



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		Gitarattan International Business School
• Name of the Head of the institution		Prof (Dr) Anup Kumar Ghosh
• Designation		IQAC Coordinator
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		01127555607
• Mobile no		9711767666
• Registered e-mail		vc@gitarattan.edu.in
• Alternate e-mail		director@gitarattan.edu.in
• Address		GITARATTAN INTERNATIONAL BUSINESS SCHOOL PSP 2A & 2B COMPLEX-II, MADHUBAN CHOWK, ROHINI
• City/Town		New Delhi
• State/UT		Delhi
• Pin Code		110085
2.Institutional status		
• Affiliated /Constituent		Affiliated
• Type of Institution		Co-education
• Location		Urban

• Financial Status	Self-financing				
• Name of the Affiliating University	Guru Gobind Singh Indra Prastha University				
• Name of the IQAC Coordinator	Dr Anup Ghosh				
• Phone No.	01127555607				
• Alternate phone No.	01127555608				
• Mobile	9311267555				
• IQAC e-mail address	vc@gitarattan.edu.in				
• Alternate Email address	director@gitarattan.edu.in				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://gitarattan.edu.in/wp-content/uploads/2020/10/AQAR-Report-AY-2019-20.pdf#new_tab				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://gitarattan.edu.in/wp-content/uploads/2022/01/Para-1.1.2-Academic-Planner-2020-21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.57	2012	21/04/2012	20/04/2017
Cycle 2	A	3.14	2018	31/07/2018	30/07/2023
6.Date of Establishment of IQAC			22/07/2012		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NA	NA	NA	NA	NA	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		

<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	4
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> • If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
* Maintain quality of education through Online mode.	
* All the Calendar activities has been successfully conducted through online mode.	
*Innovation activities has been strengthened and Social inclusiveness has been improved.	
*Level of consultancy has been improved.	
*Research Publication of the Institute strengthened.	
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
<p>Monitoring teaching learning process through robust feedback methods: The Programme level committees should be strengthened to monitor the academic performance and feedback mechanism need to be improved.</p>	<p>The feedback system has been improved , The data has been uploaded in website. Action plan were chalked out following SWOT analysis in different PLC meeting. The action plan were also uploaded in website</p>
<p>Strengthen Institutional Learning Management System: The LMS system maintained to be upgraded on Microsoft Office-365 platform by the Institute and will be integrated with institute ERP system as far as possible.</p>	<p>LMS on MS-365 has been implemented. For next year we will put another improvement like Mapping of LMS with Course plan</p>
<p>To make the grievance redressal mechanism effective and to maintain proper discipline of the students, Board of Discipline is required to be set.</p>	<p>Board of Discipline has been implemented. Regular meeting and the records were maintained as per Institute's policy . Further existing Grievance Redressal Mechanism has been strengthened through online ERP system. Psychologist and students' counsellor has been appointed..</p>
<p>Improvement of the quality of the institutional publications: The journal of Global Information and Business strategy has received e-ISSN. As a next step this journal need to be indexed with different indexing authorities like ICI, UGC Care etc. Further it has been planned that the GIBS Law Journal should receive e-ISSN in this academic year. It has also been planned to publish a number of edited e-books by the faculty members on different topics with ISBN number.</p>	<p>All the points, as per plan, have been implemented in this academic year</p>

Faculty members are to made aware to participate in different award giving competitions or activities organised by different renowned bodies.	One Faculty Development Programme has been organised on 2-16th August, 2021 to make faculty members aware
Motivate faculty members to apply for research grants from different sponsoring authorities: Different authorities like DST, AICTE, UGC, NAAC, ICCSR may be approached by the faculty members for research project grant.	One Faculty Development Programme has been organised on 14-20 January, 2021 to make faculty members aware about Research Grants etc.
Motivate faculty members to apply for IPR for their intellectual works including publications: Encourage the faculty members to apply for copyright of their intellectual properties or patent.	Three patents has been published in Patent journal in Sept-2021 and 9 Copyrights has been granted in favour of the Institute.
Motivate faculty members to develop e-Contents to upload in MOOCs / Swayam etc: There are good number of course materials developed by the faculty members and put in the LMS of the institute. Some of the course materials may be applied for SWAYAM platform uploading. For this faculty members should be trained.	One Faculty Development Programme has been organised on 2-16th August, 2021 to make faculty members aware
Motivate faculty members to attend different Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes approved by UGC / AICTE.	19 faculty members attended AICTE sponsored FDP on UHV
Workshop on Conservation of Energy and Gender Issues should be conducted with Parents group	Different programmes were organised along with Parent's group and Local Residents on

and local residents.	these issues.
Start one Incubation centre: To help the budding student entrepreneurs' startup process, one incubation centre should be developed.	The matter is now on priority mode. One Pre-Incubation center has started. Further collaborative actions has been started with Universities of Eminence to get mentor ship on this issue.
Maintain high level of research and involve students to take part in e-conference / seminars / webinars.	The matter of R&D has been improved. 3 patent and 9 copyrights have been observed as intellectual property bank in the name of the institute. However the matter is once again included in the next academic year's future plan.
Tie-up with University/Institutes / organizations for different collaborative ventures at National and International level.	The matter is once again included in the next academic year's future plan.
Involvement of students in social inclusion activities.	A good number of activities were organised by the NSS team under social inclusiveness programme.
Start in-house industrial training.	Due to Covid pandemic, most of the industry houses temporarily stoped this type of trainging. However the matter has been included in next years plan.
Strengthen student support system for Competitive Examination Guidance and Higher Education Guidance / coaching.	Two such coaching programme were organsied for CET coaching. Many more training in this direction are in pipeline.
Alumni Activities should be strengthened: Start different alumni activities make a constant connectivity between alumnus and its alma mater.	To strengthen alumni connectivity, one new professional portal has been launched as Alma Connect. Many of the Alumni now in directly connected to their alma mater. Number of activities were also

	improved.
Start a online certificate course on Human Values and ethics.	The faculty members have been trained for this course through AICTE FDP programmes and the said course will be made effective in the next academic calendar.
Tie up with Skill council/s to get SBT certificate recognized.	The issue has been deferred to the next academic calendar
. Improve industry connection with faculty members : The faculty members may be encouraged to get connected with industry houses and participate in their decision making process .	The faculty members has been encouraged to improve their industry connectivity. The matter has been included in Faculty Development policy of the institute
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Institute's Management Committee	14/11/2021
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020	01/02/2021

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	286
File Description Data Template	Documents View File
2.Student	
2.1 Number of students during the year	1382
File Description Institutional Data in Prescribed Format	Documents View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	146
File Description Data Template	Documents View File
2.3 Number of outgoing/ final year students during the year	236
File Description Data Template	Documents View File
3.Academic	
3.1 Number of full time teachers during the year	68
File Description Data Template	Documents View File
3.2 Number of sanctioned posts during the year	71
File Description Data Template	Documents View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	42
4.2 Total expenditure excluding salary during the year (INR in lakhs)	855.36
4.3 Total number of computers on campus for academic purposes	470
Part B	
CURRICULAR ASPECTS	

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

We adopt the curriculum prescribed by the GGSIPU. Depending on our resource capability, institutional goals and concern towards the students, we impart quality education. The Institute strives for effective curriculum delivery through a process of effective planning, implementation and monitoring of entire process.

Academic Calendar: The entire set of activities related to academics, cocurricular, extracurricular activities are preceded according to well-planned academic calendar detailed enough to cover the available timeframe, yet flexible enough to permit changes.

Couse Plan: A course plan includes course outcomes, course objectives, content topics, reference books and the expected outcomes from the students by learning through the topics prepared by respective faculty members at the beginning of each semester. It gives an insight how the lecture class will be handled throughout the semester. Every faculty presents his/her course plan to Programme Level Committee and the entire fraternity of faculty members before the commencement of Semester. The Changes, if any, suggested by PLC are discussed in a meeting with PLC members, NBA core committee and Director. Periodic meetings of IQAC take stock of the progress of teaching learning, among other things and meetings of the Academic coordinators, programme coordinators of different programmes where progress of the delivery of curriculum are regularly monitored and necessary course corrections are initiated

Time Table: The Timetable Committee headed by a senior faculty member and supervised by Director prepares time table which efficiently deploys the unit of time for academic, co-curricular and extracurricular activities.

