



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		TECNIA INSTITUTE OF ADVANCED STUDIES
Name of the head of the Institution		Dr. Ajay Kumar
Designation		Director
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01127555121
Mobile no.		7678600432
Registered Email		directortias@tecnia.in
Alternate Email		director.tecniaindia@gmail.com
Address		Institutional Area, Madhuban Chowk, Rohini
City/Town		Delhi
State/UT		Delhi
Pincode		110085

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	Dr. Sachin Sabharwal
Phone no/Alternate Phone no.	01127555124
Mobile no.	9818378331
Registered Email	iqac@tecnica.in
Alternate Email	directortias@tecnica.in

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://tiaspg.tecnica.in/wp-content/uploads/2022/07/AQAR_2018-19.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://tiaspg.tecnica.in/academic-calendar/

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	A	3.11	2017	12-Sep-2017	11-Sep-2022

6. Date of Establishment of IQAC	29-Apr-2017
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
IQAC conducted an online	22-May-2020	80

FDP on EXAMINATION AND EVALUATION wrt e-governance	1	
IQAC Organized Expert Lecture by in-house Faculty- Ethical Communication Wilcoxon Matched Pair Test	07-Feb-2020 1	10
IQAC Organized Expert Lecture by in-house Faculty- Sales Promotion Analysis of Balance sheet using ratio analysis	15-Feb-2020 1	16
IQAC Organized Expert Lecture by in-house Faculty- Contract Act, Training Need Analysis Cash flow statement	22-Feb-2020 1	12
IQAC Organized Expert Lecture by in-house Faculty- Methods of calculating depreciation	28-Feb-2020 1	11
Webinar on CURRICULUM DEVELOPMENT with Blooms Taxonomy.	04-Sep-2019 1	80
Webinar on TEACHING AND LEARNING with enhanced pedagogy	19-Sep-2019 1	220
IQAC conducted a Workshop on RESEARCH, INNOVATION AND DEVELOPMENT: Research Paper Publications in UGC CARE listed Journals.	21-Nov-2019 1	150

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
TIAS	0	Nil	2020 0	0

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

Yes

Upload latest notification of formation of IQAC	View Link
10. Number of IQAC meetings held during the year :	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View Uploaded File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	Yes
If yes, mention the amount	59000
Year	2019
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
<p>1 IQAC made quality policies and conducted Webinars on "CURRICULUM DEVELOPMENT with Bloom's Taxonomy and "TEACHING AND LEARNING with enhanced pedagogy so to Enriching the curriculum with cocurricular activities Conference, Workshops, Seminars, Academic Fests, Case Folio, Orientation Programs, Industrial Visits Education Cum Excursion Trip through Academic Departments and various clubs like ECO Club, NSS, Abivyakti Club and Cultural Club. 2 IQAC consciously made RID Cell to conduct Workshop on RESEARCH, INNOVATION AND DEVELOPMENT: Research Paper Publications in UGC CARE listed Journals and Webinar on Updated Bibliometrics publications in Scopus/ Web of Science or PubMed/ Indian Citation Index. 3 IQAC proposed and recommended Holistic development of students through Extracurricular Activities such as Sports Events: Tecnia Sports Meet, Sahaja Yoga and Meditation, Fit India Movement: Walkathon and Cyclothon Cultural Events: Saras (MUSIC: Light Vocals Music Indian, Western Vocal Solo, Group Song (Indian / Western), DANCE: Solo Dance, Footloose, Street Dance, Folk Dance (Solo/Group), LITERARY Debate (Hindi English), Poetry, Just A Minute, DRAMATICS Mono Acting, Street Play (Nukkad Natak), FINE ARTS: Rangoli, On the spot Painting, BATTLE OF BANDS, FACE OF SARAS 2020 (Mr. Ms. SARAS) thereby select the meritorious students for university events such as "ANUGOONJ" also skill development through Radio City Super Singer Competition, Poetry Competition to project talent on national level and Also, sensitizing the students towards socially conscientious attitude through Extension Outreach Programs Tecnia NSS (Unit I), Eco Club, EBSB Club, Fitness Club Literacy Club. 4 • Preparing the students for selfreliance/employability/ Higher Education/Competitive Examinations through Capability Enhancement Schemes and thereby prepare talent for UPSC, SSC, NET, CAT, MAT etc. 5 IQAC played an instrumental role in training the faculty members for conducting the online classes online assessment by organizing FDPs on the above mentioned subject. The online classes were successfully conducted and the curriculum was completed on time. The assessment process was also conducted online and was accomplished within the given time frame. 6 Preparation of AQAR 20192020. 7 Compilation and submission of NIRF 2020. 8 Compilation and submission of AISHE 20192020. 9 Workshops on Learner Centric Approach (OBE)</p>	

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

Plan of Action	Achievements/Outcomes
6. Coordination for AQAR with respective departments.	IQAC coordinates regularly with Department of Management Sciences, Department of Computer Applications and Department of Journalism & Mass Communication and other support function departments including RI&D Cell, Training & Placement Cell, Student Welfare and Admin. Department etc. for compilation of AQAR.
5. To make academic module functional through ERP.	IQAC and the academic cell in consultation with the department maid Academic Module through TIAS ERP for carrying out day to day Academic functions of the department smooth and be able to all administrative functionaries for undertaking student data as per requirement of GGSIP University.
4. To encourage the Faculty either for enrolment in PhD program or completion of PhD, if already registered.	Total 16 faculty members pursuing their Ph.D. program and 01 Faculty member completed the PhD.
3. To promote Faculty for more publications.	IQAC recommends the NAAC policy provision under criteria 3 research, innovations to bring in research culture in institute campus be realized. The RID Cell actively engage through HoDs of all departments involving appropriate policies and practices, making resource available, encourages active research involvements of faculties and learners in research. RID Cell took initiative to encourage and motivate faculty members and students with procedural flexibility, required infrastructure, space and equipment, support facilities from every department to pursue their active participation in national / international conferences, publications in peerreviewed journals, collaboration with other agencies, institutional and research bodies for undertaking collaborative research, consultancy projects and to attend FDPs etc. Consultancies show the credibility of institute research acumen to outside world. Institute, faculty extends their

expertise to other corporate, organization and also generate some revenue. IQAC and RID Cell have formalized policy on consultancy with specification of revenue.

2. To sensitize the students for socially conscientious attitude.

IQAC took initiative to sensitize the students and to arouse the spirit of common interest among students to participate in social activities. Tecnia-NSS(Unit-I), Directorate of NSS & NSS GGSIPU university conducted Fit India Movement address by Hon'ble Prime Minister Shri Narendra Modi ji; Tecnia-NSS(Unit-I)in collaboration with Ashtavakra Institute of Rehabilitation Sciences and Research, Delhi (AIRSR) conducted Walkathon and Cyclothon- Fit India Movement; TIAS ECO Club in collaboration with Tecnia International School, Delhi(TIS)conducted Campaign on Curbing of Single Use Plastic; Campaign on Say No Use of Fire Cracker; Tecnia-NSS(Unit-I)in collaboration with Delhi Police (Special Police Unit) conducted Self Defense Training Program(Parivartan) for girl students; Tecnia-NSS(Unit-I) in collaboration with Sahaja Yoga Trust conducted SahajaYoga and Meditation Program; TIAS ECO Club in collaboration with Ministry of Environment, Forest and Climate Change (MOEFCC) conducted Conclave on Plastic Waste and Livelihood Opportunities; Tecnia-NSS(Unit-I) in collaboration with Gram Panchayat, RAJAPUR, Delhi Adopted the Village for NSS Activities; Tecnia-NSS(Unit-I) in collaboration with ASHTAVAKRA INSTITUTE OF REHABILITATION SCIENCE AND RESEARCH (AIRSR) conducted Integrated Child Development Programme; Tecnia-NSS(Unit-I) in collaboration with ASHTAVAKRA INSTITUTE OF REHABILITATION SCIENCE AND RESEARCH (AIRSR) conducted Program on Health Education. Tecnia-NSS(Unit-I) in collaboration with Gram Panchayat, RAJAPUR, Delhi conducted HIV/AIDS Awareness Program in VILLAGE- RAJAPUR; Tecnia-NSS(Unit-I) Commemorated and Celebrated NSS Day on 24 September 2019; Tecnia-NSS(Unit-I) in collaboration with ASHTAVAKRA INSTITUTE OF REHABILITATION SCIENCE AND RESEARCH (AIRSR)at VILLAGE- RAJAPUR celebrated Weaker Sections Day; Tecnia-NSS(Unit-I) in collaboration with Jal Board, Delhi conducted a program on 'Youth for Sustainable Development with the focus

