YEARLY STATUS REPORT - 2020-2021

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 its own campus?	Yes
• Phone no./Alternate phone no.	01127555121
• Mobile no	7678600432
• Registered e-mail	directortias@tecnia.in
• Alternate e-mail	director.tecniaindia@gmail.com
• Address	3 PSP, Institutional Area, Madhuban Chowk, Rohini
• City/Town	Delhi
• State/UT	Delhi
• Pin Code	110085
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**Self-financing**
• Name of the Affiliating University	**Guru Gobind Singh Indraprastha University, Golf Course Rd, Sector 16 C, Dwarka, Delhi, 110078**
• Name of the IQAC Coordinator	**Dr. Sachin Sabharwal**
• Phone No.	**01127555124**
• Alternate phone No.	**01127555123**
• Mobile	**7678600432**
• IQAC e-mail address	**iqac@tecnia.in**
• Alternate Email address	**directortias@tecnia.in**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://tiaspg.tecnia.in/wp-content/uploads/2022/01/AQAR-2019-20.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://tiaspg.tecnia.in/wp-content/uploads/2022/01/Academic-Calendar-20-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A**	**3.11**	**2017**	**12/09/2017**	**11/09/2022**

6.Date of Establishment of IQAC	**29/04/2017**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Tecnia Institute of Advanced Studies	**Research and development projects on latest concepts/Technology in Management, Media, Computer Applications, Information Technology and Engineering streams**	**Sanskriti Society for Education Research & Development**	**2020 for 5 years**	**41,00,000**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**	
• Upload latest notification of formation of IQAC	[View File](#)	
9.No. of IQAC meetings held during the year	**4**	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**	
• If yes, mention the amount	**44605**	
11.Significant contributions made by IQAC during the current year (maximum five bullets)		

● IQAC made quality policies and conducted Webinars on "CURRICULUM DEVELOPMENT" with Bloom's Taxonomy and assessment planning using rubrics (i. Criteria / Performance Indicator ii. Descriptors iii. Scale / Level of Performance), reasonable examination of various difficult levels to assess different capabilities of students and "TEACHING AND LEARNING with enhanced pedagogy so as to enrich 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, EBSB Club, Literacy Club, Photography Club. ● IQAC consciously made R&D Cell with research policy and following AICTE thrust areas to conduct Workshop on RESEARCH, INNOVATION AND DEVELOPMENT, liaison with corporate funding agencies, preparing and submission of consultancy projects, MoUs and synergetic partnerships, augmenting industry innovation council under MoE for innovation and incubation. Research Paper Publications as per UGC notification in peer-reviewed / UGC list of journals and Webinar on Updated Bibliometrics publications in Scopus/ Web of Science or PubMed/ Indian Citation Index and Indian Patents. ● IQAC proposed and recommended Holistic development of students through to Increase Capacity building of talented young minds & promote researchers across institutions and skills enhancement initiatives. Assessing higher order professional skills and abilities. i.e. Graduate Attributes i. Communication ii. Team Work iii. Understanding ethics & professionalism iv. Understanding global & societal contexts v. life-long learning vi. Knowledge of contemporary issues. ● IQAC encouraged making effective use of Information Communication Technology to Increase the Number of workshops/seminars, training programs ensuring integrity & ethical practices and conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship, consultancy and issues of plagiarism. ● Preparing the students for self-reliance/employability/Higher Education/Competitive Examinations through guidance for competitive examinations and career counseling offered by the Institution during the year and thereby prepare talent for UPSC, SSC, NET, CAT, MAT etc.

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

Plan of Action	Achievements/Outcomes
Exam module functional through ERP.	IQAC and the Exam cell in consultation with the departments made Exam Module through TIAS ERP for carrying

	out day to day Exam functions of the Institute smoothly as per requirement of GGSIP University.
To Increase Capacity building and skills enhancement initiatives	During the Academic Session 2020-21, Institute has successfully organized various Capacity building and skill enhancement activities which are based on following: 1. Soft skills Language and Communication skills, 2. Team Work 3. Life-Long Learning skills (Yoga, physical fitness, health and hygiene), 4. ICT / Computing skills 5. Understanding ethics & professionalism 6. Understanding global & societal contexts 7. Knowledge of contemporary issues.
To encourage the Faculty members for publications in renowned National/Internal journals and Patents	IQAC recommends the NAAC policy & provision under criteria 3 research, innovations to bring in research culture in institute campus be realized. The RI&D Cell actively engage through HoDs of all departments involving appropriate policies and practices, making resource available, encourages active research involvements of faculty members and learners in research. RI&D Cell took initiative to encourage and support the 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 peer-reviewed journals, Patents

	registration & further commercialization, MoUs with other agencies, institutional and research bodies for undertaking collaborative research, consultancy projects and to attend FDPs etc. Consultancies show the credibility of institute's research acumen to outside world. Institute, faculty extends their expertise to other corporate, organization and also generate some revenue. IQAC and RI&D Cell have formalized policy on consultancy with specification of revenue.
To increase the Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship.	During the Academic Year 2020-21, IQAC and concerned departments organized many activities on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship through Seminars / Webinars / Conferences / FDPs on diverse disciplines for catalyzing research, Intellectual Property Rights (IPR) and Entrepreneurship.
To acquaint the students and faculty members with online teaching and learning process considering the COVID-19 pandemic situation	Various training programs and FDPs were conducted to acquaint the students and faculty members with online teaching and learning process considering the COVID-19 pandemic situation. Consequently, the online teaching process was carried out successfully through MS Teams platform.

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
BoG	04/03/2021

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	21/03/2022

15.Multidisciplinary / interdisciplinary

The institute is affiliated to Guru Gobind Singh Indraprastha University, Delhi and recognized by AICTE thus follows the curriculum prescribed by the parent university. The institute does not hold an autonomous status at present that allows the inclusion of programs and courses beyond the prescribed syllabi. However, the institute does align its vision with NEP for the holistic development of the learners through its own myriad ways. The institute offers various management, computer science and mass communication programs that promote interdisciplinary/ multidisciplinary interaction among students and faculty with an aim to develop good, thoughtful and well-rounded and creative individual and also develop character, ethical and constitution values, intellectual curiosity and scientific temper, creativity and spirit of service.

In order to fill the aforementioned gaps, the institute organizes regular activities such as Blood Donation Camps, Human Values Projects and promotes various courses through NPTEL-Swayam MOOCs along with value added courses to facilitate the multidisciplinary approach towards teaching and learning process. It is pertinent to mention here that the institute runs special training programs run by Computer Science and Management departments for the learners and faculty of other departments. These training programs empower the learners of other streams with some quintessential knowledge required in the professional field. In order to promote more multidisciplinary and interdisciplinary research, the institute has established a Research Eco System via augmentation of Research, Innovation & Development Cell- Intellectual Property Rights Cell- Entrepreneur Development Cell whereby Institute introduced technology demonstration projects. Further also undertake NEP pointers by way of introducing choice based elective subjects which are from disciplines other than their chosen discipline through Scheme of Examination and Syllabi of BBA, MBA, BCA & BA(JMC)

programs of GGSIP University

16.Academic bank of credits (ABC):

The Academic Bank of Credits (ABC) will be of great help to the students. The ABC will digitally store the academic credits earned from various Higher Education Institutions so that degrees can be awarded, considering the credits earned by the students. It will allow students to take courses as per their vocational, professional, or intellectual requirements. It will also allow them for suitable exit and re-entry points. This will enable students to select the best courses or combinations that suit their aptitude and quest for knowledge. The ABC can allow students to tailor their degrees or make specific modifications and specifications rather than undergoing the rigid, regularly prescribed degree or courses of a single university or autonomous college. It can be achieved through multiple entries and exits for the students to complete their degree to suit their time preferences by providing mobility across various higher education institutions The Academic Bank of Credit concept is in process of incorporation by the parent University GGSIP University for which necessary MoU with UGC has already been initiated and things are in process at Registrar level. The institute keeps a record of the credits earned by each and every student through MooCs-Swayam-NPTEL portal for the courses they have undergone and submit the same to the Examination Department of GGSIP University for incorporation of same in the DMC of the student. It encourages the students to undertake MOOCs in 2nd & 3rd Semester of BCA with 2 credits each; 2nd & 4th Semester of BBA of 3 credit of each. As we do not hold autonomous status we are not in a position to consider the credits which can be earned by the students from other means other than GGSIP University.

17.Skill development:

Tecnia has created an eco-system to develop 21st Century capabilities and skills across the range of all disciplines i.e., Management, IT and Mass Communication enabling personal accomplishment and enlightenment, constructive public engagement and productive contribution to society, career relevant skills of the students. Skill enhancement in students is ensured through various interventions. To name a few

1. The departments emphasis on the development of the cognitive skills essential to achieve the graduate attributes.

2. The programmes have skill based experiential learning as a core component of every course pedagogy.

3. Institute offers revamped value-added courses, courses curriculum as per thrust areas for enhanced student experiences which are specifically aimed at imparting precise skill sets to the students(on thrust area) for example, Python, Artificial Intelligence etc.

4. The institute is making sincere efforts for providing value-based education to the learners and make them responsible citizens and ensuring social justice and empowering the underprivileged and vulnerable sections of the society by inculcating Universal Human Values.

5. The institute has collaborations with various organizations for skill-based courses

6. Skill based projects are regularly given to the students Many courses spread across most programs cover Gender Issues, Environment and Sustainability, Human Values and Professional Ethics The institute has established the Institution Innovation Council to strengthen the innovation and entrepreneurial initiatives of the students at the institute level. Action Plan for further implementation under:

NEP 2020 : 1. Institute offers a bouquet of skill courses ranging from entry-level skills to highly specialized skills in each of the disciplines at institute

2. Institute also collaborate with the industry and corporate entities for more skill enhancement practical courses i.e., STR, Project Report, Internships, Industrial Visit, Industrial Tour etc. so as to help students to hone their employability skills

3. Institute establishing the following centres:

Center for New Age Technologies : Centre reflects Institute focus on emergent technologies that are impacting businesses and work across all sectors. The Centre will develop cognitive skills sets and competencies of learners across various domains of technologies that are/will be central to a data-driven work environment.

For Faculty-members: Need-based FDPs are curated to train the in-service faculty members in three major areas:

Teaching: Institute empowers the faculty-members to upskill their skill sets for Institutional leadership, carrier progression based on teaching, research and service and also revamping experiential

learning, differentiated instruction, alternative assessment, instructional design, outcome based education, and hybrid mode of education as this is the need of the hour during COVID-19 onslaught. Faculty members are also trained to upgrade through domain specific MOOCs .

Research: Faculty development programmes (FDP) also focus on several areas of research, so as to enable them to produce good quality research to write quality papers, develop technology demonstration prototypes, patents and copyrights, technology for mass diffusion, and commercialization of patents by developing a Research Eco System via augmentation of Research, Innovation & Development Cell-Intellectual Property Rights Cell-Entrepreneur Development Cell.

Action Plan for further implementation under NEP 2020 :

1. Institute will adopt a two-pronged approach to develop and transform faculty to adopt effective teaching-learning evaluation and research practices:

a. Train the Trainer program for the existing faculty

b. An Induction Program for new faculty to train them in research technique

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The Indian knowledge system and culture essays a rich tradition that needs to be cherished with sustainable efforts. The institute despite the restricted privileges allowed by the parent university fosters the promotion of Indian culture and values by the significant club: Ek Bharat Shresta Bharat. Ek Bharat Shrest Bharat is also an endeavour to glorify the feeling of pride for unity in diversity and the unbroken national spirit. It works on the following objectives: • To celebrate the Unity in Diversity of our Nation and to maintain and strengthen the fabric of traditionally existing emotional bonds between the people of our Country. • To promote the spirit of national integration through a deep and structured engagement between all Indian States and Union Territories through a year long planned engagement between States to commemorate 75 years of Indian Independence. • To showcase the rich heritage and culture, customs and traditions of either State for enabling people to understand and appreciate the diversity that is India, thus fostering a sense of common identity. • To establish long-term engagements and, to create an environment which promotes

learning between states by sharing best practices and experiences

Various cultural events are regularly organized on Indian knowledge systems , languages , culture and values. Outstanding local artists and crafts persons are invited as Artists-in-Residence and master instructors to promote local music, art, languages, and handicraft virtually through online mode amid COVID-19.