Faculty members take utmost care to complete the syllabus in time. Tutorials/projects, remedial classes, value added courses, skill-based training, examinations all are well planned. Extra hours are devoted to taking remedial classes after completion of internal examinations to bolster students' preparedness before university examinations.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The institution adheres to the academic calendar for the conduct of CIE. Academic calendar is prepared by Academic coordinators in consultation with Director. In the beginning of the academic session for every semester the students are apprised of academic calendar and same is uploaded on ERP, displayed on notice boards and at strategic locations and also on respective channels of different sections of different Programmes. Only Director of the institution can incorporate minor changes in academic calendar which he may deem fit considering the unforeseen circumstances. The Institution adheres to the University Academic Calendar and the academic calendar of the Institute prepared on the basis of the former. The Schedule of all Examinations is given in academic calendar and the examination cell plans and schedule the internal examinations as per the same. Examination schedule of internal examination is announced and displayed in advance by Examination cell duly approved by Director. The compilation of result and notification to students for the same is carried systematically by examination department. Based on the academic calendar, the respective course faculty carries other components of continuous evaluation policy like assignments, presentations, MCQ's and submit the marks to examination cell and programme coordinator. The entire process of continuous evaluation is carried systematically so that conduct of Continuous internal evaluation adheres to academic calendar

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://gitarattan.edu.in/wp-content/uploads/2022/01/Para-1.1.2-Academic-Planner-2020-21.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

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

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

3

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)****18**

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**2862**

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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

The Institute has been working for the development of the students. The various programmes are organized related to Gender Equality, Sustainability, Human Values and Ethics. The Institute engages the students in various activities through Expert lectures and NSS activities. Under eminent lecture series, the lectures are organized for students of all programmes on "Gender Sensitization & Women Issues". The Institute has, ICC, Grievance Redressal Cell and Mentoring cell to provide counseling to students, promote gender equity among students and also deal with related issues of safety and security of female students, staff and faculty

Under the banner of NSS, the institute organizes various activities which are aimed at honing the personality of student volunteers through a series of regular activities which are undertaken both

within the campus and outside. Institute celebrates days of National and International importance as Republic Day, Women's Day, Independence Day, Teacher's day, International Yoga Day, Earth Day etc. These celebrations nurture the moral, ethical and social values in the students. The environmental issues are dealt in detail in the classroom through a regular subject "Environmental Science" in BBA Programme which is taught by special faculty. Similarly, courses on "Corporate Social Responsibility, Human Values & Ethics is embedded in the curriculum of MBA programme.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

6

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

656

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://gitarattan.edu.in/wp-content/uploads/2022/01/Para-1.4.1-1.4.2-Stakeholders-Feedback-Analysis.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://gitarattan.edu.in/wp-content/uploads/2022/01/Para-1.4.1-1.4.2-Stakeholders-Feedback-Analysis.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

536

2.1.1.1 - Number of students admitted during the year

536

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats))**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

8

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity**2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners**

The institution assesses the learning levels of the students in two ways at the time of the commencement of the programme. Students enrolled in various disciplines are identified as slow and advanced learners based on their +2 marks at UG level and +2 marks and UG marks at PG Level. This helps to identify the slow learners and to design special sessions or tutorial to bridge the gap between the slow learners and the advanced learners. The mentors of the respective classes of UG and PG extend valid support in classifying the students with reports based on observation and class tests.

. The institution organizes Orientation programmes/Induction programmes for fresher. The facilities in the institution and the scope of the subjects being learnt are introduced in these sessions. Apart from this, sessions are also included to inculcate positive attitude and competitive spirit. This process helps as a base for monitoring the future progress of the students.

- Bridge Courses are conducted to lift the students to the level of higher education.

Strategies adopted for slow learners

- Remedial Classes are conducted with an aim to improve the academic performance of the slow learners, absentees and students who participate in sports and other activities. This practice helps the struggling learners to improve subject knowledge and helps them catch up into their peers.
- Group Study System is also encouraged with the help of the advanced learners.
- Academic and personal counseling are given to the slow learners by the mentor and the counseling cell.
- Explanation and discussions are imparted to the slow learners after the class hours for better understanding
- Provision of simple and standard lecture notes/course materials to the slow learners.

Strategies for the advanced learners

- Special guidance for the merit holders of every class after the internal test are conducted regularly to secure University Ranks.
- Skill Development Programme like Communicative English, Aptitude and Placement, French etc.
- Advanced learners are encouraged to enroll in MOOC Courses – Swayam, EdX
- Provision of additional learning and reference material
- Assignment and Student Seminars on contemporary topics to enable them for placement
- Advanced Learners are provided guidance for competitive exams.

- Students are encouraged to participate and present papers in various Seminars/ Conferences/ Workshops/ Inter-Collegiate Competitions organized by other colleges. Students representing the college in various inter-collegiate meets are provided with the benefit of retest.
- Participation by the students in the in-house competitions such as Debate, Group Discussion, Problem Solving - Decision Making Exercises and Quiz Programmes are also encouraged.
- Talented students are motivated to participate in extra-curricular activities, exhibitions and cultural competitions.

The academic achievements of the students are extremely motivated and highly praised by the institution by celebrating Felicitation Day every year. Students, who secured Ranks in the University Examination or at Institute level, are honored with cash prize and Medals in the Felicitation Day.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
1382	68

File Description	Documents
Any additional information	View File

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

GIBS believes in the adoption of students centric methods to enhance student involvement as a part of participative learning and problem solving methodology. Role Plays, Team works, Debates, Seminar Quizzes and case studies Specifically Students centric Teaching

Methods are reflected in project work, Field Visit, Industrial visit& guest lectures.

The students centric methodology include:

1. Experiential Learning

1.1.1 Project work: Internship Project work and Project Dissertation an essential element of each programme

1.2 Participation in competition at various level

- For Real time exposure students are encouraged to participated at National and International Level

1.3 Industrial Visits

- Course wise organise the industrial visits for students to provide exposure to industrial work culture.

1.4 Guest Lecture

- Guest lecture by eminent experts from industry and academics from across the world are organised to supplement the teaching process and provide experiential learning.

2. Participated Learning

2.1 Role play

- Teachers adopt role play method to supplement Teaching by way of participative learning

2.2 Team work

- All Departments organize students activities to promote the spirit of Team work. The activities of NSS, institutional social responsibility, Tree plantation, Swatcha Bharat and Health awareness camp to help the students to learn Art of living in a team for Social and community welfare.

2.3 Debates

- Debates: Debates are followed in many of the subjects where students are required to come with different opinions, thought processes thus the learning process gets justified in the

argue-mental way of learning.

2.4 Group work

- Practicals and workshops in all individual and group work under the guidance of teachers are also conducted.

3. Problem solving Methodology

3.1 Case studies

- Case study method is adopted in teaching learning process to make the students have logical thinking and practical knowledge to develop problem solving ability. This is commonly adopted in management programmes as well as while teaching Business law, cyber laws etc.

3.2. Analysis and Reasoning

- All questions in examination are based on analysis and reasoning.

3.3 Discussion

- Institute follows the discussions methods in many of the subjects as it makes the students to think wide and participate in coming up with the opinions & suggestions to check their current knowledge. Discussions are held basically in soft skills, managerial communications, business adoptions etc.

3.4 Quizzes

- Quizzes are conducted by subject teachers in all UG and PG programmes.

3.5 Research Activities

- Research activities are conducted under the guidance of senior faculty where the students of different semester get knowledge about emerging area and help them to promote in Research aptitude.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Today, it is essential for the students to learn and master the latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with traditional mode of instruction to engage students in long term learning. Institute uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education.

