

# **Annual Quality Assurance Report (AQAR) of the IQAC**

**[1<sup>st</sup> August 2009 TO 31<sup>st</sup> July 2010]  
Year of Report: 2009-10**

**Submitted  
to  
National Assessment And Accreditation  
Council Bangalore**

**by**

**Guru Gobind Singh Indraprastha University  
Sector 16C, Dwarka, New Delhi-110078**

**Section A: Plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement (attach separate sheet if required).**

Following areas were identified for quality improvement by the University:

- 1) Implementation of FADS (Faculty Appraisal and Development System).
- 2) Renewed focus on academic collaboration both at the national and international levels.
- 3) Training and development of the administrative work force in the University.
- 4) Design of course work related to doctoral programme as per the UGC communication dated 12.06.2009 providing MINIMUM STANDARD AND PROCEDURE FOR AWARD OF M.PHIL / PH.D. DEGREE.
- 5) Identification of a system to fix eligibility of the faculty for guidance of doctoral research.

**Section B: Details in respect of the following (attach separate sheet).**

**1. Activities reflecting the goals and objectives of the institution**

1. The Quality Policy initiated : Prof. D.K. Bandhyopadhyay, Vice Chancellor, initiated the 'Quality Policy' for the University, that reads as: "Guru Gobind Singh Indraprastha University is committed to providing professional education with thrust on creativity, innovation, continuous change and motivating environment for knowledge creation and dissemination through its effective Quality Management System."
2. As per the initiative taken by the Hon'ble Vice Chancellor, Director, Research and Consultancy and University School of Studies, the course plan for doctoral research was approved and implemented w.e.f academic session 2009-10. Seventy five were enrolled for Doctoral Research.

3. Eligibility criteria for recognition of faculty as approved supervisor for guidance of doctoral research was approved by the Statutory Body.
4. Memorandum of Understanding was signed with Slovak University of Agriculture, Szent Istvan University, Modul University, Sigmund Freud University, Institute for Nuclear Power Engineering (INPE) National Research Nuclear University “MePhl” NRNU and Institute of Physics, Academia, Sinica, Taipei, Taiwan, ROC.
5. A series of training programmes were undertaken by administrative officers and non-teaching staff to strengthen the efficiency of the administration can be seen with reference to answer to Q.No.39 of Section ‘B’.
6. In order to strengthen the academic administration, following new positions were approved.
  - i. Director (Academic Affairs).
  - ii. Director (Research and Consultancy).
  - iii. Director (International Affairs).
  - iv. Director (Student Welfare).
  - v. Director (Research Project & Monitoring Cell).
  - vi. Director (Legal Aids Cell).
  - vii. Director (Coordination).
  - viii. Chief Warden.
  - ix. Proctor.
7. Implementations of FADS.
8. Introduction of new programmes at UG and PG level.

## **2. New academic programmes initiated (UG and PG):**

1. M.Tech (Digital Wireless and Communication)
2. M.Tech in Information Security
3. B.Arch
4. BBA (Modern Office Management)

### 3. **Innovations in curricular design and transaction:**

In the course work designed for the doctoral research students following new courses have been added: Research Methodology-I, Research Methodology-II, Philosophy of Management, Philosophy of Science and Technology, Philosophy of Law, Research Ethics and Technical Writing, Legal Research Methodology-I, Legal Research Methodology-II and Intellectual Property Rights. In addition to these each University School of Study formulated directed courses as per the requirement of the discipline to be taken up by the scholars on their own such as Literature Review.

### 4. **Inter-disciplinary programmes started:**

1. M.Tech (Digital Wireless Communication)
2. M.Tech in Information Security

### 5. **Examination reforms implemented:**

Automation of the examination system both for conduct of common entrance examination and end term examination has been undertaken effectively.

### 6. **Candidates qualified: NET/SLET/GATE etc.:**

NET	07
SLET	-
CAT	-
TOFEL	97
GRE	72
G-MAT	-
IAS/Alid Services	-
GATE	81
IIT	16
TIFR	-
CCMB	-
NCBS	-

## **7. Initiative towards faculty development programme:**

1. FADS: 'New Faculty Appraisal and Development System' has been envisioned, framed and implemented. Some of the salient features are:
  - a) Wide Canvas of activities both academic, extra academic and non-academic are covered to ensure overall personality development of the young faculty.
  - b) Best Research Award initiated.
  - c) Several new incentives to the high performers are being planned.
2. The University is sponsoring faculty to attend Refresher and Orientation Programmes.