 Action Plan for further implementation under NEP 2020

DAC members and faculty of various programs have been enlightened and encouraged in the workshop on NEP 2020 to incorporate the aspects of Indian Knowledge System in value added course , cultural activities , academic events etc, giving more emphasis on vernacular languages.

The institute hosts events, lecture series and performances open to the larger community to promote Indian Knowledge Systems, languages, culture and values through various Committees, Cells & Clubs initiatives.

Propose to organize Annual International Conference to promote our culture, heritage and values

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The Institute has already adopted Outcome Based Education (OBE) system as envisaged in NEP for evaluating performance, knowledge and skills of students through the attainment of POs, PSOs and COs The faculty members provide a transparent path way for student success by writing clear and comprehensive COs as suggested by Bloom's Taxonomy and New Education Policy. The COs is then mapped as the scale of 0 to 3, where 0 is used for no correlation and 3 is used for strong correlation. Outcomes are assessed and attainment analytics are used to improve the academic quality via articulation metrics

Action Plan for further implementation under NEP 2020: The process outlined above would be further strengthened and attainment levels will continue to be monitored closely to modify the pedagogy and /or the evaluation.

20.Distance education/online education:

The National Education Policy 2020 envisions a complete overhauling of the higher education system to overcome constraints that prevent equity, inclusion and diversity. The policy propagates that HEIs

that fulfill stipulated criteria should offer ODL and online programmes so as to reach out to geographically and socio-economically under privileged groups.

With the onset of the pandemic, the concept of online education has strengthened its roots all across the globe. The institute has taken some of the pioneer steps in providing online education with the options of live and recorded lecture facility. The aim is to address the limited resources at the learner's end and the vision culminated in the establishment of the well-equipped digital studios.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	289

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	1716

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	144

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	448

File Description	Documents
Data Template	View File

3.Academic

3.1	**97**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**97**
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**23**
Total number of Classrooms and Seminar halls	
4.2	**513.76**
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	**310**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institute is committed to impart the highest standards of curriculum delivery to the students through its well erudite and well trained academicians ever since its inception. The Institute is affiliated to Guru Gobind Singh Indrapastha University, Delhi (GGSIPU) and follows the curriculum as provided by the University in

all the academic programmes. The institute actively provides suggestion and recommendations to concerned Boards and authority of the University regarding curriculum modification and development. With the Student Centric Approach, the institute innovates within the established academic structure and is committed to providing holistic development to the students. For effective curriculum delivery, following initiatives are taken: Institute follows Outcome-based Education framework (OBE). The Departmental Academic Committee of every department looks after the delivery part where Academic activities beyond the curriculum are also regularly planned. The activity calendar is prepared by each department in synchronization with the Institute's and GGSIPU academic calendar. Time-table, course allocation, planning of different academic parameters, Proposed Course Plan, Teaching Pedagogy, Experiential learning, Field Visits etc. are planned and approved.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	https://tiaspg.tecnia.in/bajmc/

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

In the beginning of each semester, the institute prepares its own academic calendar with reference to the affiliating university calendar. It evidently defines a schedule for teaching, examination, academic events , semester break , vacations etc. that is strictly followed by the institute to ensure efficient functioning of its teaching and administrative processes.

- For the rationale of conducting Continuous Internal Evaluation, teachers prepare their schedule of Teaching, internal tests and assignments in accordance with their allotted time table keeping the Academic calendar and planned co-curricular activities of the institute in mind. The students are informed well in advance about the deadline for assignment submissions, dates for Class tests and other formative assessments, as well as their final internal assessment marks.
- A criterion for assessment is also shared with the students. They are encouraged to seek guidance from teachers during the designated tutorial slots or during thefree time.
- The mentor-mentee periods are created specially to supplement

this kind of academic framework with the extra-academic support that the students might require. Assessments are taken with the aim of allowing the students to incorporate suggestions offered by the teacher, thereby making learning a range and creating various opportunities for students to succeed.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://tiaspg.tecnia.in/wp-content/uploads/2022/01/Academic-Calendar-20-21.pdf

1.1.3 - Teachers of the Institution participate in **B. Any 3 of the above** **following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

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

1.2 - Academic Flexibility

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

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

04

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

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

08

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

1260

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The cross – cutting issues like gender, environmental sustainability, human values and professional ethics etc., find an ample space when it comes to applying them positively into the curriculum. The curriculum is designed by the affiliating university keeping all such things in mind and includes many of these aspects. The institute believes in maintaining a healthy environment for all

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our students. Besides this, in order to accommodate these issues into curriculum, guest lecturers of eminent personalities, competitions, club activities, extension activities workshops etc. are also organized by concerned clubs, departments etc.

The Institute trains graduates in their respective branch of study and makes them ready for the job market, with the holistic outlook towards life and have a desire and competence to work for national needs and beyond. The graduating student must have the knowledge and skills in the area of his/her study. However, s(he) must also have a broad understanding of society and relationships. Besides the above, several meta-skills and underlying values are needed. Character needs to be nurtured as an essential quality by which studentwould understand and fulfill his/her responsibility as a true professional, a family member, a global citizen etc.

File Description	Documents
Any additional information	[View File]
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View File]

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

46

File Description	Documents
Any additional information	[View File]
Programme / Curriculum/ Syllabus of the courses	[View File]
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	[View File]
MoU's with relevant organizations for these courses, if any	[View File]
Institutional Data in Prescribed Format	[View File]

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

676

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://tiaspg.tecnia.in/aqar-2020-21/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://tiaspg.tecnia.in/aqar-2020-21/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

657

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

4

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The Institute has a well planned and organized process for the assessment of the learning capabilities of the students and organizes special Programmes for advanced learners and slow learners.The main objective of this process is to identify the learning levels of students in terms of their knowledge, competence, learning skills and efforts which are required to bringthem at the level of excellence in the domain specific knowledge.A systematic evaluation process is used to identify the Learning levels of the students inwhich the first Mentor-Mentee meeting with the students helps in identifying the pace of learning of thestudents and the assessment of the learning levels of the students is done by the teachers in the classrooms during lectures and through class participation , continuous internal evaluation etc; on the basis of which slow and advanced learners are identified. An integrated approach is followed in the classes by our faculty.

File Description	Documents
Paste link for additional information	https://tiaspg.tecnia.in/wp-content/uploads/2022/12/CRITERIA-2.2.1-Strategies-for-Slow-and-Advanced-Learners.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1716	97

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The Institute makes continuous and conscious efforts to enable its students to realize their potential and evolve as leaders and transforming agents of society. The basic focus of the institute is Student Centric Approach; to achieve the institute is gradually adopting OBE framework along with CBCS which is in-line with the vision of the parent University (GGSIPU). The curriculum of each programme ensures that students receive a sound theoretical foundation as well as excellent hands-on learning with the development of analytical and problem solving and design thinking skills. Some of the prominent features could be illustrated as below:

Programmes offered have scope for interdisciplinary learning and research which can be seen in areas like (but not limited to) Robotics, IoT, AI, Big Data Analytics, Information Security, CyberSecurity. There is a clear interaction across disciplines through not only project-based learning approaches in certain courses but also in the form of Programme Electives, OpenElectives.

Pedagogy includes a fair bit of innovation such as the use of flipped classroom model, MOOCs with proctored exams, project-based courses with simultaneous emphasis on theory and practice, group projects and presentations for fostering peer-learning, research

seminars, team building and interpersonal communication, use of LMS and communication platforms

File Description	Documents
Upload any additional information	View File
Link for additional information	https://tiaspg.tecnia.in/aqar-2020-21/

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

The faculty members extensively use ICT enabled tools for teaching-learning. To enable this, the Institute has created a state-of-the-art infrastructure. There are smart classrooms and seminar halls with Multimedia Projection, Desktop PC , Wifi and equipped with Virtual Teaching/ Learning aids that can facilitate online streaming of lectures making hybrid mode of instructions possible. Information and Communication Technologies (ICT) has invaded and transformed many aspects of our lives to the extent that we live in an environment that is dominated by technology which itself is consumer driven. COVID-19 has trained all of us in the extensive use of ICT enabled tools for effective teaching and learning processes. In the modern world, personal development is not limited to classroom learning. The departments hold a variety of online lectures, students can continue to learn online, and do a lot of homework to maintain the agility of knowledge. Various webinars from industry experts and well-known experts were held to enable students to understand the development of the industry and its requirements. Various methods of online communication are used to share class notes, assignments and lectures with students.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

97

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

2.4 - Teacher Profile and Quality

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

97

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

45

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

345

File Description	Documents
Any additional information	[View File]()
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File]()

2.5 - Evaluation Process and Reforms

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

Institute follows GGSIP University follows Schemeand Syllabus of various programme MBA; BBA; BA(JMC); BCA forthe assessment of students. The Continuous Internal Assessment is carried out in a systematic manner. The dates are notified well in advance for internal assessment (class tests) by GGSIPU academic calendar;

for theory/practical, STR, Project Dissertation; minor/major project (BBA/ BCA); Functional exposure report, final project (BAJMC). Assignments (Class/Home), Quiz/Viva-Voce, Group Discussion continuous evaluation: seminar/presentation, individual participation, and classroom performance, laboratory courses, (BBA, MBA, BAJMC & BCA); accordingly.

For theory sessional assessment the question papers are prepared at the department level with reference to the syllabus, previous question paper, Text and Reference books followed by faculty members.

- Question paper is prepared by faculty teaching the course and its Quality (BT Application) approved by Departmental Examination Committee.
- Assignments allocated by faculty are uploaded on the ERP/MS Teams.
- Evaluated Answer sheets are discussed with students at Subject Teacher/HoD level
- A evaluation of performance is carried out and the students are awarded.

For assessment of summer internship and project, faculty conducts presentation of students via PPT and evaluated on the parameter set by evaluator.For assessment of laboratory course an internal practical viva conducted by Faculty Expert Committee at the end of

course for all programs

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://tiaspg.tecnia.in/aqar-2020-21/

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

The Institute has online Students Grievance Redressal in place comprising of duly constituted and notified Students Grievance Redressal Committee complying with the Notification F.No. 14-4/2012(CPP-II) University Grants Commission (Grievance Redressal) Regulations, 2012, Dt. 06.05.2019, Clause:3, sub clause(h), point no. (x, xii). The GRC Committee is notified through the website of the institute; widely publicized through "Tecnia Times" Vol.18, Pg :53; Student can submit their Grievance through GRC Institute website based Interface (https://tiaspg.tecnia.in/online-grievance-redressal/) Student's R.No, Mobile No, Email, Complaint/Grievance, with provision of file attachment if required will be sent to student welfare department same is forwarded to GRC through Director, ITC In charge also take care of any IT Related Compliances for the transparent, smooth and time bound working of GRC.

If required, GRC may refer to student welfare and GRC Committee of IP University(affiliating body) for proper and justified outcome on the Grievance, student may also approach to the appellant authority in the matter.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://tiaspg.tecnia.in/online-grievance-redressal/

2.6 - Student Performance and Learning Outcomes

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

Program Outcomes, Program specific outcomes and Course Outcomes for all programs offered by the Institute are clearly stated, displayed on the college website. The Guru Gobind Indraprastha University clearly defines Aims and Objectivesof the affiliated courses which

became the foundation for defining the Program Outcomes, Program specific outcomes and Course Outcomes of every program conceptualized and designed in the institute. Program outcomes are derived and are fine tuned to the specifics of each program.

The following mechanism is followed by the institution to communicate to the teachers and students.

- Hard Copy of syllabus and Program Outcomes are available in the departments for ready reference to the teachers and students.
- The importance of the learning outcomes has been communicated to the teachers in every IQAC meeting.
- The students are also made aware of the same through Tutorial meetings.
- The students are also made aware of the same through Mentor-Mentee meetings.