	<p>on Watershed Management and Wasteland Development'; Tecnia-NSS(Unit-I) in collaboration with ENVIRONMENT WING, RSS Celebrated World Environment Day; TIAS ECO Club in collaboration with Delhi Jal Board, Delhi installed Rain Water Harvesting System at TIAS, Rohini, Delhi; TIAS ECO Club in collaboration with Department of Environment, Delhi Secretariat, Govt. of NCT of Delhi for organizing viit to Yamuna Biodiversity Park, Delhi.</p>
<p>1. To enrich the Teaching Pedagogy by blended learning and flipped classroom</p>	<p>IQAC gives the directions to upgrade the quality enhancements to achieve desired outcomes by way of incorporating, blended learning and flipped classroom, prior to that institute gives convergent thought process to the learners, Student Induction Program to make it familiar with the relevance of physical good health activities, familiarization with departments innovations incubator, visit to the local area, updating through proficiency modules in difficult subjects through bridge classes, literature and literary activities, creative outreach practices, extracurricular activities and good human values to become global citizen. Institute sensitized the students about the corporate requirements which will be undertaken by way of Value Added Programs modules to improve the student's soft and technical skills as per the contemporary business requirements of the industries. Here the blended learning incorporates traditional face to face teaching methods with off campus virtual learning and teaching experiences, there by helps the learner in planning, designing, implementing, reviewing and improving their skills. Also in flipped classrooms students centered environment is created which inverts traditional style teaching style which is teach at home, work at campus. Here the learner gain, control through learning process through study course material on Tecnia TV outside of the class at his/her own pace. Also using technology tools like MOODLES, Admodo etc. Flipped classrooms divides the classroom and pre-classroom contents, which advance to BLOOM'S TAXONOMY - CREATE, EVALUATE, ANALYSE, APPLY, UNDERSTAND & REMEMBER.</p>

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body

Meeting Date

BoG

04-Feb-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

19-Mar-2020

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

Institute has adequate management information systems modules to provide support functions to academics. 1. Libsys Software (LSEase Software) for Library Management System: Cataloging system is provided to fetch the required book from the stacks. Also the back volume journals are provided to researchers to help in research. Library also provides supports to academic events through various magazines for academic events and extension activities etc. 2. Tally ERP for Accounting: This is used for maintaining the all TIAS financial transactions and creates statement of final accounts like profit and loss account, balance sheet etc. This module is also used to show financial performance and position of the organization. 3. Admission Module through TIAS ERP: This module handles the entire Admission Process of Students. It helps the organization to manage Admission process, Admission form (online and inpremises), Admission set up, Mark entry, Student sorting based on merit, Admission confirmation, and related reports etc. During the admission student fill the admission form on Admission ERP module itself. At

that time, student fills the relevant details like qualified examination result, CET detail with rank, preference of institute clubs etc. At the end ERP generate a fee challan which helps to maintain fee records. Reports are specifically defined by providing information aspects in one form, having reports of how many students applied for admission. Hence above are the functionalities of the Admission Management module, although there are more functions that could help institute to conserve admission data more easily but above are the must. 4. Student Feedback System: This module contains student feedback system towards academics and institute as well. Students login their respective ERP account with their personal id and password and fill the feedback form subject wise. Also students fill the institute feedback form through this module. 5. EResource Module: With the help of this module, each and every faculty member can upload their respective lecture plans, class notes, Condense course material (CCM) and assignments which can be freely accessed by the students through their ERP account.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The institute follows the affiliating GGSIP University's academic calendar and list of holidays for the commencement of semester, internal examinations, end term examinations, vacations, and university events in totality. Further, institute incorporates co- curricular and extra-curricular activities such as student orientation program, bridge classes, conferences, Seminars, Workshops, FDP, Skill Development Programs, Industrial Visits, Educational Tours, and Capability Enhancement Programs in alignment with the University academic calendar. Human values are also incorporated through the activities related with sensitization towards the society & environment for preparing the student a socially conscientious citizen of nation. Based on the academic calendar and subject allocation, time table and teaching plans are prepared and implemented in accordance with the affiliating university syllabus. The detailed lesson plan is prepared incorporating the objectives, pre-requisite, methodologies, learning outcome, the number of total lectures with topic wise and unit-wise distribution of the curriculum and Text books, reference books. Infrastructural facilities in the form of ICT tools in the class room, books and e journals through library, availability of required hard ware and software in the computer labs, the print and electronic media related tools in the media lab

are made available to ensure the effective curriculum delivery by the Faculty. For timely and effective delivery of the curriculum, the HoD monitors the timetable, calendar and lecture plan whereby progression of the classes, course lectures, class test, continuous evaluation and other curriculum enriching activities are monitored for their execution. Faculties are required to complete 1.5 to 2 units before the conduction of class Test which is monitored by HoD. HoD in the meeting with the Faculty discusses the gap, if any so as to take corrective action. The status of the curriculum delivery, result of the class test and end term examinations and feedbacks are discussed by the HoD with the Director for further implementation.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
DIGITAL MARKETING	Nil	19/08/2019	30	employability, entrepreneurship	Skill Development
NISM Mutual Fund Module Examination	Nil	19/08/2019	30	employability, entrepreneurship	Skill Development
Financial literacy	Nil	19/08/2019	30	employability	Skill Development
Advanced Excel	Nil	15/07/2019	30	employability	Skill Development
Data Science	Nil	15/07/2019	30	employability	Skill Development
Web security	Nil	19/08/2019	30	employability	Skill Development
Industry Grooming Program	Nil	19/08/2019	30	employability	Skill Development
Mobile Journalism	Nil	19/08/2019	30	employability	Skill Development
Art of Story Telling	Nil	15/07/2019	30	employability	Skill Development

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BCA	Nil	29/07/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCA	Nil	29/07/2019

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

	Certificate	Diploma Course
Number of Students	1615	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
DIGITAL MARKETING	19/08/2019	113
NISM Mutual Fund Module Examination	19/08/2019	195
Financial literacy	19/08/2019	294
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MBA	Internship	211
MBA	Project	210
MCA	Project	33
BBA	Internship	223
BBA	Project	224
BA (Journalism)	Internship	232
BA (Journalism)	Internship	233
BA (Journalism)	Project	232
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
Academic departments analyse the feedback obtained from Students, Teachers, Parents, Employers and Alumni analyses the feedback. In a meeting with Director and all the Head of the Departments review the feedback data. This feedback is placed in DAC, IQAC IAC for further discussions. Based on the analysis, plan of action is discussed towards the improvement and implementation. The concerned Head implement and monitor the action plan as discussed in the meeting. ATR of the same is put up in the BoG meeting for further recommendation, if any.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCA	BCA	60	56	56
BA (Journalism)	BA (J&MC)	240	230	230
BBA	BBA	360	320	320
MBA	MBA	240	0	0
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1525	259	60	21	21

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
98	98	11	21	5	7

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Mentoring and connecting the students with the faculty members is the first and the foremost important task undertaken in the SIP of the Institute whereby it sets the tone for setting of Universal Human Values, here the learner experience the joy of learning, prepares to stand to peer pressure, and take decision with courage, aware of relationship and be sensitive to others and feel the prosperity, character building and become global citizens. Discussions are conducted in small groups of 20 students with a faculty mentor each. It develops open thinking towards the cell and gives attention to the larger issues of life. The idea is to build relationship between teacher and student which lasts for entire stay possible and beyond. The Institute Mentor Mentee System looks after the affairs of personal, academic, psycho social support and guidance. Every student is assigned with Faculty Mentor when He/she is admitted in the institute. The Faculty mentor convenes the 1st meeting with his/her mentees where he/she tries to establish an personal rapport with the mentees. Here, the mentors and mentees get to know each other. Mentors put an effort to build the confidence in the mentees that they should feel free to approach him/her, when facing any kind of problem, whether personal, academic or psycho social and strict confidentiality and professionalism shall be maintained. All the mentors maintain the Database of their mentees which comprises of the students profile and parents contact details. Mentees visit their respective Mentors as and when required. Mentees discuss the issues with the mentors and mentors provide the counseling and guidance to resolve their issues and improve their performance. Some of the issues may be related to his/her academic difficulty, career related pressure, wellness etc. Mentors provide a comfortable environment to mentees so that they share issues related to holistic wellbeing. One may approach the mentor for seeking help, expressing feelings, discomfort, anger or anxiety in a confidential manner. Parents are also called if there is a need. Faculty mentors also provide counseling on the possibilities for Higher education their career options through the Training and Placement Cell.

