



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		INSTITUTE FOR EXCELLENCE IN HIGHER EDUCATION BHOPAL M.P.
• Name of the Head of the institution		Dr. Pragyesh Kumar Agarwal
• Designation		Director (in-charge)
• Does the institution function from its own campus?		Yes
• Phone No. of the Principal		07552492492
• Alternate phone No.		9425602142
• Mobile No. (Principal)		9926320428
• Registered e-mail ID (Principal)		iehebhopal@mp.gov.in
• Address		WALMI Hills, Kaliyasot Dam, Kolar Road, Post Box No. 588, Post Office: Ravishankar Nagar
• City/Town		Bhopal
• State/UT		Madhya Pradesh
• Pin Code		462016
2.Institutional status		
• Autonomous Status (Provide the date of conferment of Autonomy)		06/03/1997
• Type of Institution		Co-education
• Location		Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the IQAC Co-ordinator/Director	Dr. Anuj Hundet				
• Phone No.	07552571298				
• Mobile No:	9425010635				
• IQAC e-mail ID	iehe.iqac2020@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.iehe.ac.in/IQAC/IQAC_Report.aspx				
4.Was the Academic Calendar prepared for that year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.iehe.ac.in/PDF/Prospectus/Prospectus2021.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	86.75	2004	03/05/2004	02/05/2011
Cycle 2	A	3.12	2011	08/01/2011	07/01/2016
Cycle 3	A	3.10	2016	08/01/2016	15/09/2021
6.Date of Establishment of IQAC			11/03/2005		
7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?					
Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount	
Nil	nil	nil	Nil	nil	
8.Provide details regarding the composition of the IQAC:					
• Upload the latest notification regarding the composition of the IQAC by the HEI			View File		

9.No. of IQAC meetings held during the year	1	
Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?	No	
If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Did IQAC receive funding from any funding agency to support its activities during the year?	No	
If yes, mention the amount		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
Faculty Development Programme on 'E-Content Development' & E-Content Developed and uploaded on you-tube. Enabled Faculty on Digital Modes of Teaching. Online Examination module was implemented; Online Attendance Monitoring module was developed (inhouse) and implemented on the portal. Various national and International level Webinars were organized. Online facilities have been increased in the Library section.		
12.Plan of action chalked out by IQAC at 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	
To implement the suggestions made in the academic audit report by internal audit team and recommendations made by the NAAC Re- accreditation committee during the third cycle of NAAC.	Due to COVID-19 most of the time there was a lockdown & Institute's campus was closed. Emphasis on online teaching-learning was enhanced.	
Landscaping work will be done at various places in the institute.	Due to COVID-19 most of the time there was a lockdown & Institute's campus was closed. Hence it was difficult to maintain the greenery.	
Kitchen gardens will be developed in the vicinity of the	Due to COVID-19 most of the time there was a lockdown &	

Hostels	Institute's hostels were closed.
To implement the recommendations made by audit team which conducted Green Audit and Energy audit, carried by the institution.	Due to COVID-19 most of the time there was a lockdown & Institute's campus was closed.
Enhance the resources required for use of technology to provide online course contents, video lectures, etc.	Microsoft Teams was successfully implemented on the portal and Teaching-Learning was smoothly completed.
Use of renewable energy sources in the institution will be extended.	Due to COVID-19 most of the time there was a lockdown & Institute's campus was closed.
To prepare e-contents for various subjects at PG level by the faculty members and other subject experts.	E-Content for PG Classes of Science were developed by various subject experts and uploaded on you-tube.
Digitalization of research papers published by faculty and of papers presented during the conferences and seminars hosted by the institute.	Due to COVID-19 most of the time there was a lockdown & Institute's campus was closed. Instead of Seminars, Webinars were organized.
To encourage students to use e-content available on e-Pathshala, SWAYAM (NPTEL/CEC/IGNOU, etc.) and e-contents available on Self placed Learning portal, like - vlab.co.in, E-Kalpa, Oscar, Spoken Tutorial, Swayamprabha, Edx etc.	Faculty members of the Institute were oriented to encourage students to use e-content available on various digital platform of MHRD. Students of Science faculties performed experiments on vlab.co.in.
To enter MOU's with corporates and industry associations to promote academia-industry linkages, to enabled placement, internship, training, etc.	After reopening the Institute in the period Oct-21 to Dec-21
To foster and strengthen relationship of alumni with the institute, a registered alumni association will be formed.	Registration of Alumni Association under progress.

Organizations of more seminars / webinars / workshops on use of ICT in quality teaching-learning and research methodology for quality research work. To encourage faculty to undertake consultancy assignments.	Faculty Development Program (FDP) and Webinars were organized. Due to lockdown Consultancy work could not take place.
To organize workshop for students on skill development programme.	Due to COVID-19 most of the time there was a lockdown & Institute's campus was closed.
To organize awareness programme on entrepreneurship for students.	Due to COVID-19 most of the time there was a lockdown & Institute's campus was closed.
Online feedback system for students and other stakeholders.	Students feedback was received in online mode by a 3211 students.
To conduct co-curricular activities for holistic development of students.	Due to COVID-19 most of the time there was a lockdown & Institute's campus was closed. Although, total 21 online co-curricular activities were performed under the scheme of
Every department will organize career guidance related activities every month.	Due to COVID-19 most of the time there was a lockdown & Institute's campus was closed.
To organize extension activities for the benefit of the society and to create awareness on various social issues.	Various extension activities were organized by NSS and NCC units of the Institute.
13. Was the AQAR placed before the statutory body?	No
Name of the statutory body	
Name of the statutory body	Date of meeting(s)
Nil	Nil
14. Was the institutional data submitted to AISHE ?	Yes

- Year

Year	Date of Submission
15/01/2022	15/01/2022

Extended Profile

1.Programme

1.1

48

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1

3500

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2

1213

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3

1500

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded

3.Academic

3.1	455
Number of courses in all programmes during the year:	
File Description	Documents
Institutional Data in Prescribed Format	View File
3.2	146
Number of full-time teachers during the year:	
File Description	Documents
Institutional Data in Prescribed Format	View File
3.3	70
Number of sanctioned posts for the year:	
4.Institution	
4.1	1438
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	54
Total number of Classrooms and Seminar halls	
4.3	225
Total number of computers on campus for academic purposes	
4.4	36603905
Total expenditure, excluding salary, during the year (INR in Lakhs):	
Part B	
CURRICULAR ASPECTS	
1.1 - Curriculum Design and Development	
1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.	

Session 2020-2021: Institute offers UG & PG programmes in three faculties (Arts, Commerce & Science). At UG level there are 9 programmes in Arts, 2 in Commerce & 8 in Science stream. At PG level there are 6 programmes in Arts, 1 in Commerce & 4 in Science. The students are imparted a holistic subject knowledge to make the students corporate ready. A variety of subjects are offered to students, each programme have its own unique outcomes. Each department have uploaded the POs and COs of the programme offered.

Session 2021-2022: Under the National Education Policy (NEP), the Institute offers at UG level 9 programmes in Arts, 1 in Commerce & 8 in Science stream. PG courses remain the same. Each department have uploaded the POs and COs of the programme offered.