All students are apprised of the objectives and expected outcomes of their programme on admission during the compulsory SIP-Orientation programs.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://tiaspg.tecnia.in/aqar-2020-21/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

At Tecnia, attainment of outcomes is accessed through a continuous and comprehensive evaluation. The institute follows "Outcome Based Education (OBE)" to evaluate the performance, knowledge and skills of students through the attainment of POs, PSOs and COs. A correlation is established between COs and POs to meet the requirements of innovation, social contribution, skill development, and to inculcate appropriate value systems and internationalization among students. This is followed by preparing a mapping matrix for each course in the program including the elective subjects. These writing course outcomes along with their mapping with POs are reviewed by the competent authority before finalization

The Course-level Assessment process The assessment of course level

`includes the methods which can be direct or indirect for the calculation of COs attainment. The Direct Method includes continuous internal assessment with a relative weightage of 30 percent and semester end-examination with a 70 percent weightage. Various components for continuous assessment are Mid Term Examination, Class Test(s)/Assignment(s) and Class Performance/Attendance etc.The indirect methods includes the participation of the learner in presentations, group discussions, case studies, experiments, role-plays, simulations, demonstration, laboratory work, seminar, workshop, project, games, debate, quiz, regular assignments and viva-voce.`

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://tiaspg.tecnia.in/aqar-2020-21/

2.6.3 - Pass percentage of Students during the year

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

448

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	https://tiaspg.tecnia.in/iqac/

2.7 - Student Satisfaction Survey

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

https://tiaspg.tecnia.in/wp-content/uploads/2022/10/Student-Satisfaction-Report-2020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

1

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

3

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	NA

3.2 - Innovation Ecosystem

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

Institute has created Institution Innovation Council under the guidance of MOEs-IIC to foster an ecosystem for innovations; to nurture students with ideas and to develop prototypes. It has been given 3.5/5 Star for the AY 2020-21 by MoE. The Council consists of member representations from experts from academia- both internal and external, industry, entrepreneurs, alumni and students with responsibilities as innovation coordinator, Startup coordinator, IPR experts/coordinator, Social media coordinator, Convener etc. The Council ensures that various activities-Counseling /Seminar/Workshop/Interaction/Competitions/Hackathon etc. are focused to motivate innovation and entrepreneurship by knowledge sharing and utilizing the process of ideation, design thinking, business model/plan, IPR knowledge and its process, government policies to support startups; and to support start-ups. A well-equipped Pre Incubation Center has been established in the Institute. The Institute is in process of adopting NISP 2019. The institute through its IIC is training the faculty through innovation ambassador program and coming up with collaboration with various industry, Incubators, accelerators and institutes to achieve a strong ecosystem to assist in the process of turning technology, know-how, expertise and skills into innovative, commercial products and services by improving the standards of competency knowledge transfer practitioners and by stimulating the quality along with provision of training.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://tiaspg.tecnia.in/aqar-2020-21/

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

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

33

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

11

File Description	Documents
URL to the research page on HEI website	https://tiaspg.tecnia.in/rd/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

32

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

215

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Institute promotes extension activities to sensitize the students towards community needs and participates in social service via. NSS ECO/EBSB/Fitness/Literacy/Photography Clubs. Student Welfare through various RWA's and nodal officers of these clubs with different dynamics i.e. projects, slogon making, poster making, essay writing, cleanliness drive, field trips to bio-div park, extempore, eco game, mock assembly, rallies, workshops, commemoration of National and International days, camps, village adoption (Rajapur) and expert lectures etc. These bodies initiates activities i.e. interactive session on Health services on COVID 19, Sensitization as Corona Warrior for needs/challenges of Elderly People, Self Defense workshop (girls), Volunteers addressing social issues "Beti Bachao Beti Padhao", Sensitization on Vigilance Awareness, Constitution Day, Rashtriya Ekta Diwas etc. Conscious efforts are made for shaping students into responsible citizens through Awareness campaign on "E-Waste", Depletion of Ozone Layer, Reducing paper use, Save Water and Water Pollution, Elimination of Single Use Of Plastic, compassion for Northeast students (Sikkim), immersive travellers etc. These activities have positive impact on the student's development with special reference to community relationship, leadership skill, self-confidence, developing personality, cultivating aptitude and attitude to become a better citizen.

File Description	Documents
Paste link for additional information	https://tiaspg.tecnia.in/nss/
Upload any additional information	View File

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

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

04

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

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

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

32

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

2727

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

77

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

08

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The Institution has adequate Campus area infrastructure and physical facilities forteaching- learning. viz., Own land, Building as per national building code (nbc) norms, Classrooms Ready with Electrification and Lighting, Air Conditioning, Furniture/fixtures(23) with LCD Projectors Internet Connectin, Tutorial rooms (3), Computer Centre (3), Library, Auditorium, Seminar Hall with PA System, Laboratory, Language Lab, DirectorRoom, Board Room, Offices, Faculty Cabin/Rooms, Central Store, Maintenance, Security, Housekeeping, Examination Control Office, Training & Placement Office,Toilets (Ladies & Gents), Boys & Girls Common Room, Cafeteria, Reprography, First Aid cum Sick Room, Sports Club, Library & Reading Room, Seminar halls with ICTfacilities, Tecnia Media Production Studio,

Computer Center: Laptop/ Computer with Ratio 1:6, Server, Internet Bandwidth inMbps:100; Number of Legal Application software:30; Printers available to student: 7; Number of A1 Size Color Printers: 2; Number of Legal System software:4, Number ofOpen Source Software, PCs/Laptop exclusively available to students, Language Laboratory LIBRARY is well-furnished and centrally AC, has selected stock of books onManagement, Computer Science, Journalism, Marketing, Finance, Human Resources, Economics, Business Strategies, Operations Management, Information Technology andMass Communication.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://tiaspg.tecnia.in/library/

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

Cultural Activities : The institute has the Cultural and Dramatic club called "MRIDANG" which organizes cultural and drama activities on regular basis like nukkad nattak on various social issues , short plays, RJ Hunt , singing and dance competition . The institute also organizes the Cultural Fest called "Varchasva" and "Curtain Raiser" at state level annually in which the students from other institutes and universies actively participate on various events like Mr and Ms Varchasva, Dance, Ad mad show, Group singing, Creative writing,

plays , Rangoli and many others . The students of the institute also participate in various cultural competition at state and National Level. The Institution has Auditorium (Fully AC) to facilitate cultural activities with a seating capacity of 300 and latest audio and video resources.

Sports, Games: The institution has adequate facilities for sports, games (indoor, outdoor), yoga centre, etc., and cultural activities which is being evident by large number of participation by the students and their achievements in terms of winning medals and awards in these categories.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://tiaspg.tecnia.in/sports/

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

23

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://tiaspg.tecnia.in/computer-center/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

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

47.32

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

Name of ILMS software - LSEase Software LIBSYS 10.0 Nature of automation (fully or partially)- Fully Version –Web Centric EJB Version Year of Automation – 2010 Library is automated using Integrated Library Management System (ILMS)deployed with LIBSYS 10.0 which caters to needs of library automation, improvingthe efficiency and providing a delightful library experience using technologicalinterventions i.e, LSEase Software fully automated Web Centric EJB Versionworking since 2008; with features available i.e.

1. Accession – of Books data 2. Barcodes - Generate barcodes for books 3. Serials - Subscribed Journals entry 4. Membership – Users data interface for circulation 5. Circulation – Issue (check in) & Return (check out)

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://tiaspg.tecnia.in/library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources   **A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

300985

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

42

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Institute has iMac Systems 5 nos;260nos of Intel i7, Intel i5, and Intel i3, i5 laptops for MBA, BBA, BA(JMC) & BCA. LCD and DLP projectors along with audio visual facilities are provided in the classrooms. 02 System Software (MS and Linux) and 55Applications software (Microsoft Campus Agreement)/Open Source Software are

available in labs. Adobe Creative Cloud package for image, sound and video editing is available. Tally software for accounts, Braille Software for divyangjan ,secured environment with Quick Heal Antivirus is available. Cyber Roam 100ing firewall for managing the bandwidth with secured network is available. We have VPN cloud server for erp database as well as local server is also maintained. We have 22 black & white laser printers along with the 2 color printer to provide the printing facility to the students and staff. Library automation through LibSyS software with bar code reading and document scanning reprographic facility is also available. We have 35Mbps dedicated leased line along with 5 Hotspots of 4Mbps Wi-Fi connectivity for surfing online resources with multimedia National Digital Library, DELNET, J-Gate, to view NPTEL/SWAYAM MOOCs courses and all other E-books/Journals in non-book formats including back volumes e-Resources are available in Digital library .

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

4.3.2 - Number of Computers

310

File Description	Documents
Upload any additional information	[View File](#)
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support

facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

154.28

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Computer facilities in the class rooms, offices, Library and departments are maintained by ITC Head through Lab assistants through Annual/Preventive Maintenance. Additional system is kept in buffer to offset break-down/complaint. Further, computer center and digital library are used by students, faculty and staff for surfing e-resource contents required for their Academic study, Research and Training.

Library regularly updates through circulations, reference, digital-E-Resource Open Resource, Periodicals: newspapers & magazine, Reprography, Library membership, support services: Career information, current awareness, NEWS, In-house Publications, New Arrivals, Special Care for Divyang, Feedback and Suggestions for Journals & books. Physical verification is carried out Annually for books needing binding. New acquisition is on recommendation of HoDs and faculty. LIBSYS Software, Bar Coding, OPAC helps in Library Management. AMC for LIBSYS is provided for Operational Support.

Admin. upkeep the INFRASTRUCTURE via AMCs, for Lifts, Air Conditioners, Water Coolers RO, and Outsourcing services of Housekeeping, Security. During the summer break the class rooms and offices, furniture, white boards, notice boards, ACs, Fans, Tube lights and other fixtures are checked for their serviceability and worthiness including civil work of Institute building, and maintenance of all furniture, fixtures, equipment and devices.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	[https://tiaspg.tecnia.in/aqar-2020-21/]()

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

26

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File]()
Upload any additional information	[View File]()
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File]()

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

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

06

File Description	Documents
Upload any additional information	[View File]()
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	[View File]()

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://tiaspg.tecnia.in/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

886

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

886

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	*View File*
Upload any additional information	*View File*
Details of student grievances including sexual harassment and ragging cases	*View File*

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

138

File Description	Documents
Self-attested list of students placed	*View File*
Upload any additional information	*View File*
Details of student placement during the year (Data Template)	*View File*

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

5.2.2.1 - Number of outgoing student progression to higher education

72

File Description	Documents
Upload supporting data for student/alumni	*View File*
Any additional information	*View File*
Details of student progression to higher education	*View File*

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

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

65

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

20

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at univer sity/state/national/international level (During the year) (Data Template)	View File

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

Following academic and administrative bodies have students' representative: Various events organized by institute/department: Conferences, Workshop, Seminars, Fests, 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. for Extension Activities: National Service Scheme; Red Ribbon Club, Fitness ClubOutreach Activities:Eco Club, EBSB Club, Electoral Literacy Club, Gender Champion Club, Happiness Club Extracurricular Activities:Literary Club, Dramatic Club, Photography Club, Dance & Music Club, Cells:IQAC, Training and Placement Cell, Universal Human Value Cell, Unnat Bharat Abhiyan Cell, Student Counseling Services, Student Development Cell, Research & Innovation Development Cell, Institution Industry Cell, Entrepreneurship Development Cell, Intellectual Property Rights Cell, Social Media Cell Institution's Innovation Council:Institution's Innovation CouncilCommittee: Student Grievance Redressal Committee, Anti-Ragging Committee, Internal Complaint Committee, Committee for SC-ST, Canteen CommitteePublications Cell: Tecnia Journal of Management Studies, Books & Proceeding, Tecnia Times, Youngster (Institute Newspaper), Tecnia Tv, Press and Media Club IT Club

File Description	Documents
Paste link for additional information	https://tiaspg.tecnia.in/aqar-2020-21/
Upload any additional information	View File

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

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

10

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

A strong alumni network is an achievement of TIAS. We, at TIAS believe that the alumni are the brand-ambassadors of the institution. TIAS harbours a strong and a positive relationship with their alumni, which are benefitting them socially, academically and professionally. Likewise even the alumni community of TIAS feels apart from nostalgia, they can be associated with alma-mater to mobile resources, placements, mentorships, career guidance and volunteerism for guest lectures, seminars, workshop, consultancy and interactions. More than 2400 alumni are connected through the official TIAS Alumni page on Facebook.

Facebook Link:https://www.facebook.com/groups/tiasalumni/?ref=share

TIAS finds that the alumni network has been and will always be a powerful asset in either environment - associative and professional; and that an effective alumni network assures the alumni as a significant stakeholder by making them actively participate in the institution's developmental activities.