Number of students enrolled in the

Number of fulltime teachers

Mentor : Mentee Ratio

institution		
1784	98	1:18

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
96	98	0	25	8

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Sandeep Kumar	Professor	APG India Excellence Award from Business Development Board, Apna Pariwar Global, A Non-Govt. Not-for-Profit Unit of Metro City Welfare Society (Regd.) - A platform of Business Industry for networking development and expansion -
2019	Dr. Ajay Kumar	Director	APG India Excellence Award from Business Development Board, Apna Pariwar Global, A Non-Govt. Not-for-Profit Unit of Metro City Welfare Society (Regd.) - A platform of Business Industry for networking development and expansion -
2019	Dr. Nivedita	Associate Professor	APG India Excellence Award from Business Development Board, Apna Pariwar Global, A Non-Govt. Not-for-Profit Unit of Metro City Welfare Society (Regd.) - A

			platform of Business Industry for networking development and expansion -
2019	Dr. Varun Kumar	Associate Professor	APG India Excellence Award from Business Development Board, Apna Pariwar Global, A Non-Govt. Not-for-Profit Unit of Metro City Welfare Society (Regd.) - A platform of Business Industry for networking development and expansion -
2019	Dr. Sachin Sabharwal	Associate Professor	APG India Excellence Award from Business Development Board, Apna Pariwar Global, A Non-Govt. Not-for-Profit Unit of Metro City Welfare Society (Regd.) - A platform of Business Industry for networking development and expansion -
2019	Dr. Vishal Khatri	Associate Professor	APG India Excellence Award from Business Development Board, Apna Pariwar Global, A Non-Govt. Not-for-Profit Unit of Metro City Welfare Society (Regd.) - A platform of Business Industry for networking development and expansion -
2019	Mr. Mayank Arora	Assistant Professor	Best Faculty Award for Brilliant Consistent High Standards of Academics
2019	Ms. Keenika Saini	Assistant	Best Faculty

		Professor	Award for Brilliant Consistent High Standards of Academics
2019	Ms. Sania Kukkar	Assistant Professor	Best Faculty Award for Brilliant Consistent High Standards of Academics
2019	Ms. Shilpa Bhandari	Assistant Professor	Best Faculty Award for Brilliant Consistent High Standards of Academics
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BBA	17	II Sem	06/05/2020	30/09/2020
MCA	44	V Sem	06/05/2020	05/10/2020
BBA	17	I Sem	20/12/2019	02/07/2020
BCA	20	II Sem	06/05/2020	29/01/2020
BCA	20	I Sem	17/12/2019	10/07/2020
MBA	39	III Sem	04/01/2020	24/06/2020
MBA	39	IV Sem	09/10/2020	29/12/2020
MCA	44	III Sem	24/12/2019	01/07/2020
MCA	44	IV Sem	06/05/2020	05/10/2020
MCA	44	VI Sem	31/07/2020	17/09/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Institute follows the Evaluation system and broad guidelines provided by the affiliating University for conducting the Continuous Internal Evaluation (CIE) besides reforming the same from faculty centric to student centric. The Institute follows the marking scheme of Internal and External examinations for the Theory Practical papers as per the scheme of examination issued by Guru Gobind Singh Indraprastha University, Delhi. The distribution of marks for Internal evaluation of theory courses in MBA, MCA, BBA, BCA BAJMC Programs is 25 marks and 75 marks for End Term Examinations. For practical examinations, it is 40 marks for internal evaluation and 60 marks for End Term Examinations. For the evaluation of Projects and Summer Training Reports in MBA MCA Programs, Internal marks assigned are 40 and 60 for External examinations whereas it is 50 marks each in Internal and External examinations in case of BCA, BBA BAJMC Programs. The Continuous Internal Evaluation (CIE) is done through Internal Evaluation by the respective Faculty in the following ways: Theory Paper (25 Marks): •Written Test (15 Marks-MBA, BBA, BCA, MCA 10 Marks-BAJMC) •Assignment

(10 Marks-Case Study Based, Written Assignment Based Viva-voce, Journal Based-MBA, BBA, BCA, MCA and 15 Marks- Review on Contemporary Trends/Issues/Events, Written Assignment Based Viva- voce, Journal Based-BAJMC) Practical Paper (40 Marks): Written Test (15 Marks-MBA, BBA, BCA, MCA BAJMC along-with Viva-voce) Continuous Evaluation (15 Marks-Assignment and Exercise) Internal Assessment (10 Marks Lab Performance- On the basis of Program Execution and Output) In compliance with Ordinance 11 of Guru Gobind Singh Indraprastha University, Delhi issued for the Conduct and Evaluation of Examinations for programmes leading to all Bachelors / Masters Degrees And Under-Graduate/ Post-Graduate Diplomas following Semester System.

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

The institute follows the affiliating GGSIP University's academic calendar for each semester which is comprising of 90 days of teaching, internal examinations, end term examinations, in totality. For internal Class Test, respective Faculty are required to submit the question paper to the HoD as per the scheduled date. Datesheet is notified by the respective HoDs and examinations are conducted as per the notified dates in the calendar. All the Faculty are required to provide the feedback on the evaluated answer script to the students within one week of completion of class test and submit the award list in the next one week. For the remaining part of internal assessment, the Faculty are required to submit the assessment to the department one week before the closing of the classes for that semester. The internal award lists are displayed on the notice board for final verification by the students before filling the OMR sheets by respective subject teacher verified by respective HoD and Director for onward submission to GGSIP University. Due to lockdown, rather than OMR submissions, the internal marks were submitted through the affiliating university portal. Semester End Examinations and Evaluations dates are issued by the affiliating GGSIP University.

2.6 – Student Performance and Learning Outcomes

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

<https://tiaspg.tecna.in/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
39	MBA	MBA	210	190	90.4
44	MCA	MCA	33	30	90.9
17	BBA	BBA	224	179	79.9
24	BA (Journalism)	BA (JMC)	232	207	89.2

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2.7 – Student Satisfaction Survey

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

<https://tiaspg.tecna.in/student-satisfaction-survey/>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION**3.1 – Resource Mobilization for Research**

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Industry sponsored Projects	90	M/s Jogo Technologies Pvt Ltd. Ground Floor WZ-799 Palam Village , Sector 7 New Delhi 110077	0.5	0.5
Industry sponsored Projects	90	M/s Jogo Technologies Pvt Ltd. Ground Floor WZ-799 Palam Village , Sector 7 New Delhi 110077	0.5	0.5
Industry sponsored Projects	60	M/s Punjab Academy, Delhi	0.25	0.25
Industry sponsored Projects	60	M/s Punjab Academy, Delhi	0.25	0.25
Industry sponsored Projects	60	M/s Jogo Technologies Pvt Ltd. Ground Floor WZ-799 Palam Village , Sector 7 New Delhi 110077	0.25	0.25
Industry sponsored Projects	60	M/s Jogo Technologies Pvt Ltd. Ground Floor WZ-799 Palam Village , Sector 7 New Delhi 110077	0.25	0.25

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Workshop on Intellectual Property Rights (IPR).	MBA	15/02/2020
Workshop on Machine Learning	MCA	30/09/2019
Workshop: Ethical Hacking	MCA, BCA	07/10/2019
Workshop on "Photography	BA(JMC)	17/01/2020

and Digital Film Making		
Workshop: Analysing Balance sheet in 30 seconds	MBA	28/08/2019
Workshop on Output Radio/Video Editing Output and Video Analysing	BA(JMC)	16/10/2019
Seminar: An Insight into Corporate Ethics	MBA	06/09/2019
Workshop on Photography Camera, Light Sound Equipment's	BA(JMC)	18/01/2020
Workshop on Robotics IOT	BCA	27/01/2020
Seminar on Implementation Of Data Structure Using C Language	BCA,MCA	25/10/2019
Workshop on Digital Marketing for Skill development Entrepreneurship	MBA	17/12/2019
Industry Academia interface seminar on Veer Arjun ITO, New Delhi (Print Media)	BA(JMC)	07/11/2019
Industry Academia interface seminar on Cyber Defence Intelligence HQ, F5 -015 ,Sector -118 ,Mohali, Punjab INDIA	BCA	21/09/2019
Industry Academia interface seminar on Spectrum Industry Private Ltd. Shogi and Shimla	BBA	13/09/2019
Industry Academia interface seminar on Catch Factory, Raison, Kullu	BBA	11/10/2019
Seminar on Global innovative educational practices	BBA	04/09/2019
Workshop on Film Appreciation	BA(JMC)	27/08/2019
Workshop on TV News and Anchoring, Fashion and Social Media, Campaign Design, Advertising Creativity Management, Photography	BA(JMC)	19/02/2020
Seminar on Best Practice	MBA	20/02/2020

in HR

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Institution Innovation Council (IIC) establishment (1.5 Star Rating)	Tecnia Institute of Advanced Studies	MOE, Innovation Cell (Government of India)	22/09/2020	Innovation