File Description	Documents
Upload additional information, if any	No File Uploaded
Link for additional information	https://iehe.ac.in/PageContent.aspx?ID=En&PID=oxm+AGYZZq4sV/qu66wE+qsE9lm42WzeWPDrb46qvJ8=

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

18

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	No File Uploaded
Any additional information	View File

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

109

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	No File Uploaded
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

18

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

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

18

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The diverse curriculum at the Institute for Excellence in Higher Education is geared towards promoting values of humanity. For

professional ethics development, we routinely organise integrated sessions with domain experts, NGOs, social work groups and international organisations. IEHE left no stone unturned in serving it's part during the pandemic in ameliorating socio-economic difficulties. Students from the NSS and NCC organised themselves into a support group for blood donation, for emergency use by Covid patients. The social work department also pitched in by providing platelets, arranging blankets and medical aid during the second wave. This initiative not only helped professionally upgrade their skills in social work but also provide humanitarian relief to the sufferers. In the field of sustainability, IEHE maintains a zero plastic bag tolerance policy. The campus has been declared a tobacco free zone for its multiple societal benefits. Tree plantation activities are routinely organised. Health camps were also organised by the NSS and Rotract club organised blood donation camps and distributed clothes and food to the needy. The staff members also purchased oxygen concentrators for a district hospital in Hoshangabad.

<https://www.iehe.ac.in/Slider/Gallery.aspx>

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	No File Uploaded
Any additional information	No File Uploaded

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

49

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

18

File Description	Documents
List of students enrolled	View File
Any additional information	No File Uploaded

1.3.4 - Number of students undertaking field work/projects/ internships / student projects**436**

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.iehe.ac.in/Exam/Report/STDFeedbackReport.aspx
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - The feedback system of the Institution comprises the following

C. Feedback collected and analysed

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.iehe.ac.in/Exam/Report/STDFeedbackReport.aspx
Any additional information	No File Uploaded

TEACHING-LEARNING AND EVALUATION**2.1 - Student Enrollment and Profile****2.1.1 - Enrolment of Students****2.1.1.1 - Number of students admitted (year-wise) during the year****1385**

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

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)**1385**

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

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

For slow learners in every semester remedial classes are conducted for honors, subsidiary, major and minor subjects. Subject experts deliver lectures with the help of various teaching aids to make the topic easier and interesting for them. They also take tests, conducted quiz and have group discussion to make better understanding of various topics. It is observed that slow learner do improve their percentage after attending these classes.

For advance learner in PG 4th semester six months dissertation is

offered in some programmes. These learners complete their dissertation in various reputed colleges/institute of India (IIT ,CSIR,RRCAT,CPRI etc.) After submission of dissertation viva voce is conducted in parent institute.

Institute have research centers in Chemistry, Physics, Biotech, Commerce, Political Science, English and Maths. For competitive exams institute run various courses through vocational cell. With collaboration of IIT Chennai institute has established a local chapter for NPTEL courses since September 2017. National International webinars and workshops are organized by various departments. Institute have MOUS with university/ institute/colleges for training, internship and project work of students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.iehe.ac.in/Admission/Remedial/RCDashboard.aspx

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/07/2020	3500	146

File Description	Documents
Upload 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:

In an elite institute our focus has always been to go beyond the prescribed syllabus. To facilitate higher order learning and to encourage the Learning of a wider range of subject content. Several Subjects largely with a practical component attached to theoretical concepts make very good use of various student centric methods. For Eg. the psychology department runs a course in positive psychology to enhance the positive outlook of students of that subject. Several

other subjects such as foods and nutrition, forensic science, biotechnology, chemistry and physics also incorporate learning through hands-on experience. Additionally, the students are encouraged to go for training and do internships at various government and non government organisations. This gives a clear idea of the career that they wish to opt for. Several problem solving methodology such as tutorials, webinars, workshops, seminars and guest lectures allow the students to not just develop skills in organising events but also give an opportunity to them to clarify several doubts related to their subject as well as their careers.

File Description	Documents
Upload any additional information	View File
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Institute has smart class rooms with ICT facilities. Institute hired Microsoft team for online classes, during pandemic for more than one year. Teachers were trained for conducting online classes sharing videos, preparing PPT and for use of different ICT. Online test quiz group discussions were also conducted.

Practical exam, theory exam and valuation of answer books were efficiently done by the teachers. CCE marks, attendance, assignment marks, etc are loaded on portal well in time by teachers.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://www.iehe.ac.in/OnlineExam/
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

146

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	No File Uploaded

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Preparation and Adherence to Academic Calendar and Teaching plans by the Institution

Preparation and Adherence of Academic Calendar: The institution prepares an academic calendar every year in advance. It showcases different activities undertaken by the Institute such as academic fest of different departments, annual function; sports and cultural, examination dates, teaching schedule, preparation leave for students, date of result, vacation and semester break, etc. Thereafter, the Director and senior colleagues prepare a time table balancing the available working days and curriculum of subjects. Thus the academic calendar ensures an effective delivery of academic and other pursuits in the prescribed range of working days.

Preparation and Adherence of Teaching Plan: The faculties prepare a teaching plan for their respective subjects. The same is explained at the beginning of session by the Head of Department to the students through an orientation programme. The Director and HODs check the progress of each course regularly to ensure timely and effective completion of course in a given time frame fulfilling the aims of the Institute.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

146

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

127

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	No File Uploaded

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

146

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms

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

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year**15**

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

In the adverse circumstances of Covid-19, a cloud-based online examination management system has been adopted and implemented by the examination cell. Through this EMS not only online examination was conducted smoothly but online evaluation of answer sheets and submission of marks was possible. It was helpful in declaring results within the time limit. To integrate the blended mode of evaluation and look to a large number of enrolments in the foundation course, online multiple choice-based examinations have been conducted and it enabled to get responses in real-time. As a healthy practice and maintaining the traditions of the cell, the answer key of MCQs was published and considered the queries, if any raised by students. Mandatory GK test was also conducted online using an online platform developed by the IT cell of the institute. In spite of that, other tasks like generating roll numbers, profile up-dating and providing identity cum library card with bar code were also taken care of by the cell. Including information about the semester examinations like results, admit cards, merit lists, many other services have also been managed and rendered online within time span. Syllabus of various subjects approved by the BoS and AC has uploaded on the portal by the cell and made available to all the stakeholders. Internal assessment marks and monthly attendance of the students throughout the semester made available on portal by concern faculty members has managed by cell through the HoDs by mapping the faculties. The progress of students can easily access by students and parents as well through login on the portal. Examination cell also ensure timely compliance of academic calendar and furnish related activities accordingly.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://www.iehe.ac.in/Exam.aspx

2.6 - Student Performance and Learning Outcomes

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

We in the Institute provide Programme Outcomes and Course Outcomes for all Programmes offered by the institution through our portal and it is displayed on the website for all the relevant stakeholders.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	No File Uploaded
Upload any additional information	No File Uploaded
Link for additional Information	https://iehe.ac.in/PageContent.aspx?ID=En&PID=oxm+AGYZZq4sV/qu66wE+qsE9lm42WzeWPDrb46qvJ8=

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

This the first year of starting this practice in our institute and hence still we are in process to evaluate it.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://iehe.ac.in/PageContent.aspx?ID=En&PID=oxm+AGYZZq4sV/qu66wE+qsE9lm42WzeWPDrb46qvJ8=

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

1190

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://iehe.ac.in/Exam/Pages/LastYearStrength.aspx

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://www.iehe.ac.in/Exam/Report/STDFeedBackReport.aspx>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

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

Institute for Excellence in Higher Education has an excellent framework for promoting research. Among the faculties of the Institute 127 out of 146 are Doctorate degree holders and among them 44 are recognized as research guides in the 07 research departments under the aegis of Barkatullah University, Bhopal. 27 research scholars of the institute have submitted their thesis in the current session. 91 research scholars are pursuing their Ph.D degree at present while 16 scholars have received their Doctorate degree in the current session .