File Description	Documents
Paste link for additional information	https://tiaspg.tecnia.in/aqar-2020-21
Upload any additional information	View File

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

A. ? 5Lakhs

File Description	Documents
Upload any additional information	[View File]()

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The Institute Governance is participative in nature; the Vision & Mission of the Institute was evolved and formulated keeping in view the National Policy, the Targets before HEI's as per quality mandate; the Institute's Board of Governors plan on the agenda to be carry forward and provide the requisite physical resources and financial resources and acquire the talent for building the organization culture with formal & informal arrangements. Institute focuses on the Vision, Mission, Core Values and Quality Policy of the Institute in consonance with IQAC Cell.

The Institute's VISION -

"Imparting holistic development by inculcating knowledge, ethics, professional acumen and socially concerned attitude to carve an edge in a dynamic environment".

The Institute's 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."

The Institute Vision and Mission clearly embrace Multidisciplinary/ Interdisciplinary Approach, with OBE framework.

File Description	Documents
Paste link for additional information	https://tiaspg.tecnia.in/aqar-2020-21
Upload any additional information	[View File]()

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

The management of the institute has mainly three academic and administrative bodies namely:-

1. Board of Governors

2. IAC (Institutional Academic Council)

3. DAC (Departmental Academic Committee)

Decentralized Management

- At the level of Society: The management of the institute is directed by Board of Governors, whose members, are appointed in accordance with the guidelines.
- At the level of the Institute: Director & Dean Academics are the administrative and academic head of the Institute. They manage and monitor all the academic &administrative activities.
- At the level of the Department: HODs are responsible for all the academic and administrative activities in their respective departments and report to the Dean Academics/Director.
- HODs constitute departmental committees to carry out departmental activities smoothly.
- Students are given opportunities to act as student coordinators of different technical/non-technical events and clubs and various committees

Participative Management

- Strategic level: Director, Dean(Academics), Registrar and HODs are involved in framing policies, procedures, rules & regulations.
- Functional level: Faculty members ensure effective curriculum delivery along with participation in various academic & non-academic activities
- Operational Level: The governing body of the institute gives suggestions for introducing new academic programmes and welfare activities.

File Description	Documents
Paste link for additional information	https://tiaspg.tecnia.in/aqar-2020-21
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

STRATEGIC PLAN

LONG TERMGOALS? (2017-22)

LTG1: To create Centre of Excellence.?

- To establish Centre of Excellences by utilizing the resources and expertize.
- Centre of Excellence in Al & Robotics – Chairperson- Dr. Gaurav Sinha:
- Universal Human Values Development Centre- Center of Excellence- : Chairperson- Dr. Ashutosh Bajpai
- Center of Excellence in Communication- :Chairperson - Dr. B.B. Tiwari:
- Professional Training & Development Centre- Center of Excellence- Chairperson - Dr. Monika Mehrotra:
- Center of Excellence in Media Practices- Chairperson- Dr. Jagriti Basera,

LTG2:To provide state of the art modern infrastructure facility.

- Develop infrastructure for carrying our R & D activities.
- Academic infrastructure to be strengthened further.
- Strengthen campus wide networking.
- Modernization of laboratories.
- Upgradation of Central Library

  LTG3:To have 20% of the faculty with Ph.D., qualification

- Encourage faculty to pursue Ph.D., in reputed institutions.
- To create and provide support and financial facility.
- Recruit Ph.D., from reputed institutions.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://tiaspg.tecnia.in/aqar-2020-21/
Upload any additional information	View File

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

Organizational Structure:

Governing body of the institute: Board of Governors: i.e. is the highest body where all policy decisions are taken. Members of Board of Governors are appointed in accordance with the guidelines provided by the Technical Education Department of the State & AICTE,

Advisors/Consultants: They are the Senior administrators who interact with all the academic & administrative bodies on regular basis.

Director: He is the head of all the administrative activities and the Member Secretary of the Board of Governors.

Dean (Academics): He is the academic head of the Institute, All the main academic decisions related to the institute are taken by the Dean (Academics) in consultations with the Director

Chief Admin Officer/ Admin Officer: CAO/ AO of the institute deals with the implementation of the policies of the institute and its regulating bodies.

Head of Department: HODs coordinate all the academic and administrative activities in their respective departments. HODs constitute departmental committees to carry out departmental activities smoothly. HOD is responsible for preparing departmental calendar, budget, new requirement etc and to coordinate with institutional administrative body. HOD may sign tie-ups with industries as well as academic institute after getting approval from high authority.

File Description	Documents
Paste link for additional information	https://tiaspg.tecnia.in/aqar-2020-21
Link to Organogram of the institution webpage	https://tiaspg.tecnia.in/organogram/
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution has effective welfare measures for teaching and non-teaching staffto encourage and facilitate the working practices and services that support the health and welfare of employees and overcome the work- related stress as per details enumerated below:

Teaching Staff

1. **Educational loan for higher studies.**
2. **Interest Free advances during emergency.**
3. **50% concession in tuition fees to the employees' wards in Group Institutions.**
4. **Provision for laptop on installments.**
5. **Medical Insurance Covered Covid-19.**
6. **Leave Travel Concession**
7. **All non-doctoral faculty members are encouraged to get enrolled for Ph.D. program.**

8. Medical Room availability.
9. Providing free meals and snacks during all events and measure activities
10. Providing free books and magazines for one year as per requirement
11. Offering ongoing professional development by encouraging to undertake refresher, orientation, FDP, MDP etc.
12. Setting aside time for employees to volunteer in the community if they apply for

Non- teaching Staff

1. Educational loan for higher studies.
2. Interest Free advances during emergency.
3. 50% concession in tuition fees to employees' wards in Group Institutions.
4. Medical Insurance Covered Covid-19.
5. Leave Travel Concession
6. Medical Room availability.
7. Offering ongoing professional development

File Description	Documents
Paste link for additional information	https://tiaspg.tecnia.in/aqar-2020-21/
Upload any additional information	View File

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

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

37

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

07

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

23

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The institute has a well-defined effective Performance Appraisal

System For teaching and non-teaching staff.

At the end of each academic year, Self-Appraisal Report from each teaching/nonteaching staff is invited. It includes the details of academic excellence, research publications, contribution in administrative and other activities etc. Performance Appraisal System for teaching staff.

1. Objective: The objective of this analysis is to motivate faculty members to perform better in delivering quality education and research . The appraisal is used for the following purpose: Award of special increments in the pay scale. Award of career advancement/promotion Monitoring the overall growth of each staff member and their contribution towards the development of the institute.

2. Period of Assessment and Process: Assessment is carried out after the competition of each Academic Session. Performance Appraisal form has been designed. It consists of two parts.Part A is "Self-Appraisal" to be filled by faculty member and Part B is "Forwarding Appraisal & Follow up" to be filled by the respective HOD/ Dean and then Appraisal Committee recommends it to Director.

File Description	Documents
Paste link for additional information	https://tiaspg.tecnia.in/aqar-2020-21/
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The institutional internal and external audits are being conducted each year by March-April. Theinstitute has an Accounts Department headed by a full-time accounts officer since its inception toensure the maintenance of annual accounts and audits. The Chartered Accountant of institute conductsregular accounts audit and certifies its Annual Financial Statements. All Utilization Certificates to variousgrant giving agencies are also countersigned by the CA. All Financial Statements upto 2020-21 have beencertified by the CA. The institute has its own internal audit mechanism, and it is conducted

by an internal auditor. This is an ongoing continuous process to monitor entire income and expenditure of theinstitute. Internally, there are periodic reviews on the cash flows to avoid any wasteful expenditure on super fluous activities that may not add value to the existing system and contribute to make it robust forthe benefit of the students and teaching and non-teaching fraternity also University conducts furtherAudit as per State Fee Regularity Committee directions and specify the fee for ensuing sessions.

File Description	Documents
Paste link for additional information	https://tiaspg.tecnia.in/aqar-2020-21/
Upload any additional information	View File

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

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

24

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The Resource mobilization policy document serves to identify the resources available for various programs for efficient management of funds and to widen the resource base for the attainment of the set goals. The document outlines the procedures for efficient utilization of generated funds. The Board of Governor monitors the optimal utilization of the funds for the smooth functioning of the institution in consultation with the Finance Committee. The Board of Governors in consultation with the finance committee is responsible for the management of funds thereby ensuring transparency in the process. The income and expenditure of the college is in accordance with the annual budget. The Internal Auditor is appointed by the

Finance Committee who does the verification of Receipts and Payment accounts. External Auditors are appointed by the Board of Governors, the highest administrative body of the Institute. They prepare, finalise and give their opinion on the true and fair view of the balance sheet of the Institute. A Finance Committee is in place to manage the funds. The funds are taken care of by the Planning forum. The management provides financial supports to seminars/workshops/expert talks/Association activities/Faculty Development programmes

File Description	Documents
Paste link for additional information	https://tiaspg.tecnia.in/aqar-2020-21/
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The institute has established Internal Quality Assurance Cell (IQAC) which operates with an objective of overall quality enhancement. IQAC emphasizes quality implementation in all aspects of academic and administrative initiatives.

- The IQAC conducted various workshops on implementing the Outcome Based Education
- The IQAC conducted various FDPs to train and acquaint the faculty members on online mode of teaching during Covid pandemic
- The IQAC with the support of the departments has developed a very unique Mentor-Mentee System with major emphasis on personal counseling
- The IQAC in coordination with the departments regularly takes feedback from various stakeholders regarding curriculum and its delivery and proper analysis and action is taken to enhance the quality of teaching-learning process
- The IQAC has developed a system in which the teaching – learning process is student centric and major emphasis is given on experiential learning , problem solve methodologies and participative learning
- The IQAC regularly conducts workshops on various quality parameters and latest developments
- The IQAC created an environment for developing the e-content. The practice has empowered the learning and teaching process

from two directions. The faculty members are better prepared about their teaching techniques.

File Description	Documents
Paste link for additional information	https://tiaspg.tecnia.in/iqac/
Upload any additional information	View File

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

Few of the initiatives taken by IQAC for qualitative improvement in teaching learning process and structures and methodologies can be summed up as follows:

1. Ensuring Continuous Academic Excellence: IQAC has taken the initiative to implement the Outcome Based Education across various departments. IQAC has also made efforts to successfully implement CBCS as per the affiliating university norms. For maintaining academic excellence, IQAC has always made efforts for taking feedback on course curriculum and delivery from its all stakeholders such as Students, Faculty, Alumni, Employers and Parents. Through the feedback received from its all stakeholders on course curriculum, delivery, assessment, other academic activities etc proper analysis is done and action is initiated. Some of the other practices adopted by IQAC for quality improvements can be summed up as follows: Identifying slow learners and arranging remedial classes for them. Informal counseling of students having poor academic record by the Student Counselor/ HoDs/ Dean Mentor and faculty members teaching them. Encouraging students to undertake SWAYAM courses. Inviting external experts and persons from industry for additional study sessions. To arrange the Academic and Administrative Audit regularly.

File Description	Documents
Paste link for additional information	https://tiaspg.tecnia.in/aqar-2020-21/
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of   **A. All of the above**

**Internal Quality Assurance Cell (IQAC);
Feedback collected, analyzed and used for
improvements Collaborative quality initiatives
with other institution(s) Participation in NIRF
any other quality audit recognized by state,
national or international agencies (ISO
Certification, NBA)**

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender equality is one of the key challenges facing society today. The institute conducts regular gender equity promotion programs. Guest speakers from prominent field are invited to speak on the given topic which highlights the importance and contribution of women in the society. The gender equity promotion programs organized by the institution are given below: TIAS has a strong ethical work culture that is based on inclusivity. It observes highest ethical standards in all its activities. Equal opportunities are provided to all individuals irrespective of gender, race, caste, color, creed, language, religion, political or other opinion, national or social origin, property, birth or other status. Its unique work culture, healthy traditions and ethos have led to enrolment of 39% women students and 62% women staff. Safety, security and well-being, along with gender equity and friendly working atmosphere are the issues of prime concern to TIAS.