## **8. Total number of seminars/workshops conducted: 34**

1. University School of Information Technology: The School organized three training sessions of 3 days each on IBM DB2 database management system for its students conducted by IBM Corp., under IBM Academic Initiative.
2. University School of Basic and Applied Sciences: Lecture on "Designing click – Type reactions in Phosphorus Chemistry" was delivered by Prof. Dr. Rainer Streubel, Institute of Inorganic Chemistry, University of Bonn Gerhard Domagk Str. 1, Bonn, Germany, on 12 Aug., 2009.
3. International Convention on Solar Photovoltaic Technology – Capitalizing Human Resource for Solar Photovoltaic : Challenges and Solutions. Guru Gobind Singh Indraprastha University and Solar Energy Society of India organized an International Convention on solar Photovoltaic technologies on 5<sup>th</sup> October 2009
4. Workshop on Water Crisis Management: A workshop on 'Application of Geospatial Technology for Water Crisis management' was organized by the Centre for Disaster Management Studies (CDMS) at the newly constructed campus of Guru Gobind Singh Indraprastha University at Dwarka on August 21, 2009.
5. University School of Management Studies: Vishleshan 2009, the IV Case Studies Symposium was organized by USMS on September 4, 2009.

6. University School of Management Studies: The School organized a seminar-cum-workshop on the theme “Financial Markets: Post Economic Crisis” in collaboration with the Bombay Stock-Exchange (BSE), on September 10, 2009.
7. University School of Management Studies: Guru Gobind Singh Indraprastha University in collaboration with the officials of delegation of European Commission together with Erasmus Mundus Alumini Association, India, organized an information event of Erasmus Mundus Programme dedicated to students, researchers and scholars on September 23, 2009.
8. University School of Management Studies: HR Summit 2009 – The School organized the HR Summit 2009 on October 30, 2009 which focused on the issue of sustainable development and strategies to achieve in organizations.
9. University School of Management Studies: The school organized a two day conference on Management & Professionalization of Higher Education on November 6-7, 2009 in collaboration with Erasmus Mundus Association, India.
10. University School of Management Studies: Seminar on Intellectual Property Rights – The school organized a national seminar on November 20, 2009 in the campus, in collaboration with Ministry of Micro-Small and Medium Enterprises (MSME DI), Govt. of India, Delhi. The theme for the seminar was “IPR: Imperative Prosperity Requirement for Organizations”. The Chief Guest of the programme was Mr. Dominic Keating, First Secretary for Intellectual Property, U.S. Embassy.
11. University School of Management Studies: Marketing Summit 2009 – The school organized Marketing Summit 2009, “Marketing through Innovation and Renovation: A Journey from Survival to Sustainable Development”.
12. University School of Information Technology: Workshop on “Animation Through High End 3D Software (MAYA)” – A Workshop on “Animation Through High End 3D Software (MAYA)” was conducted by University School of Information Technology from December 21-24, 2009. The workshop received more than 40 applications from 16 different colleges across the country.

13. University School of Law and Legal Studies in association with Indian Council of Gandhian Studies organized a Valedictory Function of Special Seminar Series to commemorate the centenary of Gandhi's Hind Swaraj on November 22, 2009 at the University,
14. University Centre for Media Studies: The III Edition of IPU's own film festival "Above the Line" was inaugurated by Hon'ble Vice Chancellor Prof. Dilip K. Bandyopadhyay held on Sept. 11, 2009 in the studio of University Centre of Media Studies (UCMS).
15. University Centre for Media Studies: Kavi Goshti on Hindi Diwas – UCMS organized Kavi Goshti on the occasion of Hindi Diwas on September 14, 2009.
16. UIRC and USHSS jointly organized a lecture on the topic "Research Evaluation in Science" at Seminar Hall, University School of Education on November 6, 2009.
17. Orientation Programme for Ph.D Scholars: In an attempt to encourage research, Guru Gobind Singh Indraprastha University has enrolled around 100 research scholars in different departments of the university. An orientation programme was organized in the University for the new registered Ph.D. scholars.
18. University School of Management Studies: A National Conference on "Information Management in Knowledge Economy" was organized by the University School of Management Studies, in association with the Computer Society of India, IETE Delhi and the IEE Computer society, Delhi on March 20, 2010.
19. University School of Management Studies: A National Conference on Quality Management in Organizations was organized on Feb. 26, 2010, by the School in collaboration with the Micro Small and Medium Enterprises Development Institute (MSME) – Delhi.
20. University School of Management Studies: Business Skill Development Programme organized. The Entrepreneurship Development Cell of the School and the MSME Development Institute, Govt. of India, Okhla, organized the IV Annual, One Month Business Skill Development Programme from March 3, 2010.

