to global society. We aim at delivering knowledge that blends academic rigour, curiosity and intellectual stimulation. Education at ITM University Gwalior should help

students become capable of judicious introspection and objective reflection. Our students are expected to be capable of raising pertinent questions, challenging status-quo, change-catalyst, serving as team players, having the quest for lifelong learning, aim to realize their full potential and having an intent of serving society.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

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

The university keep strong belief in decentralization and participative management in all decision making and Guidelines preparations.

Deans of Schools, HODs of the departments along with Faculty members, play the decision-making role in the Schools and at University levels issues. The decentralized functioning mechanism, empower the Departments / Schools and individual faculty with a great level of flexibility in academic administration and helps the faculty in taking decisions. The well-defined policies by the University authorities and various committees including the Board of Studies, Purchase Committee, Standing Committee, Anti-Ragging & Discipline Committee and Academic Council the work is distributed. The members of these committees represent faculty members of various schools. At the same time, there are sufficient checks and balances built in the system to evaluate decisions taken. These decisions can also be reviewed by higher authorities and committees from time to time or in case of any needs.

Three practices of decentralization and participative management during the last year are

#### 1. Regular Augmentation of Syllabi as per the need

The university is committed to providing the best curriculum for the programs offered. We always keep eye on the latest updates by our industry/academic collaborators and employability scenario. Based on this we regularly update our syllabi through rigorous processes. The process involves a decentralized and participative approach.

For academic syllabi etc. each Department /School has its own committee. The members meet from time to time and suggest possible updates in syllabi to Vice Chancellor through BOS. Then it is submitted to the standing committee from where it goes to the academic council for final approval. We upgrade our Syllabi in regular intervals, 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 was discussed at the school and planned a strategy to implement to put in BOS. The BOS committee of the university meets at regular intervals. The committee has representation and involvement of faculty and non-teaching employees of the university and external experts from industry and academics for the decision-making process of the University. BOS suggests the changes and then sent to the 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.

2. Establishment of Online Teaching/Learning and Administrative Management \*\*pedagogy, online/offline, evaluation by school,

Unprecedented conditions of the Corona pandemic put a great challenge to our regular teaching and we accepted these challenges as an opportunity to enhance the use of the online platform in the best way. We strengthened our existing LMS and MIS system with new resources, facilities, processes and finally come out with a world-class LMS and MIS system for students and Staff. For this, we met together through online meetings and asked all deans of the schools to call the school-level meetings and send us suggestions for this. We nominated several coordinators at the school level to cater to their specific requirements.

After series of meetings, we drafted a proposal for adapting online teaching and learning. Prepared guidelines for designing of online content and video lectures, assignments, activities etc. we submitted this proposal to our higher authorities through the academic council. And after approval is implemented. IQAC involved at all stages since inception, development, approval and execution. IQAC organized several workshops to Faculty and staff for the best use of LMS. 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.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic plan is effectively deployed

**Curriculum Development:** -

In order to develop the curriculum, the schools made a feedback system, with relevant Industries/ Parents and students synchronized with placement cells. They provide time to time feedback to incorporate new content, skills and suggestions about schemes and syllabi. They also work as a member of BOS. This year Schools organized several online meetings with relevant Industries people and parents for their views. At Dean/HOD conduct a faculty meeting in which the subjects and scheme is discussed and curriculum. The content of syllabi is thoroughly investigated and revised as per the requirement of industries experts. Finally, the meeting of BOS is conducted by calling experts from highly reputed academic instauration and industries. During the meeting of BOS again after consultation and approval of expert of BOS, the curriculum including the syllabi is designed and developed.

#### Teaching and Learning: -

For enhancement in quality in teaching and learning, The University has adopted various strategies which enhance the teaching and learning quality. University organized several faculty development programs time to time to improve teaching pedagogy. This year at the university level 15 days FDP was organized to evaluate the existing pedagogy with suggestions for improvement. Many new tools are suggested Alon with the suggestive implementation of ABCA AND PBL.

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 classrooms during the orientation program at the beginning of every semester and displayed on the notice board of the Department / School. The faculties are always motivated to enrich their knowledge through seminars, refresher courses, and orientation courses, etc.

#### Examination and Evaluation: -

We believe in the continuous evaluation system; the evaluation is based on several internal and external exams. The two midterms of 30 marks and one end term of 40 marks is conducted. Two midterms are conducted online which is multiple choice-based, and final end-term exam is conducted online this year with MCQ and descriptive and analytical questions.