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
01	Pre-incubation	BDG - APG, TIAS	Pinotes.co .in	edtech	03/09/2019

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
	06	02

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

Name of the Department	Number of PhD's Awarded
0	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	BBA	8	5.83
International	MBA	4	4.02
National	MBA	4	3.48
International	BBA	6	3.03

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

Department	Number of Publication
MBA	11
BBA	12
BCA	3

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as	Number of citations
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					mentioned in the publication	excluding self citation
"New insights about Gender perception towards Online Ticket Booking", pp.:638-641	DR. LEENA JENEFA	Aegaeum Journal, Vol 8, Issue 4,	2020	2.24	Universite de Liege - SCImago Institutions Ranking	Nil
"An empirical study on Occupational Stress and Coping	DR. LEENA JENEFA	Journal of Xidian University, Vol 14, Issue 4,	2020	103.89	Xidian University	Nil
"Consumer Online Buying Behaviour-An Exploratory Factor Analysis Approach" pp.:1354-1368.	DR. LEENA JENEFA	Journal of Xi'an University of Architecture Technology, Vol XII, Issue 4,	2020	81.84	Graphy Publications	Nil
"An Analysis of Students satisfaction level on Quality of Education"	DR. LEENA JENEFA	Parishodh Journal, Vol 9, Issue 3	2020	2.24	Nil	Nil
"A Study on Customer Satisfaction Towards Digital Advertisement of Consumer Goods", pp.:2634-2641	DR. LEENA JENEFA	History Research Journal, Vol-5-Issue -6	2019	1.14	EDUINDEX	Nil
"Entrepreneurial Ecosystem Assessment	DR. LEENA JENEFA	International Journal of Engineering	2019	623.8	Blue Eyes Intelligence Engineering	Nil

in the Surgical Cotton Gauze and Bandage cloth cluster",		g and Advanced Technology, Vol. 9, Issue 1S4,			Sciences Publication	
"A Study on Customer Delight towards Buying Behavior in Digital Era", pp:978-989	DR. NAMITA MISHRA	A Journal of Composition Theory, Volume XII Issue XI	2019	38.2	Nil	Nil
"Consumer Online Buying Behaviour- An Exploratory Factor Analysis Approach" pp.:1354-1368.	DR. NAMITA MISHRA	Journal of Xi'an University of Architecture Technology, Vol XII, Issue 4,	2020	81.84	Graphical Publications	Nil
SOCIAL INNOVATION FOR BETTER JOBS AND PERFORMANCE pp: 283 - 287	DR. SANDEEP KUMAR	International Journal of Advance and Innovative Research Volume 7, Issue 1 (XVIII):	2020	7.36	Institute of Technology and Science, Ghaziabad	Nil

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
"New insights about Gender perception towards Online Ticket Booking", pp.:638-64	DR. LEENA JENEFA	Aegaeum Journal, Vol 8, Issue 4,	2020	1	Nil	Universite de Liege - SCImago Institutions Ranking

1						
"An empirical study on Occupational Stress and Coping Strategies" pp.:2787-2800	DR. LEENA JENEFA	Journal of Xidian University , Vol 14, Issue 4,	2020	1	Nil	Xidian University
"Consumer Online Buying Behaviour-An Exploratory Factor Analysis Approach" pp.:1354-1368.	DR. LEENA JENEFA	Journal of Xi'an University of Architecture Technology, Vol XII, Issue 4,	2020	1	Nil	Graphy Publications
"Entrepreneurial Ecosystem Assessment in the Surgical Cotton Gauze and Bandage cloth cluster",	DR. LEENA JENEFA	International Journal of Engineering and Advanced Technology, Vol. 9, Issue 1S4,	2019	1	Nil	Blue Eyes Intelligence Engineering Sciences Publication
"An Empirical study on satisfaction towards selected Herbal Medicines", pp:30-36	DR. LEENA JENEFA	History Research Journal, Vol-5-Issue -6	2019	1	Nil	EDUINDEX
"A Study on Customer Delight towards Buying Behavior in Digital Era", pp:978-989	DR. NAMITA MISHRA	A Journal of Composition Theory, Volume XII Issue XI	2019	0	Nil	Nil
"Consumer Online Buying	DR. NAMITA MISHRA	Journal of Xi'an University of Archite	2020	0	Nil	Graphy Publications

Behaviour- An Explora tory Factor Analysis Approach” pp.:1354-1 368.	cture Tech nology, Vol XII, Issue 4,				
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Semi nars/Workshops	13	85	0	0
Presented papers	4	4	0	0
Resource persons	2	1	0	0

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Awareness Campaign on Water Pollution	TIAS ECO Club	10	40

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
National University Film Making Competition on Anti Ragging	Certificate of Participation	UGC, New Delhi	12

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

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
National Service Scheme	TIAS NSS Unit- I	Campaign on "Save Water on World Environment Day	2	56

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Research (Workshop on SPSS by Analytic Square)	Faculty & Students of TIAS	TIAS	03
Knowledge sharing in the area of BA(JMC)	Faculty & Students of TIAS & Pearl Academy	Pearl Academy	01

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship	Internshala College Registration agreement	Internshala	Nil	31/12/2020	302

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Stallion Capital Management Pvt Ltd.	27/08/2019	Industrial Training and visit, Internship Placement, RD, Skill Development Programs, Guest Lectures, FDPs, Campus Interview. Projects Consultancy.	5

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
35	14

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
------------	-------------------------

Others	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Libsys Software	Fully	LSEASE	2008

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Others(s pecify)	2	11500	1	8500	3	20000
Text Books	32653	7064129	175	86786	32828	7150915
Reference Books	5141	600000	1	8000	5142	608000
Journals	0	0	51	165785	51	165785
e- Journals	2	78470	1	66198	3	144668
Digital Database	2	0	2	0	4	0
CD & Video	3011	0	7	0	3018	0
Library Automation	1	32081	Nil	Nil	1	32081
Others(s pecify)	23	22481	21	19501	44	41982
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
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Dr. Sandeep Kumar	Operations and Supply Chain Management	SWAYAM	30/06/2019
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	314	4	314	1	4	36	3	35	314
Added	0	0	0	0	0	0	0	0	0
Total	314	4	314	1	4	36	3	35	314

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

35 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Tecnia Media Production Studio	https://www.youtube.com/channel/UCXUfAa_g4kVCyDPDY5K-E3Ow/videos

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
40	3338438	110	9919746

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

Computer Lab IT facilities in the class rooms, offices, Library and departments are maintained by ITC Head through Lab assistants. They are checked annually for their Preventive Maintenance and corrective action is taken as per requirement. However, break down maintenance is done once the complaint is received from the user by the IT Department through HoD. Lab classes are scheduled in the time table as per the syllabi. Further, computer centre and digital library are used by students, faculty and staff for surfing the various contents required for their study, research and training. Library: Hours: utilization Maintenance Journal book bindings, newspapers magazine sold out Physical verification of the library stocks is carried out to identify the losses, misplaced items and items that need repair. However, for new purchases, respective HoDs send the requisition to Librarian for procurement. Libsys Software helps in Library Management by cataloguing, bar coding, OPAC and keeping the track of issue return etc. AMC is given for Operational Support on LIBSYS Software. Infrastructure: Before the commencement of new Academic session, the class rooms and offices are checked for their maintenance and

repair of furniture, white boards, notice boards, white wash, ACs, Fans, Tube lights and other related areas. The Administrative Officer of the institute looks after the maintenance and upkeep of the infrastructure through outsourcing. Institute has Annual Maintenance Contracts (AMCs) with the vendors for the Housekeeping, Security, and maintenance of lifts, Air Conditioners, water coolers and RO. The Administrative Officer looks after the maintenance of Institute building, all furniture, fixtures, equipment and machines. Also, conducted Administrative Staff Training Programme for House Keeping Staff, Office staff, Accounts, Counselors and Library, Electricians, AC Technicians and Plumbers staff Security Guards.

