The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

AQAR for the year *(for example 2013-14)*

2015-16

1. Details of the Institution

1.1 Name of the Institution

SATYAM FASHION INSTITUTE

1.2 Address Line 1

C-56A/14&15

Address Line 2

SECTOR - 62

City/Town

NOIDA

State

UTTAR PRADESH

Pin Code

201309

Institution e-mail address

info@satyamfashion.ac.in

Contact Nos.

0120-4082000

Name of the Head of the Institution:

Dr. Mitali C. Goswami

Tel. No. with STD Code:

0120-4082005

Mobile: | 09810498807

Name of the IQAC Co-ordinator: | Vandana Jaglan

Mobile: | 9958094706

IQAC e-mail address: | vandana.jaglan@satyamfashion.ac.in

1.3 **NAAC Track ID** (For ex. MHCOGN 18879)

OR

1.4 **NAAC Executive Committee No. & Date:**
   (For Example EC/32/A&A/143 dated 3-5-2004.
   This EC no. is available in the right corner- bottom
   of your institution's Accreditation Certificate)

1.5 Website address: | www.satyamfashion.ac.in

Web-link of the AQAR:

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details **NA**

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	-	-	-	-
2	2nd Cycle	-	-	-	-
3	3rd Cycle	-	-	-	-
4	4th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC :DD/MM/YYYY | 02/07/2013

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*(for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

   i. AQAR _____NIL_____ _____ (DD/MM/YYYY)4
  ii. AQAR_____ NIL _____ _____ (DD/MM/YYYY)
 iii. AQAR_____ NIL _____ _____ (DD/MM/YYYY)
 iv. AQAR_____ NIL ____ _____ (DD/MM/YYYY)

1.9 Institutional Status

University   State [√] Central [ ] Deemed [ ] Private [ ]

Affiliated College   Yes [√] No [ ]

Constituent College   Yes [ ] No [√]

Autonomous college of UGC   Yes [ ] No [√]

Regulatory Agency approved Institution   Yes [ ] No [√]

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education [ ] Men [ ] Women [√]

                    Urban [√] Rural [ ] Tribal [ ]

Financial Status   Grant-in-aid [ ] UGC 2(f) [ ] UGC 12B [ ]

                    Grant-in-aid + Self Financing [ ] Totally Self-financing [√]

1.10 Type of Faculty/Programme

Arts [ ]   Science [ ] Commerce [ ] Law [ ] PEI (Phys Edu) [ ]

TEI (Edu) [ ] Engineering [ ] Health Science [ ] Management [ ]

Others (Specify)

    [ ]   B.Design

    [ ]   PG Diploma

1.11 Name of the Affiliating University *(for the Colleges)*

SNDT Women's University

*Annexure 1

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University   √

University with Potential for Excellence   UGC-CPE

DST Star Scheme   UGC-CE

UGC-Special Assistance Programme   DST-FIST

UGC-Innovative PG programmes   Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers   6

2.2 No. of Administrative/Technical staff   2

2.3 No. of students   4

2.4 No. of Management representatives   1

2.5 No. of Alumni   2

2. 6 No. of any other stakeholder and
      community representatives   1

2.7 No. of Employers/ Industrialists   1

2.8 No. of other External Experts   -

2.9 Total No. of members   17

2.10 No. of IQAC meetings held   20

2.11 No. of meetings with various stakeholders: No. | 1 | Faculty | 4 |

Non-Teaching Staff | 2 | Students | 2 | Alumni | 1 | Others | 10 |

2.12 Has IQAC received any funding from UGC during the year?   Yes | | No | √ |

If yes, mention the amount | - |

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. | 4 | International | | National | | State | | Institution Level | 3 |

(ii) Themes

Institutional workshops:

1. Meditation and Well-being

2. Fundamentals of Jewellery Designing

3. Fundamentals of Photography

2.14 Significant Activities and contributions made by IQAC

1. Felicitation of students for Best Design during the event Miss SFI'

2. Felicitation of students with a certificate for the Best Store Display in Visual Merchandising competition

3. Felicitation of paper craft artisan from Jaipur

4. Acknowledgement of Handloom expert for development of hand woven samples in the institute

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
To develop student-centred curriculum	Review and development of student-centred curriculum which included hands on workshop and expert lectures on various subjects
To aid in holistic development of the students	Organised a 3-day workshop on Meditation and Well-being to help students in stress and time management Organised a lecture on Personality Development during the Orientation Programme of the students
To arrange educational visits and trainings	Various industrial and education visits were organised during the Academic year to help aid in the practical understanding of the students e.g. Visits to Crafts Museum and National Museum, Delhi Visits to Garment Manufacturing Units in NOIDA and Delhi Visits to national and international fairs held in Delhi-NCR
To install state of art facilites for teaching methods	Installation of high end soft wares and technical equipment for the Auto CAD and computer labs

 Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes ☐   No ☐ √

Management ☐   Syndicate ☐   Any other body ☐

Provide the details of the action taken

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	-	-	-	-
UG	01	-	01	-
PG Diploma	01	-	01	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	02	-	02	0

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options - Core
     (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	4
Trimester	-
Annual	-

1.3 Feedback from stakeholders*   Alumni [√]   Parents [√]   Employers [√]   Students [√]
    (On all aspects)

    Mode of feedback   :   Online [ ]   Manual [√]   Co-operating schools (for PEI) [ ]

*Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

As the institute is affiliated to SNDT Women's University, Mumbai, the Ad-Hoc Board of Studies held Academic Council meeting and workshop to review syllabus and the required changes were incorporated:

☐ Working with the craft clusters – ply split braiding, pottery etc.

☐ Introduction of advanced soft ware in the curriculum like Auto CAD

☐ Addition of design fundamentals from the Indian perspective and development of garment collection

☐ 3 D prototype development for the students' projects

1.5 Any new Department/Centre introduced during the year. If yes, give details.

-

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
11	11	-	-	-

2.2 No. of permanent faculty with Ph.D.

02

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
2	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty   06   -   -

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	-	-
Presented papers	2	-	-
Resource Persons	1	5	-

2.6 Innovative processes adopted by the institution in Teaching and Learning:

☐ Use of Role-play technique in theory subjects for enhancing the learning process

☐ Use of brain storming and mind mapping for the theme development for the design projects

☐ Face to face interaction and Student mentoring with the designers

2.7 Total No. of actual teaching days during this academic year

| 190 |

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

☐ As the college is affiliated to the SNDT Women's University,Mumbai, examinations were conducted as per the directives of BOS in the respective programmes.

☐ Introduction of OMR sheets for the students by the university

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

1	1	1	-	1

2.10 Average percentage of attendance of students

| 76.5% |

2.11 Course/Programme wise distribution of pass percentage : Year 2015

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Design	182	12.63	43.95	5.49		62.08
PG Diploma	20	20	45	10		75

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

 The IQAC plays crucial role in the development of teaching and learning processes. For this, IQAC has taken the following efforts for students and faculty members.

☐ Motivating faculty members for using modern techniques of teaching using ICT

☐ Development of an academic calendar to convey the examination schedule, time table, extra co-curricular activities, results, holidays, vacation, etc. to the faculty, students and parents

☐ Academic feedback and evaluation by the students and peers

☐ The progress of students was evaluated through class tests, weekly assignments, juries etc. for all the academic projects

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	6
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	08	-	-	-
Technical Staff	02	-	-	-

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

-

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	-	-	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications:

Range [-]   Average [-]   h-index [-]   Nos. in SCOPUS [-]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published   i) With ISBN No. [-]   Chapters in Edited Books [-]

ii) Without ISBN No. [-]

3.8 No. of University Departments receiving funds from

UGC-SAP [-]   CAS [-]   DST-FIST [-]

DPE [-]   DBT Scheme/funds [-]

3.9 For colleges   Autonomy [-]   CPE [-]   DBT Star Scheme [-]

INSPIRE [-]   CE [-]   Any Other (specify) [-]

3.10 Revenue generated through consultancy [-]

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons [-]

3.13 No. of collaborations   International [-]   National [-]   Any other [-]

3.14 No. of linkages created during this year [-]

3.15 Total budget for research for current year in lakhs :

From Funding agency [-]   From Management of University/College [-]