The Department of Economics, English, Political Science, Commerce, Mathematics, Physics and Chemistry are approved Research Centres. Faculty members from the Department of Sociology, Geography, History, Psychology and Bio technology are also providing guidance oriented to research under Barkatullah University Bhopal.

The Research Council of the institute under the guidance of Convener promotes research activities. The representatives of the research scholars are members of the Research Council. The Council encourages the faculties to apply for research projects. It helps the faculty members to update themselves with latest skills through training

programmes incorporation with other departments.

The Institute has received Rs. 20 lakhs from autonomy grant of UGC for promotion of research and other purpose. The Research Council identifies potential researchers and distributes grant as per the policy and procedures.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://www.iehe.ac.in/Portal/Research/ResearchCenter.aspx
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

NIL

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	No File Uploaded
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

00

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	No File Uploaded
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

NIL

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	No File Uploaded
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	No File Uploaded

3.2.3 - Number of teachers recognised as research guides

44

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	No File Uploaded

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

00

File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

Institute for Excellence in Higher Education has created an ecosystem for innovations and other initiatives for Research Activities.

The institution has created an ecosystem for innovation and other initiatives for creation and other initiatives for research activities. The faculty members are empowered to take up research activities utilizing the existing facilities. The Institute has a Research and Development Cell to monitor and address the issues related to research with support of other faculty members.

Functions of the Research Development Cell:

- To create research culture among faculty members and students.
- Motivating to undertake minor and major research projects from various funding agencies.
- Institute receives autonomy grant from UGC and part of it is used for research activities of different departments and the cell assists in this regard.

Publication of Yuyuts:

Institute publishes its own in-house ISSN journal Yuyuts to motivate the researchers not only of the institute but the researchers across the India, since 2015. Apart from this the department of mathematics publishes an annual International online mathematical research general INSPIRE since 2016.

Dissertation/Thesis Writing as a part of Curriculum

Most of the departments of the institute is having dissertation writing as a part of its syllabus and curriculum particularly for post graduate students to inculcate aptitude required for the research and research paper/thesis/report writing

Motivation to organize more number of seminars, conferences and workshops.

Institute motivates its teaching staff/HODs to organise webinar, seminar, workshops, conferences etc. Institute is having one big hall equipped with multimedia facility for organising smaller research events. On few occasions when the number of participants increases then we organise such events in the neighboring MPPURC auditorium, as there is an understanding and collaboration between us and the MPPURC

Entrepreneurship Cell:

This cell is headed by Training and Placement. It helps student community to conduct research work and survey for identifying entrepreneurial opportunities (particularly in S&T areas and Service sector). Functions:

- We invite eminent personalities from small and large industries and organize seminars and workshops with them.
- We visit nearby villages and promote entrepreneurial education to the backward students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.iehe.ac.in/Exam/Placement/PlacementDashboard.aspx

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

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	No File Uploaded
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

C. Any 2 of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year**3.4.2.1 - Number of PhD students registered during the year**

91

File Description	Documents
URL to the research page on HEI website	https://www.iehe.ac.in/Portal/Research/ResearchCenter.aspx
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	No File Uploaded

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year**04**

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

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year**24**

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

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed**3.4.5.1 - Total number of Citations in Scopus during the year****00**

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	No File Uploaded

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University**3.4.6.1 - h-index of Scopus during the year****00**

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

00

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

In a world that is increasingly getting focused on individual development, IEHE focuses on developing sensitivity towards the underprivileged and deprived sections of society. This is done through numerous activities undertaken within the campus and outside. For pursuing several such socially sensitive causes, there are numerous clubs within the institute which organise activities with subject matter related to humanitarian approach on a periodical basis. A special mention should be made of National Programs like NCC, NSS which specifically focus on several social activities.

Activities such as tree plantation, cleanliness drive and blood donation camps are organised by these organisations

which help in development of ecological and humanitarian aspects of the students while they are pursuing their

graduation and post graduation degrees. Also, events which are conducted at University level such as plays in the youth festival, Nukkad Natak (Street Plays), Patriotic Songs etc. are encouraged for the holistic development of the students.

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

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

4

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in

collaboration with industry, community and NGOs)**13**

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year**817**

File Description	Documents
Reports of the events	View File
Any additional information	No File Uploaded

3.7 - Collaboration**3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work****436**

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)**06**

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

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 equipments, etc.

The Institute has adequate infrastructure facilities such as

1/ Class Rooms 54

2/ Smart Class rooms 17

3/Seminar halls 03

4/Conference hall 01

5/ laboratories in the departments of Physics, Electronics, Chemistry, Food Science, Forensic Science, Biotechnology, Computer Science, Geography, Language Lab, Psychology lab and Fashion Designing

6/ Cricket Ground

7/Volleyball court, basket ball Court

8/Gymnasium and indoor games facilities

7/Library

8/Boys hostel

9/Girls hostel

10/Girls Common room

11/NCC Office

12/Psychological Cell

13/ Vocational Cell

14/ ITCell

15/Examination Cell

16/Placement Cell

17/NSS Offices**18/Canteen****19/Stationary Shop****20/Vehicle Parking**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.iehe.ac.in/PDF/Infra/Infrastructure.pdf

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

The Institute has adequate facilities which are efficiently augmented for conducting curricular, co-curricular and extra-curricular activities.

Sports- IEHE provides for both indoor and outdoor sports facilities with a well equipped sports complex on campus. Students are trained under the guidance of a qualified sports officer.

The playground in the Institute is used for inter-collegiate, inter-university and inter-district level competitions.

Games (Indoor) - The sports complex of IEHE is used for indoor activities like Badminton, Table-Tennis, Chess, Carrom, Weight-Lifting, etc.

Games (Outdoor) - multipurpose ground in the premises is used for outdoor activities like Basketball, Volleyball, Football, Cricket, Kho-Kho, Kabaddi, Handball, Athletics

The Institute does not have a Yoga Centre but International Yoga Day is celebrated every year and Yoga awareness programmes are conducted for faculty and students by Yoga trainers.