<https://tiaspg.tecna.in/>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	Nil	Nil
Financial Support from Other Sources			
a) National	Grant of Financial Assistance Under EWS Scheme Grant of Financial Assistance Under Merit-cum-Means Linked Financial Assistance Scheme of Govt. of NCT of Delhi	6	247060
b) International	Nil	Nil	Nil

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Soft Skills	28/08/2019	873	Tecnia Institute of Advanced Studies, Dr. Nivedita, Head, TP, 08882927696

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed

2019	Guidance for Competitive Examination	403	0	30	194
2019	Career Counselling	0	289	0	194
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
5	5	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
List Attached	142	101	List Attached	78	78
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	3	MCA	MCA	Annexure Attached	Annexure Attached
2020	1	MBA	MBA	Annexure Attached	Annexure Attached
2020	38	BBA	BBA	Annexure Attached	Annexure Attached
2020	62	BA (J&MC)	BA (J&MC)	Annexure Attached	Annexure Attached
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1
CAT	2
GRE	1
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
----------	-------	------------------------

Badminton (Single)Girls	Institution level	40
Table Tennis	Institution level	80
Chess	Institution level	32
Radio City Super Singer Competition	State level	48
Poetry Competition	State level	135
Saras (MUSIC- Light Vocals Music Indian, Western Vocal Solo,Group Song (Indian/Western),DANCE-Solo Dance,Footloose,Street Dance,Folk Dance (Solo/Group),LITERARY- Debate (Hindi English),Poetry,Just A Minute,DRAMATICS-Mono Acting,Street Play (Nukkad	State level	531
Chess	Institution level	67
Carom	Institution level	80
Table Tennis	Institution level	40
Badminton Single	Institution level	144
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Discuss Throw (Second)	National	1	Nil	09621301719	Mohit Singh
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Following academic and administrative bodies have students' representative: • IQAC • T P Cell • Anti Ragging Committee • NSS • ECO Club. Youngster (Institute Newspaper). Clubs viz. Abhiviyakti Club, Photography and Videography club, Press and Media Club IT Club • Various events organized by institute/department The students are provided with opportunity to represent as coordinators for various sub committees which are formed to convene the particular events such as Stage Management Coordinator, Anchoring Coordinator, Hospitality Coordinator, Discipline Coordinator, Report writing etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

The Institute has an active Alumni Association which is presently unregistered. The alumni are in link through TIAS Alumni Facebook Group. The enthusiastic response and feed post on the facebook page is apt testimonies of their willingness to remain in connection with the Institute.

5.4.2 – No. of enrolled Alumni:

2595

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Mr. Adnan Ahmed, Celebrity Singer performed in Varchasva 2019 Indian Idol

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The Institute functions in a well-structured and defined manner to ensure participative management at all levels of decision making. All the Departments function under the control of the Director of the Institute. Powers relating to running the Institute, the Director concerned. Director has different committees to suggest him as far as administering the Institute. Likewise, Heads of the Department have been delegated the powers by Institute to smoothly run the Department. In between the Heads and the Director, who also have the powers and use to advice the Director on core issues. Such is the decentralization of the power in Tecnia Institute of Advanced Studies. Two important interventions were made for decentralization and participative management. It was decided in department meeting that to improve the quality in academic institute should apply for Local Chapter of NPTEL. Minutes of Meeting was sent to IQAC for recommendation. IQAC through director further sent it to BOG for Final Approval. Director after getting approval from BOG, sent the application to NPTEL, IIT Madras and with the approval of NPTEL, Local Chapter was established in Tecnia. In the Director meeting with HODs it was decided that for better knowledge sharing and professional acumen, ethics, every department should further be divided in core domain for financial delegation with a contingency expense of Rs 2000. This minute of meeting was sent to BOG through IQAC for approval. And it was approved by BOG.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	The college does not have the autonomy to develop its own curriculum, since it is under the GGSIP University Delhi, whose centrally compulsory syllabus is required to be followed by all colleges affiliated with it. But individual Faculty of the Institute are, directly or indirectly part of the curriculum development process: either

as members of boards of studies, or as experts involved in devising or preparing study materials in GGSIPU. The strategy for curriculum development is that HoDs along with faculty members of the department brainstorm on the topics to be incorporated in the curriculum, which is further suggested to University by representatives of the institution in the syllabus review meeting of the university. IQAC made quality policies and conducted Webinars on "CURRICULUM DEVELOPMENT with Bloom's Taxonomy and "TEACHING AND LEARNING with enhanced pedagogy so to Enriching the curriculum with co-curricular activities Conference, Workshops, Seminars, Academic Fests, Case Folio, Orientation Programs, Industrial Visits Education Cum Excursion Trip through Academic Departments and various clubs like ECO Club, NSS, Abivyakti Club and Cultural Club.

Teaching and Learning

The Institute follows the following pedagogy to make teaching and learning more effective. • The institute has divided students on the basis of their interest in Higher Education / Entrepreneurship / Placement based on that sessions will be organized keeping in mind that they will get complete knowledge in respective areas. • Students indulge in Summer Training / Project Report / Continuous Evaluation / Extension Activities / Plant Visits / Educational Visits for gaining practical knowledge in the various areas and prepare and present report on the same. • We provide opportunities to the students to participate in various International National Conferences / Seminars / Workshops to develop and present themselves for the current issues that have not been covered through the syllabi. • Personality Development / Technical Skill Development / Soft Skills Development sessions or activities enhance the presentation skills of the students which also increases their employability. • Assignments / Presentations / Group Discussions / Case Studies enhances students logical and team building skills. • Remedial Classes / Add on Classes / Enrichment Classes create opportunities for the slow learners to cope up with other students and help in creating their

interest in studies. • Orientation Program / Induction Program / Bridge Classes / Mentor Mentee System helps in bridging the gap for the students that comes from various disciplines.

Examination and Evaluation

Institute follows the affiliating University Evaluation system in totality. The Continuous Internal Assessment is done through Internal Evaluation (25) by the respective Faculty which has been enriched in the following ways: I. Theory Course (i) Continuous evaluation by teacher(s) (a) Case Study Based (b) Class Test (c) Written Assignment Based-Viva-voce (d) Journal Based-Review of Literature on the topic given from the Journals by the Faculty Viva- voce (ii) Semester term end examination II. Practical / Laboratory Course (i) Continuous evaluation by teacher(s) (1) Class Test (2) Continuous Evaluation (Assignments Exercises) (3) Internal Assessment (Lab Performance) (ii) Semester term end examination III. Dissertation / Thesis / Projects (i) Assessment by Internal Examiner (ii) Assessment by External Examiner. IQAC spearheaded the fairness and transparency in examinations through e-governance and TIAS ERP examination module and conducted FDP on "EXAMINATION AND EVALUATION wrt e-governance through internal assessment module.

Research and Development

As per the guidelines of Central government of India for Make in India and bringing research and innovation into our pedagogy, institute started two strategies: (i) Establishing Institution innovation Council so as to develop the culture of Innovation in the Institute and trained faculty on innovations so that students are benefited and the Institute was awarded Star Rating . To make students think out of the box, institution has taken another initiative where students come up with their business plan discuss them with the experts and rewards are given by the institution in star rating in IIC. (ii) For bringing research acumen in students, every faculty was assigned with two or three bright students or fast learners for joint publication and to reduce fear of paper publication and presentation of research paper in conference, institution started

organising conferences jointly for students and faculty. (iii) Institute made it mandatory in assignment the Review of Literature for developing Research acumen among students and faculty. IQAC consciously made RID Cell to conduct Workshop on RESEARCH, INNOVATION AND DEVELOPMENT: Research Paper Publications in UGC CARE listed Journals and Webinar on Updated Bibliometrics publications in Scopus/ Web of Science or PubMed/ Indian Citation Index.

Library, ICT and Physical Infrastructure / Instrumentation

Students to have easy access to books, institution has strategically put all digital libraries, e-journals in student LMS login page along with their user name and password. There are facilities like Reprography, Printing, Wi-Fi, e-Journals and Digital Library. Library resources are further enriched with e-resources through DELNET and J-GATE. All the programmes are well supported through adequate number of research journals. Libsys Software (LSEase Software) is used for Library Management System. Institute has also the membership of British Council Library and American Library. The academic environment is further enhanced by well-furnished, air-conditioned and ICT enabled classrooms, IT and media labs equipped with latest equipment and software. For conduct of professional and cultural events, institute has auditorium, seminar hall and conference hall with state-of-art audio-visual facilities.

Human Resource Management

Complete transparency is maintained in recruitment and selection process of human resource. All efforts have been put to recruit the best human resource available from industry and academia. Institute is recruiting faculty as GGSIPU / AICTE norms and has recruited 13 Doctorates in 2019-20 so that junior faculty members as well as students will get guidance in research and publications that can further enhance quality of human resource. Faculty is encouraged to attend various FDP, MDP, Webinar, Seminar, Conference, MOOCs, Workshops, Refresher Course, Orientation programmes as per his or her domain requirements.