#### Research and Development: -

the faculty encourage to involve in research and development along with Teaching and administrative jobs. The faculty published an appreciable number of papers in SCOPUS and SCI



journals and filed patents also.

Library, ICT and Physical Infrastructure / Instrumentation: -

ITM University has a Resource Centre 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 of books covering not only all aspects of business and management but also related areas like Economics, Behavioural 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-trainings 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 national/international reputed industries. We consult with industries on various issues for the improvement of education system and to fulfil 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. Some new MOUs signed for students and faculty exchange, and training programs

Admission of Students: -

The procedure adopted for admissions to various courses provided by the school is based on students' 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 the particular program through ITM-NEST / JEE (Main) / other Entrance Examinations and thereafter a student is admitted to a course of study.

Academic Collaboration: -

For providing opportunities in learning, enhancing skills, and being involved in research, innovations, University has done MOU with many national international Academic institutes/ Universities. The Collaborations are utilized for Summer internship, exchange programs, skill development programs, collaborative research programs, to organize curricular, co-curricular & cultural activities.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

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

With the hands-on experience of the management, the university management is designed in a scientific way with transparency to get the optimum results out of it. A hierarchical sets up is established from top management to down the level clearly demarking the Duties, Responsibilities, Accountability and Authorities at every state. ITM University has been established in May 2011 by M.P. State Govt. Under section 2(f) of UGC Act and Notified in the M.P. Gazette (extraordinary) after receiving the assent of the Governor of M.P.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

6.2.3 - Institution Implements e-governance in its areas of operations

6.2.3.1 - e-governance is implemented covering following areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

A. All of the above

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

## 6.3 - Faculty Empowerment Strategies

### 6.3.1 - The institution has a performance appraisal system, promotional avenues and effective welfare measures for teaching and non-teaching staff

ITM University Gwalior is a multidisciplinary university known for its quality of research and teaching across the academic spectrum, with subjects spanning the sciences, engineering, management, fine arts, social sciences, arts, nursing etc.

It has been at the forefront of learning, teaching and research and leader in many different fields in its educational endeavour. In a relatively short-time span it has created an image for its excellence as an institution of higher learning through outstanding teaching and world-class research so as to produce well rounded graduates with lifelong abilities to provide leadership within the societies they serve. We have a well-deserved reputation for last 15 years for excellence, as demonstrated by host of educational institutions already operating under our flagship banner i.e., ITM Universe.

#### Vision

To develop ITM University into a centre of excellence in education, research, training and consultancy to the extent that it becomes a significant player of the country and the world.

#### Mission

To meet the global need of competent and dedicated professionals. To undertake R & D, Consultancy & extension activities which are of relevance to the needs of the mankind. To serve the community by interaction on, scientific, technical and other aspects of development.

#### Values

Humanity and ethics blended with sincerity, integrity and accountability. Productive delivery supported by healthy competition. Efficiency and dynamism coupled with sensitivity. To nurture innovation and ability to think differently with rational creativity. Appreciation of sustainable socio-cultural values and to feel proud to be a good professional contributing to the betterment of mankind and mother earth.

#### Annual Performance Appraisal

A self explanatory Annual Performance Appraisal Report Form covering various aspects, role and responsibilities, R&D, Projects, and other important assignments of the faculty members will be processed by the Deans of the Schools for the period as per the specified flow chart. The whole process of the appraisal will be transparent, predictive, scientific and motivational to the above average performers in the ITM University, Gwalior.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

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

5

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

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

10

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

**6.3.4 - Total number of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the year(Professional Development Programmes, Orientation / Induction Programmes Refresher Course, Short Term Course)**

21

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

### 6.4.1 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

University mobilises its funds received mainly from Student fees. University has a finance committee for monitoring the effective mobilization of funds and the optimal utilization of resources.

The University has a proper system for effective and efficient use of available financial resources. The master key for taking financial decision and related matter are Finance Committee and the Governing Body who constantly monitor and encourage for the proper utilization of allocated funds as per need. Each department prepare and submit the yearly budget. This budget is generally for the requirement or up-gradations, in lab, classrooms, maintenance and activities.