21. University School of Management Studies: Workshop by Prof. Matt Syal, Michigan State University on “Green Building Projects and their impact on construction management practices” for the MBA Real Estate Students by USMS.
22. University School of Information Technology: Technotriks 2010’ at USIT – The IETE-Students Forum, GGS Indraprastha University organized a full day workshop – ‘Technotricks 2010’ at USIT on March 6, 2010.
23. University School of Law and Legal Studies organized a presentation by Prof. Coniho from Bangor University, United Kingdom on various aspects of European Law.
24. University School of Law and Legal Studies: The “Indraprastha All Delhi (NCR) Moot Court Competition” was organized by University School of Law and Legal Studies on March 27, 2010.
25. University School of Chemical Technology: The school organized a three day youth extravaganza “SANSHLATION” from March 4-6, 2010. Students from University School of Studies and various affiliated colleges participated in different Technical and Cultural events.
26. University School of Humanities and Social Sciences: The school organized a two-day National Seminar on “The World, the Poet and the Critic” on March 30-31, 2010 at GGSIP University, Delhi. The seminar focused on the “Worldliness” of Indian English Poetry, specially its English, Hindi and Punjabi variants.
27. University School of Education: The School organized two day research workshop from April 29-30, 2010 on “Development of Tools in Educational Research”.
28. University School of Mass Communication: Mr. Naresh Sharma, Cinematographer (Alumni FTII) conducted a two-day workshop on “Lighting Techniques” for the students of IV Semester TV Production specialization.
29. University School of Mass Communication: A two day workshop on “Anchoring and TV, Radio presentation” was conducted by renowned radio & TV Presenter Mr. Pradeep Sharma from April 15-16, 2010.

30. University School of Mass Communication: Mr. Jitender Vig, Senior Graphics Designer, Fluke Design Studio, conducted a 4-day workshop on “Web Animation and Graphics” for the students of MMM IV Semester.
31. A workshop on “Script Writing” was conducted by Mr. Ashok Purang from Mumbai to develop and analyze the construction of film scripts and public services messages.
32. University Legal Aid Centre: Under the auspices of the National Human Rights Commission (NHRC), the Directorate Legal Aid Centre, GGSIP University organized an Inter University Debate Competition on Feb. 23, 2010. The motion for the debate was: “Access for Justice to All as a Human Right is More an Illusion than a Reality for the People of India”. Students from fourteen Universities from various states participated.
33. UIRC organized following Users’ Awareness Programme:
  - a) “Workshop on Legal Databases” for University School of Law and Legal Studies on September 30, 2009 in Seminar Hall, USLLS. Around 100 students and faculty members attended the programme
  - b) “Demo on EBSCO Business Premier Database and Proquest These Database (ABI/INFORM)” for University School of Management Studies on October 28, 2009 in Seminar Hall, USMS as a part of decision making process of subscription to e-books.
  - c) “Orientation Programme on Springer’s E-Book – Lecture Notes in Computer Science on October 28, 2009 for University School of Information Technology. Besides this, UIRC also made them aware of the availability of e-text books by Mc-Graw Hill – Engineering Xpress by providing demo of the product in CR-72, USIT.
34. UIRC organized on day seminar on “Indian Research: a Quantitative and Qualitative Approach” on March 3, 2010 at Seminar Hall of GGSIP University, Kashmere Gate, Delhi.

**9. Research projects a) Ongoing; b) Completed:**

<b>S. No.</b>	<b>Title</b>	<b>USS</b>	<b>Duration of Project</b>	<b>Faculty Name</b>	<b>Amount</b>
1	UGC Major Research Project, Measuring Marketing Productivity in Consumer Good Industry in NCR.	USMS	2008-2011	Prof. Sanjiv Mittal	2.70 Lakh
2	UGC Research Project, Developing a model of learning and innovation in higher education: corporate university perspective UGC REF No. 5-25/2009 (HRP).	USMS	15-May-2009 to 14-May- 2011	Prof. Neena Sinha	4.5 Lakh
3	UGC Research Project, Building comptability between Indian Higher Education and ECTS.	USMS	2010-2012	Dr. Vijita Aggarwal	5.00 Lakh
4	AICTE Project, E-Healthcare in India: Critical success Factor.	USMS	2008-2011	Dr. Uditaneja	9.8 Lakh
5	Indian Council for Social Science Research, Nutrition Labelling.	USMS	Completed	Dr. Meenakshi Handa	2.50 Lakh
6	Dept. of Urban Development, Govt. of NCT Delhi, Project Regularization of Unauthorized Colonies in Delhi.	USEM	June 2008	Prof. J.K. Garg	50 Lakhs
7	TRIFED, Ministry of Tribal Affairs, Govt. of India, New Delhi, Project (Solid Fermentation Processes for Utilization of Forest by Products: Production of Industrial Enzymes, in collaboration with IIT Delhi.	USEM	2009,	Dr. Anshu Gupta	16.40 Lakh

8	UGC, New Delhi, "Submanifolds in Semi-Riemannian Geometry and applications.	USBAS	May 2009,	Dr. Ram Shankar Gupta	6.18 lakh
9.	DIPAS LSRB, DRDO, Tolerance to low Oxygen: Global gene expression profiling and proteome analysis in response to Hypobaric Hypoxia.	USBT	2008-10	Prof. P.C. Sharma	9.95 lakhs
10	Hippophae sp., Development of SSR markers in Sea buckthorn.	USBT	2008-2011,	Prof. P.C. Sharma	30.12 lakhs
11	Hippophae sp DBT, Transcriptome analysis and identification of cold tolerance genes in Seabuckthorn.	USBT	2009-12	Prof. P.C. Sharma	61.42 lakhs
12	Budget enhancement of the UGC, Biochemical & molecular characterization of NO <sub>3</sub> - assimilation in Spirulina.	USBT	2009-2010	Dr. N. Raghuram	1.5 lakhs

#### 10. Patents generated, if any:

**None**

#### 11. New collaborative research programmes:

1. Collaborative with Institute of Physics, Academia, Sinica Taipei, Taiwan, ROC covers:
  - Strengthen the nano-science and technology activities at GGSIPU through joint research collaborative programme.