The following tools are used by the Institute as ICT Tools:

- 1. Projectors- Projectors are available in all the classrooms/labs*
- 2. Desktop and Laptops- Arranged at Computer Lab and Faculty cabins all over the campus.*
- 3. Printers- They are installed at Labs and all prominent places.*
- 4. Photocopier machines - Multifunction printers are available at all prominent places in the institute.*
- 5. Scanners- Scanners are available at all prominent places.*
- 6. Seminar Rooms- Seminar halls are equipped with all digital facilities.*
- 7. Auditorium- It is digitally equipped with mike, projector, cameras and computer system.*
- 8. Online Classes through Zoom, Google Meet, Microsoft Team,*
- 9. MOOC Platform (NPTEL, Coursera, SAP, Udemy, Edx etc)*
- 10. Digital Library resources (DEL NET etc)*

Use of ICT by Faculty

A. PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors. They are also equipped by digital library, online search engines and websites to prepare effective presentations.

B. Industry Connect- Seminar and Conference room are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.

C. Online quiz- Faculties prepare online quiz for students after the completion of each unit with the help of Microsoft FORMS.

D. Video Conferencing- Students are counseled with the help of Zoom / Microsoft Teams applications.

E. Video lecture- Recording of video lectures is made available to students for long term learning and future referencing.

F. Online competitions- Various technical events and management events such as Poster making, Ad-mad show, Project presentations, Business quiz, Debates, paper presentations etc. are being organized with the help of various Information Communication Tools.

G. Workshops- Teachers use various ICT tools for conducting workshops on latest methods such as SPSS, Programming languages, simulations etc.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

68

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

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

68

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

25

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

242

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

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Continuous Internal Evaluation (CIE): Being affiliated to Guru Govind Singh Indraprastha University, the institute follows the evaluation structure as recommended by the university and hence has limited scope for modifying the evaluation system. At present, semester system for all levels has been implemented by the university. Total weightage for external evaluation is 75% and for internal evaluation is 25%. The modalities followed for awarding internal marks at undergraduate and postgraduate levels is as follows:

Undergraduate level:

Unit Test is 5 marks.

Minor Exam : 15 marks

Class Activity Assessment : 5 Marks

In total 25 marks as continuous internal Assessment.

Postgraduate level: The same procedure has also been followed for postgraduate level.

Keeping in view the need for continuous assessment of the students, the institute initiated the following measures:

- Centralized Internal Examination system is followed for smooth working and transparency.
- Time table of internal examination is in tune with academic calendar of the institute and the university.
- Each year, the institute constitutes an examination committee to ensure effective implementation of all activities related to internal and external examinations and assessments.

- Through continuous monitoring and evaluation of students off campus, the institute identifies students requiring special attention and offers necessary remedial measures.
- Semester-wise assessment is carried out as part of the evaluation process during academic year.
- The intellectual and skill based development of the student is evaluated and monitored on continuous basis.
- At the end of each semester, the assessment is done through semester-end examinations conducted by university.
- The question papers for internal test examinations are prepared giving appropriate weightage to units/modules of the course as per the syllabus.
- Home assignments, seminars and general behavior are taken into consideration while awarding internal scores to the students.
- The results of the internal examinations are declared within a week, enabling the students to raise any grievance and get it resolved before the marks are finally submitted to the university. Grievances in assessment, if any, are resolved through teacher interaction.
- The institute has a practice of assessing and declaring the results within a stipulated time. These results are published on the institute website for easy access by the students.
- Process of continuous assessment in practical subjects: For practical based courses, online laboratory classes are conducted by the faculty members and classroom practical copies are checked during the online classes itself.

Due to Covid -19 pandemic, the whole academic year (2020-21) processed on online mode and students were restrained not to come to the institute. During this period, these CIEs were taken on online mode through Microsoft Teams. All the unit test, Minor exams and class activity were evaluated by the faculty members through Microsoft Form and shared the response sheets to the students with observation to maintain the system's transparency. Further, the students who could not appear in the examination on the scheduled dates were given a chance to appear on a rescheduled date. The final internal marks were displayed at the institute's website. The whole system completed as per academic calendar and proper marks were submitted before the affiliating University in due time.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Institute Level:

- If a student is not able to appear for examination due to medical or any genuine reason examination is conducted for that student as per norms, provided that he/she submits application with proper documents.
- If any student scores less marks and wants to improve in that subject, he/she can appear for the improvement examination.
- The grievances of the students with reference to assessment are made clear by showing his/her performance in the answer sheet.
- The answer sheet of such student is assessed by the faculty once again in the presence of the student. Any corrections in the total of marks or assessment of answer books as identified by students are immediately done by the faculty members.
- Any student who is not satisfied with the assessment and award of marks may approach the director, who can intervene and seek opinion of another course Teacher.
- The Institute follows open evaluation system where the student performance is displayed on the notice board and the same is informed to the parents.

University level:

- With reference to evaluation, if the student scores less mark than expected, he/she can apply for revaluation of his/her answer script after paying the prescribed fee.
- University provides the photocopy of answer sheets to students regarding any grievances with reference to evaluation. Student can apply for revaluation if he/she feels that evaluation is not correct.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

- The Institute has contributed, in large part, to the recommendations of the UGC on Evaluation Reforms in Higher Educational Institutions in India. The recommendations provide necessary mechanisms to implement outcome-based education in Educational Institutions in India
- Program Education Objectives, Program Outcomes and Course Outcomes for all programs offered by the Institute are clearly stated, displayed on the the website and communicated to teachers and students.
- The Higher Education Policy System clearly defines Aims and Objectives of the Institute in developing a well-rounded person. These Aims and Objectives have been the foundation for defining the Program Education Objectives (PEO) of every program conceptualized and designed in the institute.
- The PEOs have been categorized in to three sections such as Academic Values, Social Sensibilities and Moral and Spiritual Values. Integrating different stakeholders of the systems, the competencies and the performance Indicators for each of the Program Education Objectives are also defined and which in turn lead to design of comprehensive course level competencies and performance indicators. Programme Assessment Plan detailing the different Assessment types are also designed.
- Program outcomes are derived from the Program Education Objectives and are fine tuned to the specifics of each program.
- All students are apprised of the objectives and expected outcomes of their programme on admission during the compulsory Orientation programs. Students are also educated and provided with the detailed syllabus and course outcomes in each course and the assessment strategy for each course.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://gitarattan.edu.in/wp-content/uploads/2022/01/Para-2.6.1-PO.PSO.CO.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Institute is affiliated to Guru Govind Singh Indraprastha University, Delhi. Institute offered Under Graduate & Post Graduate programs. For these programs and courses, the institute followed the

curriculum designed by affiliated university. The Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution and the same are communicated to the students in the formal way of the discussion in the classroom and notice board.

After measuring attainment of POs , PSOs and COs, it has been observed that the strength of the students as well as passing percentage of the students is increasing progressively. Besides, students' progression to the higher studies that is from Under Graduate to Post Graduate seems to be increasing consistently and rapidly in the last few years. In a similar way, the ratio of students' placement is also increasing. We took utmost care of measuring the level of attainment of POs, PSOs and COs and followed formal as well as informal mechanism for the measurement of attainment of the outcomes. Even we took feedback from all the stakeholders in this respect and try to take necessary steps accordingly.

Subsequently, the Institute took care of the attainment to measure the POs, PSOs and Cos and implemented the mechanism as follows:-

- The institute followed the Academic Calendar of affiliated university.
- All the subject teachers maintained course file in every semester.
- All the subject teachers prepared Semester-Wise evaluation Reports.
- Internal examination committee analyzed evaluation reports of results.
- Institute considered Feedback from the Stakeholders for the attainment of PO, PSO and CO.
- Placement committee took the review of the Students' Progression to Higher Studies and their Placement.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

236

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://gitarattan.edu.in/anubhuti-gibs-newsletter/

2.7 - Student Satisfaction Survey

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

<https://gitarattan.edu.in/wp-content/uploads/2022/01/Para-2.7.1-Student-Satisfaction-Survey.pdf>

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research**

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

9

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

4

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

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Ministry of Education, Govt. of India has established an 'Innovation cell' with a purpose of systematically fostering the culture of Innovation in all Higher Education Institutions (HEIs) across the country. Under the guidance of MOE Innovation Cell, GIBS has established Institute Innovation and Entrepreneurship cell (IIC). This cell works to foster the culture of innovation and to encourage, inspire and nurture young students by supporting them to work with new ideas and innovation and promote them to create start-ups and entrepreneurial ventures. Round the year IIC keeps on organizing activities for the awareness and skill development of the students under the guidance of IIC-MOE. The activities are categorised as Calendar Activity, MIC-Driven Activity and Self-Driven Activity. The whole year has been divided into 4 quarters and at the end of the quarter, IIC-MOE verify the performance of the HEI and rate their performance. In the year 2020-21, IIC GIBS received 4

star by IIC-MOE.