Financial matters are closely monitored by the accounts office. In case of any need where the financial support is required, proper demand in writing is made from the concerned Department. For e.g. in case of any requirement, the details of the requirement of the equipments, maintenance infrastructures etc are prepared and proper procedure for purchase is adopted. A statement of accounts containing details of income and expenditure, including budgetary is placed in front of the Finance Committee.

All expenses done after getting approval from financial authorities of the University, Registrar of the University and thereafter it is finally approved by the Vice Chancellor.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

### 6.4.2 - Funds / Grants received from government bodies during the year for development and maintenance of infrastructure (not covered under Criteria III and V) (INR in Lakhs)

0

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 6.4.3 - Funds / Grants received from non-government bodies, individuals, philanthropists during the year for development and

**maintenance of infrastructure (not covered under Criteria III and V)(INR in Lakhs)**

0

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

**6.4.4 - Institution conducts internal and external financial audits regularly**

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 Board's 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

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes by constantly reviewing the teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals

Internal Quality Assurance Cell (IQAC) at ITM University Gwalior had been established in 2011 with following goals:

- To develop a quality system for conscious, consistent and catalytic programmed action to improve the academic and administrative performance of the HEIs;
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Two practices have been successfully implemented at ITM University Gwalior under the IQAC Initiatives:

Initiative-1: Tattva-Learning Management System: In 2014, in-house developed, a learning management system was introduced and implemented in the University for Better Performance of students in academics. It is a web-based online learning platform for the students, which enables them to access their syllabi and a plethora of knowledge related to the various subjects.

During the covid-19 pandemic period, we updated LMS software with new features and given a new name as Tattva-LMS, where we had provided all the learning contents to our students such as- lecture notes, Power point presentations, Recorded Video lectures, Interactive video lectures and conducted online webinar classes, online assignment submission, ABCA and Virtual laboratory.

Initiative-2: Prabandh-Management Information system: In 2011, a web based and in-house developed Prabandh -Management Information system was implemented at ITM University Gwalior to facilitates the 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. During the Covid-19 pandemic period, 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 Tattva-LMS, had been done through the Prabandh-MIS software.

Some other initiatives by IQAC and outcomes during 2020-21.

1. Almost complete session of 2020-21 was conducted in online mode due to Covid-19 pandemic. We had a big challenge to conduct the examination in online mode and we do not want to compromise with the quality and accuracy of the examination, such as the other Universities were compromising.

So, we had conducted proctored online examinations over the in-house developed software by the ERP Cell of ITMU for all the students of first year to final year of all the courses. Evaluation was also conducted online and timely result was also declared. Due to all these efforts, all the students of final year were placed timely and their appointments were not cancelled or delayed due to any issues related to result declaration.

2. To improve the research and development activities, various research groups were created and in each research group, one coordinator, some faculty members and research scholars were included to promote the research activities in more effective manner. Every faculty member was requested to write good quality research papers and publish in SCI/SCOPUS/UGC-CARE listed journals, write interdisciplinary research projects and submit the project(s) to government funding agencies, and also work for getting the consultancy.

As an outcome of this initiative, good number of quality papers have been published in SCI/SCOPUS/UGC-CARE listed journals during 2020-21.



3. By the use of advanced ICT tools, we had provided all the teaching and learning contents to our students on the same Tattva-LMS platform, and we had ensured the quality teaching and learning even in covid-19 pandemic period of session 2020-21.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

6.5.2 - Institution has adopted the following for Quality assurance Academic Administrative Audit (AAA) and follow up action taken Confernces, Seminars, Workshops on quality conducted Collaborative quality initiatives with other institution(s) Orientation programme on quality issues for teachers and studens Participation in NIRF Any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

E. Any 1of the above

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

6.5.3 - Incremental improvements made for the preceding during the year with regard to quality (in case of first cycle) Post accreditation quality initiatives(second and subsequent cycles)

1. Strategy for proper functioning of various activity committees in University
2. Strategy to improve the quality and accuracy in examination process.
3. Promote the research and development activities
4. Industry collaborations, consultancy and research projects
5. Increase the use of ICT tools and technologies in teaching and learning

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

##### Gender Equity and sensitization

ITM University, Gwalior is an organization exemplifying women empowerment through deeds and not only through words and awareness campaigns.

Women are holding prominent central positions in the University management starting with Chancellor, Deans of 5 schools, Dean Academics, Director of ERP Section and many more.

