Annual Quality Assurance Report (AQAR)

(For Maharaja Surajmal Institute)

(Revised as per Revised Accreditation Framework in November, 2017)

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, **Bengaluru - 560 072** India

The institutions need to submit yearly the Annual Quality Assurance Report (AQAR) to NAAC by end of September every year positively. A functional Internal Quality Assurance Cell (IQAC) and timely submission of Annual Quality Assurance Reports (AQARs) are the Minimum Institutional Requirements (MIR) to volunteer for second, third or subsequent cycle's accreditation. During the institutional visit the NAAC peer teams will interact with the IQACs to know the progress, functioning as well as quality sustenance initiatives undertaken by them.

The Annual Quality Assurance Report (AQAR) may be the part of the Annual Report. The AQAR shall be approved by the statutory bodies of the HEIs (such as Governing Council/ Executive Council/Board of Management) for the follow up action for necessary quality enhancement measures.

The IQACs may create its exclusive window tab on its institutional website for keeping the records/files of NAAC, Peer Team Reports, AQAR, and Certificate of Accreditation Outcomes and regularly upload/ report on its activities, as well as for hosting the AQAR.

Revised Accreditation Framework

NAAC has launched Revised Accreditation Framework since July, 2017 and hence AQAR format also modified, in cognizance with the new methodology. The tools and parameters are designed in the new AQAR format are in such a way that the preparation of AQAR would facilitate the HEI's for upcoming cycles of Accreditation. Data collected/prepared infuses quality enhancement measures undertaken during the years. Further, it also adds quality enhancement and quality sustenance measures undertaken in teaching, learning, research, extension and support activities of the Institution. It is hoped that new AQAR would facilitate Educational Institutions for creating a good database at Institutional level for enhancing the quality culture.

As per the Revised Accreditation Framework (RAF), the NAAC Accredited institutions need to submit the AQAR online. NAAC is in the process of ICT integration in Assessment and Accreditation. The login id for the online submission for AQAR submission will be the e-mail id used for the IIQA. The AQAR submission is part of the post accreditation module, in due course of time. NAAC portal will have the facility to submit the AQAR online and Institutions will receive automated response. AQAR of the preceding year be submitted to the NAAC within six months i.e. the institutions should submit the AQAR before 31st December of every year.

The Higher Education Institutions need not submit the printed/hard copy of AQAR to NAAC.

Mandatory Submission of AQAR by IQAC

The Executive Committee of NAAC has decided that **regular submission of AQARs is mandatory for 2ⁿᵈ and subsequent cycles of accreditation with effect from 16ᵗʰ September 2016**:

The following are the pre-requisites for submission of IIQA for all Higher Education Institutions (HEIs) opting for 2ⁿᵈ and subsequent cycles of A& A:

- Having a functional IQAC.
- The minutes of IQAC meeting and compliance to the decisions should be uploaded on the institutional website.
- Mandatory submission of AQARs on a regular basis for institutions undergoing the second and subsequent cycles of Assessment and Accreditation by NAAC.
- Upload the AQAR's on institutional website for access to all stakeholders.

Note: The terms and abbreviation used in AQAR are in accordance with respective manuals for assessment of NAAC. Please refer institutional manual for glossary and abbreviations terms used in AQAR.

The Annual Quality Assurance Report (AQAR) of the IQAC
(*For Affiliated/Constituent Colleges*)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year.(For example, July 1, 2017 to June 30, 2018)*

Part – A

Data of the Institution
(data may be captured from IIQA)

1. Name of the Institution   **Maharaja Surajmal Institute**

- Name of the Head of the institution : **Prof. (Dr.) Rachita Rana**

- Designation: **Director**

- Does the institution function from own campus: **Yes**

- Phone no./Alternate phone no.:   **011-25552667**

- Mobile no.:   **9891113744**

- Registered e-mail: **principalmsi@yahoo.co.in**

- Alternate e-mail :   **iqac@msi-ggsip.org**

- Address   :   **C-4, Janakpuri, New Delhi**

- City/Town   :   **New Delhi**

- State/UT   :   **Delhi**

- Pin Code   :   **110058**

2. Institutional status:
- Affiliated / Constituent: **Affiliated**
- Type of Institution: Co-education/Men/Women: **Co-education**
- Location : Rural/Semi-urban/Urban: **Urban**

Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing: **Self financing**

- Name of the Affiliating University: **Guru Gobind Singh Indraprastha University**

- Name of the IQAC Co-ordinator : **Dr. Rajeshwari Malik , Dr. Monika Davar**
- Phone no. :   **011-25552667**

Alternate phone no.:

- Mobile: **9811637781, 9899065934**

- IQAC e-mail address: **iqac@ msi-ggsip.org**

- Alternate Email address: **rajeshwarimalik@msi-ggsip.org, monikadavar@msi-ggsip.org**

3. Website address: www.msi-ggsip.org

Web-link of the AQAR: www.msi-ggsip.org/aqar-2017-2018/

4. Whether Academic Calendar prepared during the year? **Yes**

Yes/No....., if yes, whether it is uploaded in the Institutional website: **Yes (Annexure 1)**

Weblink: "http://msi-ggsip.org/academic-calendar/"

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1st	**B**	**2.70**	2012	from:2012 to: 2017
2nd	**A**	**3.02**	2017	from:2017 to: 2021
3rd				from: to:
4th				from: to:
5th				from: to:

6. Date of Establishment of IQAC: Latest Revision   25/08/2018

7**.** Internal Quality Assurance System

7.1Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
1. IQAC Meetings held regularly	**1. 25/11/2017** **2. 03/03/2018** **3. 02/06/2018** **4. 20/09/2018**	**19** **20** **19** **19**
2. JAC (2017-18)	**31.5.18** **Result-90.33%**	**Maharaja Surajmal Institute**
3. AAC (2016-17)	**19.12.17** **Result-87.68%**	**Maharaja Surajmal Institute**
4. AQAR	**Submitted on time** **27th September'2018**	**Maharaja Surajmal Institute**

Note: Some Quality Assurance initiatives of the institution are:
   (Indicative list)

> - *Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements*
> - *Academic Administrative Audit (AAA) conducted and its follow up action*
> - *Participation in NIRF*
> - *ISO Certification*
> - *NBA etc.*
> - *Any other Quality Audit*

8. Provide the list of funds by Central/ State Government-

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
N/A				

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: **Yes**

  *upload latest notification of formation of IQAC:"http://msi-ggsip.org/IQAC Composition/"

10. No. of IQAC meetings held during the year: **04**

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website   Yes/No: **Yes**

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?   Yes/No: **No**
         If yes, mention the amount: **N/A**   Year: **N/A**

12. Significant contributions made by IQAC during the current year (maximum five bullets).
- Academic Calendar for the session was more holistic in approach and it's successful implementation was monitored by IQAC.
- Many activities were organised by IQAC under Corporate Outreach Programs initiated to bridge the skill gap.
- Institutional Social Responsibility activities were given due importance.
- Academic autonomy was ensured through systematic check points.
- More Faculty Development Programs, workshops and seminars were organised for ensuring quality in higher education and creating awareness to bridge the gap between traditional pedagogy and 21st century learner.

13. Plan of action chalked out by the IQAC in the beginning of the Academic year towards

   Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
1. Academic Calendar (Holistically designed)	The Academic Calendar for the session 2017-18 was more elaborate and was

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	successfully executed.
2.Corporate Outreach Programs initiated to bridge the skill gap	Many activities were organised during the session. Detail report in annexure.......
3. Institutional Social Responsibility activities were given due importance	Many activities were organised during the session. Detail report in annexure.......
4. Academic autonomy was ensured through systematic check points	All courses follow a lecture plan and all teachers prepare a course-file for their respective subjects each semester.
5. Faculty Development Programs were organised to ensure the continuous learning for teachers.	Three faculty development programs were organised during the session.

14. Whether the AQAR was placed before statutory body?   Yes /No: **Yes**

Name of the statutory body: Governing Body Maharaja Surajmal Institute
Date of meeting(s): **28th September'2018**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?
   Yes/No: YES (for II Cycle of NAAC Accreditation)   Date: 8.10.17-9.10.17

16. Whether institutional data submitted to AISHE: Yes/No: **YES**

   Year: **2010**   Date of Submission: **24/02/2018 (latest update)**

17. Does the Institution have Management Information System? **Yes/ No**: **YES**
   If yes, give a brief description and a list of modules currently operational.
The institution is steadily moving from the traditional to automated Management Information Systems (MIS). The following systems are fully functional in the Institute from last few years.
   1. Biometric Attendance System for Staff
   2. Library is fully automated and uses the software Alice for windows by Soft link Asia Pvt. Ltd.
   3. Institutional email system
   4. Result and Students Performance Analysis Software
   5. University Rank Apps (Result Checker Apps)
   6. Online system for Daily Reports
   7. MOOC and Google Classroom
   8. CCTV and Security Systems
   9. Publications in e-version.
   10. Android based Apps for various societies and events
 Apart from all these the students are encouraged to develop apps, websites and software as per the requirements. A special software development cell is highly active working on various projects. The social media profile of the institute is also actively managed by the team of students. The latest news, updates and information is provided to various stakeholders through facebook, LinkedIn, and other social media platforms.