Industry Interaction / Collaboration

The institute performs the following activities for enhancing employability

skills of students through Industry Interaction / Collaboration 1. The eminent personalities from corporate and academia are invited in Conferences, Seminars, Workshops, Mock GD, Corporate Lectures, PI and Faculty Development Programmes as resource person. 2. Industrial and Educational Visits are organized for the students to have practical exposure. 3. Online assessment test to monitor the performance of students through Wheebox Employability Skill Test is organized for the students. MoU, Collaborations and Linkages with Industry for STR, Internships, Workshops, Sharing of research facilities, and workshops for hands on experience, International Academic platform Intraders for Virtual Students Exchange on Academic domain and Research.

Admission of Students

The institution advertises the admission notice for management quota seats in at least two leading daily newspapers, one in Hindi and other in English in addition to displaying the same on the institution's website and the institution's notice board, kept at a conspicuous place Prospective applicants provided with a period of at least eighteen days to apply for seats under the management quota. Based on the aggregate marks obtained by qualified applicants at the qualifying examination, the institution prepare and display the rank ordered merit list of such applicants on the institution's website and notice board kept at a conspicuous place of the institution, within two days of the closing date for receipt of the management quota applications. The criteria for rank ordering of applications with a tie in the qualifying examination's aggregate marks is the same as those laid down in the admission brochure. Based on the merit list so drawn up, the institution conduct admission counselling for provisional allotment of course to qualified applicants within a period of three days of drawing up of the merit list of qualified management quota applicants.

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

E-governance area	Details
Examination	Marks related to internal Examination

is displayed on institute notice board.
 Internal as well as external Examination Result is displayed on university website and link is made available on Institute Website.
 Students are given opportunity to verify that and incase of any issue they can reach the institute for the same.

Planning and Development

IQAC spearheaded the fairness and transparency in examinations through e-governance and TIAS ERP examination module and conducted FDP on "EXAMINATION AND EVALUATION w.r.t e-governance through internal assessment module.

Administration

Notification of commencement of new academic session is uploaded on the institute website. Syllabus is available on the website. The institute uploads the Academic Calendar incorporating the various events and date of internal examinations on the institute website for all stakeholders. The Academic Calendar, Time Table, Course Plan, Assignments, are uploaded on ERP as a part of Advanced planning. Reports of the events organized by the institute are also made available on the said website.

Finance and Accounts

Tally ERP for Accounting: This is used for maintaining the all TIAS financial transactions and creates statement of final accounts like profit and loss account, balance sheet etc. This module is also used to show financial performance and position of the organization.

Student Admission and Support

Admission Module through TIAS ERP: This module handles the entire Admission Process of Students. It helps the organization to manage Admission process, Admission form (online and in-premises), Admission set up, Mark entry, Student sorting based on merit, Admission confirmation, and related reports etc. During the admission student fill the admission form on Admission ERP module itself. At that time, student fills the relevant details like qualified examination result, CET detail with rank, preference of institute clubs etc. At the end ERP generate a fee challan which helps to maintain fee records. Reports are specifically defined by

providing information aspects in one form, having reports of how many students applied for admission. Hence above are the functionalities of the Admission Management module, although there are more functions that could help institute to conserve admission data more easily but above are the must.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	Mr. Rahul Mittal	International Conference on "Changing Paradigm of Media Landscape"	Not Required	0
2020	Mr. Rahul Mittal	International Webinar on "Psychological Impact on Education in Present Era"	Not Required	0
2020	Mr. Rahul Mittal	International Conference on "Global Economic Order in the Post-COVID-19 Era: Challenges, Opportunities and Strategies"	Not Required	0
2020	Dr. Vishal Khatri	Presented Paper in the International conference on Digital Entrepreneurship	Not Required	0
2020	Ms. Antilka Bhargav	Presented Paper in the International conference on Digital Entrepreneurship	Not Required	0
2020	Dr. Rashmi Gujrati	International Webinar on Present paper titled Covid-19: Impact	Not Required	0

		on global Economicson International Webinar on Covid-19 Lives Livelihood		
2020	Ms. Ruchi Bhalla	International Workshop on Rejuvnation through Yoga during COVID-19	Not Required	0
2020	Ms. Ruchi Bhalla	International webinar on Impact of Covid-19 on Business Future and Challenges	Not Required	0
2020	Dr. Ajay Kumar	5th InTraders International Conference on International Trade	Not Required	0
2019	Dr. Rashmi Gujrati	The fourth Intrader International Conference on International trade on International Business: Challenges faced by EXIM Companies	Not Required	0

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Training Program on ERP- Academic Module Online Mode	NA	04/10/2019	04/10/2019	60	Nil

[View File](#)

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

Title of the	Number of teachers	From Date	To date	Duration
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professional development programme	who attended			
2 weeks online Refresher Course1	1	27/04/2020	09/05/2020	14
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
25	25	3	3

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. Educational loan for higher studies. 2. Interest Free advances during emergency. 3. 50 Percent concession in the tuition fees to the wards of employees studying in Group School and Institutions. 4.Provision for laptop on installments. 5. Get together on Holi, Teacher’s Day and Deepawali with Gala Lunch.	1. Educational loan for higher studies. 2. Interest Free advances during emergency. 3. 50 Percent concession in the tuition fees to the wards of employees studying in Group School and Institutions. 4.Provision for laptop on installments. 5. Get together on Holi, Teacher’s Day and Deepawali with Gala Lunch.	1.Facility of Incinerator machine for female students and staff. 2.Subsidised canteen and photocopy facility. 3. Facility of cooler with RO water. 4. Facility of lift for students. 5. Providing 25 percent fee contribution from second shift to University Corpus Fund for scholarships. 6. Air Conditioned Classrooms, Labs, Auditorium and Conference Hall.

6.4 – Financial Management and Resource Mobilization

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

The Institute conducts Internal and External Financial Audits regularly by Statutory Auditor. They verify all the income and expenditure with all supporting documents. The auditors submit the Audit report to the concern authority.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
M/s Jogo Technologies Pvt Ltd. Ground Floor WZ-799 Palam Village , Sector 7 New Delhi 110077	66976	Projects

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6.4.3 – Total corpus fund generated

53636194

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	GGSIU	Yes	TIAS
Administrative	Yes	GGSIU, DHE Govt. of NCT, Delhi	Yes	TIAS

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

- Parents are requested for their feedback during the study of their wards in the institute
- Parents are invited on Orientation day where they are shared with all the institutional information related to their wards.
- Teachers are in direct contact with the parents and discuss the performance of their wards either telephonically or in person.

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

Administrative Staff Training Workshop on "Development of Communication skills" on 27.12.2019, Administrative Staff Training Workshop on "GST Audit and Annual Return" on 20.12.2019, Administrative Staff ERP Training on Admission Module 17.02.2019. Administrative Staff Training Workshop for House Keeping Staff on 17.01.2020. Administrative Staff Training Workshop for Office staff, Accounts, Counselors and Library on 17.01.2020 Administrative Staff Training Workshop for Electricians, AC Technicians and Plumbers staff on 18.01.2020 Administrative Staff Training Workshop for Security Guards on 18.01.2020

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

- Development of Academic Manual Formats
- Conduction of events in various categories for holistic development of students
- Conduction of Extension activities to promote the global citizenship in students
- More practical exposure to students through Case studies, Journal Reviews/News reviews based assignments.
- Encouraging the Faculty members for enrolment in SWAYAM, MOOCS, NPTEL online courses.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	International Conference Quality Enhancement and employability in Higher Education: A Holistic Approach	29/02/2020	29/02/2020	29/02/2020	283

2020	IQAC Organized Expert Lecture by in-house Faculty- Ethical Comm unication Wilcoxon Matched Pair Test	07/02/2020	07/02/2020	07/02/2020	10
2020	IQAC Organized Expert Lecture by in-house Faculty- Sales Promotion Analysis of Balance sheet using ratio analysis	15/02/2020	15/02/2020	15/02/2020	16
2020	IQAC Organized Expert Lecture by in-house Faculty- Contract Act, Training Need Analysis Cash flow statement	22/02/2020	22/02/2020	22/02/2020	12
2020	IQAC Organized Expert Lecture by in-house Faculty- Methods of calculating depreciation	28/02/2020	28/02/2020	28/02/2020	11
2019	IQAC conducted a Webinar on "CURRICULUM DEVELOPMENT with Bloom's Taxonomy".	04/09/2019	04/09/2019	04/09/2019	80
2019	IQAC conducted a Webinar on	19/09/2019	19/09/2019	19/09/2019	220