Following are the objectives of Innovation and Entrepreneurship cell .

- To foster the 'culture of Innovation' in the Institute.
- To encourage students to take on entrepreneurship and Innovation.
- To conduct activities as per the IIC calendar.
- To participate in Hackathons and other events organized by Apex authorities.
- Establish function ecosystem for scouting ideas and pre-incubation of ideas.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://iic.mic.gov.in/institute/activity

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

20

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

00

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

34

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

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

49

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Gitarattan International Business School emphasizes imparting holistic and value-based education. With this aim, the college organizes various events. These events have helped students to

understand the coping strategies to deal with threats like COVID 19 and how to tackle external threats like climate change and the health pandemic. Because both of these have widespread impact through multiple chain effects on the ecosystem, human and social well-being, and economy. Events also enabled the students to learn the feeling of gratitude and helping others. There is a strong impact on the personalities of students due to attending events focusing on the necessity of human values and ethics in life. The focus of students is also drawn towards climate activism. It has helped youngsters in realizing and understanding the depth and relevance of the climate crisis as they are the ones who are going to bear the brunt of it in the coming decades. A strong awareness is developed among students towards equality for all the genders with a special focus on women empowerment and feminist issues in the society through daily activities, the behavior of faculty and staff along organizing related events.

Year	Number of Events	Number of participants
2020-21	7	1570

File Description	Documents
Paste link for additional information	https://gitarattan.edu.in/news-archive/event-archive-2020-2021/
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

02

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

10

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

2301

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

236

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

10

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institute has adequate physical facilities for teaching-learning activities. Institute premises is located at prime location on Rohini, Delhi. Its green and eco-friendly campus which creates good learning environment. The infrastructure facilities are adequate according to the requirement of students. The institute has following facilities for teaching-learning and equipment. The existing infrastructural facilities are utilized both for conducting theory and practical classes.

Classrooms: Institution has sufficient number of well-furnished, well ventilated, spacious classrooms for conducting theory classes.

Laboratories: All our laboratories are well equipped and well

maintained not only for carrying out curriculum oriented lab practicals but also to carry out research activities. All the laboratories are established as per AICTE norms.

Technology Enabled Learning Rooms: All the classrooms in the institute are equipped with LCD Projector, audio system and internet. Institute has seminar halls & auditorium to conduct conferences, seminars and workshops. Seminar halls are completely air conditioned. They are equipped with LCD Projectors, seating capacity, white boards, and public addressing system with internet connectivity.

Institute having tutorial classrooms to conduct tutorial classes to address the queries.

Facilities for Teaching Learning Activities:

1. Centrally Air Conditioned Building
2. Green campus. Variety of trees and plants in surrounding.
3. IQAC Cell having computers, LAN facility.
4. Separate Common Room & wash rooms for girls.
5. Separate wash rooms for students and staff members.
6. Fire extinguisher.
7. Clean drinking water facility with Centralised RO plant.
8. Suggestion Box/Complaint Boxes
9. Silent Generator/UPS facility.
10. Library having reference books, encyclopaedia and newspapers with reading rooms for students and staff.
11. Medical Room with First Aid Facility.
12. Other facilities such as computers, internet, Printer, photocopy machine, projector etc.
13. Office automation software for administration and library.

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

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

The Institute, with its compulsory Core Courses and the continuous evaluation scheme, integrates sports and extra-curricular activities as essential components. This is done not only for participation but also for assessment of students. It has adequate facilities for sports, games and cultural activities. A well equipped auditorium hall for organizing annual functions and cultural events. Facilities for outdoor and indoor sports and games that include badminton, volleyball, basketball, carrom, table tennis and chess, and cultural activities also exist.

Intra-college and inter-college games and sports competitions are organized regularly every year for students. Students are specially trained for participation in the National Youth Parliament competition and other cultural and sports events outside the campus. Institute has excelled at these events by winning prizes and awards in individual and group events.

National Independence Day and Republic Day are celebrated in the Institute by unfurling the national flag. Students present cultural programme on various events and. National and International Conferences organized by the Institute. Faculty members help the students and groom them for cultural activities. Participants of the cultural activities are financially supported in form of dress, transportation etc. Those students who are selected to represent college at university level, state and national level competitions are financially supported by the college by providing them TA/ DA.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

42

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://gitarattan.edu.in/wp-content/uploads/2022/01/Para-4.1.3-ICT-Enabled-Class-Room-Facilities.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

128.26136

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The Library plays a central role in enhancing the quality of academic and research environment in Education institutions. The Institute library is a place in the Institute where huge collections of academic books, journals, magazines, research projects, rare books, other knowledgeable books and newspapers are kept. These books are made available to the students to increase their knowledge and understanding on various subjects. The college library is an important hub of student life. There, student can check out books, conduct their research, find a quiet place to study, and maybe even flip through magazine. The students can extend their search with use

of internet, e-books, e-journals etc. made available in the digital library. The Institute library exhibits positive impact on the academic achievement of the student. Students can perform better during examination and placement as students are explored to the knowledge through various means.

To meet the growing needs for electronic resources and for maintaining highest academic integrity in publications, various steps were undertaken by the library during the past few years. This includes integration of various print and electronic resources, creation of institutional repositories, digitization of rare books/documents, subscription to some of the best e-resources like plagiarism software etc. Besides these, the library has access to databases provided by INFLIBNET under e-ShodhSindhu.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

17.51466

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

82.4

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Institute has a well developed system for providing IT facilities to the users. Some of the facilities are as under:

1. All the classrooms have LCD projectors, all the faculty having computers at their desk and all the faculty rooms printer is installed.
2. The computers and printers have software installed in them and the Hardware is also maintain from time to time.
3. The college website is monitored and updated from time to time by the IQAC cell of the college.
4. The computers and printers of Administrative block and Computer Lab are connected in LAN.
5. The whole campus of the college has internet facility with a speed of 50 mbps.

6. Number of system with configuration- 470
7. Dedicated computing facility- The computers of the college are connected with printers and scanners wherever required.
8. All the computers have internet facility.
9. At UG and PG level, the teachers use Internet for providing notes to the students wherever required and necessary
10. The maintenance of computer, Internet networking, installation of software and maintenance and up gradation of hardware is done time to time.
11. The Institute take the help of experts for maintenance and repairs of computers and also for up gradation of its website.
12. Maintenance and up-gradation is done from time to time.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

470

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)****855.36157**

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities such as laboratory, computer, classroom etc in the institute. The maintenance of physical, academic and support facilities are carried out by the respective departments with the help of in house staff on daily basis and periodically. And care has been taken to keep the equipments, machine etc in working condition. In case of breakdowns standard procedure is followed to bring the equipment/machine in working condition. A supervisor is appointed to monitor and maintain the physical facilities and Housekeeping.

A brief description is presented below on maintenance and utilization of some facilities.

1. **Laboratories (All Labs & Computer center):** Each laboratory has a lab incharge, a Lab Assistant and attendant. Lab in-charge is responsible to maintain and upgrade the laboratory with necessary equipments from time to time to cope with change in the syllabus. Dead stock verification (Physical Verification) is carried out to verify working/nonworking/missing equipments etc. Preventive maintenance and performance monitoring is carried out. Every laboratory assistance keeps the record of utilization of equipments,

computers and other required material for experiments.

2. Library: Librarian with supporting staff has been appointed to maintain library. They focus on the availability and utilization of instructional material in teaching and learning process. At end of the Academic year stock verification is done. Librarian will prepare the report on the same and utilization of books by the students and staff. Procurement of books as per the requirement is initiated through library committee by inviting the requirement of books from various departments this is then processed following the procurement procedure.