Part-B

CRITERION I–CURRICULAR ASPECTS
1.1 Curriculum Planning and Implementation
1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

MSI is committed to provide the distinctive learning environment and skills, for understanding of self and others, to learn to solve personal and social problems and continually improving the overall performance of the 'Quality Management Systems'.

The vision and mission of the Institute is stated below:

VISION

"Developing new paradigms in education in management, computer application, e-business, teacher education and national values leading to student empowerment with an inclination for creative and cohesive group functioning in a global scenario"

MISSION

MSI is committed to provide the distinctive learning environment for the development of professional competencies and skills, for understanding of self and others, to learn to solve personal and social problems and continually improving the overall performance of the "Quality Management System".

The vision and mission of Maharaja Surajmal Institute are corroborated with the objectives of the society and reflects the commitment of the Institute towards holistic development of the students and inculcating national and human values in them through academic, co-curricular and socially meaningful activities.

Mission of MSI focuses on student empowerment and developing functioning and performing in the global scenario. Managing business in the globalised scenario is the need of the hour and thus courses are formulated by GGSIPU to equip students to face this challenge. Also, the Institution focuses on developing new paradigms and inculcating national values for holistic development of the students.

The teaching, learning and evaluation schedules are strictly as per the Academic calendar notified by the GGSIP University. The institute has well qualified, dedicated and experienced faculty. The pedagogy at MSI provides ample opportunities for students to develop into trained and competent professionals by keeping abreast of the ever changing technologies. The Institute aims to achieve and excel as premiere technical/ management institution of the country. The traditional classroom teaching is supplemented by regular tests, tutorials, group discussions, extensive lab work, projects, seminars and industrial exposure by way of industry visits and summer training. While teaching students and keeping pace with the evolving definitions and concepts, a sincere effort is also made to cover the latest developments in each subject area. The classroom environment is congenial and makes learning proactive and the students learn a sense of team spirit, responsibility and professional integrity. It helps in building a healthy student-faculty bond, which develops students to their fullest potential and harnesses the best in the teachers.

The institute and Faculty members adopt numerous policies for bridging the knowledge gap of the enrolled 'weak' students to enable them to cope with the programme of their choices as well as promote, reward and facilitate 'advanced' learners. This includes mentorship, tutorials and remedial teaching. The entire approach is student centric.

For well -planned curriculum delivery, lesson plan file is prepared by every Faculty member before commencement of Semester. As per the lesson plan the contents are delivered to the students and it is monitored by respective program coordinators and head of the departments and members of IQAC Committee. Internal tests are conducted to evaluate the performance of students. Students regularly make present power point presentations. Continuous review of the progress of syllabus completion, performance of the students, association activities are done in the department level meetings.

1.1.2 Certificate/ Diploma Courses introduced during the Academic year: **N/A**

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
N/A				

1.2 Academic Flexibility:

1.2.1 New programmes/courses introduced during the Academic year: **N/A**

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
N/A			

1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.: **N/A**

Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
Elective- BCOM311(Investment Management)	B.Com (H)	N/A	Since Academic Session- 2017 till date (As per University Norms)	B.Com (H)	N/A
Already adopted (mention the year) First batch of B.Com (H) 2015-18					

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

	Certificate	Diploma Courses
No of Students	**N/A**	**N/A**

1.3 Curriculum Enrichment

1.3.1 Value-added courses imparting transferable and life skills offered during the year: **N/A**

Value added courses	Date of introduction	Number of students enrolled
Swachh Bharat Survekshan'2018	Three weeks internship	25
Entrepreneurship Awareness Camp by DST, Govt. of India	March, 2018	90

1.3.2 Field Projects / Internships under taken during the year

Project/Programme Title	No. of students enrolled for Field Projects / Internships
Summer Internship	All second year students of BBA , B.Com(H)
Summer Internship	All second year students of BCA
PSE II & School Internship Programme	187

1.4 Feedback System

1.4.1 Whether structured feedback received from all the stakeholders. **Annexure 1**

1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	Yes	Yes	Yes	Yes

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

The feedback is collected at various levels viz. Students, Parents, Teachers and Alumni. Then the feedback is analyzed at upper management and the action taken once the feedback is received. Feedback of stakeholders is sought regularly about infrastructure and learning resources for ensuring their satisfaction. Accordingly, continuous review of infrastructure and learning resources is carried out by respective committees and the recommendations are integrated for upgrading, maintaining and utilizing physical, academic and support facilities. Feedback is also taken from faculties, stakeholders and experts regarding industry trends and feedback to identify new demands of industry. Structured feedback is taken from students, alumni, employers and experts from academia, industry and research through course/programme review feedback

A team of faculties takes feedback of internal and external subject experts including feedback of all course faculties of campuses to define/review the course objectives, contents, learning outcomes and assessment tools and put up the recommendations. Feedback is taken from eminent experts to integrate their feedback while defining curriculum/ programme.

Feedback from students is also taken through CR meetings, and corrective measures are taken accordingly to improve the teaching-learning processes.

Students Feedback:

The feedback is collected at various level during the academic session. The academic feedback taken every week from the class representatives. a. General Feedback: feedback is taken on weekly basis regarding the general facilities including mess, canteen, general hygiene and cleanliness. The actions to problems of urgent /Immediate nature are addressed by the authority immediately. The other problems which require management decisions are put up before the Chairman and also addressed accordingly.

The comments are accumulated at various levels in the course of the academic session the feedback taken every week from the student representatives of individual class.

General feedback: Feedback is taken on weekly/fortnightly basis regarding the overall facilities such as computer lab, mess, canteen, well known hygiene and cleanliness. The actions to issues of urgent /on the spot nature are addressed by using the authority straight away. The alternative issues which require management approval are addressed to the Honourable Chairman.

Faculty Feedback:

The academic & behaviour feedback from the students are analysed and the essential corrective measures recommended to faculty members. The remarks is likewise shared with department for any corrective measures

Syllabus Coverage: One hundred % syllabus coverage feedback is likewise gathered from the the Individual Subject Teacher.

Parents Feedback:

The parents' meet performed by using university each month of the semester aside from different problems permits mother and father to give tips concerning the curriculum of their wards that is duly cited with the aid of the applicable individuals within the college.

Alumni feedback:

The alumni of the college who've moved on to industry or for higher studies additionally give a feedback on how their years in the institution have helped them perform of their places of work/study. The alumni additionally supply constructive tips on helping the students gain extra recognition and improving themselves.

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1. 1 Demand Ratio during the year

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
BBA (G)	300	The admission to various	294

		programs at MSI i.e. BBA, BBA (B&I), BCA and B.Ed. is through the Common Entrance Tests (CET) for each course conducted by GGSIP. Lakhs of applications are received for each course.	
BBA(B&I)	120+1* (KM)		121
B.Ed. (2017-19)	100		93
BCA	180		180
B.Com (H)	60		60

2.2 Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017-2018	1260 (BBA and BBA (B&I))	N/A	40+6*	N/A	N/A
2017-18	540 (BCA)		20+4*		
2017-18	180 (B.Com (H))		06		
2017-18	200 (B.Ed)		14+2*		

- Guest Faculty

2.3 Teaching - Learning Process

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

Number of teachers on roll	Number of teachers using ICT *(LMS, e-Resources)*	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
40+6 * (BBA & BBA(B&I)	All	LCD Projector Laptop	Some of the Classrooms are with installed LCD	05	Presentations, Videos, Online resources, Quiz, Case Studies
20+4*(BCA)	All	LCD Projector Laptop	2 Class Rooms with installed LCD(BCA)	02	Presentation, NPTEL Lectures, Videos, Quiz,

					Case Studies
14+2* (B.Ed.)	All	Projectors	01	01	PPTs &Educational Lectures
6 (B.Com (H))	4	Computers Projectors Internet Connections	1	1	Power point Presentation

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

Students are supported through remedial coaching classes and mentoring. Final year students are provided with mentoring from passed out students/Alumni to help them analyse job profiles and career options after completion of their graduation. Visiting and Guest lecturers also mentor students regarding overall development and further educational courses after graduation. Alumni committee is established to bridge the gap between current batch students and pass out for employability skills enhancement required in industry. Students are encouraged to participate in various Seminars, Workshops & Symposiums. Subject wise special remedial classes are provided for slow learners.

The mentors extends various support to students, such as-

- Grievance Redressal Cell has been set up for listening and execution of complaints of students.
- Placement cell has been set up to provide placement services related information to B.Ed. students.
- Co-curricular and cultural events are organised.
- Periodical Seminars and workshops are conducted for B.Ed. students.
- A workshop on Teaching Skills Development was organised from 25th July 2018 to 31st July 2018 to prepare students for Practice Teaching.