	"TEACHING AND LEARNING with enhanced pedagogy.				
2019	IQAC conducted a Workshop on RESEARCH, INNOVATION AND DEVELOPMENT: Research Paper Publications in UGC CARE listed Journals.	21/11/2019	21/11/2019	21/11/2019	150
2020	IQAC conducted a Webinar on RESEARCH, INNOVATION AND DEVELOPMENT: Updated Bibliometrics publications in Scopus/ Web of Science or PubMed/ Indian Citation Index.	12/05/2020	12/05/2020	12/05/2020	95
2020	IQAC conducted a FDP on "EXAMINATION AND EVALUATION wrt e-governance through internal assessment module.	22/05/2020	22/05/2020	22/05/2020	200
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants
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			Female	Male
Workshop on Self Defense for girl Students	28/01/2020	28/01/2020	33	0
Prastuti (Nukkad Natak on Social Evil)	23/10/2019	23/10/2019	70	105
International Women's day - Young Women Entrepreneur Award - EDC	07/03/2020	07/03/2020	210	75

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

Percentage of power requirement of the University met by the renewable energy sources
<ul style="list-style-type: none"> • The institute is ISO 14001: 2015 for its Environment Management System • The institute promotes the culture of usage of public-transport and car-pooling in Institute consciously promotes through Awareness campaign for "Green Holi" and "Green Diwali". • Institute consciously promotes through Awareness campaign for "Say no to plastics" and "Anti Cracker Campaign". • Vertical Garden has been developed Green Campus. • Converting from CFL to LED lights usages 80 Percentage.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	Yes	1
Ramp/Rails	Yes	1
Braille Software/facilities	Yes	1
Rest Rooms	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	13	13	02/09/2019	1	Awareness Campaign on Water Pollution	To carry out awareness drive and sensitizing public at large on the harmful impacts of single	50

use of
plastic.

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

Title	Date of publication	Follow up(max 100 words)
<p>Code of Professional Ethics Responsibilities of (Teaching Staff)</p>	<p>19/07/2019</p>	<p>IQAC Cell of the institute follows GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY Act 9 of 1998 [Act, Statutes Ordinances (amended up to 30th June 2012)], New Delhi ORDINANCE 32 of: CODE OF PROFESSIONAL ETHICS and RESPONSIBILITIES OF (TEACHING STAFF) CODE OF PROFESSIONAL ETHICS and RESPONSIBILITIES OF (TEACHING STAFF) follows in its letter and sprit Wherein the teacher follows guidelines provided:- TEACHERS AND THEIR RESPONSIBILITIES: Teacher assumes the obligation to conduct with the ideals of the teaching profession as he is constantly under the scrutiny of his students and the society at large. Therefore, there should be no incompatibility between his precepts and practices. The national ideals of education which have already been set forth and inculcate among students must be his/her own ideals as it requires that the teachers should be calm, patient and communicative by temperament and amiable in disposition. Teachers are the role model for the students. TEACHERS AND THE STUDENTS: Teachers respect the right and dignity of the students in expressing their opinion Deal justly, fairly and impartially with students regardless of their religion, caste,</p>

political, economic, social and physical characteristics to reflect transparency and equity Teacher follows healthy relationship within their peer groups.

TEACHERS AND COLLEAGUES:
Teachers treat other members of the profession in the same manner as they themselves wish to be treated Speak respectfully of other teachers and render every assistance for professional betterment Teachers set the tone as administrative authorities. **TEACHERS AND AUTHORITIES:** Teachers discharge their professional responsibilities according to the existing rules and regulations and adhere to procedures and methods consistent with their profession in initiating steps through their own institutional bodies and/ or professional organizations for change of any such rule or regulation detrimental to the professional interest

TEACHERS AND NON-TEACHING STAFF: Teachers treat the non-teaching staff as colleagues and equal partners as in a cooperative undertaking, within the educational institution Help in the smooth functioning of the administrative set up of the Institute covering both teachers and the non-teaching staff. **TEACHERS AND GUARDIANS:** Teachers should: try to maintain contact with the guardians of their students to keep them informed of the state of their ward's academic pursuits, their general

conduct or behaviour and interest in cultural and other co-curricular activities etc. GENERAL: Every teacher shall at all times maintain absolute integrity and devotion to duty, and also be strictly honest and impartial in all its official dealings.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Seminar World Hindi Diwas	10/01/2020	10/01/2020	25
SahajaYoga and Meditation	26/02/2020	26/02/2020	46
Swachhata Pakhwada 2020	17/01/2020	17/01/2020	50
UN International Mother Language Day	21/02/2020	21/02/2020	27
Walkathon and Cyclothon- Fit India Movement	17/01/2020	17/01/2020	50
70th Anniversary of Constitution Day	26/11/2019	26/11/2019	107
Conclave on Plastic Waste and Livelihood Opportunities	25/09/2019	25/09/2019	5
Campaign on Curbing of Single Use Plastic	19/10/2019	19/10/2019	12

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

- The institute is ISO 14001: 2015 for its Environment Management System • Institute consciously promotes through Awareness campaign for "Say no to plastics" and "Anti Cracker Campaign". • Awareness Campaign on Water Pollution Conclave on Plastic Waste and Livelihood Opportunities • PLANTATION DRIVE • Workshop on Plastic Free Life Apart from above initiatives • The institute promotes the culture of usage of public transport and car pooling • Vertical Garden has been developed Green Campus. • Converting from CFL to LED lights usages 80. • All the electrical appliances are of ISI mark with BIS star rating switched-off when not in use. • Exit Signage are displayed at appropriate places in the campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 2019 – 2020 Part A a. Goal: Making students socially equinimous, responsible citizen through intensive Extension and Outreach activities. b. The Context: Develop right understanding by sharing the understanding of value

education institute, subscribe, in all our dealings develop right skills, practice right living, mutual happiness, mutual prosperity, ensuring eco-friendly environment and hold ourselves accountable to all our stakeholders by maintaining integrity, honesty, openness, personal excellence, constructive self-criticism, continual self-improvement, mutual respect, professionalism, quality service standards, innovation, objectivity and honouring our commitments.

c. The Practice: To spearhead the value education among the students institute entrusts the responsibility on various clubs which bring in comprehensively the understanding of human values at various levels.

1. Tecnia Eco - Club: (National Green Corps) (Established by Department of Environment, Govt. of NCT of Delhi) ? Motivate the students to keep their surroundings green and clean by undertaking plantation of trees. (Forest Department provides free saplings from its 14 nurseries). ? Promote ethos of conservation of water by minimizing the use of water. ? Motivate students to imbibe habits and lifestyle for minimum waste generation, source separation of waste and disposing the waste to the nearest storage point. ? Educate students to create awareness amongst public and sanitary workers, to stop the indiscriminate burning of waste which causes respiratory diseases. ? Sensitize the students to minimize the use of plastic bags, not to throw them in public places as they choke drains and sewers, cause water logging and provide breeding ground for mosquitoes. ? Organize tree plantation programmes, awareness programmes such as Quiz, essay, painting com- petitions, rally, etc. regarding various environmental issues and educate children about re-use of waste material preparation of products out of waste. Organize Nature Trail in Wildlife Sanctuaries/Parks/Forest areas to know about the biodiversity.

2. Tecnia National Service Scheme (NSS) (Self-Financing Unit): (Established by NSS Regional Centre, Ministry of Youth Affairs Sports, Govt. of India). The National Service Scheme (NSS) is a Central Sector Scheme of Government of India, Ministry of Youth Affairs Sports. It provides opportunity to the student youth of Technical Institution, Graduate Postgraduate at HEI and University level of India to take part in various government led community service activities programmes. The sole aim of the NSS is to provide hands on experience to young students in delivering community service. Inception of popularly known as NSS, was launched in Gandhi ji's Centenary year in 1969. The number of student's volunteer strength has increased in the Institution to take part in various community service programmes. NSS volunteers generally work with villages, slums, and voluntary agencies to complete 120 hours of regular activities during an academic year. The aim of NSS volunteers in these areas has already been discussed. As per the fundamental principles of National Service Scheme, a volunteer is expected to remain in constant touch with the community. Hence, it is of vital importance that a particular village/slum is selected for implementation of NSS programmes. As the NSS volunteer is to live with the members of the community and learn from their experience during his/her tenure in NSS, the village/slum should be carefully selected for adoption by NSS unit. Organizing Nukkad Natak on social issues - Beti Bachao Beti Padhao National Integration Camp, Adventure Program NSS Republic Day ? Parade Camp National Youth Festivals

