



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

[Established by the Govt. of NCT of Delhi]

**NAAC Institutional Quality Sustenance and
Development Survey
(2011-12)**

Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An autonomous Institution of the University Grants Commission
P.O.Box No. 1075, NAGARBHAVI, BANGALORE - 560 072 KARNATAKA, INDIA

NAAC Institutional Quality Sustenance and Development Survey

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1.



INSTRUCTIONS

This questionnaire is designed to make a survey of the basic processes related to quality management efforts in your institution. The survey consists of five sections.

1. General Profile
2. IQAC (Internal Quality Assurance Cell) activities
3. Academic and Research Outputs
4. Student Mentoring and Support System
5. Governance and Innovation

The activities of the institution in the above five sections or in other relevant areas are being surveyed to create a quality profile for the year in relation to institutional vision and goals. The survey results would enable the institution and IQAC to create a quality index profile, which would be a self learning exercise. Apart from the responses to the online survey, in case the NAAC requests for any further evidence, the information may be sent by hard copy. This would enable NAAC to make a diagnostic survey of national higher education scenario and the feedback will be provided to each participating institution. No judgement or categorization on institutional quality is intended.

IMPORTANT

In order to enable institutions to have a preview of the questionnaire, the PDF version is available on the NAAC website.

When answering this questionnaire, please ensure that no question is omitted in order to have a holistic analysis.

This survey does not allow you to have access to the filled-up form, i.e., once the 'done' button is clicked, the information will automatically reach NAAC.

In case you wish to retain printouts of the filled-up questionnaire, please take a printout of each completed page before proceeding further.

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2.

1. Kindly provide the details of the institution

Name of Institution:

Year of Establishment of the Institution:

Address Line 1:

Address Line 2:

City/Town:

State:

Postal Code:

Email Address:

2. NAAC Accreditation/ Reaccreditation Details

Year of Accreditation/ Reaccreditation:

Current Grade:

CGPA:

3. Institutional Status**4. Contact Person Details**

Name of Head of Institution:

Contact Phone:

Email:

Website URL:

Name of IQAC Co-ordinator:

Email:

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3.

SECTION I

This section is related to institutional goals, vision and mission, academic programmes and activities, strategies and action plans for institution building.

5. Number of academic programmes existing (Enter a number; 0 for nil)

Undergraduate (BA/B.Sc./B.Com etc.)	<input type="text" value="08"/>
Post Graduate (MA/M.Sc./M.Com etc.)	<input type="text" value="23"/>
Research Programmes (M.Phil/P.hD)	<input type="text" value="36"/>
Certificate Programmes	<input type="text" value="02"/>
Professional Programmes (B.Tech/M.Tech /B.Ed/M.Ed /Medicine/Pharmacy /Paramedical /Nursing etc)	<input type="text" value="33"/>
Other value added programmes	<input type="text" value="36"/>
Any other programme offered (Specify)	<input type="text" value="02"/>

6. Details on Programme Development (Enter a number; 0 for nil)

New programmes added during the year	<input type="text" value="03"/>
New programmes designed	<input type="text" value="05"/>

Programes under revision	01
Interdepartmental collaborative programmes	01
Inter institutional collaborative programmes	11
Number of review committee recommendations implemented (Total)	12
Number of NAAC peer team recommendations implemented	12
Number of UGC/any other expert committee recommendations implemented	02
Number of review committee recommendation under implementation	01
Number of NAAC peer team recommendations under implementation	01
Number of UGC/ any other expert committee recommendations under implementation	01

7. Faculty Details (Enter a number; 0 for nil)

Total faculty strength required as per norms for all programmes	195
Total faculty on rolls	181
Faculty added during the year	24

Faculty positions vacant	86
Faculty left during the year	01
Total number of visiting faculty	30
Total number of guest faculty	15