File Description	Documents
Annual gender sensitization action plan	https://tiaspg.tecnia.in/aqar-2020-21/
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://tiaspg.tecnia.in/aqar-2020-21/

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Institute focus on reduce, reuse and recycle for management of degradable/non-degradable waste. Institute has different dustbins to segregate the different waste like DEGRADABLE AND NON-DEGRADABLE. Admin collects everyday waste in separate bins for disposable to MCD authorized collection contractor which notes down the weight of the waste and help in minimization of waste. Degradable waste is converted into manure through compost. Eco Club organizes Awareness campaign on "E-Waste", Essay Competition on "Elimination of Single Use of Plastic" for implementation of these techniques, stressed to avoid plastics. Solid waste mgt. different bins placed, ensures waste segregated at source helps in recycling of components at minimum cost. Techniques of disposing solid waste at the site of generation and garbage disposed with proper procedure. Liquid Waste Mgt.: waste water from terrace is recharge into RWH, RO water is discharged back in vertical green garden, sapling for irrigation; E-Waste mgt. is optimized through reassembling, modification by in-house up-gradation, this endeavor ensures no discarded computers/printers are lying idle. Chips/MB/CDs/cartridges/equipment

as TV/Photocopier repaired; leftover e-waste being disposed-off as per Govt. Policy; there is no system of Waste recycling in the college. However, there is RWH. No biomedical waste/Hazardous chemical and radioactive waste effluent is in institute.

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

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
Any other relevant information	<u>View File</u>

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

Tecnia Institute of Advanced Studies is always providing platform by organizing various events and fests for the students of TIAS and outside TIAS to showcase their talent in order to promote their culture, . Varchasva is the main media fest of TIAS which is organized under EBSB Club to help the students to promote cultural programme like dance, music, play, painting, rangoli, linguistic activities like creative writing, communal harmony, socioeconomic activities like debate, etc. Varchasva is organized with online reach of 9000 plus along with the participation of 65 other colleges. This fest is not restriction to IP university. But it has huge reach in other university.. Various other cultural exchange programs are organized under EBSB Club to promote Sikkim culture which is our pairing state. The UHV cell also contribute significantly for inclusive situatedness by developing tollarane and harmony among the staff and studentsand brings in the unique Indian culture i.e. unity in diversity. These events and activities help students to gain confidence and enhance their skills. This helps the students to recreate their self and learn to participate in the various PDPs and help students to achieve theirgoals to grow in cultural terms.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

Education is necessarily a process of transmitting and nurturing values among the learners and equips them to lead satisfying and accomplished life. Institute has embedded the academic, cultural, professional and ecological values since its inception.

Some special features of institute's value inculcation programmes are as follows:

Impactful first assembly: The academic day starts with the Thought of the Day, Business Confabulation in first assembly. Inspiring thought of the day is shared by the students with direct or indirect message for peace, compassion, harmony, patriotism and good conduct. For nurturing personal wellbeing and wholesome development of student's personality, Yoga sessions are organized by institute and also business confabulation to create awareness about the domain specific contemporary developments (invention, discoveries, innovation) taking place.

Value Education through Curriculum: Most of programs have included Universal Human Values i.e. peace, human values, value education, environment education, yoga, health and personality as part of their curriculum and co-curriculum with a view to improve the personality of learners and inculcate cherished values of present time. For wider exposure and deep insight in human values, deliberations of experts in form of guest lecture series, panel discussions, symposia & seminars and national and international conferences are organized.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://tiaspg.tecnia.in/aqar-2020-21/
Any other relevant information	https://tiaspg.tecnia.in/aqar-2020-21/

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

teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

The institute celebrates International and National days/weeks as follows National Youth Day 12th January, Republic Day 26th January, Martyr Day 30th January, International Women Day 8th March, World Health Day 7th April, Anti-Terrorism Day 21st May, World No Tobacco Day 31st May, World Environment Day 5th June, World Population Day 11th July, Independence Day 15th August, Sadbhavana Day 20th August, International Literacy Day 8th September, International Peace Day 15th September, NSS Day 24th September, National Blood Donation Day 1st October, Communal Harmony Day 2nd October, National Integration Day 19th November, World AIDS Day 1st December, World Human Rights Day 10th December; and Weeks such as National Youth Week 12-19 January, Van Mahotsava Week 1-7 July, International Literacy week 8-14 July, Quami Ekta Week 19-25 November; National festivals and other commemorative events i.e. 75th years of India's Independence etc. are celebrated every year.

National Science Day: National Science Day is celebrated with great enthusiasm on 28th of February in order to commemorate the invention of the Raman Effect in India by the Indian physicist, Sir Chandrasekhara Venkata Raman.

UN International Yoga Day:institute celebrates International Yoga Day annually on 21 June since 2015. Yoga is a physical, mental and spiritual practice.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Title of the Best Practice 1: Teaching and learning amid Covid-19 challenges via video conferencing.

Objectives of the practice:

- **To adapt quickly amid Covid-19 protocol on online teaching – learning methodology proficiently and efficiently.**
- **To make online academic delivery well organised, planned, and structured for the understanding of the learner.**
- **To adopt new technological tools in the field of online higher education.**

Title of the Best Practice 2: To counsel the students on Covid-19 protocol challenges and keeping them encourage and motivated to excel in their academics by winning over pandemic.

Objectives of the Practice:

- **Sensitization of the Covid-19 protocols.**
- **Challenges posed by the variance in the Covid-19 virus.**
- **Keep the students motivated under pressure of their parent's job loss or casualty in their family, if any.**
- **Keep the students motivated and encourage to handle technical/digital glitches during Covid-19.**
- **Augmentation of Mentor – Mentee system which deals with the issues coming out of Covid-19 or else.**
- **Fostering a culture of compassionate and mindful living.**
- **Adopting qualitative management strategies to bridge the academic and administrative gap of the students for better performance.**
- **To provide personal counselling to students on all issues of their concern.**

File Description	Documents
Best practices in the Institutional website	https://tiaspg.tecnia.in/aqar-2020-21/
Any other relevant information	https://tiaspg.tecnia.in/aqar-2020-21/

7.3 - Institutional Distinctiveness

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

Participative Management – Participative management, otherwise known as participative decision making, encourages the involvement of stakeholders at all levels of an institution in the analysis of problems, development of strategies, and implementation of solutions. They are invited to share in the decision-making process of the firm by participating in activities such as setting goals, determining work schedules, and making suggestions. The other forms of participative management include increasing the responsibility of employees; forming self-management teams, quality circles, or quality-of-work-life; and soliciting survey feedback.

Tecnia Institute of Advanced Studies always encourages the involvement of stakeholders in which primarily the students and faculties works with the management for enhancing the quality standards at all levels. The institution adopts few practices which made the stakeholders satisfy and it led to create a healthy environment for solutions of the problems emerged at different point of time.

1. Information sharing, which is concerned with keeping faculties informed about the status of the institution.
2. Training, which involves raising the skill levels of faculties and offering development opportunities that allow them to apply new skills to make effective decisions regarding the institution.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institute is committed to impart the highest standards of curriculum delivery to the students through its well erudite and well trained academicians ever since its inception. The Institute is affiliated to Guru Gobind Singh Indrapastha University, Delhi (GGSIPU) and follows the curriculum as provided by the University in all the academic programmes. The institute actively provides suggestion and recommendations to concerned Boards and authority of the University regarding curriculum modification and development. With the Student Centric Approach, the institute innovates within the established academic structure and is committed to providing holistic development to the students. For effective curriculum delivery, following initiatives are taken: Institute follows Outcome-based Education framework (OBE). The Departmental Academic Committee of every department looks after the delivery part where Academic activities beyond the curriculum are also regularly planned. The activity calendar is prepared by each department in synchronization with the Institute's and GGSIPU academic calendar. Time-table, course allocation, planning of different academic parameters, Proposed Course Plan, Teaching Pedagogy, Experiential learning, Field Visits etc. are planned and approved.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://tiaspg.tecnia.in/bajmc/

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

In the beginning of each semester, the institute prepares its own academic calendar with reference to the affiliating university calendar. It evidently defines a schedule for teaching, examination, academic events , semester break , vacations etc. that is strictly followed by the institute to ensure efficient functioning of its teaching and administrative processes.

- **For the rationale of conducting Continuous Internal Evaluation, teachers prepare their schedule of Teaching, internal tests and assignments in accordance with their allotted time table keeping the Academic calendar and planned co-curricular activities of the institute in mind. The students are informed well in advance about the deadline for assignment submissions, dates for Class tests and other formative assessments, as well as their final internal assessment marks.**
- **A criterion for assessment is also shared with the students. They are encouraged to seek guidance from teachers during the designated tutorial slots or during thefree time.**
- **The mentor-mentee periods are created specially to supplement this kind of academic framework with the extra-academic support that the students might require. Assessments are taken with the aim of allowing the students to incorporate suggestions offered by the teacher, thereby making learning a range and creating various opportunities for students to succeed.**

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://tiaspg.tecnia.in/wp-content/uploads/2022/01/Academic-Calendar-20-21.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**B. Any 3 of the above**

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

1.2 - Academic Flexibility

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

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

04

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

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

08

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

1260

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The cross – cutting issues like gender, environmental sustainability, human values and professional ethics etc., find an ample space when it comes to applying them positively into the curriculum. The curriculum is designed by the affiliating university keeping all such things in mind and includes many of these aspects. The institute believes in maintaining a healthy environment for all our students. Besides this, in order to accommodate these issues into curriculum, guest lecturers of eminent personalities, competitions, club activities, extension activities workshops etc. are also organized by concerned clubs, departments etc.

The Institute trains graduates in their respective branch of study and makes them ready for the job market, with the holistic outlook towards life and have a desire and competence to work for national needs and beyond. The graduating student must have the knowledge and skills in the area of his/her study. However, s(he) must also have a broad understanding of society and relationships. Besides the above, several meta-skills and underlying values are needed. Character needs to be nurtured as an essential quality by which studentwould understand and fulfill his/her responsibility as a true professional, a family member, a global citizen etc.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field

work/internship during the year

46

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

676

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

File Description	Documents
URL for stakeholder feedback report	https://tiaspg.tecnia.in/aqar-2020-21/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://tiaspg.tecnia.in/aqar-2020-21/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

657

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

4

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The Institute has a well planned and organized process for the assessment of the learning capabilities of the students and organizes special Programmes for advanced learners and slow learners.The main objective of this process is to identify the learning levels of students in terms of their knowledge, competence, learning skills and efforts which are required to bringthem at the level of excellence in the domain specific knowledge.A systematic evaluation process is used to identify the Learning levels of the students inwhich the first Mentor-Mentee meeting with the students helps in identifying the pace of learning of thestudents and the assessment of the learning levels of the students is done by the teachers in the classrooms during lectures and through class participation , continuous internal evaluation etc; on the basis of which slow and advanced learners are identified. An integrated approach is followed in the classes by our faculty.

File Description	Documents
Paste link for additional information	https://tiaspg.tecnia.in/wp-content/uploads/2022/12/CRITERIA-2.2.1-Strategies-for-Slow-and-Advanced-Learners.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1716	97

File Description	Documents
Any additional information	[View File]

2.3 - Teaching- Learning Process

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

The Institute makes continuous and conscious efforts to enable its students to realize their potential and evolve as leaders and transforming agents of society. The basic focus of the institute is Student Centric Approach; to achieve the institute is gradually adopting OBE framework along with CBCS which is in-line with the vision of the parent University (GGSIPU). The curriculum of each programme ensures that students receive a sound theoretical foundation as well as excellent hands-on learning with the development of analytical and problem solving and design thinking skills. Some of the prominent features could be illustrated as below:

Programmes offered have scope for interdisciplinary learning and research which can be seen in areas like (but not limited to) Robotics, IoT, AI, Big Data Analytics, Information Security, CyberSecurity. There is a clear interaction across disciplines through not only project-based learning approaches in certain courses but also in the form of Programme Electives, OpenElectives.