3. Sport equipments: The sports equipments are issued to the students as per the schedule of the events. If any equipments get faulty concerned staff submits proposal for maintenance. Preventive maintenance measures are taken in time. Staff is responsible for keeping the record of utilization of sport Facilities, activities held, awards for the students etc.

4. Class Rooms: Class rooms are allocated along with necessary ICT tools. The class rooms are utilized as per the time table. The class rooms are cleaned on daily basis monitored by institute supervisor. Head of the institute, HODs and Class teachers also monitor the cleanliness and ensure that the cleanliness is maintained in the class rooms.

5. IT facilities: Institute is having PCs, essential software and peripherals .The laboratory technicians and s system administrator maintain the IT facilities in the institute. In case of major issues of maintenance vendors are hired for maintenance of IT facilities.

6. Electrical, Drinking water coolers, Lift etc.: Institute has employed technicians (electrician and plumber) for up keeping and maintenance of electrical and water drinking facility Institute has also appointed housekeeping staff to maintain the cleanliness.

7. CCTV, Security etc: To maintain internet connectivity and CCTV security system, network and system administration team is appointed.LCD projectors, air conditioners are maintained with the help of external agencies. Security staff including ladies guards under a security supervisor is employed to safe guard the whole premises.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION**5.1 - Student Support****5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year**

27

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

62

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above								
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Link to Institutional website</td><td>https://gitarattan.edu.in/news-archive/event-archive-2020-2021/</td></tr> <tr> <td>Any additional information</td><td>No File Uploaded</td></tr> <tr> <td>Details of capability building and skills enhancement initiatives (Data Template)</td><td>View File</td></tr> </tbody> </table>	File Description	Documents	Link to Institutional website	https://gitarattan.edu.in/news-archive/event-archive-2020-2021/	Any additional information	No File Uploaded	Details of capability building and skills enhancement initiatives (Data Template)	View File	
File Description	Documents								
Link to Institutional website	https://gitarattan.edu.in/news-archive/event-archive-2020-2021/								
Any additional information	No File Uploaded								
Details of capability building and skills enhancement initiatives (Data Template)	View File								
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year									
286									
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year									
286									
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Any additional information</td><td>No File Uploaded</td></tr> <tr> <td>Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)</td><td>View File</td></tr> </tbody> </table>	File Description	Documents	Any additional information	No File Uploaded	Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File			
File Description	Documents								
Any additional information	No File Uploaded								
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File								
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above								

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

86

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

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

96

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

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

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

111

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

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

06

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

At GIBS focus is on student development through student centric activities. Student representation and engagement is ensured through various modes and at various levels. At class level, every class has

CLASS REPRESENTATIVE System. Every class has two class representatives selected by class voting, one male and one female to avoid gender biasness. Students are also part of College Grievance Mechanism, as **STUDENT REPRESENTATIVE**. They are part of grievance cell meetings and participate in dialogues representing student perspective. In the academic year 2020-21, college initiated the process of making separate clubs for cultural and co-curricular activities. For this, Investiture Ceremony was organized on 27th February, 2021. The Investiture Ceremony signified the belief and poise that the college consigned in the newly invested office bearers. Duties were vouchsafed to inculcate the leadership qualities and to give students a feel of functioning of the administrative body. A new appointed student council for various clubs and societies at GIBS namely Mudra Club, Abhinay Club, Institute Innovation Cell, Mindbenders Club, CourtRoom (specifically for law students), Heritage Club, Lakshya Club, Frames Club & Expressions Club for the year 2020-21 was invested. The Council was asked to don the mantle of premiership and discharge the functions entrusted upon them by the college.

Mudra Club: Mudra represents the dance and music society of GIBS. This society is all about those who love to dance, sing, and play instruments. It provides a platform for students who are inclined towards extracurricular activities to prove their talent and it is a good platform for them to have their artistic exploration.

Abhinay Club : Abhinay is the Dramatics Society of GIBS. At its core it encourages inquiry and critical thinking in students thus leading to their holistic development. Theatre allows them to grow naturally with freedom to enquire, explore and experiment. The motto of Abhinay-The Dramatics Society of GIBS is The play is not in the words, it's in you.

Institute Innovation Cell : IIC fosters the culture of Innovation and Entrepreneurship in the Institute. Students participate in activities organized by Ministry of Education with the aim to innovate and develop creative solutions for the nation's problems.

Mindbenders Club: "MINDBENDERS" represents the Management Club of GIBS. Management club is a student driven initiative that collaborates with both the corporate and academia for both the UG and PG Students. The Club will act as a guide for Application of the acquired knowledge, abilities and acquisition of experiences and qualities necessary for students' future and professional development.

Court Room: The Law Society provides students with a more accurate depiction of the legal industry. Whether through mentoring programmes, mooting, negotiation exercises or interview workshops, members get the chance to develop soft skills to boost their employability.

Heritage Club: "Heritage -The Cultural Society of GIBS" is a voluntary youth movement which promotes intangible aspects of Indian cultural heritage by promoting Indian classical music, classical dance, folk music, yoga, meditation, crafts and other aspects of Indian culture. The intention is to enrich the quality of formal education by increasing awareness about different aspects of Indian heritage and inspiring the young mind to imbibe the values embedded in it. The Society is in collaboration with SPICMACAY (The Society for the Promotion of Indian Classical Music And Culture Amongst Youth).

Lakshya Club: GIBS introduced LAKSHYA, the sports Club of GIBS for the physical and mental well being of its students as well as its employees. In order to encourage the students in sports activities LAKSHYA conducts Intramural tournament in various sports and games for Boys and Girls separately.

Frames Club : Frames is a platform built for photography beginners, amateurs, and enthusiasts. The club was formed on an idea to connect every photography enthusiast by a common thread at GIBS.

Expressions Club: The formation of society is an endeavor to support and stimulate various forms of art work like Canvas Painting, Sketching, Calligraphy, Doodling, Graffiti etc. GIBSians believe that there is a great deal of learning and inspiration in world of art. We seek to transmit this to the youth through various activities, students involving in society learn and teach other that will benefit students in their professional art careers and beyond.

File Description	Documents
Paste link for additional information	https://gitarattan.edu.in/clubs-societies/mudra/
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

223

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

GIBS has a very active and vibrant alumni network. There is altogether 3677 numbers of members associated with this Alumni network. In the year 2020, the network has been strengthened through alma-connect portal. GIBS alumnis are connected to their alma mater and extend their whole hearted effort to groom their successors. Regular participation in PD Workshop, organising mentoring sessions, help in start-up activities, providing internship and placement support are some of the important contribution of the alumnis. Annual Alumni meet is another event where all the alumnis came and joined their friends and enjoyed their old campus life.

File Description	Documents
Paste link for additional information	https://gitarattan.almaconnect.com/
Upload any additional information	No File Uploaded

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

A. ? 5Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The Institution follows a democratic and participatory mode of governance with all stakeholders participating actively in its administration. The Management delegates' authority to the Director and Principal (Law) who in turn share it with the different levels of functionaries in the Institute. The Academic Coordinators, Programme Coordinators, Faculty members and the coordinators of various committees play an important role in determining the institutional policies and implementing the same. This ensures that all staff members are heading in tune to prepare outstanding professionals in business management and other disciplines, who can provide intellectual-emotional-psychological leadership; design-develop-implement systems & processes; and research-innovate-compete at national & international level. The democratic and participatory mode promotes continuous improvement in processes and systems through innovative ideas and technologies, and nurture culture of fairness, equity and partnership. The governance of the institution ensures a learning environment that promotes responsible, principled and accountable behavior among all members.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The Institution has background of decentralized governance system with well-defined processes, system and interrelationships. The various standing and adhoc committees are formed to conduct curricular, co-curricular and extracurricular activities during the academic year. Each committee has Coordinator & members whom Institute delegates traversable authority to work towards institutional activities. Various sub committees involving representatives of all stakeholders of the institute work under the supervision of IQAC for the benefit of students and faculty members. Institute is always keen on continuous dialogue and interactions with stakeholders. Faculty participation is encouraged for

improvement of effectiveness and efficiency of the institutional teaching learning process. Faculty's suggestion on various grounds is discussed with Programme Coordinators, Academic Coordinators and is conveyed to management through Director. Regular meeting of IQAC members with faculty members is carried to enhance the teaching learning process and also with event coordinators to conduct different events under the banner of IQAC. Daily meetings in the first hour of the institute among academic coordinators, programme coordinators with directors are a mode to discuss the suggestions and problems of faculty, staff and students

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Over the past 16 years, GIBS has shown tremendous growth. If this is to be sustained, strategies must be formulated, communicated, and implemented effectively. Only then is the institution "Built to Last". Both perspective and strategic plan documents are available in the institution. The following plans are projected after a discussion on the basis of analysis, assessment, and estimates. Keeping in mind, the short term, medium-term and long term development plans, the institute always adopts a bottom-up approach with a strategic directive given by the top administration management.