Cultural- The Institute believes in a wholesome development of students and hence encourages them to participate in extra-

curricular activities cultivate leadership skill and team spirit. Every year IEHE conducts cultural programme 'Tarang' on this line. There are events undertaken in the academic block for celebration of Independence Day, Republic Day, etc.

NSS camps and other activities are carried out regularly with funds and infrastructure being provided by the Institute.

File Description	Documents
Geotagged pictures	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.iehe.ac.in/PDF/Infra/Infrastructure.pdf

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

17

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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

36603905

File Description	Documents
Upload audited utilization statements	No File Uploaded
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

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

Library services were fully automated in the year of 2008 with Soul 2.0 Integrated Library Management System and Web OPAC (2011) and augmented with Barcode technology.

Name of the ILMS : Soul 2.0, Web OPAC

Version : Network version

Year of automation : 2006

Nature of Automation: Fully Automated

The IEHE library operates in a double storey building and is situated in the midst of the institute. It has Wi-Fi facility and seating capacity of 300 users along with well equipped reading halls. It functions from 09 am to 05.30pm on working days.

The library uses Integrated Library Management Software SOUL 2.0 (Software for University Libraries) of INFLIBNET for various activities of the Library. Books are classified according to Dewey decimal classification. OPAC (Online public access catalogue) is used to browse books. Issue of Library use Permit to Ex-students and visitors from outside is also done.

An orientation is undertaken at the beginning of the year to introduce library facilities and services. Apart from printed books library has access to e-resources of n list of e -shodhsindhu consortium of INFLIBNET. New books are kept displayed for two weeks in the library. Hostellers are also issued books under Evening Book Issue policy. It provides reprographic service too. For security 16 closed circuit cameras have been installed. Fire safety units are also available. An Access control e- attendance system (e-SSL Time track lite) was bought in October 2017 and is placed at the entrance of the library to track the attendance of members. A Book Exhibition is organised by inviting locally approved vendors/distributors and publishers encouraging reading among students and faculty.

The Library Advisory Committee ensures regular compilation of feedback from students and teachers and incorporates them in future. It seeks up-gradation by shifting outdated texts to old books' section. 'Best Library User Award' to students making optimum use of the library and answer sheets of papers with highest scores is displayed as best conventions of Library.

Remote access: Web OPAC <http://117.217.123.132/>

Library has a web portal to provide all digital and electronic resources on one platform <http://117.217.123.132:8001/cgi-bin/koha/opac-main.pl>

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://117.217.123.132:8001/cgi-bin/koha/opac-main.pl

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	No File Uploaded

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

407052

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

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

students 150

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

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

INFRASTRUCTURAL FACILITIES:

- The Institute has a Central Computer Laboratory comprising of 60 computers with internet facility.
- Optical Fiber Cable (OFC) network provides the internet and intranet services to the various offices for academic and administrative pursuits.
- A CCTV Network of 44 cameras for surveillance of the campus and corridors covering most of the buildings.
- Limited Wi-Fi facility is available with a Joint Venture with the JIO Telecommunications.

FACILITIES/ACTIVITIES ON PORTAL

- Webpage designed for IQAC Cell where HoD of different department can update information regarding their departments which can be taken up by the Convenor of IQAC Cell for compilation of the report.
- Developed Webpage for Online Survey/Test /Feedback, Remedial class, MMVY scholarship. It also provides technical support to run Local Chapter of SWAYAM – NPTEL.
- Fee collection facility through SBI payment Gateway.
- Online Research Information Repository System and developed a Webpage for Media coverage.
- Designed layout for online examination along with online CCE (Continuous Comprehensive Evaluation) Marks feeding facility.

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

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3500	191

File Description	Documents
Upload any additional information	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus**A. 250 Mbps**

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing**C. Any two of the above**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	No File Uploaded

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)****1850000**

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

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

Students who have applied for various courses in IEHE have access to the Institute's prospectus which gives an insight to the numerous academic programs, infrastructure and facilities offered here. The academic year for each of the department starts with an academic plan depicting the facilities and programmes undertaken for the students. The effort is to create an interest in the department.

The infrastructure of the department includes classrooms which are spacious and airy with some having laboratories that are safe and well equipped. In addition, the Institute provides for a college library and departmental library. The students after seeking the permission of staff members can access books available in the departmental library. They also have access to questionnaire, manuals and study materials that are otherwise not available in the central library. The college also provides access to computers within its campus along with an option for getting relevant material photocopied at a nominal cost. An additional facility of language laboratory ensure that students from vernacular background are able to cope with English language. In the sprawling campus of IEHE, several sports facilities, both indoor and outdoor are made available to students for use under the able guidance of a sports officer.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.iehe.ac.in/PageContent.aspx?ID=En&PID=oxm+AGYZZq4sV/qu66wE+jFJ3NJKJVHRUGEnXXrPSRM=

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

1906

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

67

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

B. Any 3 of the above

File Description	Documents
Link to Institutional website	https://www.iehe.ac.in/Default.aspx
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

B. Any 3 of the above

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

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

20

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of outgoing students progressing to higher education

400

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year**5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year****54**

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year****4**

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The Institute has many administrative bodies such as General Council, Academic Council and Finance Committee where students' representation is not secured. Every Department in the Institute organizes Board of Studies where students, who had graduated, represent the concerns with the course structure. The idea is to

allow uninhibited honest feedback of the students. These suggestions help in restructuring of the syllabus. Along with these, final year students of undergraduate courses engage in informal discussions with the Faculties of the Departments and suggest changes, if any, in the ongoing syllabus in order to make the learning wholesome. These changes are incorporated in the formal discussions of the Board of Studies where faculties decide upon it.

The Institute does not have any elected or nominated student's council or body. However to ensure students' participation the Extra Co- Curricular Committee appoints few students, who showcase managerial and organizing skills in activities of Institute, as members for a year. They help in organizing various events and activities in an innovative manner under literary, cultural and sports segment.

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

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

20

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	No File Uploaded
Upload any additional information	View File

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

In charge Teacher of Alumni Association takes all the necessary to develop a linkage between the Institute and its alumni by creating its Network. The Association is providing a platform for meeting and interaction between distinguished Alumni and students of the Institute. During the period, following things have been undertaken by the office of Alumni Association

1. Association has created Web-Page on the IEHE portal as under

<https://www.iehe.ac.in/Alumni/AlumniHome.aspx>

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.iehe.ac.in/Alumni/AlumniHome.aspx

5.4.2 - Alumni's financial contribution during the year

File Description	Documents
Upload any additional information	No File Uploaded

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

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

In the year, due to the pandemic, the most important concern was to meet the needs of the students and employees more than anything. As we moved further into 2021, the Institute adopted a very flexible governance strategy in teaching and administration to support, motivate and empower the students in tune with the vision and mission of the institution. However following councils and committees played an instrumental role in doing the same. Link for these committees are as follows.

Mission, Vision and objective of the Institute

To accelerate excellence in higher education of global level.

The institute envisions to serve as a centre for excellence in higher education to empower students to achieve global competence with state-of-the-art approach and to enhance knowledge base through innovative and interactive approaches; nurture analytical activities by seminal strategies; improve research environment with cutting

edge technologies and latest infrastructure; facilitate mental, moral and physical development; imbibing cultural, ethical and social values in all the stake holders; increase soft skills and hands on experience for job viability options; create accessibility and equity to cater to aspiring learners from all layers of society.