3. EBSB Club: Ek Bharat Shreshtha Bharat programme aims to enhance interaction promote mutual understanding between people of different states/UTs through the concept of state/UT pairing. The states carry out activities to promote a sustained and structured cultural connect in the areas of language learning, culture, traditions music, tourism cuisine, sports and sharing of best practices, etc. - One day in every month will be observed as EBSB Day in every HE institution where activities like cultural demonstrations -songs, dance, drama of paired state, film shows of paired states, food festivals, reading of translated books of paired states can be undertaken. The list is indicative there can be other similar activities. These can include reading of books from paired states, cultural programmes, cuisine, listening to news from the paired state, listening to/ watching a

language Radio/TV News/ other programme from the paired state, holding quiz about the paired state etc. In addition to the above the EBSB Clubs can lead/ drive other EBSB activities being organized by the institution. 4. Fitness Club: (Established as per Ministry of Youth Affairs and Sports) - Promoting healthy and sustainable policies and planning throughout the Higher Educational Institutions Providing healthy working environments Offering healthy and supportive social environments Establishing and improving primary health care Facilitating personal and social development Ensuring a healthy and sustainable physical environment Encouraging wider academic interest and developments in health promotion, Developing links with the community 5. Literary Club: "VYAKT" the Literary Club of TIAS pursues the motto "Beyond the pages.....into the new Horizon", wherein one can hone the writing skills and boost their literary knowledge and creativity. It nurtures deeply evolved emotions, passions and experiences and art to express in words. Poetry Competition Seminar on World Hindi Diwas Blog Writing Competition UN International Mother Language Day 6. Institution Industry Cell: Institution Industry Cell MoU's list - <https://tiaspg.tecna.in/wp-content/uploads/2022/07/MOUS.pdf> , Also initiated the process of Institute Innovation Council as per AICTE, MHRD mandate of innovation. 7. Training and Placement Cell: The Institute is aware of its responsibility in placing all the students for summer training and find placement. To start a successful professional career, students are being trained during their tenure of studies. A Training and Placement Department has been established to take care of activities such as career counselling, CV writing, personality development, Group Discussion, and soft skill development training etc by inviting Professionals for the workshops and Training. Round the year efforts for interfacing with the industry and motivating students for skill development and entrepreneurship as an integral part of Placement Dept. and the Entrepreneurship Development Cell. Students Progression - TP Performance: <https://tiaspg.tecna.in/training-and-placement-cell/> 8. Research and Development Innovation Cell: The Research and Innovation Development (R I D) Cell of Tecnia Institute of Advanced Studies facilitate and emboldens research ethos among the faculty and students. Its prime role is to create links with the factual world and stimulate research through a array of publications. It enables an amiable milieu for technological advances and monitors the research activities of the college. The RID Cell takes upon the responsibility of creating a workplace to entice the utmost endowment and endeavors incessantly in pooling of skills and internal resources, forming strategy, overcoming curbs, and makes the Institute proud to be the preeminent institutions around the World. Research Innovation Development of Tecnia Institute of Advanced Studies has created an ecosystem for innovation including incubation centre and other initiatives for creation and transfer of knowledge. The institution organizes workshop/seminars on Research Methodology, Intellectual Property Rights (IPR) and Industry-Academia Innovative practices. Awards for innovation won by institution/teachers/research scholars/students, start-ups incubated on-campus are acclaimed by the institution. In each semester faculty members have to publish one research paper in UGC/Scopus/ICI and peer reviewed journals. 9. Entrepreneurship Development Cell: TIAS has founded a special committee meant for those students who wish to overtake the developed nations and in time to come. The Entrepreneurship Development Committee has been founded with the sole purpose of helping these students achieve their goals of founding their own successful business. d. Evidence of Success: In the academic year 2019 - 2020, total 1517 no. of students got the benefits after taking participation in various activities under different clubs and cells working in Tecnia Institute of Advanced Studies. This has widened the intellectual scope of students to improve their skills and get trained on required parameters to become socially responsible global citizen. e. Problems encountered and research required: For the completion of the extension and outreach activities, the institution has tackled every challenge successfully

with the potential and efforts of the faculties and top management. When it comes to sports ground, we have organized events in the sports ground at our sister organizations. Due to the Covid pandemic and the lockdown, our institution faced several challenges in the conduction of offline programs but in this challenging situation also we have organized online events, webinars, workshops and panel discussions for the development of students and faculties for their growth and make them responsible. Part B a. Goal: Making students Life Ready and inculcate the concept of life long learning b. The Context: Being Life Ready means students leave the institute with the grit and perseverance to tackle and achieve their goals by demonstrating personal actualization skills of self-awareness, self-management, social-awareness, responsible decision making, and relationship skills. We try to make students life ready with the help of following: 1. providing a research-backed assessment aligned to a profile of a graduate. 2. By exploring and analysing the results etc.

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

<http://tiaspg.tecna.in/naac/>

7.3 – Institutional Distinctiveness

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

Institute truly believes in its vision of "Imparting holistic development by inculcating knowledge, ethics, professional acumen and socially concerned attitude to carve an edge in a dynamic environment" and works to achieve its mission- To make a thorough professional and responsible citizen through student centric teaching learning process, co-curricular, extra-curricular, enrichment, extension and outreach activities and research environment. Institute is continually performing in the given below area for the achievement of its vision and mission: • TEACHING LEARNING PROCESS: Constructive and Collaborative Approach- The students are actively engaged in the construction of knowledge through Case study, review of literature, review on contemporary issues, film appreciations, industrial visits, presentations group discussions. Such approach inculcates the creative thinking, problem solving, analytical reasoning research-related skills in them. • ENRICHMENT OF THE CURRICULUM: The curriculum is enriched with co-curricular activities such as Conferences, Workshops, Seminars, Academic Fests, Orientation Programs, Industrial Visits Education Cum Excursion Trip through Academic Departments and various clubs viz. Abhivyakti Club, Photography and Videography club, Press and Media Club IT Club, Various events organized under three Academic Fests, ie., Varchasva-Media Academic Fest, Endeavour-Management Academic Fest and Technovision-IT Academic Fest are: RJ Hunt, Magazine Cover Design, Live Reporting, Creative writing, Tecnia Film Festival, Case Folio, Business Plan, Just A Minute, Case Presentation, Debate, Management Games, Quiz, Product Logo Design, Ad Mad Show, Website Design, Software Programming, Technical Paper Presentation, Extempore Debugging. All these activities provide ample opportunity to the students to learn sharpen their skills in respective areas. • EXTRA-CURRICULAR ACTIVITIES: Sports Events (GGSIPU Sports Meet, Tecnia Sports Meet) Cultural Events (GGSIPU organized Anugoonj, and Tecnia Saras) complements the students further for their holistic development. • EXTENSION OUTREACH PROGRAMS: Tecnia-NSS (Unit-I), Eco Club, Internal Complaint Committee, Student Welfare, Committee for SC-ST are actively involved in sensitizing the students towards socially conscientious attitude. Such programs prepare students a socially responsible citizen towards vulnerable section of society, divyangs, environment and National Integrity. • PREPARING THE STUDENTS FOR SELF-RELIANCE/EMPLOYABILITY/HIGHER EDUCATION/COMPETITIVE EXAMINATIONS: Business Plan Competition,

Initiatives for Start-ups Capability Enhancement Schemes are the activities that prepares the students towards the achievement of their career goals. • TECNIA TV: Tecnia TV You-Tube monetize education channel is developed as an area for augmenting the alternate source of Teaching Learning that helped students to get required round the clock. In 2019-20 305 lectures were put on YouTube under Tecnia TV channel.

Provide the weblink of the institution

<https://tiaspg.tecnia.in/events/>

8.Future Plans of Actions for Next Academic Year

1. To enrich the curriculum by inviting resource person from industry and academia. 2. To sensitize the students for socially conscientious attitude. 3. To encourage more Faculty members for enrolment in SWAYAM, MOOCS, NPTEL online courses. 4. To promote the events in Fitness club and Ek Bharat Shrestha Bharat Club 5. To encourage Faculty members for enrolment in UHV Programs. 6. To promote Faculty for more publications. 7. To make the IIC functional 8. To ensure the continuity of classes on digital platform. 9. Coordination for AQAR with respective departments.

1. To enrich the curriculum by inviting resource person from industry and academia. 2. To sensitize the students for socially conscientious attitude. 3. To encourage more Faculty members for enrolment in SWAYAM, MOOCS, NPTEL online courses. 4. To promote the events in Fitness club and Ek Bharat Shrestha Bharat Club 5. To encourage Faculty members for enrolment in UHV Programs. 6. To promote Faculty for more publications. 7. To make the IIC functional 8. To ensure the continuity of classes on digital platform. 9. To implement the OBE framework in the curriculum to the possible extent