8. Qualification of Faculty

PhD and Above	119
MPhil	14
Masters	48
Any other (Specify)	0

9. Faculty qualification improvement

PhD awarded to existing faculty	08
MPhil awarded to existing faculty	0
Any other degree awarded to existing faculty	0

10. Administrative Staff Details (Enter a number; 0 for nil)

Administrative staff (total sanctioned)	513
Administrative staff (Actual strength)	304
Added during the year of reporting	25
Left during the year	13
Number of posts vacant	209

11. Technical Support Staff Details (Enter a number; 0 for nil)

Technical Support Staff (Total sanctioned strength)	147
Technical Support Staff (Actual	86

strength)

Added during the
year

03

Left during the year

0

Number of posts
vacant

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SECTION II

This section surveys the quality sustenance and development activities during the year taken up by IQAC.

It reflects quality management structure, strategies, and processes which would enhance academic quality of the institution as perceived by faculty, students, alumni, and other stakeholders (social perception of the institution) inline with the vision, mission and goals of the institution.

12. Establishment details

Year of establishment of IQAC

DD	MM	YYYY
27	12	2010

13. Composition of IQAC (Enter a number; 0 for nil)

Number of IQAC members	19
Number of Alumni in IQAC	02
Number of Students in IQAC	02
Number of Faculty in IQAC	11
Number of Administrative Staff in IQAC	02
Number of Technical Staff in IQAC	03
Number of Management Representatives	02
Number of External experts in IQAC	02

Number of any
other stakeholder
and community
representatives

02

14. IQAC Meetings

Number of IQAC
meetings held
during the year

04

15. Whether Calendar of activities of IQAC formulated for the academic year

Yes

16. IQAC Plans for Development (Enter a number; 0 for nil)

Number of
academic
programmes
proposed

04

Number of value
added programmes
proposed

03

Number of skill
oriented
programmes
proposed

01

Number of faculty
competency and
development
programmes
proposed

10

Number of other
staff development
programmes
proposed

10

Number of student
mentoring
programmes
proposed

11

Number of
co-curricular
activities proposed

07

Number of inter
departmental
cooperative
schemes proposed

07

Number of
community
extension
programmes
proposed

05

Any other
programmes
proposed (Specify)

10

17. IQAC Plans for development & Implementation (Enter a number; 0 for nil)

Number of
academic
programmes
implemented

33

Number of value
added programmes
implemented

11

Number of skill
oriented
programmes
implemented

05

Number of faculty
competency and
development
programmes
implemented

05

Number of other
staff development
programmes
implemented

03

Number of student
mentoring
programmes
implemented

11

Number of
co-curricular
activities
implemented

07

Number of inter
departmental
cooperative
programs
implemented

07

Number of
community
extension

05

programmes
implemented

Any other

02

programmes
suggested that are
implemented
(Specify)

18. IQAC Seminars and Conferences (Enter a number; 0 for nil)

Number of seminars/
conferences/

03

workshops organized
by IQAC within the
institution

Number of participants
from the institution

181

Number of participants
from outside

106

Number of external
experts invited

14

Number of external
conferences/seminars/
workshops on
institutional quality
attended

02

Number of events
conducted with IQACs
of other institutions as
collaborative
programmes

0

19. Did IQAC receive any funding from UGC during the year ?

☒ Yes

No

20. If the response to Qn. 18 is Yes, please provide the amount received from UGC - (Input 0 - if NA/NIL-) Any other source including internal financial support from the management (Specify amount)

Amount Received
from UGC

450000

Amount Received
from any other
source including the

150000

college
management

21. Any significant contribution made by IQAC on quality enhancement during current year (Please provide details in bullet format)

1. Development and application of quality benchmarks/ parameters for the various academic and administrative activities of the University ;

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SECTION III

In this section the events, activities, and outputs in the field of research and academic areas are being surveyed.