- Exchange of experience and information about scientific work and programs. Faculty / student exchange etc. Publication of scientific materials according to the results of implementation of joint work.
- Promotion of joint studies, joint academic workshops & joint research work.
- Joint research project entitled “Physical properties of novel nano-structure materials”.

2. University School of Management Studies: The School had the opportunity of partnering with Indian Institute of Management, Ahmedabad in their project of National Mission “Proof of concept exercises for planning e-literacy programme for mission literacy with ICT.

The team of faculty from USMS coordinated in developing contents, questionnaires, e-learning evaluation and involvement during their visit to Ahmedabad.

The objective of the study was to gauge the effectiveness of e-learning through a comparative analysis between the traditional vis-à-vis e-learning modes of learning. The USMS faculty had continuous interaction with Prof. Biju Varkey and Prof. Rajanish Dass, faculty member of IIM Ahmedabad.

## 12. Research grants received from various agencies:

S. No.	Title	USS	Duration of Project	Faculty Name	Amount
1.	UGC Research Project, Developing a model of learning and innovation in higher education: corporate university perspective UGC REF No. 5-25/ 2009 (HRP).	USMS	15-May-2009 to 14-May-2011	Prof. Neena Sinha	4.5 Lakhs

2.	Hippophae sp DBT, Transcriptome analysis and identification of cold tolerance genes in Seabuckthorn.	USBT	2009-2012	Prof. P.C. Sharma	61.42 lakhs
3.	Biochemical & molecular characterization of NO <sub>3</sub> -assimilation in Spirulina.	USBT	2009-2010	Dr. N. Raghuram	Rs. 1.5 lakhs *Budget enhancement
4.	UGC Research Project, Building comptability between Indian Higher Education and ECTS.	USMS	2010-2012	Dr. Vijita Aggarwal	5.00 Lakh
5.	TRIFED, Ministry of Tribal Affairs, Govt. of India, New Delhi, Project (Solid Fermentation Processes for Utilization of Forest by Products: Production of Industrial Enzymes, in collaboration with IIT Delhi.	USEM	2009,	Dr. Anshu Gupta	16.40 Lakh
6.	UGC, New Delhi, "Submanifolds in Semi-Riemannian Geometry and applications.	USBAS	May 2009,	Dr. Ram Shankar Gupta	6.18 lakh

In addititon to the above, Dr. Meenu Kapoor's Research proposal submitted to the Department of Science and Technology on "Functional Characterization of components of DNA Methylation Machinery in the moss, Physcomitrella patens" was accepted and a grant of Rs.33 lakhs was sanctioned for implementation of the above project for three years (2010-2013).

### **13. Details of research scholars:**

1. New Ph.D registration during the year 2010 in University School of Information and Communication Technology : 12.
2. New Ph.D registration during the year 2010 in University School of Management Studies : 24.
3. New Ph.D registration during the year 2010 in University School of Chemical Technology : 04.
4. New Ph.D registration during the year 2010 in University School of Biotechnology : 04.
5. New Ph.D registration during the year 2010 in University School of Environment Management : 04.
6. New Ph.D registration during the year 2010 in University School of Medical and Para-Medical Health Sciences : 04.
7. New Ph.D registration during the year 2010 in University School of Engineering Technology : 03.
8. New Ph.D registration during the year 2010 in University School of Basic and Applied Sciences : 02.
9. New Ph.D registration during the year 2010 in University School of Humanities and Social Sciences : 04.
10. New Ph.D registration during the year 2010 in University School of Law and Legal Studies : 02.
11. New Ph.D registration during the year 2010 in University School of Education : 11.

### **14. Citation index of faculty members and impact factor:**

The University faculty is consistently publishing research papers in journals of repute with high impact factor. Their papers are also cited by the peer group.