Appreciation Ceremony is organised to appreciate meritorious & regular students (100% attendance)

The students who are little slow in their grasping as compared to their counterparts are identified on the basis of their class participation, pass percentage, classroom performance, and regularity in submission of assignments, punctuality and personal interactions. The institute through its teachers handles it sensitively, and pays required attention to learners with various paces.

The institution adopts following strategies for facilitating and motivating the identified slow and better learners.

For Slow Learners:

- Every department organizes a series of programmes like remedial classes, mock test, debates, group discussions, proficiency and personality development workshops.
- The Mentors are appointed to meet the needs of the slow learners. They provide them personal, academic and social counseling.
- The mentors help the students, particularly slow learners to develop their personality and move ahead. Class Coordinator is appointed for every class to take special care, to monitor, guide, and help the slow learners improve.

On the other side, the institute also identifies, the advance learners, and work on them as per the requirements. Advanced learners are facilitated with state of the art facilities in terms of well-equipped library provided with latest edition of books, online journals, computer labs, internet and other amenities. Co-curricular or extra co-curricular activities encourage participative learning approach. Advance learners are also encouraged to take up internships and industry based projects. Students also participate

in research activities of the teachers and learn beyond the prescribed course curriculum. The various activities like management -technical fest, quiz, debates, seminars, exhibitions, colloquium etc., are conducted for advanced learners to motivate them and help them excel in all the fields. As a result of well-groomed advanced learners, the institute has bagged 27 Gold Medals so far, higher than any other affiliated Institute of GGSIPU.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
1260 (BBA and BBA (B&I))	40	1: 31
540 (BCA)	20	1:27
180 (B.Com (H))	06	1:30
200 (B.Ed)	14	1: 15

2.4 Teacher Profile and Quality

2.4.1 Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
5+3 (Ad-hoc)	**5+3 (Ad-hoc)**	**Nil**	**5+3**	**01**

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

Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
	N/A		

2.5 Evaluation Process and Reforms

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

Programme Name	Program me Code	Semester/ year (Aug-Dec 2017 Jan-June2018)	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BBA (Gen) BBA (B &I) BCA BCA	017 18 020 020	Aug-Dec 2017- I, III & V Semester Jan-June2018- II,IV and	December, 2017 May, 2018	March , 2018 July , 2018

B.Com (H)	146	VI Semester		
B.Ed.	021	Aug-Dec 2017- I and III Semester	December, 2017	March , 2018
		Jan-June2018- II, and IV Semester	May, 2018	July , 2018

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous Assessment having weight age from 25%-50% in internal marks, depending upon course objectives, learning outcomes and pedagogy. Various components for continuous assessment are defined and used. End semester Internal Examination – written examination is held every semester end. The weight age of end semester internal examination varies from 75%- 50%.Students subject knowledge is assessed through direct and indirect methods of Assessment methodology/tools like comprehensive examination, case studies are decided keeping in mind the parameters/learning outcomes to be measured and the desired emphasis during the delivery of a programme as prescribed in the course curriculum.

The students who are little slow in their grasping as compared to their counterparts are identified on the basis of their class participation, pass percentage, classroom performance, and regularity in submission of assignments, punctuality and personal interactions. The institute through its teachers handles it sensitively, and pays required attention to learners with various paces. Revision lectures to help the students to have insight to the previously covered topics and connecting with the new topics. Parents are also kept in the loop, the institute provide academic counselling through parent teacher meeting (PTM) periodically, to enhance the communication between parents-teachers-students.

Class room Interaction & Co-curricular activities :
Teachers also verify the students through numerous mechanisms along with ordinary interaction with college students, quizzes, assignments, every day attendance and mid-term examinations. Hence the students are assessed and marks provided to them in session with the department and as per the institute suggestions/coverage. The internal and outside idea marks then will become the very last cease semester fulfilment of the scholar.

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

The institute adheres to the Academic Calendar prepared according to the calendar provided by GGSIP University. Every year we prepare the academic calendar for the institute and also a department wise activity schedule for smooth functioning. This ensures that the curriculum is enriched through related activities like gust lecture, extension series and industry interaction. For the academic session academic calendar was prepared and followed for conduct of examination and other activities. The academic calendar is displayed on the institute website and also shares with the head of the departments so as to ensure proper execution. A copy of academic calendar for session 2017-18 is attached (Annexure 1) for reference.

Being an institute affiliated to GGSIP University, we follow the academic schedule provided by the university. The Institute prepares their own academic calendar for various programmes which follow the timelines/guidelines and academic schedule of the affiliating University. Generally, the GGSIP University gives guidelines on the following in their academic schedule, along with annual cultural and sports meet schedule.

- Beginning of the academic sessions.

- Last working day of the semester.
- Mid-term examination schedule.
- Annual Sports meet
- Annual cultural Fest
- End term theory and Practical examination schedule.
- Vacation schedule.

The same academic calendar is published on institute's website before the beginning of every academic year. It provides plan for the academic year to students, teachers and parents. Considering the academic calendar, each department functions according to the teaching plan prepared at the department level.

2.6 Student Performance and Learning Outcomes

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

www.msi-ggsip.org

The teaching learning process is the back bone of the academic system of any institution. Hence, Institute gives utmost care on teaching learning process so as the communication reaches all the students of different groups at grass root levels. With the advent of technology, teaching methodology has also appropriately evolved. The faculty members concentrate on teaching in addition to research and extension services and have evolved the best possible strategies and techniques of teaching to facilitate learning of students.

The learning outcomes are clearly defined as per courses of the University. They are influential in achieving the mission and objectives of the University. While defining the learning outcomes, following are taken care of :
- They are articulated as complete declarative sentences that clearly describe the knowledge, skills, and competencies that students are expected to acquire as a result of completing their programme of study
- The resources (faculty, library, labs, technology etc) and pedagogy to be adopted for effective course delivery and student learning are determined in consonance with the learning outcomes to be achieved
- The outcomes are assessed and measured to identify the extent to which goals are accomplished.
- The gaps identified after the analysis are addressed through the properly laid action plan The outcomes assessment plan also specifies the performance targets/criteria (measurable objectives) that are used by the domain to determine the extent to which the programme learning outcomes are being achieved

The assessment of student learning outcomes is done by using direct and indirect measurement tools like viva, internal examination scheme. Assessment methodology/tools are decided keeping in mind the parameters/learning outcomes to be measured and the desired emphasis during the delivery of a programme as prescribed in the course curriculum.

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
017	BBA (G)	**272**	**268**	**98.53%**
018	BBA (BI)	**107**	**105**	**98.10%**
021	B.Ed.	**94**	**94**	**100%**
021	B.Ed.	**93**	**93**	**100%**
020	BCA	**180**	**176**	**97.80%**
146	B.Com	**58**	**53**	**91.38%**

	(H)			

2.7 Student Satisfaction Survey

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

The institute ensures that the students are provided various platforms to reach the authorities with their suggestion and feedback. Apart from the formal feedback taken in each semester, the students can convey their concern if any, through a suggestion box placed at the main entrance. Also the students can send email or contact through website. Overall satisfaction is thoroughly evaluated through the feedback system.

Weblink: msi-ggsip.org/contact-us.

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research

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

N/A

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored Projects				
Projects sponsored by the University/ College	**N/A**	**N/A**	**N/A**	**N/A**
Students Research Projects *(other than compulsory by the College)*				
International Projects				
Any other(Specify)				
Total				

3.2 Innovation Ecosystem:

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

Title of Workshop/Seminar	Name of the Dept.	Date(s)

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

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
		N/A		

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

Incubation Centre	Name	Sponsored by
	N/A	

Name of the Start-up	Nature of Start-up	Date of commencement

• Entrepreneurship Development cell has been established to develop global entrepreneurial mind-set citizen sensitive to professional and human values for students. • To facilitate networking and establish collaborations for undertaking multi-disciplinary and interdisciplinary research, E cell regularly invites eminent experts for promoting entrepreneurship amongst students. • Few E cell students have got funding from government initiatives and agencies for their start up. MSI has been north Delhi Centre for EAC Camp by DST, Govt. Of India.		