Strategic Plan

- Effective Leadership and Participative management system has been implemented
 - Planned to introduce job oriented value-added courses
 - Offering certificate courses through various excellence
 - Introduce skill development and value-oriented courses
- Implementation
- Extension activities were carried out through NSS

- BBA LLB was introduced in 2016 while BA LLB was introduced in 2017.
- Staff Development Programmes were conducted to enhance the skill and knowledge of the teaching and non-teaching staff
- The college established functional Memorandum of Understanding with various organizations for skill development training
- Motivate all the Faculty to enroll PhD
- To Improve the employability skills of the students
- To encourage the students to participate in co-curricular/ extracurricular activities
- To encourage the Faculty for Paper publishing & UGC approved national and international journal Publishing
- Alumni Interaction and Outreach activities have been increased
- Encouragement of Budding Entrepreneurs

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Institute has well-defined organization structure. The Governing Body steers the organization's management systems, their implementation and continuous improvement. Academic advisory committee reviews the academic and administrative functioning of the Institute. Development of infrastructure is taken care by Chairman. Vice chairman approves proposals for, prizes and certificates, scholarships etc. Director reviews and evaluates the academic progress, administrative processes and co-curricular and extension activities of the Institute.

Principal (Law) is responsible for the functioning and growth of Law

programmes including administrative, academic, co-curricular, extra-curricular. IQAC of the Institute is involved in developing a quality system for improvement in the academic and administrative performance of the Institute. At department level, Academic coordinators and programme coordinators are directly responsible for coordinating all departmental academic programmes of the Institute. Faculty is directly responsible for the academic, co-curricular & extracurricular activities being part of various committees and sub committees.

All staff is oriented about the Administrative and Service Manual available in the institution. Faculties are educated about conditions of service, Roles and responsibilities, discharge of duties, increments, kinds of Leave, code of conduct, incentive for attending FDP, incentive for achieving academic excellence and incentives for research & consultancy.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Effective welfare measure for teaching staff: Child Care Leave, Maternity Leave, CL, Earned leave, Vacation Leave, Academic Enhancement Leave, study leave, University Examination Leave, Personal Accident Insurance for every Faculty Staff. Exclusive Lunch Room with refrigerator and microwave oven, Canteen facilities. Free computing, printing and photocopying facilities.

welfare measure for non-teaching staff: Maternity Leave, CL, Earned leave, Vacation Leave, Insurance Personal Accident. Exclusive Lunch Room with refrigerator and microwave oven, Canteen facilities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

08

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

14

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

388

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The performance of each employee is assessed annually as per the annual confidential report (ACR) based on different parameters.. The objective is not only to evaluate the performance as per established norms, but also to identify potential aspects for improvement that

can eventually lead to further progress and growth of the employee as well as institute. An effective Performance Appraisal program has assisted the Institute in achieving its goals and objectives in a more effective manner. Not only have the training needs been identified and addressed during the Performance Appraisal review, but out of sight talents have been discovered as well. Through identifying these training needs, faculty and staff can perform their jobs to the highest level and be in a better position to address stakeholders' queries and concerns.

The major outcome that surfaced from the review of performance appraisal is in form of increments, appreciation letters and research awards to the deserving faculty members. These are communicated on the teacher's Day celebrations and in the form of Best faculty award. Those faculty members who get a high score in ACR are awarded best faculty award and appreciation letter.

The faculty members with lower feedback score in ACR or student feedback are asked about the difficulties or problems they are facing to make necessary improvement. Faculty meetings and semester reviews are done to note the problem areas and take necessary action. The Management ensures that feedback whether positive or negative should be conveyed and taken in a motivating and constructive way to help keep productivity and moral levels high.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The concurrent and yearly audit of the Institute is conducted by the certified chartered accountant every year. As per the rules, the controlling Society, namely Rohini Educational Society, files income tax return of the Institute along with audited accounts on the due date. Observations, if any by the Income Tax department are resolved by filing replies. Till the financial year 2020-21 there are no audit objections. The accounts of the college are audited by chartered accountant firm regularly as per the government rules. The auditor ensures that all payments are duly authorized after the

audit, the report is sent to the management for review. Any queries, in the process of audit would be attended immediately along with the supporting documents within the prescribed time limits. The institution did not come across with any major audit objection during the preceding years.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

00

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

Adequate funds are allocated for effective teaching-learning practices that include induction and orientation Programs, workshops, inter-disciplinary activities, faculty development programmes , staff development programmes, training programs, Refresher Courses, seminars, Conferences, Industry Academia interactions that ensure quality education.

Sufficient funds are utilized for development and maintenance of infrastructure of the Institute. Budget is employed to meet day to day operational and administrative expenses and maintenance of fixed assets. Enrichment of library facilities is key consideration in learning practices and accordingly requisite funds are utilized

every year. Adequate funds are utilized in up gradation of Lab Facilities. Some funds are allocated for social service activities as part of social responsibilities towards society through NSS and other extension activities. Main objective of resource mobilization and optimal utilization of resources is to take care of all stakeholders and also to take Institute on bench mark with respect to teaching learning, research, infrastructure and academic excellence. The Institute is balanced in terms of providing requisite funds and optimal use of resources.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Institute"s action plan always highlighted the objective of faculty contribution to development of intellectual capital in area of its specialization. The institute devised the research and consultancy policy in the year 2018 to encourage and support these activities. In the academic year 2018-19, the institute completed two consultancy projects and three consultancy projects in 2019-20 and again two in 2020-21. The outcome has created coveted aspirations in the institute for faculty members.

IQAC has also contributed in improving faculty participation in Research oriented activities. Mentor mentee scheme is going on successfully in all functional areas of Management programme and also in Law programme. Faculty is encouraged to attend FDP's workshops, seminars and conferences. Support is provided to faculty in form of Academic enhancement leave and grant. Faculty Development Programmes (FDP's) are conducted by the Institute to enhance familiarity of faculty members with new research tools and techniques. Opportunity to faculty members to act as resource person in Faculty development programmes and Mnagement Development programme is provided. Research and consultancy policy with incentives for publication in different category of journals is a big motivational tool. Revised Parameters of Annual Confidential Report resulted in faculty's orientation towards research and consultancy. The faculty members are also actively involved in guiding students in their research project dissertation, training

the students on specific tools and statistical technique to be used for project. Each faculty is required to convert one of the projects guided by them into a research paper. This research papers is published in the journal, by the name "Anusandhan , the Research Repository" of GIBS with ISSN No. 2581-9968.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC of institute reviews teaching learning process, structures & methodologies of operations on regular basis and monitor the learning outcomes. Maintaining quality of Teaching Learning Process with improved Pedagogical approaches & Outcome Based Teaching Learning Methodology has been implemented in all programmes. A well designed course plan requires well designed teaching learning process. Therefore all faculty members present their course plan before the programme level committee and entire fraternity of faculty members before the commencement of semester. Suggestions are incorporated by the faculty members and revised course plan is submitted. Different learning methods are used with clearly defined student activity, assessment methods and evaluation sheets. To ensure the effectiveness of the teaching methodology mentioned, monitoring is carried by Academic coordinators and Programmes coordinators on daily and weekly basis. Any gaps identified by programme coordinator/academic coordinators not covered in syllabus are filled by guest lecturers from Industry experts.