## **15. Honors/Awards to the faculty: National and International:**

1. Prof. D.K. Bandyopadhyay, Vice Chancellor, Guru Gobind Singh Indraprastha University:
  - i) Kewal Nohria Award for Academic Leadership in Management Education by AIMA (2010);
  - ii) Faculty gold medal for excellence in academic achievements, Slovak University, Nitra (2010);
  - iii) Guru Baishista Award by Scholar Society (2009);
  - iv) Delhi Ratan Award (2009).
2. Dr. Durgesh Tripathi has been invited by the Central Board of Film Certification, Ministry of Information and Broadcasting, Govt. of India, in the workshop for members at Indian International Centre, Delhi to express his views on “Censoring the Vulgarly and Obscenity in Films”.
3. Prof. Anu Singh Lather: Faculty of Economics and Management, Slovak University of Agriculture in Nitra awarded Faculty Gold Medal to Prof. Anu Singh Lather for Excellence in Academic Achievements on May 26, 2010 at Nitra Slovak Republic.
4. Prof. Anu Singh Lather: IIM Ahmedabad invited Prof. Lather for a project on “National Mission Proof-of-Concept Exercise for Planning e-Literacy Program for Mission of Literacy using ICT” on Feb. 4-5, 2010 as subject expert.
5. Dr. Arif Ali Khan received an invitation from University of Bonn, Germany to work with Prof. Rainer Streubel on a collaborative research project funded by Deutsche Forschungs Gemeinschaft (DFG-Germany) for the duration October-December, 2009.
6. Prof. Nupur Prakash nominated member of Board of Examiners in Department of Computer Science and Engineering, University of Mauritius, Republic of Mauritius for 2009-11.

**16. Internal resources generated:** Internal resource generated amount to Rs.76.25 crores in addition to the corpus fund of Rs.102 crores.

**17. Details of departments getting assistance/recognition under SAP, COSIST (ASSIST)/DST, FIST, and other programmes:** University School of Management Studies and University School of Biotechnology submitted a proposal for recognition under SAP-DRS.

**18. Community services:**

1. Training Programme organized for Delhi Police – ‘Founder Course on Law’, a training programme for 400 newly recruited Sub-Inspectors of Delhi Police at Dwarka Campus of GGSIP University was conducted by University School of Law and Legal Studies, GGSIP University in collaboration with Delhi Police to train newly recruited Sub-Inspectors (Probationers).
2. A five-day training programme on “Role of Geo-Spatial Technology in Homeland Security for Para Military Forces” was organized by the University on June 28, 2010. Thirty six senior officers of Para-Military Forces, including officers from CRPF, BSF, SSB and Grey Hounds of Andhra Pradesh, participated in the training.
3. Blood Donation Camp: The Directorate of Students’ Welfare of the University in collaboration with GTB Hospital/AIIMS Blood Bank organized a Blood Donation Camp on October 1, 2009 in the University premises on the occasion of ‘Gandhi Jayanti’. The camp was organized on the initiative of the students.

**19. Teachers and officers newly recruited:**

**A) Teaching Staff**

Prof. P. Bhattacharya, University School of Environment Management.

**B) Non-Teaching Staff**

<b>S.No.</b>	<b>Nomenclature of Post</b>	<b>Name of incumbent(s)</b>
1.	Assistant Registrar	Dr. Lokesh Garg
2.		Ms. Geeta Mahajan
3.		Dr. Renu Tomar
4.		Sh. Sanjib Kr. Sahu
5.		Sh. Manoj Bhatt
6.	Finance Officer	Sh. M.S. Rawat
7.	Asstt. Finance Officer	Sh. Naresh Kumar
8.		Sh. Anand Singh
9.	PRO	Sh. Nalini Rajan
10.	Section Officer	Sh. Kuldeep Singh Dabas
11.	Jr. A/Cs Officer	Sh. Rameshwar Singh

20. **Teaching - Non-teaching staff ratio:** 1 : 2.38

**21. Improvements in the library services:**

1. JSTOR and Aluka access for the University by UGC-INFONET Consortium:  
Two new publisher's-full text databases have been added by UGC-INFONET Consortium. Under this consortium, the university has access to 19 Publishers offering 5588 journals.

JSTOR offers a high-quality, interdisciplinary archive to support scholarship and teaching. It includes archives of over 1400 leading academic journals across humanities, social sciences, and sciences, as well as select monographs and other materials valuable for academic work.

In addition, UIRC users can now access Aluka content by going directly to [www.aluka.org](http://www.aluka.org) Aluka is an international, collaborative initiative, building an online digital library of scholarly resources from and about Africa.

2. UIRC Book Data on INFLIBNET Server: UIRC Book database has been merged into INFLIBNET Union catalogue and is available for online searching since 17<sup>th</sup> November 2009. Now UIRC Library catalogue OPAC is accessible from three access points:

UIRC Website : <http://lib-server.ipu.ernet.in/Catalogue.aspx>

DELNET Website : <http://164.100.247.21/cgi/nph-bwsgi/BASIS/union/cat/main/SF>

INFLIBNET Website : [http://indcat.inflibnet.ac.in/indcat/Uni\\_search\\_b.jsp?No=104\\_s](http://indcat.inflibnet.ac.in/indcat/Uni_search_b.jsp?No=104_s)

## **22. New books/journals subscribed and their value**

- |     |               |   |   |
|-----|---------------|---|---|
| (a) | Books         | = | 40,000                                    |
| (b) | Print Journal | = | 307 current journals; 3,000 bound volumes |
| (C) | E-Resources   | = | 8,000                                     |

## **23. Courses in which student assessment of teachers is introduced and the action taken on student feedback:**

All Academic Programmes have the Student Assessment of Teacher Component that forms component of FADS.