22. Academic Programmes

Number of new academic programmes developed or designed by faculty

Number of faculty members involved in curriculum restructuring/revision /syllabus development

Number of programmes in which evaluation process reformation taken up and implemented

Number of active teaching days during the current academic year

Average percentage of attendance of students

Percentage of classes engaged by guest faculty and temporary teachers

Number of self financed programmes offered

Number of aided programmes offered

Number of
programmes
discontinued during
the year

23. Whether any systematic student feedback mechanism is in place ?

24. Feedback Details (If answer to Question 20 is Yes)

Percentage of
courses where
student feedback is
taken

25. Is feedback for improvement provided to the faculty?

26. Faculty Research, Projects, and Publication details for the year

Number of major
research projects
undertaken during
the year

Number of minor
research projects
undertaken during
the year

Number of major
ongoing projects

Number of minor
ongoing projects

Number of major
projects completed

Number of minor
projects completed

Number of major
project proposals
submitted for
external funding

Number of minor
project proposals
submitted for
external funding

Number of research publications in peer reviewed journals	151
Number of research publications in international peer reviewed journals	148
Number of research publications in national peer reviewed journals	18
Number of research papers accepted for publication in international peer reviewed journals	43
Number of research papers accepted for publication in national peer reviewed journals	11
Average of impact factor of publications reported	03
Number of books published	05
Number of edited books published	04
Number of books (single authored) published	01
Number of books (coauthored) published	04
Numbers of conferences attended by faculty	140
Number of international conferences attended	51
Number of national conferences attended	89

Number of papers presented in conferences	106
Number of papers presented in international conferences	51
Number of papers presented in national conferences	55
Number of conferences organized by the institution	3
Number of faculty acted as experts resource persons	33
Number of faculty acted as experts resource persons - international	05
Number of faculty acted as experts resource persons- national	28
Number of collaborations with international institutions	21
Number of collaborations with national institutions	15
Number of linkages created during the year	05
Total budget for research for current year as a percentage of total institution budget	14
Amount of external research funding received in the year	49274496
Number of patents received in the year	02

Number of patents
applied for in the
year

Number of research
awards/
recognitions
received by faculty
and research
fellows of the
institute in the year

Number of PhDs
awarded during the
year

Percentage of
faculty members
invited as external
experts/resource
persons/reviewers
/referees or any
other significant
research activities

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SECTION IV

This section deals with Student Mentoring and Support System existing in the institution. This includes student activities, mentoring, and opportunities for development and inclusive practices.

27. Student Details and Support Mechanisms

The total intake of students for various courses
(Sanctioned)

Actual enrollment during the year

Student dropout percentage during the year

Success percentage in the final examination across the courses

Number of academic distinctions in the final examination and percentage

Number of students who got admitted to institutions of national importance

Number of students admitted to institutions abroad

Number of students qualified in UGC NET/ SET

Number of students qualified GATE/ CAT/ other

- 19 -

examination
(Specify)

28. Does student support mechanism exist for coaching for competitive examinations?

Yes

29. Student participation, if response is yes to Qn. 27

Number of students
participated

125

30. Does student counselling and guidance service exist ?

Yes

31. Student participation, if answer to Qn. 29 is yes

Number of students
participated

95

32. Career Guidance

Number of career
guidance
programmes
organized

11

Percentage of
students
participated in
career guidance
programmes

90

33. Is there provision for campus placement?

Yes

34. If yes to Qn. 32

Number of students
participated in
campus selection
programmes

850

Number of students
selected for
placement during
the year

910

- 20 -

35. Does gender sensitization program exist ?**36. If Answer is Yes to Qn 34**Number of
programmes
organized**37. Student activities**Number of students
participated in
external cultural
eventsNumber of prizes
won by students in
external cultural
eventsNumber of cultural
events conducted
by the institute for
the studentsNumber of students
participated in
international sports
and games eventsNumber of students
participated in
national level sports
and games eventsNumber of students
participated in state
level sports and
games eventsNumber of students
participated in
university level
sports and games
eventsNumber of prizes
won by students in
international sports
and games eventsNumber of prizes
won by students in
national level sports