Gender Sensitization starts at ITMU with the induction program of student or newly joined faculty and staff members. This is a mandatory component of any orientation program at ITM U, Gwalior. All these activities are carried out under the flagship of WEC (Women Empowerment Cell).

University has taken several measures to enhance safety & security on campuses by constituting Internal Complaints Committee (ICC), installing CCTV cameras & by providing round the clock security. The women security guards are also available at Girls hostels.

Spacious and comfortable Girls common rooms are available in all the academic blocks with proper ventilation and natural light.

Faculty has been directed to keep the door of the lecture hall and faculty rooms open during classes and any other discussion.

The ICC ensures that posters promoting gender equity & sensitization are placed on the Notice Boards. A Complaint Box is placed outside the ICC office. Telephone / Mobile numbers of the ICC Chairperson and members are made available on the Notice Board of the ICC office, University Directory & Website. Strict confidentiality is maintained by the ICC to encourage the complainant to lodge complaint without fear.

Counselling is provided to the complainants and the respondents independently by the ICC. The Counsellor of the University provides counselling to students of all departments. Training & Placement cell also conducted special lectures, mock interviews etc. for career counselling of students.

A state-of-the-art Day Care Centre is also functional for all faculty and staff within campus. It was an initiative towards promoting social empowerment of Women Employees. Focusing on a major concern of the employees, to leave behind their children at home, day care center was started. Healthy and hygienic food is served at the center along with trained baby sitters and lot of play and activity equipment.

University also organizes training programs, seminars, workshops etc. on gender equity and sensitization by experts.

Annual Gender sensitization Action Plan(s) 2021-22

Specific facilities provided for women in terms of:

- a. Safety and security
- b. Counseling
- c. Common rooms
- d. Daycare Centre
- e. Any other relevant information

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Annual gender sensitization action plan(s)	<a href="https://drive.google.com/file/d/1zT6qURfPt3ZsNqq16FvnU4U1-c5DiAox/view?usp=sharing">https://drive.google.com/file/d/1zT6qURfPt3ZsNqq16FvnU4U1-c5DiAox/view?usp=sharing</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common rooms d. Daycare Centre e. Any other relevant information	<a href="#">Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common rooms d. Daycare Centre e. Any other relevant information</a>

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

B. Any 3 of the above

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

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

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

ITM University Gwalior is committed to "zero waste" and reducing the environmental impact of its activities through its philosophy of "reduce-reuse-recycle". A prudent budgeting approach is adopted in what we purchase as a first step towards reducing waste. Over the years, the University's recycling scheme has included office stationery, electronics, laboratory material and furniture.

**Solid waste:** The entire plantation of on the campus is organically nurtured from the Solid waste management produced from the bio waste from the University campus. University produces organic nutrients at the campus from the bio waste matter of the University for the plantations with the firm endeavour of promoting recycling of waste and dissemination of the practice of organic farming. The eco-friendly waste management system involves a magnetic flux created with controlled oxygen presence which ensures the complete combustion of waste decomposing municipal solid waste material. During the destruction process there is no odour, flies or leaching of contaminants.

**Liquid waste:** The University adheres to a strict protocol of liquid waste disposal in its laboratories. Any glassware used in the laboratory is rinsed with minimum water and placed in the liquid waste container. The liquid waste is segregated into organic and inorganic waste.

Inorganic waste such as concentrated acidic or alkaline solutions are neutralized before disposal. Sodium bi-carbonate or Calcium oxide (lime) is used for the neutralization process so that the neutralized liquid contains no harmful substance. The organic waste yield of the University is limited till date and therefore treated with cow dung for decomposition due to the action of micro-organisms.

E-waste: The University has optimized its inventory of all computers through reassembling, modification and up gradation by the University's own team of IT Administrator, faculty members and students of Computer Science Engineering and Information Technology. This has been a critical endeavour towards E-waste management ensuring that no discarded computers or printers are lying idle in the office premises. Flip flops, memory chips, motherboard, compact discs, cartridges etc generated by electronic equipment's such as Computers, Radio, TV, Phones, Printers, Fax and Photocopy machines are recycled properly. Instead of buying a new machine buyback option is taken for technology up gradation. The e-waste generated from hardware which cannot be reused or recycled is being disposed of.

#### Solid Liquid Management

The waste water from the RO plant is discharged back in back into the environment which is effectively utilized to water the lawns sapling and trees into university by sprinkling irrigation.