## **24. Feedback from stakeholders**

1. The Court of the University gave the following suggestions:-
  - i) Centre for Human Values and Ethics should be created in the University. The University has decided to constitute the same.
  - ii) It was also suggested that Ph.D research should be encouraged with appropriate incentive and be made more rigorous.
  - iii) International collaboration for research, faculty and students exchange should be promoted more rigorously by the University.

2. It was suggested by the Board of Management to define the parameters for adjudging the academic standard of the institute / college in general, and in respect of the quality of faculty, in particular. The same was addressed.

**25. Unit cost of education:** Rs.70,000/-

**26. Computerization of administration and the process of admissions and examination results, issue of certificates:** The details regarding the computerization of the examination system are summarized as under :

1. Collection of Student Data (Programme-wise): First of all, the first year students' data is collect from the Academic Branch of the University. As per data, the data base is formed in the Examination Division. The Examination Forms are distributed and received from the students as per the data provided by the Academic Branch for appearing the examinations. As per examination form received, the registration chart is prepared and as per registration chart, the admit card is prepared by the EDP section. Thereafter, the paper setting work starts.
2. Paper Setting: Question papers are set according to their scheme of examination. The Secrecy Branch of Examination Division sends letter to Dean/Director/Principal of University Schools of Studies / Affiliated Institutes for list of paper setters, when the list of paper setters is received that is duly approved by Board of Studies of the respective Schools, the choice of paper setter process starts.
3. Conduct of Examination: When the Registration Chart is prepared and Scheme of Examination is selected, the process of making of date sheets; examination centres and evaluation centres is started. It is also kept in mind that centres are notified in last moment and must be rotated so that someone may not try to influence the centres.
4. Evaluation: After the completion of examination in the examination centre, the copy sends to the evaluation centres, the evaluation centre knows the status of copy and one important thing which is also involved in evaluation centre is

“Coding” of answer sheet. At the evaluation centre, the P-IV / P-III of answer sheet are separated from the answer sheet and Award List which is prepared by the concerned teacher is sent to the respective Result Branch.

5. Result: The Result Branch sends the P-IV / P-III to EDP Section for preparation of result. When the result is prepared by the EDP section, it is sent to result section for verification, the result section acts as an auditor of result prepared. After verification the final result is put up to the Controller of Examinations for declaration on the Website of the University. After declaration of result, the rechecking process / inspection of answer scripts starts within 15 days of result declared.
6. Transparency: In case students wish to see evaluated Answer sheets under RTI, it is facilitated.

## **27. Increase in the infrastructural facilities:**

1. Construction work for the new campus at Dwarka accelerated Administrative Blocks, Block-A, Block-B, Block-C and the Library was ready for possession so that classes for the academic year 2010-2011 can be held in the new spacious campus.
2. Digital and Wireless Communication Labs have been strengthened as a new post graduate course in Digital and Wireless Communication has started in 2009-10.
3. UIRC acquired access to Web of Science through UGC-INFONET.
4. New Addition of E-resources in UIRC under UGC-INFONET Consortium: Aluka is an international, collaborative initiative, building an online digital library of scholarly resources from and about Africa.

With J-STOR (1000+ Journals) Since Vol. 1 Issue 1. Humanities, social sciences, and sciences, as well as select monographs and other materials valuable for academic work is available. The entire corpus is full-text searchable, offers search term highlighting, includes high-quality images, and is interlinked by millions of citations and references.

**28. Technology upgradation:**

All the University School of Studies extensively used modern teaching aids like LCD Projector, OHP, Laptop, etc for class room instruction. All faculty have individual desk top computers and printer facility on network basis, laboratory facilities are state of the art and library is moving towards the goal of developing as a digital knowledge source.

**29. Computer and internet access and training to teachers, non-teaching staff and students:** This University has been a professional University based in Delhi.

All the faculty members and staff are well trained to use computers and e-learning resources for smooth conduct of academic and administrative processes.

**30. Financial aid to students:**

Student Welfare Department: An amount of Rs.37,30,435/- (Rupees Thirty Seven Lacs Thirty Thousand Four Hundred Thirty Five Only) was disbursed as Fee Concession to the students belonging to Economically Weaker Section (EWS) for the financial year 2009-10.

**31. Activities and support from the Alumni Association:** Alumni Association of various Schools are actively supporting in Industry, Networking, Placement of students and quality enhancement measures.

**32. Activities and support from the Parent-Teacher Association:** The University does not have Parent-Teacher Association.

**33. Health services:** Health Centre with the support of the Medical Staff including a Doctor is available to cater to health needs of faculty, students and the non-teaching staff.