Total [-]

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions   received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution | - |

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF | - | SRF | - | Project Fellows | - | Any other | - |

3.21 No. of students Participated in NSS events:

University level | - | State level | - |

National level | - | International level | - |

3.22 No. of students participated in NCC events:

University level | - | State level | - |

National level | - | International level | - |

3.23 No. of Awards won in NSS:

University level | - | State level | - |

National level | - | International level | - |

3.24 No. of Awards won in NCC:

University level | - | State level | - |

National level | - | International level | - |

3.25 No. of Extension activities organized

University forum | - | College forum | - |

NCC | - | NSS | - | Any other | - |

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

NA

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	4024.44 sq. Mt.	-	Self financed	4024.44 sq. Mt.
Class rooms	05	-	Self financed	05
Laboratories	06	-	Self financed	06
Seminar Halls	01	-	Self financed	01
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	-	05	Self financed	05
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	Self financed	-
Others			Self financed	

4.2 Computerization of administration and library

Use of soft ware for attendance records, marks filling and admit cards for examinations – SARAL soft ware

Admission management through soft ware – E-suvidha soft ware

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	524	5,61,954	37	1,02,318	561	6,64,272
Reference Books	458	4,64,404	32	97,550	490	5,61,954
e-Books	-	-	-	-	-	-
Journals	52	57,586	14	12,760	66	70,346
e-Journals	-	-	-	-	-	-
Digital Database	01	20,000	-	-	-	20,000
CD & Video	29		02	200	-	
Others (specify) Encyclopaedia	05	7,536	04	19,710	09	27,246

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	86	46	03	-	02	09	26	-
Added	-	-	-	-	-	-	-	-
Total	86	46	03	-	02	09	26	-

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

☐ The computer with internet access is provided to all the faculties in their departments and to non-teaching staff in the office.

☐ All the faculties deliver their lecture using power point presentations and students also present their projects using computers and projectors.

☐ The conference room is well equipped with computer, LCD projector and all the accessories required for various kinds of presentation.

☐ The entire office work is executed using the computer and all the records are well maintained.

☐ Free of cost computer facility with internet access is made available to the college students.

4.6 Amount spent on maintenance in lakhs :

   i) ICT
  ☐

   ii) Campus Infrastructure and facilities
  ☐

   iii) Equipments
  ☐

   iv) Others
  ☐

                Total :
  ☐

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

☐ Mentoring of weaker students and arrangement of extra classes

☐ Arranging career counselling sessions for the graduating students

☐ Redressal system for the students' grievances

5.2 Efforts made by the institution for tracking the progression

☐ Arranged various educational and industrial visits

☐ Arranged placement mock interviews

☐ Computer with internet access made available, free of cost.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
203	28	-	-

(b) No. of students outside the state   70

(c) No. of international students   01

	No	%		No	%
Men	-	-	Women	231	100%

	Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
125	3	-	9	-	137	90	01		03	-	94

Demand ratio   1:1.48   Dropout %   7.35%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

☐ Avenues of employment

☐ Interview techniques and Career based counselling

No. of students beneficiaries   02

5.5 No. of students qualified in these examinations

NET   -   SET/SLET   -   GATE   -   CAT   -

IAS/IPS etc   -   State PSC   -   UPSC   -   Others   -

5.6 Details of student counselling and career guidance

Held institutional career counselling session for the graduating year students by experts

No. of students benefitted   02

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

5.8 Details of gender sensitization programmes

Workshop on breast cancer awareness organised by Dharmshila Hospital

5.9 Students Activities

    5.9.1   No. of students participated in Sports, Games and other events

State/ University level | - | National level | - | International level | - |

No. of students participated in cultural events

State/ University level | - | National level | 1 | International level | - |

    5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level | - | National level | - | International level | - |

Cultural: State/ University level | - | National level | - | International level | - |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	23	3,21000
Financial support from government	-	-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

Fairs   : State/ University level ☐   National level ☐   International level ☐

Exhibition: State/ University level ☐   National level ☐   International level ☐

5.12   No. of social initiatives undertaken by the students ☐

5.13 Major grievances of students (if any) redressed: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

To emerge as a top design institute with distinctive yet complementary location and to be recognised as a leader in defining design education. By employing innovation in all areas, Satyam Fashion Institute provides superior education, talented and dedicated faculty and staff, leading edge technology, advanced learning resources and comprehensive support system. We aim to foster holistic development of women by imparting quality education with requisite skills and training.