Pedagogy includes a fair bit of innovation such as the use of flipped classroom model, MOOCs with proctored exams, project-based courses with simultaneous emphasis on theory and practice, group projects and presentations for fostering peer-learning, research seminars, team building and interpersonal communication, use of LMS and communication platforms

File Description	Documents
Upload any additional information	[View File]
Link for additional information	https://tiaspg.tecnia.in/aqar-2020-21/

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

The faculty members extensively use ICT enabled tools for

teaching-learning. To enable this, the Institute has created a state-of-the-art infrastructure. There are smart classrooms and seminar halls with Multimedia Projection, Desktop PC , Wifi and equipped with Virtual Teaching/ Learning aids that can facilitate online streaming of lectures making hybrid mode of instructions possible. Information and Communication Technologies (ICT) has invaded and transformed many aspects of our lives to the extent that we live in an environment that is dominated by technology which itself is consumer driven. COVID-19 has trained all of us in the extensive use of ICT enabled tools for effective teaching and learning processes. In the modern world, personal development is not limited to classroom learning. The departments hold a variety of online lectures, students can continue to learn online, and do a lot of homework to maintain the agility of knowledge. Various webinars from industry experts and well-known experts were held to enable students to understand the development of the industry and its requirements. Various methods of online communication are used to share class notes, assignments and lectures with students.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

97

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

2.4 - Teacher Profile and Quality

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

97

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

45

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

345

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Institute follows GGSIP University follows Schemeand Syllabus of various programme MBA; BBA; BA(JMC); BCA forthe assessment of students. The Continuous Internal Assessment is carried out in a systematic manner. The dates are notified well in advance for internal assessment (class tests) by GGSIPU academic calendar;

for theory/practical, STR, Project Dissertation; minor/major project (BBA/ BCA); Functional exposure report, final project (BAJMC). Assignments (Class/Home), Quiz/Viva-Voce, Group Discussion continuous evaluation: seminar/presentation, individual participation, and classroom performance, laboratory courses, (BBA, MBA, BAJMC & BCA); accordingly.

For theory sessional assessment the question papers are prepared at the department level with reference to the syllabus, previous question paper, Text and Reference books followed by faculty members.

- Question paper is prepared by faculty teaching the course and its Quality (BT Application) approved by Departmental Examination Committee.
- Assignments allocated by faculty are uploaded on the ERP/MS Teams.
- Evaluated Answer sheets are discussed with students at Subject Teacher/HoD level
- A evaluation of performance is carried out and the students are awarded.

For assessment of summer internship and project, faculty conducts presentation of students via PPT and evaluated on the parameter set by evaluator.For assessment of laboratory course an internal practical viva conducted by Faculty Expert Committee at the end of course for all programs

File Description	Documents
Any additional information	View File
Link for additional information	https://tiaspg.tecnia.in/aqar-2020-21/

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

The Institute has online Students Grievance Redressal in place comprising of duly constituted and notified Students Grievance Redressal Committee complying with the Notification F.No. 14-4/2012(CPP-II) University Grants Commission (Grievance Redressal) Regulations, 2012, Dt. 06.05.2019, Clause:3, sub clause(h), point no. (x, xii). The GRC Committee is notified through the website of the institute; widely publicized through "Tecnia Times" Vol.18, Pg :53; Student can submit their Grievance through GRC Institute website based Interface (https://tiaspg.tecnia.in/online-grievance-redressal/) Student's R.No, Mobile No, Email, Complaint/Grievance, with provision of file attachment if required will be sent to student welfare department same is forwarded to GRC through Director, ITC In charge also take care of any IT Related Compliances for the transparent, smooth and time bound working of GRC.

If required, GRC may refer to student welfare and GRC Committee of IP University(affiliating body) for proper and justified outcome on the Grievance, student may also approach to the appellant authority in the matter.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://tiaspg.tecnia.in/online-grievance-redressal/

2.6 - Student Performance and Learning Outcomes

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

Program Outcomes, Program specific outcomes and Course Outcomes for all programs offered by the Institute are clearly stated, displayed on the college website. The Guru Gobind Indraprastha University clearly defines Aims and Objectivesof the affiliated courses which became the foundation for defining the Program Outcomes, Program specific outcomes and Course Outcomes of every program conceptualized and designed in the institute. Program outcomes are derived and are fine tuned to the specifics of each program.

The following mechanism is followed by the institution to communicate to the teachers and students.

- **Hard Copy of syllabus and Program Outcomes are available in the departments for ready reference to the teachers and students.**
- **The importance of the learning outcomes has been communicated to the teachers in every IQAC meeting.**
- **The students are also made aware of the same through Tutorial meetings.**
- **The students are also made aware of the same through Mentor-Mentee meetings.**

All students are apprised of the objectives and expected outcomes of their programme on admission during the compulsory SIP-Orientation programs.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://tiaspg.tecnia.in/aqar-2020-21/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

At Tecnia, attainment of outcomes is accessed through a continuous and comprehensive evaluation. The institute follows "Outcome Based Education (OBE)" to evaluate the performance, knowledge and skills of students through the attainment of POs, PSOs and COs. A correlation is established between COs and POs to meet the requirements of innovation, social contribution, skill development, and to inculcate appropriate value systems and internationalization among students. This is followed by preparing a mapping matrix for each course in the program including the elective subjects. These writing course outcomes along with their mapping with POs are reviewed by the competent authority before finalization

The Course-level Assessment process The assessment of course level includes the methods which can be direct or indirect for the calculation of COs attainment. The Direct Method includes continuous internal assessment with a relative weightage of 30 percent and semester end-examination with a 70 percent weightage. Various components for continuous assessment are Mid Term Examination, Class Test(s)/Assignment(s) and Class Performance/Attendance etc.The indirect methods includes the

participation of the learner in presentations, group discussions, case studies, experiments, role-plays, simulations, demonstration, laboratory work, seminar, workshop, project, games, debate, quiz, regular assignments and viva-voce.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://tiaspg.tecnia.in/aqar-2020-21/

2.6.3 - Pass percentage of Students during the year

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

448

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	https://tiaspg.tecnia.in/iqac/

2.7 - Student Satisfaction Survey

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

https://tiaspg.tecnia.in/wp-content/uploads/2022/10/Student-Satisfaction-Report-2020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

1

File Description	Documents
Any additional information	[View File](#)
e-copies of the grant award letters for sponsored research projects /endowments	[View File](#)
List of endowments / projects with details of grants(Data Template)	[View File](#)

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

3.1.2.1 - Number of teachers recognized as research guides

3

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	[View File](#)
Supporting document from Funding Agency	[View File](#)
Paste link to funding agency website	[NA](#)

3.2 - Innovation Ecosystem

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

Institute has created Institution Innovation Council under the

guidance of MOEs-IIC to foster an ecosystem for innovations; to nurture students with ideas and to develop prototypes. It has been given 3.5/5 Star for the AY 2020-21 by MoE. The Council consists of member representations from experts from academia-both internal and external, industry, entrepreneurs, alumni and students with responsibilities as innovation coordinator, Startup coordinator, IPR experts/coordinator, Social media coordinator, Convener etc. The Council ensures that various activities-Counseling /Seminar/Workshop/Interaction/Competitions/Hackathon etc. are focused to motivate innovation and entrepreneurship by knowledge sharing and utilizing the process of ideation, design thinking, business model/plan, IPR knowledge and its process, government policies to support startups; and to support start-ups. A well-equipped Pre Incubation Center has been established in the Institute. The Institute is in process of adopting NISP 2019. The institute through its IIC is training the faculty through innovation ambassador program and coming up with collaboration with various industry, Incubators, accelerators and institutes to achieve a strong ecosystem to assist in the process of turning technology, know-how, expertise and skills into innovative, commercial products and services by improving the standards of competency knowledge transfer practitioners and by stimulating the quality along with provision of training.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://tiaspg.tecnia.in/aqar-2020-21/

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

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

33

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

11

File Description	Documents
URL to the research page on HEI website	https://tiaspg.tecnia.in/rd/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

32

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

215

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Institute promotes extension activities to sensitize the students towards community needs and participates in social service via. NSS ECO/EBSB/Fitness/Literacy/Photography Clubs. Student Welfare through various RWA's and nodal officers of these clubs with different dynamics i.e. projects, slogon making, poster making, essay writing, cleanliness drive, field trips to bio-div park, extempore, eco game, mock assembly, rallies, workshops, commemoration of National and International days, camps, village adoption (Rajapur) and expert lectures etc. These bodies initiates activities i.e. interactive session on Health services on COVID 19, Sensitization as Corona Warrior for needs/challenges of Elderly People, Self Defense workshop (girls), Volunteers addressing social issues "Beti Bachao Beti Padhao", Sensitization on Vigilance Awareness, Constitution Day, Rashtriya Ekta Diwas etc. Conscious efforts are made for shaping students into responsible citizens through Awareness campaign on "E-Waste", Depletion of Ozone Layer, Reducing paper use, Save Water and Water Pollution, Elimination of Single Use Of Plastic, compassion for Northeast students (Sikkim), immersive travellers etc. These activities have positive impact on the student's development with special reference to community relationship, leadership skill, self-confidence, developing personality, cultivating aptitude and attitude to become a better citizen.

File Description	Documents
Paste link for additional information	https://tiaspg.tecnia.in/nss/
Upload any additional information	View File

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

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

04

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

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

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

32

File Description	Documents
Reports of the event organized	[View File](#)
Any additional information	[View File](#)
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	[View File](#)

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

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

2727

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	[View File](#)

3.5 - Collaboration

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

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

77

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

08

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The Institution has adequate Campus area infrastructure and physical facilities forteaching- learning. viz., Own land, Building as per national building code (nbc) norms, Classrooms

Ready with Electrification and Lighting, Air Conditioning, Furniture/fixtures(23) with LCD Projectors Internet Connectin, Tutorial rooms (3), Computer Centre (3), Library, Auditorium, Seminar Hall with PA System, Laboratory, Language Lab, DirectorRoom, Board Room, Offices, Faculty Cabin/Rooms, Central Store, Maintenance, Security, Housekeeping, Examination Control Office, Training & Placement Office,Toilets (Ladies & Gents), Boys & Girls Common Room, Cafeteria, Reprography, First Aid cum Sick Room, Sports Club, Library & Reading Room, Seminar halls with ICTfacilities, Tecnia Media Production Studio,

Computer Center: Laptop/ Computer with Ratio 1:6, Server, Internet Bandwidth inMbps:100; Number of Legal Application software:30; Printers available to student: 7; Number of A1 Size Color Printers: 2; Number of Legal System software:4, Number ofOpen Source Software, PCs/Laptop exclusively available to students, Language Laboratory LIBRARY is well-furnished and centrally AC, has selected stock of books onManagement, Computer Science, Journalism, Marketing, Finance, Human Resources, Economics, Business Strategies, Operations Management, Information Technology andMass Communication.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://tiaspg.tecnia.in/library/

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

Cultural Activities : The institute has the Cultural and Dramatic club called "MRIDANG" which organizes cultural and drama activities on regular basis like nukkad nattak on various social issues , short plays, RJ Hunt , singing and dance competition . The institute also organizes the Cultural Fest called "Varchasva" and "Curtain Raiser" at state level annually in which the students from other institutes and universities actively participate on various events like Mr and Ms Varchasva, Dance, Ad mad show, Group singing, Creative writing, plays , Rangoli and many others . The students of the institute also participate in various cultural competition at state and National Level. The Institution has Auditorium (Fully AC) to facilitate cultural activities with a seating capacity of 300 and latest audio and video resources.

Sports, Games: The institution has adequate facilities for sports, games (indoor, outdoor), yoga centre, etc., and cultural activities which is being evident by large number of participation by the students and their achievements in terms of winning medals and awards in these categories.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://tiaspg.tecnia.in/sports/

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

23

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://tiaspg.tecnia.in/computer-center/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

47.32

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

```
Name of ILMS software - LSEase Software LIBSYS 10.0 Nature of
automation (fully or partially)- Fully Version -Web Centric EJB
Version Year of Automation - 2010 Library is automated using
Integrated Library Management System (ILMS)deployed with LIBSYS
10.0 which caters to needs of library automation, improvingthe
efficiency and providing a delightful library experience using
technologicalinterventions i.e, LSEase Software fully automated
Web Centric EJB Versionworking since 2008; with features
available i.e.

1. Accession - of Books data 2. Barcodes - Generate barcodes for
books 3. Serials - Subscribed Journals entry 4. Membership -
Users data interface for circulation 5. Circulation - Issue
(check in) & Return (check out)
```

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://tiaspg.tecnia.in/library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-

journals during the year (INR in Lakhs)

`300985`

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

`42`

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Institute has iMac Systems 5 nos;260nos of Intel i7, Intel i5, and Intel i3, i5 laptops for MBA, BBA, BA(JMC) & BCA. LCD and DLP projectors along with audio visual facilities are provided in the classrooms. 02 System Software (MS and Linux) and 55Applications software (Microsoft Campus Agreement)/Open Source Software are available in labs. Adobe Creative Cloud package for image, sound and video editing is available. Tally software for accounts, Braille Software for divyangjan ,secured environment with Quick Heal Antivirus is available. Cyber Roam 100ing firewall for managing the bandwidth with secured network is available. We have VPN cloud server for erp database as well as local server is also maintained. We have 22 black & white laser printers along with the 2 color printer to provide the printing facility to the students and staff. Library automation through LibSyS software with bar code reading and document scanning reprographic facility is also available. We have 35Mbps dedicated leased line along with 5 Hotspots of 4Mbps Wi-Fi connectivity for surfing online

resources with multimedia National Digital Library, DELNET, J-Gate, to view NPTEL/SWAYAM MOOCs courses and all other E-books/Journals in non-book formats including back volumes e-Resources are available in Digital library .