**34. Performance in sports activities:**

Vith Inter-College Annual Sports Meet 2009 was organized by the Students' Welfare Department on GGS Indraprastha University campus from November 11-14, 2009. The teams of 64 affiliated institutes and 11 University School of Studies participated in the event.

**35. Incentives to outstanding sportspersons:**

No such scheme is introduced.

**36. Student achievements and awards:**

University Centre for Media Studies: Students of UCMS won laurels for their department and got second prize in debate, second prize in photography, second prize in cartoon making and first prize in Quiz contest. The event was organized by Mass Communication and Mass Media Department of IP College, University of Delhi on September 24, 2009.

**37. Activities of the Guidance and Counselling unit:**

Counselling Programme: A pre-counselling programme for Common Entrance Test (CET-2010) was organized with the media partnership of India's largest circulated newspaper 'Dainik Jagran' from April 19-23, 2010.

**38. Placement services provided to students:**

Infosys Tech. Ltd., Tata Consultancy Services, Coral Telecom, Compare Infobase, Oriental Bank of Commerce, South Indian Bank, Indian Overseas Bank, HDFC Bank, Matrix, Grail Research, Copal Partners, Smartcube, Pipal Research, Capital IQ, Consultancy Development Centre, Matrix Cellular (International) Services Ltd. Ltd., Pharpur Industries, ITV, etc. visited the campus for recruitment.

**39. Development programmes for non-teaching staff:** Details of the development programmes is given as under:

**Officers (Non-Teaching)**

S.No.	Name and Designation	Name of Programme	Organized by
1.	Ms. Rashmi Atal, PRO	Training Programme on Interface with Media	Dte. Of Training, UTCS
2.	Sh. Anil Kumar, SO	Citizen Charter	
3.	Sh. Pankaj Aggarwal, ADR	Communication Skills	
4.	Sh. Kuldeep Singh Dabas, SO	Basic Functions efficiency in Vigilance matters	
5.	Sh. Bhaskar P. Joshi, Registrar	National Workshop on "Financial Mgt. of Institutions of Higher Education	BHU, Varanasi
6.	Dr. (Mrs.) Abha Vermani, ADR	1 <sup>st</sup> Academic Administrators Workshop	UGC-ASC JNU
7.	Sh. Vijay Kumar, Assistant Registrar		
8.	Sh. A.D. Lamba, AR	04 week UGC sponsored orientation programme for academic Administrators	CPDHE, Univ. of Delhi, Delhi
9.	Sh. Sarvesh Kr. Jha, SE	National Seminar on "Energy conservation possibilities in urban areas"	Mahatma Gandhi Institute of Integrated Rural Energy Plg. & Development
10.	Mrs. Sunita Shiva, DR(Pers)	Objective of Training	Module for imparting training to the Group-D employees segregated in Group-Y (literate) category as part of eligibility requirement for placing them in PB-1 with GP of Rs.1800/- of the revised pay structure.
11.	Mrs. Sunita Shiva, DR(Pers)	Administrative Setup of the GGS Indraprastha University	
12.	Mrs. Sunita Shiva, DR(Pers)	Administrative Setup of the University	
13.	Dr. Nitin Malik, JR (Affiliation)	Mandate of the University	
14.	Sh. A.K. Khatri, AR (P-II)	Punctuality	
15.	Sh. A.K. Khatri, AR (P-II)	Sense of Responsibility	
16.	Sh. Pankaj Aggarwal, ADR	Functions of Care taking Branch	
17.	Sh. K.S. Dabas, SO (P-III)	Maintenance of Service Book	
18.	Sh. Vijay Kumar, AR (GA)	Dak Receipt	
19.	Sh. Vijay Kumar, AR (GA)	Dak Distribution	
20.	Sh. K.S. Dabas, SE (P-III)	Letter writing	
21.	Sh. K.S. Dabas, SE (P-III)	Noting drafting	
22.	Sh. A.K. Khatri, AR (P-II)	Basics of Office Procedure and Record Management	

23.	Dr. Lokesh Garg, AR (P-I)	Safe custody of personnel record	
24.	Sh. Pankaj Agarwal, ADR (GA)	Developing safety culture in office	
25.	Dr. Pushpendra Singh, Univ. Doctor	First aid in emergencies	
26.	Sh. Pankaj Agarwal, ADR (GA)	Use of fire fighting equipments	
27.	Mrs. Sunita Shiva, Dy. Registrar (Pers.)	Do's & Don'ts under Conduct Rules	
28.	Dr. R.L. Ujjwal, Lecturer	Basic of Computer Operation	
29.	Sh. Anand Singh, Asstt. Finance Officer	Preparation of Pay Bill	
30.	Sh. Ajay Kumar, SO (Plg.)	Medical Attendance & Treatment Regulations	
31.	Sh. Ajay Kumar, SO (Plg.)	Welfare Schemes of the University	