To provide a model of excellence worth being followed by the institutions engaged in higher education. To nurture the innate talents of the students and to encourage originality and creativity in their approach towards learning. To enable the students to realize their potential through live-projects, presentations, seminars, co-curricular and extra-curricular activities. To create an awareness for social and environmental issues. Enhancing the academic excellence with potential strategies and cognitive approach. Improving equity and accessibility in attainment of higher education. Enhancing employability options and building career prospects. Imbibing cutting edge technologies to be at par with international standards Catering the needs of students for physical and mental health. Achieving excellence in examination through online system by providing quality technology assistance.

- General Council
- Academic Council
- Executive Committee
- UGC Governing Body
 - Link for above bodies
 - <https://www.iehe.ac.in/PageContent.aspx?ID=En&PID=oxm+AGYZZq4sV/qu66wE+mB2GkiJXzmZ+1mUFooTqS8=>
- Institutional Committee
 - <https://www.iehe.ac.in/PageContent.aspx?ID=En&PID=oxm+AGYZZq4sV/qu66wE+i2xxw0+SPCI5YXkGi0enC4=>
- IQAC Composition (Sl No. Of the list mentioned in following link)
 - <https://www.iehe.ac.in/IQAC/IQAC.aspx#composition>

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://www.iehe.ac.in/

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

Upload strategic plan and deployment documents on the website

Institution practices decentralization and participative management as its administrative and academic structure is designed in a manner to take decisions by participation. The Director is the administrative and academic Head, followed by Administrative Officer and Head of the Departments. The Director delegates all the academic and non-academic decisions based on policy to the different Committees headed by a Convener and supervised by the Director. These committees formulate a common working procedure and entrusts the implementation through departments. Moreover these committees have operational autonomy under the guidance of the various committees/clubs/associations and students are involved from various departments in the decision-taking process.

These committees can be classified in three level such as

1. Director Level:-

Such as Internal Quality Assurance Cell (IQAC), UGC Affairs Committee, Extension Activities, Establishment Committee, Prospectus Committee, etc.

2. Faculty level:-

Such as placement and career counselling cell, Discipline committee, Event Management committee, etc.

3. Students Level:-

Such as Rotary Club, NSS, NCC, Red Ribbon, Excel Essence- Magazine of the Institute, Cultural Club, Literary Club, etc.

For more detail pls click the following link

https://www.iehe.ac.in/PDF/News/2021/AcademicCommittees_2020_21.pdf

<https://www.iehe.ac.in/ieheClub.aspx?ID=En>

The organogram of institution

https://www.iehe.ac.in/Slider/FrontBottom/ORG_CHART.jpg

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	No File Uploaded
Paste link for additional Information	https://www.iehe.ac.in/PDF/News/2021/AcademicCommittees_2020_21.pdf https://www.iehe.ac.in/ieheClub.aspx?ID=En

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

Strategic plan

The institute has a perspective plan for development for the coming years. The institution takes effort in finding the key performance indicators for performance assessment and development. It addresses the issues from the stakeholder's view and takes steps to satisfy their requirements.

Perspective Plan for the development of college:

Teaching-learning

1. Development of more smart class rooms with modern facilities
2. Encouraging and implementing the ICT based teaching-learning processes in a better way
3. Implementation of CBCS in course curriculum in coherence with New Education Policy
4. Extensive use of online teaching - learning resources
5. More MoUs for faculty and student exchange programmes utilizing the Alumni potential

Strengthen industry-institute interaction

1. Invite industry experts as well as Alumni for motivating students and imparting real-life knowledge
2. Strengthen campus placement and training/internship facility

by making more industry connections

3. Motivate students and faculty to work on real projects in collaboration with industries.
4. MoU with industry for internship of students.
5. Inviting Alumni to allocate as well as monitor and evaluate Projects

Research & Development

1. Promoting a research ambiance in the Institute
2. Organize more conferences, seminars and workshops
3. Encourage participation in FDPs, short term courses, orientation programmes etc.
4. Motivate for publication in indexed research journals
5. MoUs with premier institutions and take up collaborative research projects through active participation of Alumni
6. Promote interdisciplinary research

Community engagement Plan:

1. Take-up more community service through NCC. NSS, Red Ribbon and Rotract Club units of IEHE
2. Tie-ups with voluntary organizations, NGOs etc.
3. Work towards community development of surrounding areas
4. Extending all possible support to government and local bodies towards community development.

To improve student support system and employability factor

1. Being well connected with students through a mentor-mentee system, where apart from faculties the Alumni role will be significantly utilized.
2. Conduct more employability enhancement programmes throughout the year for better job conversion ratio, where also Alumni participation will be sought for in a significant way.
3. Regular awareness programme for entrepreneurship and start-up as career objectives and to organize more Rozgar Melas .

MOU: See link for additional information

Minutes of the Governing Council and Executive Council are available in the Director's Office

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://www.iehe.ac.in/PageContent.aspx?ID=En&PID=oxm+AGYZZq4sV/qu66wE+ljiZIMpgeoAKf1CprC+0nc=
Upload any additional information	No File Uploaded

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

Organogram showing the working of different bodies of the Institute.
(https://www.iehe.ac.in/Slider/FrontBottom/ORG_chart.jpg)

Different bodies has been setup in the institute for smooth functioning of administrative and other activities. Touch the following link for details:

<https://www.iehe.ac.in/PageContent.aspx?ID=En&PID=oxm+AGYZZq4sV/qu66wE+mB2GkiJXzmZ+1mUFootqS8=>

File Description	Documents
Paste link to Organogram on the institution webpage	https://www.iehe.ac.in/Slider/FrontBottom/ORG_chart.jpg
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

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 interfaces	No File Uploaded
Details of implementation of e-governance in areas of operation	No File Uploaded
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The Institution has Effective Welfare Measures for Teaching and Non-Teaching Staff

Being an autonomous institution IEHE has been providing welfare benefits to teaching and Non teaching staffs such as:

Education

- Preference to children of teaching and non-teaching staff for admission
- Educational assistance to children of economically weak non-teaching staff
- Motivation to undertake NPTEL Courses among IEHE community

Career development

- Freedom to attend/organize national/international workshops/conferences along with financial assistance, if required.
- Computers, laboratories and designated room for research.
- Autonomy in academic matters
- Technical training to familiarize with Management Software System

Medical

- Frequent medical check up
- Maternity Benefits for women employees.
- Blood Donation Camps

Financial assistance

- Advance from GPF and PPF can be drawn
- Financial support for medical check up in emergency situation

Leave

Employees can avail Casual leave, Earned leave, Study leave, Duty Leave, Medical Leave, Paternity Leave and Full paid Maternity Leave, etc.