MISSION

Satyam Fashion Institute exists to empower women through education by preparing talented students for professional careers, emphasizing learning through individual attention in a positively oriented university environment. The institute believes in nurturing a self-sustainable environment in the design industry for women from all segments of society and create a 'Centre of Excellence'. We aspire to achieve overall advancement in the country by making Indian women self-reliant and independent through developing entrepreneurial skills.

6.2 Does the Institution has a Management Information System

1 Tools in Administration

a Use of TALLY for accounting

b Daily rough cash book, personally entered and checked by Account Officer

c Pre-planned administrative feedback meetings monthly with the Principal

d IQAC meetings with Principal and management for feedback and decision making

e Periodic meetings of various academic cells and decision making therein

f Departmental meetings on syllabus completion, review of lesson plans and correction feedback

2 Student records:

a Daily day-end reports on admission status

b Periodic Parent and alumni meetings for feedbacks

c SARAL software used for maintaining students' record of fees, fines and attedance

d Monthly attendance record and feedback of defaulter students in the departments

e. Daily SMS to the parents for students absentism

4 Evaluation and examination procedures:

a Existence of full-fledged examination cell and updated maintenance of concerned records

b Periodic meetings of examination cell with the principal

c In-house and University central assessment program for feedback on evaluation

d Remedial classes for weaker students

e E-suvidha portal used for generation of admit cards, question papers and OMR sheets

5 Other

a Simultaneous digitization of old records for decision making

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1   Curriculum Development

- Participating in the BOS bodies in curriculum development and review committee etc.

- Feedbacks on curriculum development

6.3.2   Teaching and Learning

- Submitting and following lesson plans to the principal

- Preparing academic calendar

- Using mixed methodology of teaching – Oral, Visual and Hands –on exercise

- Conducting unit tests, group discussions and home assignments etc.

- Conducting preliminary examinations

- Exposing students for outdoor learning through educational visits

6.3.3 Examination and Evaluation

- Notification of examination schedule by the examination cell which includes date of submission of assignments, date-sheet, jury details, mid term examination

- Question banks are given to students for theory subjects

- Extra classes for syllabus completion

- Small units tests, revision quiz after completion of each topic in the class

6.3.4 Research and Development

- Motivating faculties to take research projects and guiding them for improving API through participation in conferences and through publishing of articles, books and research work

- Planning to publish a design based research journal

- Supporting teachers with study leaves, allowances etc.

- Planning for addition of minor research in the design curriculum

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The institute has a good personal campus and in-house hostel facilties with all amenities.

- All the laboratories and workshops are well equipped with latest technologies.

- There is 24x7 wifi connectivity in the campus.

- Good infrastructure for ICT in the campus

- Transportation facilities available for the day-scholers

- Conveyance facilities for faculties and students for the educational visits

6.3.6 Human Resource Management

- Workshop on breast cancer awareness organised by Dharmshila Hospital

- Mentoring of weaker students and arrangement of extra classes

- Arranging career counselling sessions for the graduating students

- Redressal system for the students' grievances

- Meetings with alumni, industry stakeholders

- Meditation and well-being workshop organised for faculties, staff and students

6.3.7 Faculty and Staff recruitment

- The recruitment of the faculty and non-teaching staff is done on the basis of type of post created, strictly by following the rules and regulations laid down by the institute.

6.3.8 Industry Interaction / Collaboration

- Satyam Fashion Institute (SFI) with a wide recognition in the industry has marked its name by grooming the young minds to a skilled design professional.
- The Institute also has developed linkages with Ministry of Textiles and DC (Handlooms) to hold industry specific shows.
- The institue is located in NOIDA which is emerging as the hub of the apparel exporters in Delhi NCR comprising of over 1000 apparel units and the institute has developed valuable linkages with renowned designers and export houses in India.

6.3.9 Admission of Students

- The admission cell of the institute holds counselling session for the prospective students and also guides for the choice of specialization in their graduation.