#### **Non-Teaching Staff**

<b>S.No.</b>	<b>Name and Designation</b>	<b>Name of Programme</b>	<b>Organized by</b>
1.	Sh. Pradeep Kr. Vegian, GA	Pay fixation and ACP	Dte. Of Trg. UTCS
2.	Sh. Manoj Kumar Sharma, DEO	Pay fixation and ACP	
3.	Sh. Pradeep Kr. Vegian, GA	Reservation in services	
4.	Sh. Sushil Kumar., Jr. Storekeeper	Purchase Procedure, E-Tendering & Store Management	

#### **40. Good practices of the institution:**

University School of Law and Legal Studies: Launched Coaching Classes for Civil/Judicial Services Examination under the UGC, SC/ST/Minority Scheme.

#### **41. Linkages developed with National / International, academic/research bodies:**

The Memorandum of Understanding (MoUs) have been signed with the following Universities in the year 2009-10.

1. Modul University, Vienna, Austria: Memorandum of Understanding (MoU) signed in the areas of Faculty Exchange Programme, Student Exchange Programme for BBA Students, Collaboration on Organizing Workshops,

Seminars, Conferences and Conclaves jointly at GGSIP University in India or at Modul University in Austria.

2. Webster University Vienna, Vienna, Austria: General Agreement on Joint Collaborations in the areas of Student Exchange for MBA Programme and Faculty Exchange Programme, Collaboration on Organizing Workshops, Seminars, Conferences, Conclaves jointly at GGSIP University in India or at Webster University in Austria.
3. Sigmund Freud University, Vienna, Austria: Agreed for Joint Supervision of Ph.D. Scholars by the Supervisors from GGS IP University and Sigmund Freud University, Jointly Organizing Workshops and Management Development Programmes in the areas of Organizational Development (O.D.) for Industry, Jointly organizing Executive Development Programmes and Faculty Development Programmes in the area of Organizational Behavior / Organizational Development. Human Resource Management, Faculty Exchange for English Language Programme for their Psychology department.
4. ESSEC Business School, Paris, France: A study tour of ESSEC students to GGS IP University for 1-2 weeks which will includes Industry visit supported by teaching by GGS IP University faculty, Joint Supervision of Ph.D. Scholars in the area of Finance, Human Resource Management, Marketing, Operations Management and Information Technology. The research scholars shall visit ESSEC Business School for 3-6 months to pursue their Ph.D. work.
5. ESCP, Europe, Paris, France: Joint Supervision of Ph.D. research scholars in the areas of International Trade, International Management, International Marketing and International Human Resource Management.
6. HHL – Leipzig Graduate School of Management, Leipzig, Germany: The area of the common interest and collaboration shall be joint supervision of Ph.D. Programme, Study tours and joint Seminars and Conferences.

**42. Action Taken Report on the AQAR of the previous year:** Quality sustenance and enhancement has been an ongoing feature of the University. Quality policy has been reformulated.

**43. Any other relevant information the institution wishes to add:**

Cultural Programme by SPIC Macay: The Directorate of Students' Welfare of the University organized a two-day music concert under the banner of SPIC MACAY on Oct. 22-23, 2009.

**Section C: Outcomes achieved by the end of the year**

Major outcomes have already been covered vide Section 'B' Question No.1 to 43.

**Section D: Plans of the HEI for the next year**

- 1) To take all necessary steps to ensure that all the quality parameters correspond to the requirement for recertification of the University under ISO 9001 : 2008 Certification by STQC Directorate, Department of Information Technology, Ministry of Communication and IT, Govt. of India.
- 2) To design / introduce new Academic Programmes namely:
  - a) B.Tech (Computer Science Engineering)
  - b) Certificate Course in Basic Course in Behavior Testing – Weekend
  - c) Certificate Course in Advanced Course in Behavior Testing – Weekend
- 3) To prepare the proposal for Academic Council's approval for change in the nomenclature of regular masters' programme offered from University School of Mass Communication from Master of Mass Media to Master in Mass Communication (MMC) as per UGC's nomenclature.
- 4) To run the programmes of the University School of Basic and Applied Sciences, University School of Environment management, University School of Humanities and Social Sciences and the University School of Law and Legal Studies from the **new campus at Dwarka**.

<b>S. No.</b>	<b>Abbreviation</b>	
1.	USLLS	University School of Law and Legal Studies
2.	USMS	University School of Management Studies
3.	USBT	University School of Biotechnology
4.	USHSS	University School of Humanities and Social Sciences
5.	USCT	University School of Chemical Technology,
6	USBAS	University School of Basic & Applied Sciences,
7	USEM	University School of Environment Management,
8	USIT	University School of Information Technology,
9	USE	University School of Education
11	USAP	University School of Architecture and Planning
12	USS	University School of Studies
13	UIRC	University Information Resource Centre
14	UCITIM	University Centre for IT Services & Infrastructure Management