Financial Incentives

- Gratuity and pension for all the staff
- Encashment of Earned leaves at the end of service
- Timely disbursement of salary to the bank account of employee
- Jobs on compassionate grounds to family members of the non-teaching staff

Recreational

- Annual staff picnics, parties on the occasion of New Year, Holi Milan, Dipawali Milan and Farewell for retired staff are common features

Other Benefits

- Awareness programmes for Non-Teaching Staff
- Canteen facility at subsidized rates

Promotion of Teaching Staff

- The promotion of teaching faculty is based on API based PBAS system on the three designated levels
- Avenue for performance appraisal of faculty is ensured

Non-Teaching Staff

- The selection of a non-teaching staff to a particular grade (there are five grades) is based on his/her educational qualification and work experience

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

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year**0**

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

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year**9**

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	No File Uploaded
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)**56**

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

Internal Audit

The audit report for FY 2020-21 was received on 28th September 2021 for the two biennials audit report. The audit was done by Sanjay Srivastava and Co., Chartered Accountants. The summary highlighting critical issues of work done of audit are :

1. Designated accounts personal is required
2. Day books are suggested for prompt recording of financial transactions
3. User based access controls should be placed to ensure authority based access to the financial information.
4. Vouchers related to the Treasury and World Bank have been filed in a common bill file. it is advised to keep them separate.
5. The assets received directly from the World bank have been recorded in the stock register.

External Audit

The audit report for FY 2020-21 was received on 01/11/2021 for the audit report. The audit was done by Sanjay Srivastava and Co., Chartered Accountants. The summary highlighting critical issues of work done of audit are :

The key issues are as under

1. The books of accounts and other relevant books and papers and financial statements have been maintained annually which give a true and fair view of the state of the affairs of the Institution.
2. The Fixed Assets are stated at cost less accumulated depreciation
3. Depreciation is charged as per the Income Tax Act 1961. No depreciation is charged on building under construction
4. Fees received from the students has been bifurcated on the basis of daily fee collection records maintained by the accounts department
5. The financial statements of the current year are maintained on a cash basis.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)**200000**

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	No File Uploaded

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

All the heads of departments/committees/cells are requested to submit their requisite budget amount along with their justification to be spent by them to the Finance officer of the Institute in a pre-structured format. Henceforth Finance Officer puts this requisition to finance committee and after approval from the committee these recommendations are finalised by the Executive Committee followed by the distribution of budgets under recurring and non-recurring heads to the departments.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of

incremental improvements made during the preceding year with regard to quality (in case of the First Cycle):

Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles):

Describe two practices that have been institutionalized as a result of IQAC initiatives (within a maximum of 200 words).

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

The IQAC of the Institute initiated a number of activities for improving and maintaining the quality of education, identifying and suggesting new ways of using teaching aids, developing suitable infrastructure, and offering suggestions for the new courses and other activities.

IQAC is an effective and efficient internal coordinating and monitoring mechanism, having XXX numbers of members. The IQAC meets frequently to plan, direct, implement and evaluate the teaching, research, and publication activities in the institute, though it is less during pandemic period.

The cell conducts AAA and gets feedback from students and teacher and on the basis of analysis and the help from different committees (XXXX LINK) constituted by the director and tries to plan key areas such as :

1. Academic results
2. Student technical training
3. Student soft skills development
4. Placement support
5. Faculty development programs
6. Research and development
7. Interaction with industry
8. Signing MoUs

Moreover, the Institute developed several strategies to maintain and upgrade the quality of teaching learning practices and pedagogies.

- Taking meetings of Head of the departments and other stakeholders regarding strategies and planning to improve the overall quality of the institute.
- Feedback analysis received from Students and other stakeholders and informs the concerned authorities and departments about its outcome for improvement .
- Institute appreciates, encourages and provides support for quality improvement in teaching, research & administration.
- Documentation of the various programs /activities leading to quality improvement.
- Planning and Support effective implementation for Total Quality management, Curricula development, Teaching-Learning and evaluation, Research, Consultancy and Extension activities for all stakeholders.
- Preparation of Academic Audit as per the guidelines.

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

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of

incremental improvements made during the preceding year with regard to quality (in case of the First Cycle):

Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles):

Describe two practices that have been institutionalized as a result of IQAC initiatives (within a maximum of 200 words).

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

The IQAC of the Institute initiated a number of activities for improving and maintaining the quality of education, identifying and suggesting new ways of using teaching aids, developing suitable infrastructure, and offering suggestions for the new courses and other activities.

IQAC is an effective and efficient internal coordinating and monitoring mechanism, having 20 numbers of members. The IQAC meets frequently to plan, direct, implement and evaluate the teaching, research, and publication activities in the institute, though it is less during pandemic period.

The cell conducts AAA and gets feedback from students and teacher and on the basis of analysis and the help from different committees (<https://www.iehe.ac.in/PageContent.aspx?ID=En&PID=oxm+AGYZZq4sV/qu66wE+i2xxw0+SPCI5YXkGi0enC4=>) constituted by the director and tries to plan key areas such as :

1. Academic results
2. Student technical training
3. Student soft skills development
4. Placement support
5. Faculty development programs
6. Research and development
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Moreover, the Institute developed several strategies to maintain and upgrade the quality of teaching learning practices and pedagogies.

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- Feedback analysis received from Students and other stakeholders and informs the concerned authorities and departments about its outcome for improvement.
- Institute appreciates, encourages and provides support for quality improvement in teaching, research & administration.
- Documentation of the various programs /activities leading to quality improvement.
- Planning and Support effective implementation for Total

Quality management, Curricula development, Teaching-Learning and evaluation, Research, Consultancy and Extension activities for all stakeholders.

- **Preparation of Academic Audit as per the guidelines.**

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.iehe.ac.in/IQAC/IQAC.aspx

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

B. Any 3 of the above

File Description	Documents
Paste the web link of annual reports of the Institution	chrome-extension://efaidnbmnnnibpcajpcgclclef indmkaj/viewer.html?pdfurl=https%3A%2F%2Fwww.iehe.ac.in%2FPDF%2FNIRF%2FNIRF Overall 2022 .pdf&cLen=69128&chunk=true
Upload e-copies of accreditations and certification	No File Uploaded
Upload details of quality assurance initiatives of the institution	No File Uploaded
Upload any additional information	No File Uploaded

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

IEHE believes in gender equality and that educated girls are an asset not only for the Institute and family but also for the entire society and Institute makes effort towards gender sensitization. The sensitivity towards the girls students at this Institute is carried as follows:

1. The admission policy of IEHE clearly states that equal opportunity will be given to all candidates as per the guidelines of department of Higher education, M.P.
2. For the safety and security of girl's students and women staff, we have a women cell which is led by a senior female faculty member.
3. The institute has student's grievance and redressal cell, which deals with complaints of the students and taking abrupt and rigorous action.
4. The Institute has separate 120-seater girls and 100-seater boys' hostels.
5. In Girls hostel one sanitary pad dispenser machine is installed for the use of hostel
6. A senior Government doctor Dr. Hemlata Mandloi is appointed to look after the health and hygiene related issues for the Girls hostellers
7. Two well-furnished girl's common rooms are there with attached washroom facility and equipped with sanitary pad dispenser machine.