The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. In addition to IQAC the Institute also considers the recommendations of the Academic Advisory Committee on Education, a think tank comprising eminent and renowned educationists and academicians from national & international arena which regularly reviews the progress and makes necessary recommendations in an advisory capacity.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://gitarattan.edu.in/Anubhuti-2020-21/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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 is not only a fundamental human right, but a necessary foundation for a peaceful, prosperous and sustainable world. The Institute organised different programmes to aware the female students, staff and faculty members about their rights and measures available in the institute as well in the locality. The institute also organised the workshops to inform both the male and female students about the equality of both the genders in rights and behaviour. The scope of entrepreneurship for the female students has been informed to students through celebration of Women's day through a talk session by renowned women entrepreneur.

The institute is maintaining proper Internal Complaint Committee (ICC) to prevent Sexual harassment of women at the institute. Due to pandemic lockdown, students are mostly attended the academic activities from their home and hence there is no complaint received by the ICC in this academic year. However, girl students were encouraged to take part in all the activities alongwith their boys counterparts.

The gender sensitisation workshops were planned in institution's activity calendar. Celebration of Women's Day was also put in the calendar.

File Description	Documents
Annual gender sensitization action plan	Academic Planner
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Annual Report

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

The primary focus of the institute is to reduce, reuse and recycle the waste. The Institute enables several techniques for the administration of degradable and non-degradable waste. Different dustbins of proper colours have been placed at different corners to segregate the different waste like solid, biomedical, etc. at source. There are supervisors who deals with the minimization of

waste. Every day the waste is collected in bins and disposed to NDMC waste disposal point.

For proper awareness amongst all the students, staff and faculty members, proper displays are there at different corners of the institute. Training programmes are conducted from time to time by North Delhi Municipal Corporation (NDMC) for the house keeping staffs about the methodology of disposing the waste. The campus is totally plastic free and use of bio-degradable disposables are only allowed in canteen area.

For biomedical waste there is a classification of the waste in hazardous and non-hazardous or infectious and other hazardous. The waste like plastic disposables, liquid waste and other things are again segregated then collected and kept in a storage then transported and finally sent to NDMC centre for the treatment of the bio-medical waste disposal. For the personal protection it has been advised to use masks while handling the waste. Moreover, wearing head gears, eye covers, apron, gloves and boots as they help in fighting the transmission of infection. It is also advised to immunize against Hepatitis B for necessary precautions.

The Institute has organized Swach Bharat Mission. Under this banner the utility of recycling the solid and biomedical waste has been elaborated. People from different aspects of life delivered their talks about the proper usage of waste. Moreover, the NSS volunteers have also demonstrated the proper procedure of disposing the waste in local RWAs through pamphlet distribution.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The Institute has conducted several programs for providing an inclusive environment. It has taken various initiatives for promoting tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic, and other diversities. As per the nation-wide jurisdiction of the affiliating university(GGSIP

University), the students from diverse regional and cultural backgrounds have been benefitting.

For the promotion of unity in diversity, NSS Unit of GIBS organized programs under Ek Bharat Shrestha Bharat campaign. The program aims at strengthening the bond between states to strengthen the unity and integrity of India. GIBS-NSS Unit has conducted Rashtriya Ekta Saptach,. A large number of teachers and students participated in it.

The Institute also organizes various cultural programs to celebrate the cultural diversity of India. Students from various regional and cultural backgrounds participate in such programs and present their regional or cultural folk songs and dances. These cultural events are organized on different occasions like Independence Day, Republic Day, etc. The Institute also conducted cultural and sport event called Zenith and Lakshya. To cater to the linguistic diversity, all

student related competitions like Essay Writing, Debate, Elocution etc. are conducted in different languages, Hindi, English, Gurmukhi, Urdu etc.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

GIBS undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation: Values, Rights, Duties and responsibilities of the citizens. Like every year, this year too on 26th Nov 2020, Constitution day was celebrated at GIBS campus through different programmes on virtual platform. The students were aware of the fundamental rights, Duties, Values and responsibilities of citizens as stated in Constitution of India. The motto of the programme was to remind all the students about Human Dignity ,Equality, Social Justice ,Human Rights & Freedom , Rule of Law ,Equity, Respect & Superiority of Constitution in the National Life .

GIBS firmly emphasizes on climate activism and initiatives like

'Create Some Green' as the crucial for bringing positive change to ensure our planet's survival. With this idea GIBS NSS Unit On 26th May organises a virtual competition. On 22nd April, NSS Unit of GIBS organized Digital Climate Strike where the entire institute pledged to save planet Earth by not using any digital device on the day. In the same fashion different activities were conducted throughout the year. Due to covid lockdown, this year most of the activities were conducted on virtual platform. The detailed report is published in annual report.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Link for Annual Report: https://gitarattan.edu.in/Anubhuti-2020-21/
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4.
Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

GIBS organises different events to commemorate the national and

international comemorative days like Teacher's Day, Constitution Day, Republic Day, Independance Day etc. Due to lock down, this year some of the days were celebrated in virtual mode.

Further, festival like Holi, Teej, Diwali, Janmastami celebrated by the students of GIBS with pomp and lusture.

All these events reports were uploaded in Institute Websie and also published through annual report- Anubhuti. Its digital copy is available at Institute's website.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

BEST PRACTICE: CASE 1

1.

TEACHING - LEARNING PROCESS (IN BLENDED MODE)

1.

Teaching Learning is the main objective for any Higher Educational Institute(HEI). The age old system of Indian education is of class-room mode where teachers used to provide knowledge to the students. Being one of the best quality HEI, GIBS also has been following the same system of teaching learning. But the lockdown system evolved during COVID pandemic threw a challenge of delivering knowledge through online mode and to maintain a quality. GIBS developed its Teaching Learning Process in blended mode to fulfill following objectives.

1. To ensure the completion of syllabus according to the academic

calendar of College

2. To encourage teachers to adapt to advance pedagogical methods including ICT adoption in blended (online + offline) class room teaching
3. To improve pass percentage, average marks in each semester and enhance the number of ranks bagged by the college at the university level examinations
4. To increase the placement of college as quality of students would be improved

3. TheContext

Different teachers use different methods to teach in class. They teach at different paces. Similarly, different students grab the knowledge at different paces depending upon their intelligence level. In offline (Classroom) mode, GIBS used to follow a rigorous monitoring system to cover syllabus. But in online mode, syllabus coverage remains a challenge when there is need of uniformity. The teachers find it difficult to keep pace with the techno - savvy student learners. There was a need of uniformity and standard setting so that everyone is able to meet the objective of best teaching practices. It has become essential for teachers to adopt to the latest pedagogic styles and include ICT in class room teaching. The mismatch between the student learner and the teacher in the use and comfort of handling varieties of tools available for teaching - learning needs to be bridged and streamlined.

1.

- Academic calendar is planned by the respective programme level committee(PLC)under the guidance of Director and Academic Coordinators.
- Academic calendar is uploaded on the respective teams as well as the institute's website for information to students, teachers and others.
- On the basis of that, every faculty prepares the academic planner in the form of course file which is audited and approved by the concerned PLC.
- The Class Coordinators and Programme Coordinators monitor the pace of coverage of the syllabus
- Timely Feedback is obtained from students regarding the content delivery by different teachers.
- Assignments, tests and evaluation are conducted at scheduled dates as mentioned in the academic calendar to improve performance in the semester - end examinations.
- Timeline of Assignments, syllabus coverage is monitored by

Academic Coordinators at regular intervals

- All the class rooms are made ICT ready and all the class room teaching are transferred with the help of ICT. Even if there are students attending classes in physical mode, the teachers delivered their lecture on MS-Teams' meeting platform. Hence students, who are attending in online mode, may get the equal access of their classes from home.
- All the classes are recorded and made available before the students so that they can run the class repeatedly to understand the lessons and clear their doubts.
- All the assignments and continuous evaluation process are taken by every faculty on MS-Team platform.