3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International
	N/A	

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

Name of the Department	No. of Ph. Ds Awarded
BBA	01
BCA	02

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

	Department	No. of Publication	Average Impact Factor, if any
National	BBA	01	**-**
International	BBA	04	3.8
International	B.Ed.	3+2	5
International	BCA	22	-
National	B.Com (H)	1	-

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

Department	No. of publication
BBA	05
BCA	1 International Conference Proceedings 1 National Conference Proceedings 1 Book
B.Com (H)	2
B.Ed	

3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index : N/A

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
Annexure 2						

3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science):Nil

Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
				N/A		

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	-	06 2	-	-
Presented papers	3	1	-	-
Resource Persons	-	3	1	-

3.4 Extension Activities

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

Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers **co-ordinated** such activities	Number of students participated in such activities
Industrial Visit	Pronto IT Labs	2	14 August, 2017 30 BCA I Year student
Industrial Visit	Pronto IT Labs	2	12th September,2017 30 BCA II Year students
Bio Diversity Park Visit	Yamuna Bio diversity park	3	120 Students of BBA final year
Donation camp And environmental scanning	Underprivileged part of society Cleaning And Plantation	4	50

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

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited
		N/A	

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

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
Swachh Bharat	Karvy Systems	Internship for three	01	25

| Sarveykshan-18 | | weeks | | |

3.5 Collaborations

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

Nature of Activity	Participant	Source of financial support	Duration
N/A			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration **(From-To)**	Participant
Internship	Summer Internship	IDBI Federal UAS International AIM India Sharekhan Alue Corporation Times Group Etc.	1st June to 31st July	All second year students & few first year students
Industrial Academia	MPR STR		2 months (6 weeks) June-July 2018	Second and Third year Students(43+58)91

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

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
N/A			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
Rs. 2,92,25,000/-	Rs. 2,57,96,643/-

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	7376.6 Sq M	
Class rooms	33	
Laboratories	3	
Seminar Halls	1	
Classrooms with LCD facilities	9	
Classrooms with Wi-Fi/ LAN	33	
Seminar halls with ICT facilities	2	

Video Centre		1	
No. of important equipments purchased (≥ 10 lakh) during the current year.			LCD Projector-5 Desktop Computers-40
Value of the equipment purchased during the year (Rs. in Lakhs)			(Projector Cost) Rs. 1,86,500/- (Computer Cost) Rs. 15,22,000/-
Others(Rooms with Audio-Video Facilities)		12	

4.2 Library as a Learning Resource

4.2.1 Library is automated {Integrated Library Management System -ILMS}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Alice for Windows (AFW) developed by Softlink Asia Pvt. Ltd.	Fully	6.16 Latest	2007

4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books for BBA , B.Com, BCA and B.Ed	24047	-	280	-	24327	
Reference Books for BBA , B.Com, BCA and B.Ed	3439	-	126	-	3565	
e-Books	-	-	-	-	-	
Journals	88	111892	+5 (-8)	Rs. 12265	85	
e-Journals for BBA , B.Com, BCA and B.Ed	4368	55000	-	-	2981	
Digital Database	-	-	-	-	-	
CD & Video for BBA , B.Com, BCA and B.Ed	681	-	-	-	681	
Library automation BBA , B.Com, BCA and B.Ed	Fully	-	Fully	-	Fully	
Weeding (Hard & Soft) BBA , B.Com, BCA and B.Ed	-	-	-	-	-	
Others (specify)	DELNET Membership	Rs. 11500	DELNET Membership	Rs. 13570 (For All Courses)	DELNET Membership	Rs. 13570 (For All Courses)

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing BCA	208	8	Spectra net Pvt. Ltd.	Wifi Enabled Campus	8	17 (Staff)	53 BBA/BCA /B.Com	100 Mbps	-
Added	40(Replaced)								
Total	208	8			8	70	53	100 Mbps	-

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

100 MBPS

4.3.3 Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Subject Notes and Previous year Question papers of all Departments	https://sites.google.com/site/centrallibrarymaharajasuraj mal/home/e-resources/useful-resources-for-students
DELNET	www.delnet.nic.in
DELNET E-Books reference	http://www.e-booksdirectory.com/
DELNET E-Journal (Management)	http://164.100.247.25/basisbwdocs/manag.html
DELNET E-Journal (Computer Science)	http://164.100.247.25/basisbwdocs/computerscience.html
DELNET E-Journal (Education)	http://164.100.247.25/basisbwdocs/education_journal.htm

4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e – content
Dr. Vanita Anand	5 –E Model of LP Constructivist Approach ICT in Teaching Learning Assessment of Constructivist Classroom	SWAYAM	JAN 2018
Dr. Rajesh Gill	508 learning in Art i) Need & Importance of Visual Art and Performing Art and understanding Child Art ii) Exploration & Experimentation with different methods of Visual Arts: Block Printing iii) Exploration &	SWAYAM	PROPOSED

	Experimentation with different methods of Visual Arts: Collage Making		

4.4 Maintenance of Campus Infrastructure

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

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
Rs. 1,82,50,000/-	Rs. 1,33,48,426/-	Rs. 1,09,75,000/-	Rs. 1,24,48,217/-

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

Institute makes budgetary provision under different heads for maintaining and utilizing the campus infrastructure facilities. Institute development committee assigned enough funds for maintenance and repairing. The allocated funds are utilized under the observation of various monitoring committees such as Purchase committee, Repair and maintenance committee, Sports Committee, Library committee, Lab Maintenance Committee, Students Feedback committee etc. of the college.

To maintain and upkeep the infrastructure Institute facilities and equipments, following activities are undertaken by college:-

- There is Stock Maintenance Committee in every department, who maintains the stock register by physically verifying the items round the year.
- Department wise annual stock verification is done by concerned Head of the Department.
- Regular maintenance of Computer Laboratory equipments are done by Laboratory Assistant along with Laboratory attendant and they are headed by Lab Maintenance Committee Convenor.
- Overall development of campus is done by Campus Discipline and Cleanliness Committee of the college.
- Regular cleaning of water tanks, proper garbage disposal, pest control, landscaping and maintenance of lawns is done by Institute Fourth Class Employees.
- College campus maintenance is monitored through regular inspection.
- Upkeep all facilities and cleanliness of environment in men's and women's hostel is maintained through Hostel monitoring committee.
- Outsourcing is done for maintenance and repairing of IT infrastructure such as computers, internet facilities including Wi-Fi and broadband. Updating of softwares is done by lab assistants.
- Outsourcing is done for the maintenance of wooden, furniture, electrification, and plumbing.
- Regular maintenance of the water cooler and water purifier is done by outsourcing agent.
- The maintenance of the reading room and stock verification of library books is done regularly by library staff.
- The URL for Institutional Website: http://msi-ggsip.org/.
- The URL to Institutional Library is : https://sites.google.com/site/centrallibrarymaharajasurajmal/

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Support			
5.1.1 Scholarships and Financial Support			
	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	Institutional Scholarship for meritorious students (Scholarship Accounts for 1st & 2nd Topper of each class/course of MSI - A.Y. 2017-18)	58	Rs. 5,03,300.00/-
Financial support from other sources			
a) National	Post Matric Scholarship for students with disabilities (2017-2018) NSP	1	Sanction order awaited
	Post Matric Scholarship for Minorities (2017-2018) NSP	2	Sanction order awaited
	Post Matric Scholarship for Central Armed Police Forces and Assam Rifles (2017-2018) NSP	5	Sanction order awaited
	Merit cum Means Income Linked Financial Assistance (2017-18) through GGSIPU	12	2,82,250.00
	Post Matric Scholarship for SC (2017-2018) on E district Portal	13	Sanction order awaited
	Merit Scholarship for SC/ST/OBC/Minority (2017-18) on E district Portal	3	Sanction order awaited
	Financial Assistance EWS (2017-18) through GGSIPU	9	1,82,780.00
	Delhi Government	2	Rs. 63, 500/- Rs. 31, 750/-
b) International	-	-	-
5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.			
Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Annexure 3			
5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year					

Year	Name of the scheme	Number of benefited students by Guidance for	Number of benefited students by Career	Number of students who have passed in the competitive	Number of students placed

		Competitive examination	Counselling activities	exam	
B.Ed. 2017-18	*Career counselling & aptitude building *Mentoring *Alumni Connect *Expert Industry Guidance	186	5 Pursuing PG Courses	Appearing in CTET 1 student cleared UGC NET	22
B.Com 2017-18	*Career counselling & aptitude building *Mentoring *Alumni Connect *Expert Industry Guidance	50	50	Approx. 24 for competitive exams and higher studies	27
BCA	*Career counselling & aptitude building *Mentoring *Alumni Connect *Expert Industry Guidance	178	2 students pursuing MS from International University 15 Students pursuing MCA/MBA from GGSIPU, Amity, Delhi University.	Approx 25 Students cleared MCA/MBA Entrances of various universities both National and International.	115

5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
Nil	Nil	Nil

5.2 Student Progression

5.2.1 Details of campus placement during the year

On campus	**Off Campus**

Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
Companies Visited for BBA Students: British Telecom, Amazon, Path Front, Royal Bank Of Scotland, Aim India, UAS International , Convergys, Concentrix, Genpact, FIS - Google Adwords.	153	342	Royal Bank Of Scotland, Dine Out, FIS– Google Adwords, Aon Hewitt, Tommy Hilfiger, E&Y Indus Valley Partners.	130	15, 2 Companies have not yet not disclosed the results.
Companies Visited for BCA Students: Sap Labs, Deliotte, Convergys, Capgemini, UCertify, Posterity, Infosys, Wipro, TCS, Stellar India, Aon Hewitt.	177	115	WIPRO	1	1
Companies Visited for BCOM Students (10)	27	27			
Schools visited for B.Ed. Students			SCHOOLS IN DELHI, NCR.	40	22

5.2.2 Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to

2017- 18	10	B. Ed.	Education	Jamia Milia Islamia GGSIP University IGNOU	M. Com. M. Ed./ M. A. (English) M. Com./ M.A. English
2017- 18	1	BCA	Department of Computer Application	Delhi University	M. Sc (OR)
2017- 18	4	BCA	Department of Computer Application	IGNOU	MCA
2017- 18	1	BCA	Department of Computer Application	Amity	MBA
2017- 18	8	BCA	Department of Computer Application	GGSIP University	MCA
2017- 18	1	BCA	Department of Computer Application	Symbiosis Pune	PGDITM
2017-18	18	BCOM(H)	Department of Commerce	Amity University Narsee Monjee College, Mumbai Nift-Kolkatta Canada-To Study Abroad GTB College IP University Main Campus	MBA MBA Masters In Fashion Technology International Business B.Ed, MBA

5.2.3Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam

NET	1	
SET	Nil	
SLET	Nil	
GATE	Nil	
GMAT	20	
CAT	120+	
GRE	25	
TOFEL	30	
Civil Services		
State Government Services		
Any Other		

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Participants
36	College Level Inter College Level	A large number of students participated in Inter-College, intra-college activities held during the academic session

Annexure 4

5.3 Student Participation and Activities

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

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
2017-18	NIL					

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

We at MSI are firm believer that Overall growth of students is possible only when we give student a platform to express themselves in their areas of interest other than academic front.