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

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

B. Any 3 of the above

File Description	Documents
Geotagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

Waste Management All efforts are made to manage the waste of the institute site under 3R's of waste management. Solid waste collection is done in dustbin, different colour dustbins are used for dry and wet waste, this waste is either handed over to municipal corporation or dumped & burnt. Bio degradable waste has been put in the compost pit in the institution. Some Solid waste is also incinerated. Some biological waste are auto claved and then buried into the soil by skilled and trained hands. Liquid waste are fed into the drainage pipe with full precautions. drainage system is taken care by the municipal Corporation. The Efforts is done by the institute to repair and reuse the E-waste if possible, otherwise they are dumped into a dumping room. Physical verification committee and write off committee have the right to switch it off. The institute is trying to take eco-friendly technology in the future. So very carefully waste of the institute is managed without polluting the atmosphere, soil, water system & human health. Students of Food Science and Quantity Control department prepare Compost from kitchen waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	View File
Any other relevant information	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

E. None of the above

File Description	Documents
Geotagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3.Pedestrian-friendly pathways 4.Ban on use of plastic 5.Landscaping	C. Any 2 of the above
File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File
7.1.6 - Quality audits on environment and energy undertaken by the institution	
7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy 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	B. Any 3 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.	B. Any 3 of the above
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File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
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, socio-economic and other diversities (within a maximum of 200 words).

Green initiatives and waste management

Green Practices:

IEHE is a green and eco-friendly campus which focuses on energy efficiency by preserving natural resources for healthy living and a good learning environment. The institution is surrounded by lush green around 3500 trees and plants with natural habitats.

Green initiatives

- Tree planting is carried out regularly
- Having Solar panel in some of the building
- Use LED bulbs for street lighting and in hostels.
- Smoking is strictly prohibited inside the campus.
- The Campus is free from Plastic
- Paperless communication (e-mail / Whats App communication) is a regular practice
- Usage of one-sided paper is encouraged

- Faculty and Student details, library and other administrative details are maintained in ERP to avoid paper usage

Water Management

The method of "Drip Irrigation" is also used to keep the campus always green. Sprinklers are used in gardens to prevent water wastage.

Sanitation

All solid wastes are separated into biodegradable and non-degradable wastes. Bio degradable wastes dumped

Awareness Programmes

We initiate students programme for plantation and cleanliness and environmental activities through NCC and NSS Units of the institute.

Future Plan

We are planning to have Environment-centric Student Societies, Solar heater, Green Audit, and Energy Audit, soon

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

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

To provide an inclusive education framework and to initiate the improvement of the students with disability by means of favorable action and realistic accommodation in the field of higher education; our institute provides some facilities to facilitate them

Ramp

In prime location of the institute Ramps are used instead of staircases.

Lift

Provision of lift is there in the under construction new building (Almost completed)

Subscribe

Some Photographs of Ramp Toilet etc

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	No File Uploaded
Any other relevant information	View File

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

C. Any 2 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 programmes, etc. in support of the claims	No File Uploaded
Any other relevant information	View File

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

To ensure sensitization of students and employees of the institution various programmes were organized at the Institute level. On the occasion of Republic day and Independence Day each year, events

(such as play, mime, group dance, group song, etc.) are organized in creative manner so as to profess and preach constitutional values.

On Voter's Day we celebrated on January 25, 2020, essay writing event was organised to inculcate democratic importance of voting and electing representatives within students and others.

Republic Day celebrations on January 26, 2020 and Independence Day on August 15, 2021 included various cultural activities which showcased the spirit of patriotism and reminded the youth of sacrifices made by our freedom fighters.

Celebrating the Constitution day on November 26, 2021, an allocation competition was organized where students spoke about importance of our Constitution. The importance of various constituents of constitution was highlighted through a lecture where an eminent speaker and expert in the field of constitution was invited.

On December 10, 2021 celebrated as Human Rights Day, slogan writing competition was organized where students understood various rights accorded to humans. This helped highlighting the fact that Fundamental Rights are also framed keeping in mind the spirit of Human Rights.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	No File Uploaded
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

The session 2020-21 was the year of pandemic. The lockdown situation in the country witnessed an unprecedented circumstance. The staff of IEHE geared up to teach in the best possible manner to our students. Microsoft Teams subscription was arranged. All students and staff profiles and passwords were generated and all classes were taught in online mode as per the time table.

This facilitated the smooth teaching in online process during the

lockdown which was a big asset for students who had moved back to their homes because of the lockdown.

1. Objectives of the practice (50 – 60 words):

After the online admission was completed, the classes started in an online mode due to the pandemic. The Institute arranged for MS Teams subscription and classroom teaching for all undergraduates and postgraduate classes started. The lockdown eased out but as the hostels were not opened and the govt. did not allow offline classes hence all teaching learning took place in the online mode.

1. The Practice (250 – 300 words):

The teaching learning process using MS teams during the lock down made the best possible use of the time of students and staff. The staff used an Interactive whiteboard and screen sharing for making teaching more effective. Practicals were also conducted through interactive mode (SciLab) while numericals were taught with various interactive modes including Videos and PowerPoint presentations thereby making learning effective. The class notes were shared with the students online. The students also submitted their assignments online. Various innovative ways were devised by staff to make teaching and learning eased out.

1. Obstacles faced if any and strategies adopted to overcome them (150 – 200 words):

The students who were in rural areas lacked net connectivity and faced difficulties in attending online classes. There were students who did not possess smartphones and laptops also faced difficulty in attending online classes. Power cuts, low bandwidth, device issues sometimes caused disruption in online teaching.

Some students did not have soundproof place to study and were distracted due to a non classroom environment

1. Impact of the practice (100 – 120 words):

During the troubled times, the teaching did not get hampered and stayed connected with the curriculum, staff and their classmates . The teachers tried their best to teach the syllabus in an

interactive and interesting manner. They also acted as mentors and guide and provided help in the best possible manner.

In line with the Government initiatives on the pandemic, the teachers were able to mobilize groups of students to not only be of academic help but also reach out to the under-privileged and deprived sections of society. This was of benefit in the development of confidence and a strong sense of social responsibility amongst several students of the Institute thereby communicating the powerful message of social service through the groups that already existed on the Institute portal.

1. Resources required:

A stable internet connection (WiFi Facility) for staff to conduct online classes smoothly from the institute's premises is of utmost importance. It was observed that many faculties had to depend on their own resources to conduct classes. Additionally, many classrooms did not have working switchboards due to which faculties could not charge their devices during the online classes.

1. About the Institution

1. Name of the Institution: Institute for Excellence in Higher Education, Bhopal M.P.
2. Year of Accreditation: 2006
3. Address: Kaliyasot Dam, Kolar Road Post Box No 588, Post Office Ravishankar Nagar, Bhopal- 462016
4. Grade awarded by NAAC: A

v. E-Mail: iehebhopal@mp.gov.in

vi. Contact person for further details: Dr Anuj Hundet

vii. Website: iehe.ac.in

The session 2020-21 was the year of Pandemic. The Institute encouraged its staff to use the Institute Portal for conducting tests, quiz etc for CCE. The COVID-19 resulting in lockdown caused

closure of the Institute. The classes, tests and assignments were conducted online. Fortunately, the Institute for Excellence in Higher Education had improvised the facility of access to the inhouse portal to the staff and students in the year 2019-20. This resulted in the smooth transition of information from the teachers to the students and vice-versa. This also facilitated the online evaluation procedures that were a necessity during the pandemic time period. Not only was the staff vigilant about the issues being confronted by the students but was also in a position to solve several academic as well as issues of personal importance to specific students. This facilitated the smooth conduction of online end-semester examination during the lockdown which was a big asset to students who had moved back to their homes because of the lockdown.