and games events

Number of prizes
won by students in
state level sports
and games events

01

Number of prizes
won by students in
university level
sports and games
events

245

Number of sports
and games events
conducted by the
institute for the
students

08

38. Composition of students

Percentage of
Scheduled Caste

15%

Percentage of
Scheduled Tribe

7.5%

Percentage of other
backward
communities

21%

Percentage of
women students

45%

Percentage of
physically
challenged

3%

Percentage of rural
students

10%

Percentage of
urban students

90%

39. Scholarships and Financial Support

Number of students
availing financial support
from the institution

507

Amount disbursed as
financial support from
the institution

13597536

Number of students
awarded scholarship
from the institution

17

Number of students
received notable
national/international
acheivements/recognition

40. Student initiatives

Number of
community
upliftment
programmes
initiated by students

Number of literary
programmes
initiated by students

Number of social
action initiatives
based on science /
environment initiated
by students

Number of student
research initiatives

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SECTION V

This section surveys the Governance and Innovation at the institution related to quality management. The educational management strategies adopted and in practice for achieving the objectives are focussed.

41. Whether perspective plan for overall developmental activities is created ?

☒ Yes

No

42. If the answer for Qn. 40 is Yes, is the plan implemented and monitored ?

☒ Yes

No

43. Whether benchmarking is created for institutional quality management efforts ?

☒ Yes

No

44. If the answer to Question 42 is Yes, please list the benchmarking in various areas of development in bullet format

1. New Academic programmes to be designed / introduced : 03
 2. Courses required to be upgraded : 01

45. Is a Management Information System (MIS) in place ?

☒ Yes

No

46. If answer to question 44 is Yes, please provide details of MIS applied to

1. Administrative procedures including finance

-24-

2. Student admission**3. Student records****4. Evaluation and examination procedures****5. Research administration****6. Others****(enter the respective details corresponding to the serial numbers)**

1. Accounts and Finance: (a) Employee Login (b)
Salary Slip (c) Income tax declaration Form (d)
CPF/GPF Statement (e) Transfer of miscellaneous

47. Existence of learning resource management

	Yes	No
e-database in library	<input checked="" type="checkbox"/>	
ICT and smartclass room	<input checked="" type="checkbox"/>	
e-learning sources (e-Books, e-Journals)	<input checked="" type="checkbox"/>	
Production of teaching modules	<input checked="" type="checkbox"/>	
Interactive learning facilities	<input checked="" type="checkbox"/>	

48. Internal resource mobilization : Kindly provide the amount contributed

Research	49274496
Consultancy and training	17492000
Student contribution	750000000
Alumni contribution	0
Wellwishers	0

49. Infrastructure and welfare spending: Please specify the amount

Amount spent for infrastructure development	271553367
Amount spent for student welfare	13597536
Amount spent for staff welfare	3524000

50. Is delegation of authority practiced

- 25 -

☒ Yes

No

51. Does grievance redressal cell exist ?

Yes

No

Faculty

☒

Students

☒

Staff

☒**52. Grievances received from faculty and resolved (Enter a number; 0 for nil)**Number of
grievances received

0

Number of
grievances resolved

0

53. Number of grievances received from students and resolved (Enter a number; 0 for nil)Number of
grievances received

01

Number of
grievances resolved

01

54. Number of grievances received from other staff members and resolved (Enter a number; 0 for nil)Number of
grievances received

10

Number of
grievances resolved

10

55. Has the institution conducted any SWOT analysis during the year☒ Yes

No

56. The SWOT analysis was done by internal or by external agency☒ Internal

External

57. Kindly provide three identified strengths from SWOT Analysis (in bullet format)

1. Decentralization of Administration
2. Financial Management
3. Promoting faculty autonomy.

58. Kindly provide three identified weaknesses from the SWOT analysis (in bullet format)

1. Need to develop a better system to attract faculty in the Higher Position.
2. Need for more students achievement in national