We have total 9 societies run and managed by Student's coordinator and overall coordination is done by Cultural Committee of the College.

Various Societies are namely:
- Antra Core Music Society,
- Innovision Photography and Videography Society
- Natraj Dance Society
- Sifar Theatre Society
- Tarak Literacy Society
- Veda Quiz Society
- BitsPlease Technical Society
- Enactus Entrepreneurship Society
- Urja Computer Society

Details of Activities conducted by various societies are available in Annexure 4

5.3 Alumni Engagement:

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

We have presently 500 Alumni enrolled in MSI Alumni Association from BBA, BCA, B.Com, B.Ed. courses. We conduct yearly Alumni get together, which witnesses a huge participation of Alumni's. Generally, Alumni Meet is organised once a year.

Our current batch of students and faculty come together to organises a huge welcome and interaction session for MSI Alumni's. As a part of welcome ceremony various societies of MSI present their programmes in the form of dance, drama, discussion and portray how new students have taken up the responsibility to become the face of MSI. After the welcome ceremony, college management and director interact with Alumni. Then some of the Alumni share their success stories and discuss about the measures required to take MSI to greater heights. All faculty members participate in the gathering to appreciate the progress and success of their students in the 21st century world and feel proud of the various positions achieved by their students in reputed organisations.

Finally, a sumptuous lunch is organized for Management, faculty, Alumni and students.

Applied For

We are in the process of registration for MSI Alumni Association.

5.3.2 No. of enrolled Alumni:

Approx. 500

5.3.3 Alumni contribution during the year (in Rupees)**:**

Nil

5.3.4 Meetings/activities organized by Alumni Association**:**

Alumni meet was successfully organized on 12th Aug 2017. More than 70 Alumni participated in the meet and college students presented a cultural programme for the Alumni. Alumni were also invited to share their experiences and give feedback to the institute for quality improvement.

Detailed report of Alumni Meet 12th Aug 2017 is available in Annexure 5

CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

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

- We at MSI have decentralised style of working.
- We have open door policy, where anyone can talk to Director or Management by taking permission.
- For participative management, the Director, HODs, Faculty and student representatives form the core part of the IQAC team.
- We have flexibility at departmental level also as class coordinator or faculty members can suggest and implement curriculum enrichment and enhancement. Faculty members prepare their subject notes and Lecture plan, which are upgraded every semester. Subject notes prepared by faculty are available at the college website for reference.
- Every department prepares a roadmap for the upcoming semester in terms of infrastructural and academic growth. Departmental budget is prepared by taking suggestions from Head of Department, Class Coordinator and faculty representative.

6.1.2 Does the institution have a Management Information System (MIS)?
 Yes/No/Partial: **YES**

- MSI has Integrated Library Management System -ILMS.
- All Systems are networked and linked.
- We use Biometric for Attendance Management system.

- We have Daily Report Management System.
- We have networked CCTV camera installed in each class rooms and surrounding areas, to provide a secure arena.

6.2 Strategy Development and Deployment

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

- **Curriculum Development- Developed at University Level**
  Maharaja Surajmal Institute is affiliated to GGSIP University, New Delhi and follows the curriculum and syllabus prescribed by the University for all its courses. Affiliated Institutions are not allowed to design their own curriculum. Rather, after every 5 to 6 years, University revise their syllabus and Senior faculty members from our college have been a part of the curriculum development committee formulated by university and have contributed to curriculum development. For each course different college become Central authority, which gathers revised syllabus and suggestion for the subjects. Maharaja Surajmal Institute was Central Authority for revising BBA syllabus, appointed by GGSIP University lately in 2017.

- **Teaching and Learning-**
  At Maharaja Surajmal Institute we follow a holistic approach for growth and development of students, our teaching and learning methodology includes brainstorming, presentations, quizzes, inquiry learning, hands on activities, case studies etc.
  - We provide adequate infrastructural facilities for teaching learning.
  - We have well qualified and experienced faculty members.
  - We provide Computer Laboratories with latest configuration hardware and original licenced software.
  - We have concept of mentoring to provide special care for students who are considered as slow learners. Each faculty mentor has a group of 15-20 students whose overall growth and development are continuously monitored to faculty and their problems are discussed.
  - We at MSI believes that Education is a never-ending process, hence we motivate our faculty members to join Orientation Programme, Refreshers Courses, Workshops and FDPs to upgrade their skills and constantly be in the process of learning so that they can percolate the benefits of their updated knowledge and skills to students.
  - We motivate our faculty members to pursue higher studies.
  - We aspire to be abreast with the latest innovations and technological developments, so we encourage our faculty members to use innovative teaching methodologies.
  - MSI is WI-Fi enabled campus and provides facility for students to use internet as a resource in their studies.
  - At MSI we have centralized IT savvy Library where student can utilise online resources for their knowledge building.
  - MSI Library has huge library with over 27 thousand titles and various journals, magazines, newspapers etc. all available for students.
  - We take special care for students with special needs by providing remedial classes, and give them permission to record classroom lectures.

- **Examination and Evaluation-**
  As per University rules, there is one Midterm examination to be conducted in a semester by the institution and at the end of semester End Term Examination is conducted by University, which is a centralized process managed by University.

We at MSI follows a disciplined strategy for evaluating our students, which includes
- Continuous evaluation is done through class tests, assignments, viva and presentations.
- For comprehensive evaluation: Students are evaluated on all parameters of personality.
- ICT is used for evaluation of results.

- **Research and Development**-
  - All the departments of the institute have access to well-equipped computer laboratories with adequate infrastructural facilities to carry out the research projects.
  - For promoting research MSI has purchased subscription for various online research journals and libraries to provide latest resources for the faculty members.
  - The Institute Central library facilitates research-oriented books, journals & e-journals for research reference.
  - Almost all faculty members are provided with personal computer which helps them carry out their research work.
  - The institute has Wi-Fi enabled internet facilities for the fast access to online resources.
  - The faculty members are encouraged to publish their research contributions in various National & International Journals and conferences.
  - The Institute encourages the research scholars by providing on-duty leave to focus on their research.
  - The institute motivates the faculty members to attend research-oriented seminars/workshops/conferences, etc., by providing special duty leave.
  - The Institute encourages faculty members to pursue Ph.D programmes in reputed universities.
  - The institute supports the researchers by providing high end computing facility with necessary software and with modern equipments.

- Library, ICT and Physical Infrastructure / Instrumentation-
  The library materials via Web- OPAC & library has also subscribed for online databases that can be browsed from 9 AM to 6.30 PM.
  - Each terminal is having internet facility.
  - Library is having reprographic facility within the institute's campus.
  - For security of library materials, we are having five fire extinguishers within the library.
  - Library is having 1 server and 16 computers (7 for library staff and 9 computers for students & faculty).
  - Detailed list of currently subscribed journalsis also uploaded on library website (printed & online). Library is having computer terminals for searching content online. Besides this regular e-mail has been sent to faculty to upgrade them with the latest information of library.
  - CD Collection: Library also maintains the CD's received along with the books. The users can get them issued.

- Human Resource Management-
  We strictly believe in the motto of team building and collective decision making.

- The Institute organizes various orientation and enrichment programmes for both teaching and non-teaching staff members for upgrading their skills in the latest technology.
- Salary, pay-scale and increments are given to staff members as per Government norms which leads to employee satisfaction.
- The management contributes an amount equal to the employee share for EPF with Pension scheme and Group insurance.
- Institute grants Medical, Casual, On Duty and Special Leave to its faculty members. And Non Teaching gets Medical, Causal and Earned Leave as per the norms of University. It also provides Maternity Leave according to norms to its female members.
- MSI provide Special Leave for pursuing higher studies, attending enrichment courses/seminars/conferences/workshops and exam duties.
- The faculty and staff members are entitled to avail summer and winter vacations as per guidelines of the University.
- MSI has Biometric, CCTV facility which are used for human resource management.