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

4.3.2 - Number of Computers

310

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution	B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

154.28

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Computer facilities in the class rooms, offices, Library and departments are maintained by ITC Head through Lab assistants through Annual/Preventive Maintenance. Additional system is kept in buffer to offset break-down/complaint. Further, computer center and digital library are used by students, faculty and staff for surfing e-resource contents required for their Academic study, Research and Training.

Library regularly updates through circulations, reference, digital-E-Resource Open Resource, Periodicals: newspapers & magazine, Reprography, Library membership, support services: Career information, current awareness, NEWS, In-house Publications, New Arrivals, Special Care for Divyang, Feedback and Suggestions for Journals & books. Physical verification is carried out Annually for books needing binding. New acquisition is on recommendation of HoDs and faculty. LIBSYS Software, Bar Coding, OPAC helps in Library Management. AMC for LIBSYS is provided for Operational Support.

Admin. upkeep the INFRASTRUCTURE via AMCs, for Lifts, Air Conditioners, Water Coolers RO, and Outsourcing services of Housekeeping, Security. During the summer break the class rooms and offices, furniture, white boards, notice boards, ACs, Fans, Tube lights and other fixtures are checked for their serviceability and worthiness including civil work of Institute building, and maintenance of all furniture, fixtures, equipment and devices.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://tiaspg.tecnia.in/aqar-2020-21/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

26

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

06

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above

File Description	Documents
Link to Institutional website	https://tiaspg.tecnia.in/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

886

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

886

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

138

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

72

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

65

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

20

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

Following academic and administrative bodies have students' representative: Various events organized by institute/department: Conferences, Workshop, Seminars, Fests, 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. for Extension Activities: National Service Scheme; Red
Ribbon Club, Fitness ClubOutreach Activities:Eco Club, EBSB Club,
Electoral Literacy Club, Gender Champion Club, Happiness Club
Extracurricular Activities:Literary Club, Dramatic Club,
Photography Club, Dance & Music Club, Cells:IQAC, Training and
Placement Cell, Universal Human Value Cell, Unnat Bharat Abhiyan
Cell, Student Counseling Services, Student Development Cell,
Research & Innovation Development Cell, Institution Industry
Cell, Entrepreneurship Development Cell, Intellectual Property
Rights Cell, Social Media Cell Institution's Innovation
Council:Institution's Innovation CouncilCommittee: Student
Grievance Redressal Committee, Anti-Ragging Committee, Internal
Complaint Committee, Committee for SC-ST, Canteen
CommitteePublications Cell: Tecnia Journal of Management Studies,
Books & Proceeding, Tecnia Times, Youngster (Institute
Newspaper), Tecnia Tv, Press and Media Club IT Club

File Description	Documents
Paste link for additional information	https://tiaspg.tecnia.in/aqar-2020-21/
Upload any additional information	View File

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

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

10

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

A strong alumni network is an achievement of TIAS. We, at TIAS believe that the alumni are the brand-ambassadors of the institution. TIAS harbours a strong and a positive relationship with their alumni, which are benefitting them socially, academically and professionally. Likewise even the alumni community of TIAS feels apart from nostalgia, they can be associated with alma-mater to mobile resources, placements, mentorships, career guidance and volunteerism for guest lectures, seminars, workshop, consultancy and interactions. More than 2400 alumni are connected through the official TIAS Alumni page on Facebook.

Facebook Link:https://www.facebook.com/groups/tiasalumni/?ref=share

TIAS finds that the alumni network has been and will always be a powerful asset in either environment - associative and professional; and that an effective alumni network assures the alumni as a significant stakeholder by making them actively participate in the institution's developmental activities.

File Description	Documents
Paste link for additional information	https://tiaspg.tecnia.in/aqar-2020-21
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	A. ? 5Lakhs

File Description	Documents
Upload any additional information	[View File](#)

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The Institute Governance is participative in nature; the Vision & Mission of the Institute was evolved and formulated keeping in view the National Policy, the Targets before HEI's as per quality mandate; the Institute's Board of Governors plan on the agenda to be carry forward and provide the requisite physical resources and financial resources and acquire the talent for building the organization culture with formal & informal arrangements. Institute focuses on the Vision, Mission, Core Values and Quality Policy of the Institute in consonance with IQAC Cell.

The Institute's VISION –

"Imparting holistic development by inculcating knowledge, ethics, professional acumen and socially concerned attitude to carve an edge in a dynamic environment".

The Institute's 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."

The Institute Vision and Mission clearly embrace Multidisciplinary/ Interdisciplinary Approach, with OBE framework.

File Description	Documents
Paste link for additional information	https://tiaspg.tecnia.in/aqar-2020-21
Upload any additional information	View File

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

The management of the institute has mainly three academic and administrative bodies namely:-

1. Board of Governors

2. IAC (Institutional Academic Council)

3. DAC (Departmental Academic Committee)

Decentralized Management

- **At the level of Society: The management of the institute is directed by Board of Governors, whose members, are appointed in accordance with the guidelines.**
- **At the level of the Institute: Director & Dean Academics are the administrative and academic head of the Institute. They manage and monitor all the academic &administrative activities.**
- **At the level of the Department: HODs are responsible for all the academic and administrative activities in their respective departments and report to the Dean Academics/Director.**
- **HODs constitute departmental committees to carry out departmental activities smoothly.**
- **Students are given opportunities to act as student coordinators of different technical/non-technical events and clubs and various committees**

Participative Management

- **Strategic level: Director, Dean(Academics), Registrar and HODs are involved in framing policies, procedures, rules & regulations.**
- **Functional level: Faculty members ensure effective curriculum delivery along with participation in various academic & non-academic activities**

- ○ **Operational Level: The governing body of the institute gives suggestions for introducing new academic programmes and welfare activities.**

File Description	Documents
Paste link for additional information	https://tiaspg.tecnia.in/aqar-2020-21
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

STRATEGIC PLAN

LONG TERMGOALS? (2017-22)

LTG1: To create Centre of Excellence.?

- **To establish Centre of Excellences by utilizing the resources and expertize.**
- **Centre of Excellence in Al & Robotics – Chairperson- Dr. Gaurav Sinha:**
- **Universal Human Values Development Centre- Center of Excellence- : Chairperson- Dr. Ashutosh Bajpai**
- **Center of Excellence in Communication- :Chairperson - Dr. B.B. Tiwari:**
- **Professional Training & Development Centre- Center of Excellence- Chairperson - Dr. Monika Mehrotra:**
- **Center of Excellence in Media Practices- Chairperson- Dr. Jagriti Basera,**

LTG2:To provide state of the art modern infrastructure facility.

- **Develop infrastructure for carrying our R & D activities.**
- **Academic infrastructure to be strengthened further.**
- **Strengthen campus wide networking.**
- **Modernization of laboratories.**
- **Upgradation of Central Library**

  LTG3:To have 20% of the faculty with Ph.D., qualification

- **Encourage faculty to pursue Ph.D., in reputed institutions.**
- **To create and provide support and financial facility.**

- **Recruit Ph.D., from reputed institutions.**

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://tiaspg.tecnia.in/aqar-2020-21/
Upload any additional information	[View File](#)

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

Organizational Structure:

Governing body of the institute: Board of Governors: i.e. is the highest body where all policy decisions are taken. Members of Board of Governors are appointed in accordance with the guidelines provided by the Technical Education Department of the State & AICTE,

Advisors/Consultants: They are the Senior administrators who interact with all the academic & administrative bodies on regular basis.

Director: He is the head of all the administrative activities and the Member Secretary of the Board of Governors.

Dean (Academics): He is the academic head of the Institute, All the main academic decisions related to the institute are taken by the Dean (Academics) in consultations with the Director

Chief Admin Officer/ Admin Officer: CAO/ AO of the institute deals with the implementation of the policies of the institute and its regulating bodies.

Head of Department: HODs coordinate all the academic and administrative activities in their respective departments. HODs constitute departmental committees to carry out departmental activities smoothly. HOD is responsible for preparing departmental calendar, budget, new requirement etc and to coordinate with institutional administrative body. HOD may sign tie-ups with industries as well as academic institute after

getting approval from high authority.

File Description	Documents
Paste link for additional information	https://tiaspg.tecnia.in/aqar-2020-21
Link to Organogram of the institution webpage	https://tiaspg.tecnia.in/organogram/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution has effective welfare measures for teaching and non- teaching staffto encourage and facilitate the working practices and services that support the health and welfare of employees and overcome the work- related stress as per details enumerated below:

Teaching Staff

1. **Educational loan for higher studies.**
2. **Interest Free advances during emergency.**
3. **50% concession in tuition fees to the employees' wards in Group Institutions.**
4. **Provision for laptop on installments.**
5. **Medical Insurance Covered Covid-19.**

6. Leave Travel Concession
7. All non-doctoral faculty members are encouraged to get enrolled for Ph.D. program.
8. Medical Room availability.
9. Providing free meals and snacks during all events and measure activities
10. Providing free books and magazines for one year as per requirement
11. Offering ongoing professional development by encouraging to undertake refresher, orientation, FDP, MDP etc.
12. Setting aside time for employees to volunteer in the community if they apply for

Non- teaching Staff

1. Educational loan for higher studies.
2. Interest Free advances during emergency.
3. 50% concession in tuition fees to employees' wards in Group Institutions.
4. Medical Insurance Covered Covid-19.
5. Leave Travel Concession
6. Medical Room availability.
7. Offering ongoing professional development

File Description	Documents
Paste link for additional information	https://tiaspg.tecnia.in/aqar-2020-21/
Upload any additional information	View File

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

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

37

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

07

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

23

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The institute has a well-defined effective Performance Appraisal System For teaching and non-teaching staff.

At the end of each academic year, Self-Appraisal Report from each teaching/nonteaching staff is invited. It includes the details of academic excellence, research publications, contribution in administrative and other activities etc. Performance Appraisal System for teaching staff.

1. Objective: The objective of this analysis is to motivate faculty members to perform better in delivering quality education and research . The appraisal is used for the following purpose: Award of special increments in the pay scale. Award of career advancement/promotion Monitoring the overall growth of each staff member and their contribution towards the development of the institute.

2. Period of Assessment and Process: Assessment is carried out after the competition of each Academic Session. Performance Appraisal form has been designed. It consists of two parts.Part A is "Self-Appraisal" to be filled by faculty member and Part B is "Forwarding Appraisal & Follow up" to be filled by the respective HOD/ Dean and then Appraisal Committee recommends it to Director.

File Description	Documents
Paste link for additional information	https://tiaspg.tecnia.in/aqar-2020-21/
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The institutional internal and external audits are being conducted each year by March-April. Theinstitute has an Accounts Department headed by a full-time accounts officer since its inception toensure the maintenance of annual accounts and audits. The Chartered Accountant of institute conductsregular accounts audit and certifies its Annual Financial Statements. All Utilization Certificates to variousgrant giving agencies are also countersigned by the CA. All Financial Statements upto 2020-21 have beencertified by the CA. The institute has its own internal audit mechanism, and it is conducted by an internal auditor. This is an ongoing continuous process to monitor entire income and expenditure of theinstitute. Internally, there are periodic reviews on the cash flows to avoid any wasteful expenditure on super fluous activities that may not add value to the existing system and contribute to make it robust forthe benefit of the students and teaching and non-teaching fraternity also University conducts furtherAudit as per State Fee Regularity Committee directions and specify the fee for ensuing sessions.