#### Liquid recycling system.

BIOCHEMICAL WASTE DISPOSAL: Chances are, if you have to get rid of biomedical waste, you don't know what happens to that waste once it's out of your hands. Your biomedical waste Disposal team is given the task of safely and effectively removing this waste from the environment. Waste disposal is particularly important when it comes to medical supplies, because some waste can be contaminated with diseases or dangerous pathogens. All biomedical waste is not disposed in the same way, and different disposal companies follow different methods.

#### 1. Autoclaving:

The process of autoclaving involves steam sterilization. Instead of incineration, which can be expensive, autoclaving simply introduces very hot steam for a determined amount of time. At the end of the process, microorganisms have been completely destroyed. This process is particularly effective because it costs much less than other methods, and doesn't present any personal health

risks. While some biomedical waste isn't able to be disposed of via autoclaving, around 90% of materials are sanitized this way before being sent on to a landfill.

## 2. Incineration:

The major benefits of incineration are that it is quick, easy, and simple. It effectively removes the waste entirely, and safely removes any microorganisms. However, when burning hazardous materials, emissions can be particularly dangerous. Some states prefer for waste disposal companies to look towards incineration as their first choice, but materials must be reviewed and determined as safe to burn.

## 3. Chemicals:

When it comes to liquid waste, a common biomedical waste disposal method can be chemical disinfection. Chlorine is a regular choice for this process, and is introduced to the liquid waste in order to kill microorganisms and pathogens. Chemical disposal can also be used for solid wastes, but it is recommended that they be grinded first to ensure maximum decontamination. Liquid waste, once decontaminated, is then disposed into the sewer system.

## 4. Microwaving:

During this process, waste is shredded, mixed with water, and then internally heated to kill microorganisms and other harmful elements. One of the main benefits of this process is the shredding aspect; it lowers the volume of biomedical waste, and it is reportedly more energy efficient to use this method than to incinerate. While it can't be used for all biomedical wastes, it can be utilized for a good 90% of it, just like autoclaving.

## E-Waste

The University has optimized its inventory of all computers through reassembling, modification and up-gradation by the University's own team of IT Administrator, faculty members and students of Computer Science Engineering and Information Technology. This has been a critical endeavour towards E-waste management ensuring that no discarded computers or printers are lying idle in the office premises. Flip flops, memory chips, motherboard, compact discs, cartridges etc generated by electronic equipments such as Computers, Radio, TV, Phones, Printers, Fax and Photocopy machines are recycled properly. Instead of buying a new machine buyback option is taken for technology up-gradation. The e-waste generated from hardware which cannot be reused or recycled is being disposed of.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
<b>7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</b>	<b>A. Any 4 or all of the above</b>
File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <ol style="list-style-type: none"> <li>1. Restricted entry of automobiles</li> <li>2. Use of bicycles/ Battery-powered vehicles</li> <li>3. Pedestrian-friendly pathways</li> <li>4. Ban on use of plastic</li> <li>5. Landscaping</li> </ol>	<b>A. Any 4 or All of the above</b>
File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:</b>  <ol style="list-style-type: none"> <li>1. Green audit</li> <li>2. Energy audit</li> <li>3. Environment audit</li> </ol>	<b>B. Any 3 of the above</b>

4. Clean and green campus recognitions/awards  
5. Beyond the campus environmental promotional activities

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

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

B. Any 3 of the above

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words)

Following activities were performed by NCC, ITM University Gwalior during COVID 19 Pandemic.

1. iGOT COVID 19 NCC cadet training was completed as a volunteer.
2. Aarogya Setu App was downloaded in cadets mobile and also in relatives and friends mobile.
3. 500 masks were made and distributed in slum area of Gwalior region adopted village. 4. Awareness videos regarding to COVID 19 were made and uploaded at different social sites by NCC cadets.
5. Conducted MP & CG NCC Webinar on Kargil Vijay Divas on 26 July 2020.
6. Tree plantation at adopted village Sikhrouda on 25 July 2020.



7. Online programme organized "Tree Plantation at any social area" from 1 July to 30 July 2020.

8. ITMU NCC cadets took part in 'Fit India Movement'. A cumulative run of 2,00 kms was done by the cadets to was done by the cadets to spread awareness in the society. NCC Directorate Madhya Pradesh, under the aegis of DG NCC had taken the lead in one month online awareness campaign for 'Fit India Movement', which commenced on 15 August 2020 and culminated on 14 September 2020.