6.4 Welfare schemes for

Teaching and non teaching staff	1. Assistance to avail loan 2. Provision of uniforms for Class IV staff 3. Periodic social gathering of teaching and non-teaching staff 4. Providing gifts on festivals 5. First-aid facilities in the campus 6. Provision of RO water in the campus 7. Provision of study leave, medical leave and maternity/ paternity leaves 8. Conveyance for the official work

Students	1. Celebrations on the festivals
	2. Distribution of sweets and gifts in festivals
	3. First-aid facilities in the campus
	4. Provision of conveyance in case of emergency
	5. Arrangement of conveyance for educational visits and excursions
	6. Cash prize for the Best Academic Performance
	7. Regular sports and extra-curricular activities

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done   Yes [√]   No [ ]

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Preeti Goel – an educator	Yes	Principal
Administrative	Yes	D.P. Singh – an administrator	Yes	IQAC

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes   Yes [√]   No [ ]

For PG Programmes   Yes [√]   No [ ]

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

> The institute is implementing the examination system as directed by the affiliating university proactively. The university is conducting examination at various nominated centres and the questions papers are sent to the centres 15 minutes from the commencement of the exam.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

6.11 Activities and support from the Alumni Association

> The past students of the college working in diverse fields and having key positions in the society are the members of alumni association. Regular interaction is held with the alumni for suggestions and feedback for the betterment of the institute.

6.12 Activities and support from the Parent – Teacher Association

- Regular interaction and meeting with the parents helps in ensuring the quality of education system in the institute.

- Sending daily SMS for the absentism of students has created a great impact on improving the overall attendance in the institute

- Couselling sessions with the parents in case of weaker students as a remedial action as well as for the personal problems

- Participation of the parents in the extra-curricular activities of the students

6.13 Development programmes for support staff

1. Assistance to avail loan
2. Provision of uniforms for Class IV staff
3. Periodic social gathering of teaching and non-teaching staff
4. Providing gifts on festivals
5. First-aid facilities in the campus
6. Provision of RO water in the campus
7. Advance payment in case of emergency
8. Provision of study leave, medical leave and maternity/ paternity leaves

6.14 Initiatives taken by the institution to make the campus eco-friendly

- The college has covered open land in the campus with mini gardens, having lush of plants and grass.

- Segregation of solid waste in the campus in bio degradable and non-biodegradable.

- Establishment of Green House in the campus

- Installation of proper drainage system in the campus

Criterion – VII

7. <u>Innovations and Best Practices</u>

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

> Remedial classes for the weaker students have created a positive impact on the overall performance of the students
>
> Use of mixed methodology for the students like brain storming, negative brain storming, mind mapping and hands-on tutorials

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Agenda	Action
Development of student-centred curriculum	Review and development of student-centred curriculum which included hands on workshop and expert lectures on various subjects
Work for the holistic development of the students	Organised a 3-day workshop on Meditation and Well-being to help students in stress and time management Organised a lecture on Personality Development during the Orientation Programme of the students
Educational visits and trainings	Various industrial and education visits were organised during the Academic year to help aid in the practical understanding of the students
state of art facilites for teaching methods	Installation of high end soft wares and technical equipment for the Auto CAD and computer labs

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

- Mixed Methodology for teaching

- Brain storming and reverse brain storming, mind mapping

- Qualitative analysis in the field of design

- Rubrics used for design evaluation

Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

- Awareness among the students, faculties and staff for the segragation of the solid waste

- Plantation of trees by the students

7.5 Whether environmental audit was conducted?   Yes [ ]   No [√]

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

VAULES imbibed by the institute:

- Being a student centred institute

- Provding an exceptional education and life-changing experience for the students

- Growing while continually improving

- Being innovative and result oriented

- Promoting a cooperative team spirit and positive 'CAN DO' attitude

8. **Plans of institution for next year**

Publish one design based Research journals with ISBN number to encourage design ideas globally

Videography of the best practices in design education

Starting of the Incubator by linking academia and industry

Recycling of paper and development of sustainable products

Conducting an environmental audit for the institute

Name _____   *Name* _____

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____ *** _____

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

****