File Description	Documents
Paste link for additional information	https://tiaspg.tecnia.in/aqar-2020-21/
Upload any additional information	View File

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

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

24

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The Resource mobilization policy document serves to identify the resources available for various programs for efficient management of funds and to widen the resource base for the attainment of the set goals. The document outlines the procedures for efficient utilization of generated funds. The Board of Governor monitors the optimal utilization of the funds for the smooth functioning of the institution in consultation with the Finance Committee. The Board of Governors in consultation with the finance committee is responsible for the management of funds thereby ensuring transparency in the process. The income and expenditure of the college is in accordance with the annual budget. The Internal Auditor is appointed by the Finance Committee who does the verification of Receipts and Payment accounts. External Auditors are appointed by the Board of Governors, the highest administrative body of the Institute. They prepare, finalise and give their opinion on the true and fair view of the balance sheet of the Institute. A Finance Committee is in place to manage the funds. The funds are taken care of by the Planning forum. The management provides financial supports to seminars/workshops/expert talks/Association activities/Faculty Development programmes

File Description	Documents
Paste link for additional information	https://tiaspg.tecnia.in/aqar-2020-21/
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The institute has established Internal Quality Assurance Cell (IQAC) which operates with an objective of overall quality enhancement. IQAC emphasizes quality implementation in all aspects of academic and administrative initiatives.

- The IQAC conducted various workshops on implementing the Outcome Based Education
- The IQAC conducted various FDPs to train and acquaint the faculty members on online mode of teaching during Covid pandemic
- The IQAC with the support of the departments has developed a very unique Mentor-Mentee System with major emphasis on personal counseling
- The IQAC in coordination with the departments regularly takes feedback from various stakeholders regarding curriculum and its delivery and proper analysis and action is taken to enhance the quality of teaching-learning process
- The IQAC has developed a system in which the teaching – learning process is student centric and major emphasis is given on experiential learning , problem solve methodologies and participative learning
- The IQAC regularly conducts workshops on various quality parameters and latest developments
- The IQAC created an environment for developing the e-content. The practice has empowered the learning and teaching process from two directions. The faculty members are better prepared about their teaching techniques.

File Description	Documents
Paste link for additional information	https://tiaspg.tecnia.in/iqac/
Upload any additional information	View File

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

Few of the initiatives taken by IQAC for qualitative improvement in teaching learning process and structures and methodologies can be summed up as follows:

1. Ensuring Continuous Academic Excellence: IQAC has taken the initiative to implement the Outcome Based Education across

various departments. IQAC has also made efforts to successfully implement CBCS as per the affiliating university norms. For maintaining academic excellence, IQAC has always made efforts for taking feedback on course curriculum and delivery from its all stakeholders such as Students, Faculty, Alumni, Employers and Parents. Through the feedback received from its all stakeholders on course curriculum, delivery, assessment, other academic activities etc proper analysis is done and action is initiated. Some of the other practices adopted by IQAC for quality improvements can be summed up as follows: Identifying slow learners and arranging remedial classes for them. Informal counseling of students having poor academic record by the Student Counselor/ HoDs/ Dean Mentor and faculty members teaching them. Encouraging students to undertake SWAYAM courses. Inviting external experts and persons from industry for additional study sessions. To arrange the Academic and Administrative Audit regularly.

File Description	Documents
Paste link for additional information	https://tiaspg.tecnia.in/aqar-2020-21/
Upload any additional information	View File

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

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender equality is one of the key challenges facing society today. The institute conducts regular gender equity promotion programs. Guest speakers from prominent field are invited to speak on the given topic which highlights the importance and contribution of women in the society. The gender equity promotion programs organized by the institution are given below: TIAS has a strong ethical work culture that is based on inclusivity. It observes highest ethical standards in all its activities. Equal opportunities are provided to all individuals irrespective of gender, race, caste, color, creed, language, religion, political or other opinion, national or social origin, property, birth or other status. Its unique work culture, healthy traditions and ethos have led to enrolment of 39% women students and 62% women staff. Safety, security and well-being, along with gender equity and friendly working atmosphere are the issues of prime concern to TIAS.

File Description	Documents
Annual gender sensitization action plan	https://tiaspg.tecnia.in/aqar-2020-21/
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://tiaspg.tecnia.in/aqar-2020-21/

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Institute focus on reduce, reuse and recycle for management of degradable/non-degradable waste. Institute has different dustbins to segregate the different waste like DEGRADABLE AND NON-DEGRADABLE. Admin collects everyday waste in separate bins for disposable to MCD authorized collection contractor which notes down the weight of the waste and help in minimization of waste. Degradable waste is converted into manure through compost. Eco Club organizes Awareness campaign on "E-Waste", Essay Competition on "Elimination of Single Use of Plastic" for implementation of these techniques, stressed to avoid plastics. Solid waste mgt. different bins placed, ensures waste segregated at source helps in recycling of components at minimum cost. Techniques of disposing solid waste at the site of generation and garbage disposed with proper procedure. Liquid Waste Mgt.: waste water from terrace is recharge into RWH, RO water is discharged back in vertical green garden, sapling for irrigation; E-Waste mgt. is optimized through reassembling, modification by in-house up-gradation, this endeavor ensures no discarded computers/printers are lying idle. Chips/MB/CDs/cartridges/equipment as TV/Photocopier repaired; leftover e-waste being disposed-off as per Govt. Policy; there is no system of Waste recycling in the college. However, there is RWH. No biomedical waste/Hazardous chemical and radioactive waste effluent is in institute.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the	A. Any 4 or all of the above

following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	[View File](#)
Certification by the auditing agency	[View File](#)
Certificates of the awards received	[View File](#)
Any other relevant information	[View File](#)

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

`A. Any 4 or all of the above`

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Policy documents and information brochures on the support to be provided	[View File](#)
Details of the Software procured for providing the assistance	[View File](#)
Any other relevant information	[View File](#)

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

Tecnia Institute of Advanced Studies is always providing platform by organizing various events and fests for the students of TIAS and outside TIAS to showcase their talent in order to promote their culture, . Varchasva is the main media fest of TIAS which is organized under EBSB Club to help the students to promote cultural programme like dance, music, play, painting, rangoli, linguistic activities like creative writing, communal harmony, socioeconomic activities like debate, etc. Varchasva is organized with online reach of 9000 plus along with the participation of 65 other colleges. This fest is not restriction to IP university. But it has huge reach in other university.. Various other cultural exchange programs are organized under EBSB Club to promote Sikkim culture which is our pairing state. The UHV cell also contribute significantly for inclusive situatedness by developing tollarane and harmony among the staff and studentsand brings in the unique Indian culture i.e. unity in diversity. These events and activities help students to gain confidence and enhance their skills. This helps the students to recreate their self and learn to participate in the various PDPs and help students to achieve theirgoals to grow in cultural terms.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

Education is necessarily a process of transmitting and nurturing values among the learners and equips them to lead satisfying and accomplished life. Institute has embedded the academic, cultural, professional and ecological values since its inception.

Some special features of institute's value inculcation programmes are as follows:

Impactful first assembly: The academic day starts with the Thought of the Day, Business Confabulation in first assembly. Inspiring thought of the day is shared by the students with direct or indirect message for peace, compassion, harmony, patriotism and good conduct. For nurturing personal wellbeing and

wholesome development of student's personality, Yoga sessions are organized by institute and also business confabulation to create awareness about the domain specific contemporary developments (invention, discoveries, innovation) taking place.

Value Education through Curriculum: Most of programs have included Universal Human Values i.e. peace, human values, value education, environment education, yoga, health and personality as part of their curriculum and co-curriculum with a view to improve the personality of learners and inculcate cherished values of present time. For wider exposure and deep insight in human values, deliberations of experts in form of guest lecture series, panel discussions, symposia & seminars and national and international conferences are organized.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://tiaspg.tecnia.in/aqar-2020-21/
Any other relevant information	https://tiaspg.tecnia.in/aqar-2020-21/

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

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

The institute celebrates International and National days/weeks as follows National Youth Day 12th January, Republic Day 26th January, Martyr Day 30th January, International Women Day 8th March, World Health Day 7th April, Anti-Terrorism Day 21st May, World No Tobacco Day 31st May, World Environment Day 5th June, World Population Day 11th July, Independence Day 15th August, Sadbhavana Day 20th August, International Literacy Day 8th September, International Peace Day 15th September, NSS Day 24th September, National Blood Donation Day 1st October, Communal Harmony Day 2nd October, National Integration Day 19th November, World AIDS Day 1st December, World Human Rights Day 10th December; and Weeks such as National Youth Week 12-19 January, Van Mahotsava Week 1-7 July, International Literacy week 8-14 July, Quami Ekta Week 19-25 November; National festivals and other commemorative events i.e. 75th years of India's Independence etc. are celebrated every year.

National Science Day: National Science Day is celebrated with great enthusiasm on 28th of February in order to commemorate the invention of the Raman Effect in India by the Indian physicist, Sir Chandrasekhara Venkata Raman.

UN International Yoga Day:institute celebrates International Yoga Day annually on 21 June since 2015. Yoga is a physical, mental and spiritual practice.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Title of the Best Practice 1: Teaching and learning amid Covid-19 challenges via video conferencing.

Objectives of the practice:

- **To adapt quickly amid Covid-19 protocol on online teaching – learning methodology proficiently and efficiently.**
- **To make online academic delivery well organised, planned, and structured for the understanding of the learner.**
- **To adopt new technological tools in the field of online higher education.**

Title of the Best Practice 2: To counsel the students on Covid-19 protocol challenges and keeping them encourage and motivated to excel in their academics by winning over pandemic.

Objectives of the Practice:

- **Sensitization of the Covid-19 protocols.**
- **Challenges posed by the variance in the Covid-19 virus.**
- **Keep the students motivated under pressure of their parent's job loss or casualty in their family, if any.**
- **Keep the students motivated and encourage to handle technical/digital glitches during Covid-19.**
- **Augmentation of Mentor – Mentee system which deals with the issues coming out of Covid-19 or else.**
- **Fostering a culture of compassionate and mindful living.**
- **Adopting qualitative management strategies to bridge the academic and administrative gap of the students for better performance.**
- **To provide personal counselling to students on all issues**

of their concern.

File Description	Documents
Best practices in the Institutional website	https://tiaspg.tecnia.in/aqar-2020-21/
Any other relevant information	https://tiaspg.tecnia.in/aqar-2020-21/

7.3 - Institutional Distinctiveness

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

Participative Management – Participative management, otherwise known as participative decision making, encourages the involvement of stakeholders at all levels of an institution in the analysis of problems, development of strategies, and implementation of solutions. They are invited to share in the decision-making process of the firm by participating in activities such as setting goals, determining work schedules, and making suggestions. The other forms of participative management include increasing the responsibility of employees; forming self-management teams, quality circles, or quality-of-work-life; and soliciting survey feedback.

Tecnia Institute of Advanced Studies always encourages the involvement of stakeholders in which primarily the students and faculties works with the management for enhancing the quality standards at all levels. The institution adopts few practices which made the stakeholders satisfy and it led to create a healthy environment for solutions of the problems emerged at different point of time.

1. Information sharing, which is concerned with keeping faculties informed about the status of the institution.
2. Training, which involves raising the skill levels of faculties and offering development opportunities that allow them to apply new skills to make effective decisions regarding the institution.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. To enrich the curriculum by inviting resource person from industry and academia.

2. To Promote Digital library through more E-Books.

3. To encourage more Faculty members for publishing their research in form of Patents.

4. To encourage more Faculty members for enrolment in SWAYAM, MOOCS, NPTEL online courses

5. To promote the events in Eco Club, NSS, Fit India Youth club and Ek Bharat Shrestha Bharat Club.

6. To sensitize the students for socially conscientious attitude

7. To encourage Faculty members for enrolment in UHV Refresher Workshop Part – I & II

8. To Propagatethe Institution's Innovation Council(IIC) Activities.

9. To ensure the continuity of classes on digital platform.

10. Coordination for AQAR with respective departments.