9. NCC cadets participated in an online session to mark International Yoga Day, wherein NCC ANO Dr Shivom Singh demonstrated various asanas followed by 'omkar' chanting. NCC Cadets registered themselves through Google forms to join online yoga programmes and performed asanas with enthusiasm..

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

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

#### WREATH LAYING AT THE STATUE OF FREEDOM FIGHTERS AT HEM SINGH KI PARED

The cadets of 8 MP Bn, ITM University Gwalior participated in an event organized on 13th August 2021, remarking the supreme sacrifice of our freedom fighters and celebrating Azadi ka Amrat Mahotsava on 75th Independence Day. Under the supervision of CO, 15 MP Bn and Lt. Shiv Om Singh the event was successfully conducted and in which 38 cadets of the battalion actively participated and paid homage at the 'HEM SINGH KI PARADE' square. Chief Guest of the event, Brig VM Sharma paid tribute to the freedom fighters and to the martyrs who have given their lives for their motherland. Later, he gave a speech and wrapped up the event with a distribution of prizes to the participating cadets.

#### AAZADI KA AMRAT MAHOTSAVA AT ITM CAMPUS

An event was organized on 15th of August 2021 by the cadets of 8 MP Bn ITM University Gwalior commemorating the supreme sacrifices of the sons of this motherland. A day to cherish what we have, but also a day to remember, express gratitude for what we sacrificed for it. This day reminds us of the plight we have been to giving several goosebumps and lightning the fire of patriotism within every single citizen of the nation.

The event was organized at NAAD Amphitheatre, ITM University, Gwalior and was very finely conducted under the supervision of ANO Lt Shiv Om Singh, UO Piyush Singh. It constituted of a drill, a flag hoisting ceremony, and was later summed up with speeches and dance performances.

As on whole, 32 cadets of the battalion in collaboration with the cadets of 3 MP Bn Army Wing, 3 MP Bn Naval Wing & Division showcased their active participation.

#### PLANTATION OF TREES

An event of plantation of trees was organized by the cadets of 8 MP Bn, ITM University, Gwalior. The activity was carried out on 21st of August 2021 under the guidance of Lt Shiv Om Singh in which a total of 57 cadets participated. The task was well executed under the supervision of Cdt Adesh Kumar Tiwari. As all our wisdom is stored in trees and trees are as close to immortality as the rest of us ever come, the plantation drive was carried out in a dense area of C.P. Colony, Gwalior in which plantlets of neem and peepal were sown. Later, an awareness was also carried out in order to make people aware about the importance of trees in one's life and thereby the responsibilities were assigned to the localities to look upon the planted trees.

#### SWACHHTA ABHIYAN

This activity was organized by the cadets of 8 MP Bn, ITM University, Gwalior on 24th August 2021 under the guidance of Lt. Shiv Om Singh in which 45 cadets of the battalion participated in order to spread awareness about cleanliness and a hygienic environment.

Under this, the cadets involved themselves in cleaning a public park at D.D. Nagar which was dumped by the localities. The cadets also promoted Swachha Bharat Campaign, an unprecedented nationwide initiative which was aimed at inspiring the public to voluntarily remove the filthiness of surrounding and add up on making their country a better place to live in, an initiative aimed by PM of India, Shri Narendra Modi. This was all done with the help of posters and by accomplishing the task assigned to the cadets. The activity promoted a famous saying, "cleanliness is the hallmark of perfect standards and the best quality inspector is the conscience".

#### TUTORING OF KIDS OF RURAL AREAS

The cadets of 8 MP Bn, ITM University Gwalior initiated a small campaign of tutoring the kids of rural areas, who have left their schooling mid-way due to the pandemic which led to the unprecedented economic baggage onto the exodus. Whole of the activity was supervised by Lt Shiv Om Singh and was executed by the cadets. It was a campaign in which kids, the future of a country,

were taught about their syllabus and the parents were instructed as to how to shape the future of their child in a better way. The world of technology has been a boon to such under-privileged students who can't afford good schooling. This event was carried out on 28th of August 2021 in Maharajpura village, Bhind Road, Gwalior. Lastly, national anthem was sung and the kids were given chocolates and were asked to follow the instructions made to make their plight better.