- Industry Interaction / Collaboration-
  Efforts are made to build and maintain excellent rapport with the Top Management of various Organizations and Industries and forge collaborative Industry, Academia alliances. This provides a unique and rare opportunity provided to students to learn the theoretical concepts practically. Institute is in process of initiating Memoranda of Understanding with major companies, where the component of learning that focuses on the application of theory in an authentic industrial context. Some of the major companies which visited the campus in the last academic session are:
    - Visit organised for BBA Students to MAX Insurance
    - Special Visit of BBA, BCom(H) Student's to FICCI
    - Visit to attend Seminar on Trading in Stock Market
    - Educational visit to Yamuna Biodiversity Park.
    - Visit to attend Financial Literary Session by ICICI CSR
    - Visit organised for BCA Students to Pronto Labs.

- Admission of Students -
  MSI is an affiliate College of GGSIP University. The admission is done through Entrance Examination conducted by University and based on their online admission procedure, students are admitted to Colleges based on their preferences and ranks. College is allowed to admit 10% students under Management seats, which is done on the basis of percentage in 12th examination and rank in CET Exam.

6.2.2 : Implementation of e-governance in areas of operations

- Planning and Development
- Administration
- Finance and Accounts
- Student Admission and Support
  MSI provides updated information related to Student Admission process and help.
- Examination

6.3 Faculty Empowerment Strategies

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

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Dr. Promila Dabas	Orientation Programme (92) CPDHE UGC	UGC CPDHE	1000/-

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
2017	National Conference on "Paradigm Shift From Developing To Developed India Through Digitization"		28-29 July 2017	All Teaching Staff and Faculty from other institutes	
2017	Latest Research Trends in Information Technology, Education and Management'		20th December – 22nd December, 2017	All Teaching Staff	
2018	Contemporary Issues and Challenges in Management, Education and Information Technology"		6th February-11th February, 2018	All Teaching Staff	
2018	FDP on "Human Values and Ethics: Journey of a Teacher towards becoming a Reflective Practitioner"		8th Feb-10th Feb 2018	All Teaching Staff	
2018	How to Double Your Memory!		1st March,2018	All Teaching Staff	
2018	Short Term		28th May-	All Teaching Staff	

	Course on Classroom Communication through ICT		1St June 2018		
2018	Assuring Quality in Higher Education: Innovation & amp; Challenges		From 17th July'18 to 21st July' 2018	All Teaching Staff	

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

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)
Seminar at IIS University, Jaipur	1	13/10/2017 to 14/10/2017
Workshop on Qualitative Analysis at NDIM, Delhi	1	27/10/2017 to 28/10/2017
International Conference at South Asian University, New Delhi	1	1/12/2017, 4/12/2017 and 5/12/2017
Orientation Programme (OR 92) CPDHE UGC	2	08/06/2018 to 06/07/2018
"Next Generation Wireless Networks", at NITTTR, Chandigarh.	1	16-20th July 2018
Android Developer Fundamentals in Collaboration with Google at USIC & T,GGSIP University	2	18 Dec 2017 to 22 Dec 2017,
International Workshop on Fuzzy Logic Research Applications organized by Indira Gandhi Delhi Technical University for Women,	1	16th – 20th Sept. 2017
Data Science and Big Data Analytics, conducted by ICT Academy JIMS Vasant Kunj	1	15-19 May 2018
FDP-Financial Modelling	1	17-19th,Dec,2017
FDP-Assuring Quality in Higher Education: Innovation & Challenges	4	17th July'18 to 21st July'2018-One week

6.3.4   Faculty and Staff recruitment (no. for permanent/fulltime recruitment):

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
	99	32	

6.3.5 Welfare schemes for	
Teaching	Group Insurance Schemes, EPF, 10 Academic Leave per year and the institute sponsors the research publications and registrations to academic conferences. Institute organises workshops, FDPs, seminars and conferences. Best faculty award has been initiated comprising hefty cash prize. Also, on festive occasions, lunches are organised. Subsidised in campus housing and subsidised meals are also provided in the hostel mess
Non teaching	Earned Leave, EPF, Maternity Leave are provided.
Students	Gold medals and cash prizes are awarded to merit holders in sports and academics. Industrial trips are organised and several workshops, training sessions are conducted for their overall improvement. In campus hostel facility with quality housing and meal is provided to students. Regular interaction with parents is done to ensure a coordinated effort for the welfare of the students.

6.4 Financial Management and Resource Mobilization

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

6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III) - **NO**

Name of the non government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose

6.4.2 Total corpus fund generated

6.5 Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	√	GGSIP University	√	Director
Administrative	√	GGSIP University	√	Director

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

- In the Current Session Parent Teacher Meeting was held on 09.09.2017 and 17.02.18.
- Parents are cordially invited for Orientation Programme of their wards on their first Day of College every year.
- We conduct regular meetings and telephonic contact with the parents on monthly basis after attendance. Feedback from parents is given due consideration.
- Parents are always invited for Appreciation Ceremony of Meritorious Students on

	Annual Day.

6.5.3 Development programmes for support staff (at least three)
• Workshop on work- Life balance and Stress Management
• Workshop on Stress Management
• Workshop on memory enhancement techniques

6.5.4 Post Accreditation initiative(s) (mention at least three)
• Regular health check-up camps in college to ensure the well-being of the employees
• 'Holistic' approach towards all the stake holders
• More open interactive and progress oriented organisational culture

6.5.5

a. Submission of Data for AISHE portal   (Yes /No)   : YES
b. Participation in NIRF   (Yes /No)   : NO
c. ISO Certification   (Yes /No)   : NO
d. NBA or any other quality audit   : (Yes /No)   : NO

6.5.6 Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to------)	Number of participants
2017-18	Academic Calendar for the session was more holistic in approach	Every Semester	Annexure 1	Prepared by HODs & implemented by all Departments
2017-18	Corporate Outreach Programs initiated to bridge the skill gap	Every Semester	Annexure 3	BBA, B.Com (Hons.) and BCA students and faculty
2017-18	Institutional Social Responsibility activities were given due importance	Every Semester	Annexure 4	All staff members and students
2017-18	Academic autonomy was ensured through systematic check points	Every Semester		By IQAC members
2017-18	Faculty Development Programs were organised to ensure the continuous learning for teachers.	Every Semester	Annexure 5	All faculty members

CRITERIONVII –INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

the year)			
Title of the programme	Period **(From-To)**	Participants	
Poster Making Competition on Women Empowerment	24th Feb 2018	15	5
Self- defence training for girls	9th March to 20th March 2018		

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources.

The institute makes every effort to integrate cross cutting issues as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum. The Institute provides various means to educate or aware the students on Climate Change and Environmental Education. Institute has dedicated environmental society which is basically an ECO club of students that organizes many events and aims at promoting and increasing environmental consciousness, awareness and responsibility amongst the Institute youth and the populace. Every year a plantation drive is done in the campus having a special budget/sponsorship for the event. Dustbins are installed at various positions and cleanliness is maintained. Conscious efforts are made to switch off lights and fans when not in use, to save energy. The institute has installed solar panels for supplementing the need of power supply to the hostel. Cleanliness drive is organized to create awareness and motivation among students to keep the environment clean.

7.1.3 Differently abled (Divyangjan) friendliness

The institution fully adheres to the governmental policies regarding the needs of differently-abled students; we work proactively for their inclusion and acceptance in the institution. Seats are reserved by the GGSIPU at the time of admission in various programmes. The institution aims at creating a friendly environment for differently- abled students by providing ramps and lifts to facilitate their easy movement. Wheel chairs and special toilets are available in the institute to facilitate the stay of differently-abled students. The provision of writer in the examination is also available to support the differently- abled students. Besides, due to the reservation policy adopted by the GGSIPU, students learn to cope with their differently abled peers during the course of their study. The different activities – literary, cultural or sports events ensure that all students get a chance to participate according to their ability.

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	Yes	All Students
Provision for lift	Yes	All Students and Staff
Ramp/ Rails	Yes	All Students
Braille Software/facilities	Yes	All Students with visual disability
Rest Rooms	Yes	All Students
Scribes for examination	Yes	All Students with disability
Special skill development for differently abled students	N/A	
Any other similar facility		

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address	Number of initiatives taken to engage with	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and

locational advantages and disadvantages	and contribute to local community				staff
N/A					

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)
N/A		

7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from-------to-------)	Number of participants
Annexure 3		

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

The campus has green landscaping of plants and trees
- Swachh Bharat Abhiyan -Poster Making Competition-14th September 2017.
- Swachhta Pakhwada- Cleanliness Drive- 15th September 2017.
- Plantation Drive
- No Plastic Campus
- Green landscaping with trees and plants
- Students participate in campaigns like "Adopt a tree"
- Plantation Drive
- Awareness about deforestation
- Conserve native species of plants and trees

7.2 Best Practices

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

BEST PRACTICE- I
Title of the Practice: Keeping faculty abreast with contemporary areas of the discipline so as to impart quality education.