1. Objectives of the practice (50 – 60 words): During Continuous Comprehensive Evaluation (CCE) system of the Institute students appear for regular tests, presentation, class room teaching, and group discussion etc throughout the session. The nature of evaluation is based on semi-surprise test; hence the students are regular in class and are diligent in their online studies. The Institute arranged software for end term exam

Due to pandemic the switchover from offline to online teaching learning & evaluation process was easy. This initiative was of particular importance for the final year students who were seeking admissions in other colleges in India and abroad.

1. The Practice (250 – 300 words): This also put in place the use of the new software which came in handy for the evaluation of the test papers. The significance of the teacher-student relationship was facilitated through this online mode resulting in good academic progress as well as better teacher-student interaction which came in handy during trying times caused by the pandemic.

The Internal-Examination through Continuous-Comprehensive-Evaluation (CCE) mode and External-Examination (semester end examination) both have equal weightage. This pattern has been followed continuously since inception of the Institute while the UGC has recommended in its evaluation guidelines (Nov 2019) of up to 70% of internal weightage. The continuous comprehensive evaluation which is fifty percent of total marks are on the basis of semi-surprise-written

tests, presentations, quizzes, assignments, group-discussion, group-talk, class-teaching, poster/chart-making, etc. The curriculum is designed in such a manner that each student selects an honours subject (two papers in each semester) and has a choice of selecting one subsidiary subject (one paper in each semester) during the entire three-year degree course. We conduct regular meetings of Board of Studies (BOS) to update and upgrade the syllabus owing to everchanging scenario. This pattern explores the learning needs of the students as well as the potential of students. It also helps develop cognitive, psychomotor and affective skills. To lay emphasis on thought process and de-emphasize memorization. The CCE helps make the process of teaching and learning a learner centric activity.

The End term exams were conducted in online mode by developing a dedicated software. The students were provided with login ID and passwords. The students could access their question papers and uploaded the answer books in stipulated time. The access was provided to each external examiner and evaluations were done. the marklist was uploaded online by the examiner. the results were declared in time.

1. Obstacles faced if any and strategies adopted to overcome them (150 - 200 words):

The students who were in rural areas lacked net connectivity and faced difficulties in attending online evaluation. There were students who did not possess smartphones and laptops also faced difficulty in appearing in online tests. Power cuts, low bandwidth, device issues sometimes caused disruption in online exams.

In the end semester exams there was heavy traffic because each student submitted a 40 page copy which the College server couldn't handle the load of. Some students had to be provided extra time as they could not upload the copy on time due to various connectivity reasons

1. Impact of the practice (100 - 120 words): In line with the Government initiatives on the pandemic, the teachers were able to teach and evaluate students. This was of benefit in the development of confidence and a strong sense of social responsibility amongst several students of the Institute thereby communicating the powerful message of perseverance and diligence.

The Continuous Comprehensive Evaluation helps students to group the topics in easily digestible chunks. They become very confident in public speaking, creative writing and comprehension. They are more knowledgeable and have a well rounded personality. The system has created goodwill of the institute. It acts as the USP of the Institute and students from far off seek admission here.

1. Resources required:

A stable internet connection (WiFi Facility) for staff to conduct online test in classes smoothly from the institute's premises is of utmost importance. It was observed that many faculties had to depend on their own resources to conduct classes.

The end term exam was conducted with borrowed Server which had a limited capacity. The Institute requires its own server

1. About the Institution

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vii. Website: iehe.ac.in

File Description	Documents
Best practices in the Institutional website	https://www.iehe.ac.in/IQAC/IQAC.aspx
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Provide web link to:

- • Appropriate link in the institutional website
- 1. The Code of Conduct is displayed on the website
- 2. There is a committee to monitor adherence to the Code of Conduct
- 3. Institution organizes professional ethics programmes for students,
- 4. Annual awareness programmes on the Code of Conduct are organized

7.3.1 In turbulent times such as the pandemic required our Institute to quickly shift gears from classroom teaching to online teaching. This required intensive training of the staff on teaching tools

through the online mode, true to the spirit of Excellence in this Institute. The staff was thoroughly

trained through a Faculty Development Program on the use of online mode of teaching along with an orientation to flipped classroom. The staff in turn trained the students to attend and participate in classroom teaching learning. They also attempted continuous comprehensive examinations like tests,

presentations, quiz, and end semester examinations through the online mode fulfilling the academic responsibilities. As soon as the student got familiarised with the online procedures, they were encouraged to make presentations and submit assignments through the online mode. This gradually paved the way for numerous webinars and guest lecture which enhanced the participation and addressed the queries of students in specific areas. Since access to the Institute's library was not possible during the lockdown, the staff and students were provided with access to online library facilities through INFLIBNET.

(Providing of Code of Conduct & Weblink by the concerned committee)

File Description	Documents
Appropriate link in the institutional website	https://www.iehe.ac.in/PDF/News/2022/CodeofConduct.pdf
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

FUTURE PLANS**Curriculum**

- To start courses in Physical Education at UG Level and in Hindi at PG level
- To open more PG courses in conventional subjects.
- To open more PG courses in emerging subjects.

Teaching-Learning & Evaluation

- Strengthening the process evaluation on Teaching and Learning through Tutor-Ward system.
- To start online remedial programme for students.
- To organise robust Evaluation and Reformation of Examination System.
- To implement new education policy in true spirit .

Research & Extension

- Further Promotion of Research Culture among faculty and students.
- To motivate Publication of Research Journal/News Letter of the institute in a continuous manner with on line version.
- To undertake more MoU Initiative for National & International Linkage.
- Organise National/International Seminar/Conference.

Infrastructure

- Construction of 3000 sq.ft. Examination Hall for examination,
- Several class rooms and laboratories for general science students.
- Construction of spacious ladies common room, boy's common room and Alumni Association room.
- Expansion of central library.

Learning Resource

- Improvement and Extension of Library facility with special attention of e-information resource by improving wifi facility .

Organisation & Management • Budgeting and optimum utilization of finance, reflected in up-to-date audit. • Improvement of Teacher-Student ratio for better Academic Development.

Innovative Practices •Implementation of action decision taken on the basis of Students' Feedback. • Academic Counselling. • To prove benefit of Earn & Learn Programme to more number of students . • Digitalisation of Teachers' Performance Appraisal.

Institutional Commitment towards community

• Formation of Blood Donors' Club from student's community. • Proposal of Community Service through Micro-Savings. • To provide more facilities to existing Psychological counselling cell for inattentive students.