#### AWARENESS ABOUT DIGITAL PAYMENT

The cadets of 8 MP Bn, ITM University Gwalior organized an awareness program for digital payment options in a rural area namely Sikroda, NH-75, Gwalior. The activity was carried out on 28st of Sept., 2021 under the guidance of Lt Shiv Om Singh in which a lot of 31 cadets participated, giving a push to the initiative of the govt of India and making the public aware about the available options of payment other than cash. Cadets downloaded the reliable payment apps and taught the folks as to how to do digital payments and the pros of the digital payment methods. They even made them aware about the new guidelines of RBI and the kind of frauds taking place especially with the innocent and less aware people. Later, people were made available with the contact no. of customer care which could be used by them in case of any query

#### CLEANING OF STATUE UNDER SWACHHTA ABHIYAN

An event was organised by the cadets of 8 MP Bn, ITM University Gwalior under which the cadets involved themselves in cleaning and honouring of a statue of one of the great prominent leaders of Indian History, Pt Deendayal Upadhyay. The activity was conducted on 4th September under Lt Shiv Om Singh at Deendayal Nagar Gate No.1, Airport Road, Gwalior. The cadets involved themselves in cleaning of statue with the help of dusters and brushes. The whole and sole motto was to create awareness among the public regarding the respect and the dignity which must be maintained when it comes to the statues and sculptures of our ancestors who have sacrificed their lives for this nation. Whole of the activity was finely conducted and was thereby summed up.

#### CELEBRATION OF 73rd NCC DAY

The occasion 73rd NCC day 26 Nov., 2021, cadets of 8MP Battalion of ITM University Gwalior performed a cleanliness drive in all over campus, on each track and roads of University campus.

As we know that how cleanliness is important for us and our surroundings. It offers a sense of satisfaction, but may go further by protecting your mental health as well, helps to keep our environment clean and green, prevents illness and allergies. A clean environment automatically boosts our self-confidence. Cleanliness gives a fresh and good look to our surroundings. The

disadvantages of an unhealthy environment have tons of problems that effects the whole ecosystem and others around it. When the air has grown in unhealthy levels, many plants, animals, and insects will either die or get seriously weakened by the polluted oxygen in the air. having an unhealthy environment will cause the Earth to suffer a mighty blow that will take many years to recover if it becomes a breeding ground for pollutants and death. We should such kind of cleanliness drives on a regular basis for a better surrounding for us and others.

This activity is been performed under the guidance of University's ANO Lt. Dr. Shivom singh. This cleanliness drive is performed with total presence of 70 cadets.

#### TREE PLANTATION ON 73rd NCC DAY

Today on the occasion of 73rd NCC Day 27 Nov., 2021 , cadets of 8MP Battalion of ITM University Gwalior performed the second activity of tree plantation in university campus.

When you plant a tree, you don't just plant a sapling but hope. We have learned it the hard way that trees are extremely important for our survival. Trees greatly contribute to their environment by providing oxygen, supporting wildlife, improving air quality, conserving water, preserving soil, and climate amelioration. The aim behind observing the said day is to make people aware of the importance of planting trees and help them realize the same. We need to respect Mother Nature and value the great advantages that trees bless us with every day.

Plants like Ashok, Neem, Kadamb, Harshingar, Rose, Dahlias, Jasmine etc. Is been planted here itself in our big campus.

On that basis, this activity of tree plantation is been performed under the guidance and presence of University's ANO Lt. Dr. Shivom Singh. This tree plantation is performed with total presence of 70 cadets. Total 50 trees is been planted over the campus. And we request to all out there to plant trees weekly or on a monthly basis.

#### BLOOD DONATION CAMP ON THE OCASSION OF 73RD NCC DAY

Cadets of ITM University Gwalior, Volunteered for The Blood Donation, in a Blood Donating Camp Which is Organised By 8mp Bn NCC, Gwalior and By the Ex NCC Cadets. Which Was done under the presence and guidance of Youth Power Care Blood Donation Service Committee and C.O Unit 8 MP Bn NCC, Gwalior - Col.

Rahul Verma. Cadets of ITM University Gwalior, showed their will after getting the Motivation from their ANO. Lt. (Dr). Shivom Singh.

HOMAGE IS PAYED TO 11 BRAVEHEARTS WHO WERE MARTYRED ALONG WITH CDS GEN BIPIN RAWAT

Today, (11/12/2021) Homage is payed to 11 bravehearts who were martyred along with CDS Gen Bipin Rawat, in a Mi-17V5 helicopter crash, near Tamil Nadu's Coonoor Area.