Goal Aims and Objectives: The Institute organizes Faculty Development Programs (FDP's), seminars, workshops etc. for enhancing and upgrading knowledge of faculty members. Such practices have deep impact on quality enhancement and overall development of faculty as well as students. It positively impacts the academic functioning of the Institute and facilitates the role of teacher as educators and mentors. The Institution conducts the FDP's/seminars/workshops/Guest Lectures with the following objectives:
- To upgrade their knowledge and skills
- To improve their effectiveness as teachers and mentors
- To promote research work in their field of specialize
- To inculcate values and ethics
- To bring innovation and creativity in teaching-learning process
- To develop sensitization towards environment and other social issues

Various programs to enhance knowledge of faculty are conducted on timely basis in MSI. These includes FDP's/seminars/workshops, interactive sessions and motivational lectures from eminent persons on topics related to research, management, interpersonal communication, values and ethics etc. These talks acquaints the teachers with best practices across the world, helps in developing right research attitude, building professional ethics and becoming an effective teacher.

BEST PRACTICE- II
Title of the Practice: Pedagogy addressing outcome based education and heterogeneity of intellectual evolution (NO ONE IS LEFT BEHIND)

Objectives of the Practice : The objectives/intended outcomes of this best practice are:
- To facilitate effective teaching learning process in all the courses.
- To accomplish holistic growth of students and enhance their learning experiences and outcomes.

To ensure effective teaching learning, students are actively involved in the teaching learning process through student centred innovative pedagogies such as inquiry approach, constructive strategies, project learning, brainstorming sessions, ICT based learning and presentations.

Monthly attendance of the students is intimated to the students and their parents. On the basis of low attendance, students are detained from appearing in examination (at the end of the semester). Each department submits an annual report on the activities comprising academic activities, research and extension activities. Innovations in teaching/learning, publications, staff and student achievements, extra and co- curricular activities are also highlighted in the report. Annual reports of various departments are consolidated at the Director's office, which further goes to the Governing Body. To ensure quality sustenance and enhancement, the Institute periodically conducts the performance audit of the departments(by Internal Quality Assurance Cell) which includes review of Teaching – learning methodologies, result analysis, research output, Faculty Development Programs attended/conducted and Extension activities, Co-curricular and extra-curricular activities conducted during the year.

The link for the best practices exercised in the current semester are as follows:

www.msi-ggsip.org/FDP , www.msi-ggsip.org/PTMnotice.docx

TALENT DEVELOPMENT BANK
7.3 Institutional Distinctiveness
Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust Provide the weblink of the institution in not more than 500 words. Maharaja Surajmal Institute (MSI) is a self-financing, quality conscious and trend setting Institute with focus on providing equal opportunities for development of human potentials for every segment of society including the differentiated one. The MSI is a venture of its own kind where academics and professionals have joined hands to aid and direct the agenda of education. The Institute, situated in the heart of Janakpuri is spread over about 8 acres of land and has best of Infrastructure and academic facilities with highly qualified and experienced staff and state of the art computer labs. The Institute has been established through the dedicated and selfless endeavours of educationists and social workers who are deeply concerned with the standards of education and are determined to upgrade the quality, content and direction of education.MSI has an Intellectual capital comprising of 90 faculty members dedicated to facilitate acquisition of conceptual understanding, skills and requisite behavioral qualities to groom students into tomorrow's **Global Professionals**. In terms of placement, MSI boasts of not only a steady stream of campus recruiters but we have also assurances for future tie-ups and recruitment opportunities for our students. Every year, students of MSI bag Gold Medals, receive merit certificates and achieve excellent results in exams held by Guru Gobind Singh Indraprastha University (GGSIPU) Also, MSI holds the reputation of being one of the best colleges under the GGSIPU. The vision and mission statement highlighting its distinctness are place prominently on the institute website. Also the ranking received at different survey like Times of India, India Today and inspections like JAC, NAAC, AAC are displayed on the home page of the institute.

8. **Future Plans of action for next academic year (500 words)**

Continuing with the tradition of striving for excellence, the Academic Calendar would be prepared, as per the Academic Calendar of the Affiliating University with additional activity. This year, we plan to make the Academic Calendar more 'action-oriented', especially as per the needs of various Departments. More extension lectures, industrial interaction and industrial visits will be scheduled, so as to bridge the gap between classroom teaching and industrial requirements. Also, keeping in mind the high level of stress among youth, new activities would be planned for the mental well-being of the youth. More activities of Social Outreach would be organised like donation camps, blood donations, plantation drives, environment awareness events etc. Apart from increasing the activities in these regular areas, we at MSI plan to do the following additional things in the next academic session.

1. Start NSS in the institution: National Service Scheme (NSS), is the Governments ambitious scheme to inculcate the sense of service, nationalism and humanity among youth. Through this scheme we would sensitize the students to share their 'blessings' with the not-so- blessed people of the society. The process has been initiated, and the necessary formalities from university are likely to be completed soon.

2. Pre-Placement Activities: We are planning to conduct a large number of pre-placement activities for the final year students of various courses, so as to help them optimally utilise the benefits of placement opportunities. This is being initiated on basis of feedback received from various stakeholders.

3. Shibui Talk Series: The biggest issue today is stress among youngsters. It is visible in ever increasing rates of suicide, drug abuse, depression etc among the college students. In order to help them understand life, healthy competition and beauty of 'everydayness' without stress, we plan to start a talk series, called Shibui Talks (Japanese word meaning beauty in Simplicity).

4. Alumni Registration: In this academic session, we also plan to expedite the process of registration for the alumni. Currently more than one thousand alumni are regularly in touch with the institution, contributing towards making the institute a centre for excellence. Through registration, we would be able to unleash the huge potential of the alumni placements at respectable positions in different organisations globally.

5. Course Management: To implement the curriculum in a more effective manner, it is planned to follow new formats for lesson plan and evaluation. These have already been circulated to faculty members. Also progression of each student will be tracked to cater to individual differences.

6. Recycle-Reuse-Reduce: Keeping in mind the environment being harmed unnecessarily because of use of paper for reporting and record keeping, we at MSI would like to initiate the triple R solution for various processes. The aim is to move towards paperless office, for which we would identify various processes which can be made completely paperless in the first stage. Adding more processes to have a seamless system with minimum use of paper and hence contribute towards protecting tress and saving the earth.

Name _____   *Name* _____

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

Abbreviations:

CAS	-	Career Advancement Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution

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For Communication with NAAC

The Director
National Assessment and Accreditation Council (NAAC)
(An Autonomous Institution of the University Grants Commission)
P. O. Box. No. 1075, Nagarbhavi
Bengaluru - 560 072
Phone: +91-80-2321 0261/62/63/64/65
Fax: +91-80-2321 0268, 2321 0270
E-mail: director.naac@gmail.com
Website: www.naac.gov.in