59. Kindly provide two opportunities identified from the SWOT analysis (in bullet format)

1. Effective functioning of MOUs with foreign Universities.
2. Strengthening E-governance.

60. Kindly provide two identified challenges/threats from SWOT analysis (in bullet format)

Challenges:

1. To strengthen IPR.
2. To develop Surajmal Vihar Campus for B.Arch &

61. Identify any significant progress made by the institution towards achieving the goals and objectives during the year (list below in bullet format)

Significant Achievements

1. New Academic programmes designed / introduced

62. How do you perceive the role of NAAC in the quality development of your institution (Suggestions in bullet format to be given below)

1. IQAC has been established.
2. PEER TEAM Recommendation are implemented.
3. ISO Certification has been achieved and quality

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CONCLUDING REMARKS

This exercise is intended to make a self analysis of the quality development of the institution during the year. The perspective plan and implementation for every year is to be documented and analysed to get a cumulative index for the period of accreditation and reaccreditation. Any substantial changes / initiative in this direction is to be separately listed. The best practices in various areas can be listed as a separate annexure. The data will be used to create a quality profile based on the total score index arrived at and this would help to map the institutions' strengths and areas of improvement.

NAAC will provide feedback and a quality profile based on analysis of your inputs if you desire so.

Thank you for your participation.

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Question No.44

1. New Academic programmes to be designed / introduced : 03
2. Courses required to be upgraded : 01
3. Research publications – 45
4. Doctoral research – 20
5. Consultancy assignments – 03
6. Guest Lectures – 70
7. Conferences / Seminars /Workshops to be organized - 10
8. Faculty and staff training/ development programmes – 10
9. Better and improved placement of students – 90%
10. Increase in satisfaction level of students – 90%
11. Increase in pass percentage of students – 90%
12. Reduction in time for handling of complaints – 15 days
13. Number of Complaints received in 2010-11 – To be reduced further by 10%

Question No.46

1. **Accounts and Finance:** (a) Employee Login (b) Salary Slip (c) Income tax declaration Form (d) CPF/GPF Statement (e) Transfer of miscellaneous allowances to the employee bank account no. (f) Information related to salary deduction PF/GPF.
2. **Admission:** Online application form, admit card, counseling schedule, counseling process and admission, announcement and status.
3. **Academic:** List of admitted students (programme-wise school-wise)
4. **Evaluation:** (a) Transfer of Internal marks using OMR sheet to the final score in each course (b) On line declaration of results (c) Automation of examination form.
5. **Ph.D Programme:** Research Aptitude Test (RAT) Announcement, slot chart for available recognized supervisor and recognized supervisor list are available on University website.
6. Regular upgradation on website for tenders etc.

Question No.57

1. Decentralization of Administration
2. Financial Management
3. Promoting faculty autonomy.

Question No.58

1. Need to develop a better system to attract faculty in the Higher Position.
2. Need for more students achievement in national sports and Cultural Events.
3. Due to number of Central institutions many may leave for greener pastures.

Question No.59

1. Effective functioning of MOUs with foreign Universities.
2. Strengthening E-governance.

Question No.60

Challenges:

1. To strengthen IPR.
2. To develop Surajmal Vihar Campus for B.Arch & Design Programme.

Question No.61

Significant Achievements

1. New Academic programmes designed / introduced
 - MBA (Financial Markets)
 - LL.M. (Cyber Crime and Cyber Law) – Weekend
 - LL.M. (Intellectual and Industrial Property Law) - Weekend
2. Shifting to the new campus
3. More incentives for research activities.
4. Better research contributions in terms of research publications and increase in number of sponsored Research Project.

Question No.62

1. IQAC has been established.
2. PEER TEAM Recommendation are implemented.
3. ISO Certification has been achieved and quality standards are sustained.

All these have helped in better academic environment for effective teaching learning system of International standard of quality.