This homeage is given to all our braveheart martyrs , by The Cadets Of 8 MP BN NCC of ITM UNIVERSITY GWALIOR.

Here Cadets Mourned For all the martyrs, and did a candle March from Hazeera Entry Side Road to Gole ka mandir Chourahas Old Thana.

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

Any 3 of the above

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

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

- Independence Day of India -August 15, 2020
- Gandhi Jayanti Celebration -October 02, 2020
- National Youth Day: January 12, 2021
- Parakram Diwas: January 23, 2021
- National Voters Day -Jan 25, 2021

- International Mother Language Day -Feb 21, 2021
- National Anti-Terrorism Day -May 21, 2021
- World No Tobacco Day - May 31, 2021
- World environment Day -June 07, 2021
- International Yoga Day -June 21, 2021

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

## 7.2 - Best Practices

### 7.2.1 - Describe one best practice successfully implemented by the Institution as per NAAC format provided in the Manual

#### Title of the Practice

#### PRABANDH-Enterprise Resources Planning (ERP) Software 1. Objectives of the Practice

Technology in education enables students, faculty and researchers 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 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 organizations through help-desk.
- To reduce the time effort for maintenance of Students as well as employee records.
- To provide a single window solution to various workflows across university.

#### 2. The Context

An integrated management information system is essential for any organization with large amounts 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 packages are integrated covering all enterprise business functions.

At ITM University, the ERP portal has been 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 student's 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 members, Industry Interaction Cell (IDEAPAD).

This portal also as, Management Information System (MIS) and Learning Management System (LMS) for the student, participating in online quizzes, debates, and much more.

### 3. The Practice:

The ERP System enables integration which facilitates the entire student life cycle management through a tamper proof workflow from 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 an 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: Students 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) Students can share their ideas by posting Media/Videos, Blog posts, Bytes and files. b) Subject wise content can be viewed / downloaded by the students,

#### 4. Evidence of Success:

At ITM University ERP portal has been 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.

#### 5. 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 in lower usages. To provide anytime anywhere access the campus was made Wi-Enabled resulting in more usages beyond the campus preference.

#### 6. Notes

In order to make the solution functional, a lot of exhaustive training sessions were conducted for inducing galvanizing the implementation across the University.

#### Title of the Practice

Activity Based Continuous Assessment (ABCA) System 1. 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.

## 2. 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 the 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?

## 3. 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 and 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 classroom.

- 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 the Center of Excellence concept to specially groom the students with spark to enhance their employability.

#### 4. Evidence of Success

Activities are unique hence enhance the Ecosystem 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.

#### 5. 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.

### 7.3 - Institutional Distinctiveness

#### 7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

The institution is committed to serve the society to adhere with the mission and vision through various programs. The University has adopted nearby villages to implement health care programs, awareness drives, Farmers' training camps and Melas etc. The farmers are rearing the cattle, crop production, fisheries etc; our scientist advised them to utilize cow dung in Vermi-composting. We have constructed the Vermi-compost units 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. We have provided training for cultivation of button and oysters mushroom to the farmers and they are being guided for low cot technique for mushroom cultivation. School of nursing sciences had conducted various health care activities along with students and faculty member to serve at community level during the Covid-19 pandemic period such as Distribution of Mask and sanitizer,

Free treatment of Covid-19 patients in ITM Hospital, programs on hand washing technique at various places as Naka chandra vadni , Kote ki saray, JAH Hospital, Vaccination drives were conducted by ITM Hospital for the staff and nearby villages, and conducted seminar to reduce misconception about Covid19.

### 7.3.2 - Plan of action for the 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. Setup of private cloud to manage the databases of Tattva-LMS and Prabandh-MIS software 8. Plagiarism check for Project & Assignment submissions 9. To Organize more number of Workshops and National/International level conference 10. Establish Central Computing Cell/Innovation Cell 11. Upgradation of Poly House and Green House in the Department of Agricultural Sciences 12. Construction of swimming pool. 13. Organize more number of national level sports tournaments. 14. Extension of bed capacity up to 500 in the hospital of school of nursing. 15. To organize more number of programs in adopted villages such as health services, seed related training, Kishan Gosthi, educational programs under nannat bharat abhiyan. 16. We will Increase the use of solar energy for more energy conservation. 17. Setup for solid/e-waste management 18. External audits for Clean and green campus