5. Evidence of Success

- All teachers have adopted modern pedagogic styles and online ICT in their classes.
- Appropriately paced and timely completion of syllabus
- Increased attendance in the classes
- Improvement in results.
- Alike every year, we have branch toppers and university toppers in this year too and number of toppers have also increased.

6. Problems Encountered and Resources Required

This practice requires a monitoring system which can show the progress and gaps at each point of time. The institute ERP and MS-Team based LMS served the purpose, but it needs upgradations in supportive gadgets at every class room, as the time and system demanded.

7. Notes

1. Changing from an age old style of teaching to a new process was challenging but the IQAC of GIBS credibly overcome the challenge.
2. MOU with Microsoft Inc. through their campus agreement since 2014, seemed to be savior during this challenging phase.
3. Guidance of MHRD, AICTE on online / blended teaching learning process helped the Institute a lot.

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BEST PRACTICE: CASE 2

1.

SOCIETAL INCLUSIVENESS THROUGH NSS ACTIVITIES

1.

The objective of GIBS is to provide holistic development of the students to become a social citizen. Objective of National Social Service(NSS) is also to develop the students so that they can return something to the society in different ways.

The objectives of GIBS-NSS unit is to:

1. Identify different social problems in the adjacent areas to the institute,
2. Provide remedy, within limited resources, to the distressed of the locality,
3. Aware local people of different local problems and their remedy,
4. Organize concerted effort to help others, specifically vulnerable groups.

3. TheContext

Gitarattan International Business School is situated at Sector 14 of Rohini district in Delhi-NCR. There are different socio-economic residing side by side in this area. Many of the societal strata faced different problems which may not be so vulnerable for other stratum. It is not always possible for the Government also to support or provide remedy to all people in their distress. Many of the times the problems may not be informed at proper level to

provide Governmental support. Further there are many people who are willing to support the needy and vulnerable groups, but they do not get a platform to provide support.

1.

GIBS-NSS unit comprises of student volunteers under the supervision of two faculty coordinators. A lot many activities were organized by this NSS unit in last year. Like Each one feed one campaign, where NSS volunteers aggregated monetary help of Rs 199 from donors and then purchased ration items for needy families for 15 days and distributed them amongst the local rag-pickers. Their work has been acknowledged on GIBS social media through a ceremony.

Similarly these volunteers collected used garments from students, staff and faculty members , then distributed the same amongst the slum dwellers who reside at a local shanties at winter.

The volunteers also organized different social awareness campaigns like 'Embrace a new beginning'; 'Digital Climate Strike'; 'feelBEAUTIFUL'etc. Through these campaigns they aware to local people on different issues like power saving, afforestation and pollution control, body positivity etc.

To keep everyone fit and jubilating, these volunteers also organized "RAAHAT"- A Five Day Online Wellness Programme.

5. Evidence of Success

The success of these activities came through the cheerfulness and expression that the people shown through their expressions which were captured by the volunteers at the time of food distribution or cloth distribution. Further the likes sent by different people in the GIBS social media feedback section cheered the volunteers for their next programme.

6. Problems Encountered and Resources Required

The problems encountered during conduct of these activities are of different types:

(a) The biggest problem in the planning and implementation came from the financial resources.

(b) Many a people discouraged the volunteers at different time.

(c) Lockdown and distribution at the containment zone was a great challenge. .

(d) Parents were also felt shaky to send their wards at slums or shunties.

(e) Oranisation of online campaign was a challenge from IT support point.

7. Notes

(a) Through this activities, GIBS-NSS volunteers are very close to nearest RWAs, slums adjacent to Rohini, NGOs.

(b) Many of the needy people or local people now call the NSS Volunteers while they face any problem and need help like blood donor identification, plasma donor identification, oxygencylinder at the time of COVID spike etc.

(C) Gradually the students of GIBS , through NSS, are started feeling the grief and sorrow of vulnerablegroups of the society. That is the essence of Holistic development of the students.

File Description	Documents
Best practices in the Institutional website	https://gitarattan.edu.in/wp-content/uploads/2022/01/Para-7.2.1-Best-Practices.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

One of the mission of the institute is to encourage research and excellence in all activities of teaching fraternity. During pandemic lockdown 1.0, GIBS was instrumental in maintaining its teaching learning process in online mode. In the last academic year i.e., 2019-20, main thrust of the institute were to maintain the quality of teaching learning process in online mode. After that set-up, in 2020-21 GIBS has put its thrust on Research and Excellence through

online/ virtual system. Faculty members were trained on pedagogical tools, which were required for online delivery. International conference has been organised to provide an online platform before the intellectuals to discuss and disseminate their ideas. 9 e-books of international standard (ISBN) were published by the faculty members under the Institute's own publication process. The faculty members were also being made aware about the efficacy of IPR and as a result 3 Patents were applied by the faculty members as their research output and all of them were accepted and published by Department of Patent, Govt. of India. Several Faculty Development Programmes were organised to learn the latest online research tools, awareness about research supportive activities of the Governmental and non-governmental agencies. As a result, the faculty members were equipped with research techniques and started their implementation in practise.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

- 1. Monitoring teaching-learning process: Improvement in Course Outcome (CO) mapping process with rigorous monitoring at Programme level committees.**
- 2. Improvement in ERP: The ERP system maintained by the Institute need to be revamped to the latest technology supported platforms like Android, IOS etc.**
- 3. Further Improvement of the quality of the institutional publications: All the journals of the Institute are to be indexed in ICI, Scopus etc. Start the procedure of listing all the journals in UGC Care Journals.**
- 4. Aware to faculty members to participate in MOE / UGC/ AICTE guided activities: Organisation of different awareness drive for the faculty members to participate in countrywide activities which are of prime importance.**
- 5. Motivate faculty members and students to apply for IPR for their intellectual works including publications: Encourage the faculty members and students to apply for patent/copyright/design of their intellectual properties. IIC activities towards strengthening IPR**

awareness amongst faculty members and students will be focussed.

6. Motivate faculty members to apply for research grants from different sponsoring authorities: Different authorities like DST, AICTE, UGC, NAAC, ICCSR may be approached by the faculty members for a research project grant. Awareness and dissemination of this information will be channelized.

7. Develop e-Contents to apply in MOOCs / Swayam etc: The faculty members will be trained to develop e-contents in cohorts. After the development/generation of the material, the same will be applied to Swayam/ other Mooc authorities.

8. Motivate faculty members to attend different Orientation Programme, Refresher courses, Short Term courses, Faculty Development Programmes approved by UGC / AICTE.

9. Workshop on Universal Human Values should be conducted with local society people, parents in online mode.

10. Awareness Campaign on Environment-friendly activities, waste handling and Use of Solar energy for sustainable growth & Development will be conducted with all stakeholders in online mode.

11. Incubation centre: To help and encourage the budding student entrepreneurs' startup process, an incubation centre is necessary. Development of incubation centre from the existing pre-incubation centre will be implemented.

12. Maintain a high level of research and involve students to take part in conferences/seminars as well publication in UGC Care / Scopus indexed journals.

13. Involvement of Student and faculty members in more Extension and outreach activities, particularly Government steered activities like Ek Bharat Shrestha Bharat, Swachta Pakwara, Atma Nirvar Bharat etc.

14. Tie-up with Institutes of National Importance and with foreign universities/ Institutes for exchange programmes.

15. MOU with Industries for different collaborative activities.

16. Involvement of students in social inclusion activities through NSS.

17. Increase in the capacity of Generation of Solar Energy and

Wheeling the same with National Grid. Introduction of more sensor-based equipment for energy conservation.

18. Awareness programme for banning plastic for the local people residing in and around the campus.

19. Strengthen student support system for preparation of Competitive Examination / Higher Education Guidance and coaching.

20. Apply for ISO 50001:2018 as the energy management system of the institute.

21. Organise Programme on Code of Ethics for Faculty members, Staff members and Students.

22. To introduce a scheme for the encouragement of meritorious students for further development.

23. Introduction of Skill Development Certificate Courses on Universal Human Values.

24. Conduct one STTP on 'Life Skills Management for Teachers'.

25. Purchase of Research Support software (N-Vivo) for strengthening research activities of the Institute.