MAHARAJA SURAJMAL INSTITUTE
Academic Calendar for Academic Session: 2017-2018

S.No.	Event	Duration From - To
	ODD SEMESTERS (FIRST, THIRD, FIFTH SEMESTERS)	21 weeks of working duration including 15 weeks of teaching & class tests
1	Commencement of New Academic Session(BBA, BCA, B.Com & B. Ed) i. New Students to report (BBA, BCA, B.Com & B.Ed) ii. Orientation for new students (BBA, BCA, B.Com & B.Ed)*	01.08.2017(TUESDAY) 01.08.2017(TUESDAY) *
2	Imparting of Instructions and/or laboratory work (including class tests) - 15 weeks (68 days excluding 13 holidays which includes 3 restricted holidays)	01.08.2017(TUESDAY)
3	Imparting of Instructions and/or laboratory work (including class tests): B.Ed (Old Students)	02.08.2017(WEDNESDAY)
4	Simulated Teaching Lesson Planning: B.Ed Course(Old Students)III Semesters	02.08.2017(WEDNESDAY)- 03.08.2017(THURSDAY)
5	Educational visit to NCERT(Old Students) III Semesters	04.08.2017(FRIDAY)
6	Lesson Planning: B. Ed Course(Old Students) III Semesters	05.08.2017(SATURDAY)
7	Simulated Teaching Lesson Planning: B.Ed Course(Old Students) III Semesters	08.08.2017(TUESDAY)-12.08.2017(SATURDAY)
8	Patriotic Song Competition(Department of Education)	11.08.2017(FRIDAY)
9	Industrial Visit to SEBI, Delhi (Department of Business Administration)	11.8.2017 (FRIDAY)
10	Eco Club Plantation Drive/Alumni-meet/Poster-making competition (Department of Business Administration)	12.8.2017 (Saturday)
11	Independence Day Celebration (Department of Education)	14.08.2017(MONDAY)
12	Simulated Teaching Lesson Planning: B.Ed Course(Old Students) III Semesters	14.08.2017(MONDAY)
13	School Internship: B.Ed Course(Old Students) III Semesters	16.08.2017(WEDNESDAY)- 30.11.2017(THURSDAY) Lesson Planning: Every Saturday of each week
14	Tarq activity – focusing on vocal skills	18.08.2017 (FRIDAY)
15	Lesson Planning: B. Ed Course(Old Students) III Semesters	19.08.2017(SATURDAY)
16	Industrial Visit(Department of Computer Science)	26.08.2017(SATURDAY)
17	A special lecture on 'Values' (Department of Education)	26.08.2017(SATURDAY)
18	Poster Making Competition (Department of Business Administration & Commerce)	26.08.2017(SATURDAY)
19	Lesson Planning: B. Ed Course(Old Students) III Semesters	28.08.2017(MONDAY)
20	Periodic Evaluation and presentation of Project Reports (Department of Computer Science and Department of Business Administration & Commerce))	31.08.2017(THURSDAY)
21	Teachers Day Celebration(Department of Education)	05.09.2017(TUESDAY)
22	Industrial Visit E-Cell (Department of Business Administration)	07.09.2017 (THURSDAY)
23	Orientation Lecture for E-Cell	08.09.2017 (FRIDAY)
24	Guest Lecture(Department of Computer Science/BBA/B.Com)	09.09.2017(SATURDAY)
25	Debate Competition (Department of Business Administration)	09.09.2017(SATURDAY)
26	Lesson Planning: B. Ed Course(Old Students) III Semesters	09.09.2017(SATURDAY)
27	Workshop (Department of Education)	09.09.2017(SATURDAY)
28	Hindi Diwas(Department of Education)	14.09.2017(THURSDAY)
29	Lesson Planning: B. Ed Course(Old Students) III Semesters	16.09.2017(SATURDAY)
30	Lesson Planning: B. Ed Course(Old Students) III Semesters	23.09.2017(SATURDAY)
31	A special lecture (Department of Education)	23.09.2017(SATURDAY)
32	Debate Competition(BBA/B.Com/BCA)	23.09.2017(SATURDAY)
33	Industrial Tour(Department of Business Administration & Commerce)	23.09.2017(SATURDAY)
34	Educational Tour(BBA/BCA/B.Com)	30.09.2017(SATURDAY)- 05.10.2017(THURSDAY)
35	Teaching Practice: B.Ed Course(New Students)	03.10.2017(TUESDAY)-07.10.2017 (SATURDAY)
36	Preliminary School engagement: B.Ed Course(New Students)	03.10.2017(TUESDAY)-17.10.2017 (TUESDAY)
37	Periodic Evaluation and presentation of Project Reports (Department of Computer Science and Department of Business Administration & Commerce))	07.10.2017(SATURDAY)

38	Poster Making Competition(Department of Education)	07.10.2017(SATURDAY)
39	Industrial Visit(Department of Computer Science)	07.10.2017(SATURDAY)
40	Lesson Planning: B. Ed Course(Old Students)	07.10.2017(SATURDAY)
41	Teaching Practice: B.Ed Course(New Students)	09.10.2017(MONDAY)-14.10.2017(SATURDAY)
42	i. CLASS TEST(Institution may decide ± week)- BBA, B.Com & BCA ii. FDP's for a week	09.10.17(MONDAY) -14.10.17(SATURDAY) 09.10.17(MONDAY) -14.10.17(SATURDAY)
43	E-Cell Activity for E-cell students	13.10.2017 (FRIDAY)
44	Lesson Planning: B. Ed Course(Old Students)	14.10.2017(SATURDAY)
45	A special lecture (Department of Education)	14.10.2017(SATURDAY)
46	Anti Cracker Rally(Department of Education)	28.10.2017(SATURDAY)
47	Guest Lecture(Department of Computer Science)	28.10.2017(SATURDAY)
48	Lesson Planning: B. Ed Course(Old Students) III Semesters	28.10.2017(SATURDAY)
49	Practice Teaching: B. Ed Course(Old Students)	30.10.2017(MONDAY)
50	CLASS TEST-B.Ed. (Institution may decide ± week)	06.11.2017(MONDAY) - 11.11.2017(SATURDAY)
51	IT Fest(Department of Computer Science)	10.11.2017(FRIDAY) & 11.11.2017(SATURDAY)
52	Essay writing competition(Department of Education)	11.11.2017(SATURDAY)
53	Lesson Planning: B. Ed Course(Old Students) III Semesters	11.11.2017(SATURDAY)
54	Lesson Planning: B. Ed Course(Old Students) III Semesters	18.11.2017(SATURDAY)
55	For programmes with practical components i. Commencement of Practical Examinations VIVA: PRACTICAL I- B.Ed VIVA: PRACTICAL II- B.Ed PRACTICAL –BCOM PRACTICAL –BBA, BCOM & BCA ii. Commencement of Theory Examinations- B.Ed & B.Com Commencement of Theory Examinations- BBA & BCA	 20.11.2017(MONDAY) 21.11.2017(TUESDAY) Second Week of November 2017 Last Week of November 2017 Last Week of November 2017 Second week of December 2017
56	Lesson Planning: B. Ed Course(Old Students)	25.11.2017(SATURDAY)
57	Winter Break	26.12.2017(TUESDAY) - 06.01.2018(SATURDAY)

*The first day of the commencement may be utilized as Orientation Day for the new Students.

**In Department of Business Administration & Commerce ,there will be Placements for Final Year Students and Summer Internship programmes for Second Year Students as per the schedule given by Reputed Companies.

***Special lectures will be conducted as per the requirement, if needed in Department of Computer Science and Department of Business Administration & Commerce.

Preparing Team:
Prof. (Dr.) Harish Singh-BBA
Dr. Arvind Gill -B.Ed
Ms. Pooja Singh-BCA
Ms. Ekta Kharbanda-B.Com

Dr. Monika Tushi
Dr. Vijeta Banwari
Dr. Amit Choudhary
MSI HOD's

Manoj Kumar

Director, MSI   26/8/17

MAHARAJA SURAJMAL INSTITUTE
Academic Calendar for Academic Session: 2017-2018

S.No.	Event	Duration From - To
	EVEN SEMESTERS (SECOND, FOURTH, SIXTH SEMESTERS)	21 weeks of working duration including 15 weeks of teaching & class tests
1.	Imparting of Instructions and/or laboratory work (including class tests) - 15 weeks (73 days excluding 7 holidays*)	w.e.f. 08.01.2018(MONDAY)
2.	Special Lecture(Department of Education)	20.01.2018(SATURDAY)
3.	Preliminary School engagement- II Semester	22.01.2018(MONDAY)- 27.01.2018(SATURDAY) & 29.01.2018(MONDAY)- 03.02.2018(SATURDAY)
4.	Republic Day Celebration(Department of Education)	25.01.2018(THURSDAY)
5.	Quiz Contest (Department of Business Administration, & Commerce)	27.01.2018(SATURDAY)
6.	Guest Lecture(Department of Computer Science/BBA/B.Com)	27.01.2018(SATURDAY)
7.	Sports meet and Cultural Fest	During Anoogoonj 2018 of GGSIPU, teaching is OFF (08/02/18-10/02/18)
8.	Special Lecture(Department of Education)	10.02.2018(SATURDAY)
9.	Nukkad Natak /Skit on Social Issue	17.02.2018(SATURDAY)
10.	Industrial Visit (Department of Computer Science)	24.02.2018(SATURDAY)
11.	Best out of Waste Competition(Department of Education)	03.03.2018(SATURDAY)
12.	Special Lecture(Department of Education)	10.03.2018(SATURDAY)
13.	Industrial Visit (Department of Computer Science/BBA/B.Com)	17.03.2018(SATURDAY)
14.	Guest Lecture(Department of Computer Science/BBA/B.Com)	24.03.2018(SATURDAY)
15.	Internal Theory Exam(Department of Education)	First week of April 2018
16.	i. CLASS TEST(Institution may decide ± week) – BBA, B.Com & BCA ii. FDP's for a week	First week of April 2018 First week of April 2018
17.	For programmes with practical components i. Commencement of Practical Examinations EXTERNAL PRACTICAL B.Ed PRACTICAL –BBA & BCA ii. Commencement of Theory Examinations- B.Ed,B.Com Commencement of Theory Examinations- BBA & BCA	Fourth week of April 2018 Second week of May 2018 First week of May 2018 Third week of May 2018
18.	Summer Vacation (of Six Weeks)	w.e.f. from first week of June 2018

*In Department of Business Administration & Commerce ,there will be Placements for Final Year Students and Summer Internship programmes for Second Year Students as per the schedule given by Reputed Companies.

**Special lectures will be conducted as per the requirement, if needed in Department of Computer Science and Department of Business Administration & Commerce.

Preparing Team:
Prof. (Dr.) Harish Singh-BBA
Dr. Arvind Gill -B.Ed
Ms. Pooja Singh-BCA
Ms. Ekta Kharbanda-B.Com

Dr Menika Tushir
Dr. Vyeta Banwari
Dr. Anit Choudhary
MSI HOD's
Manoj Kumar

Director, MSI   26/8/17

Annexure 2

Publications for Academic Session 2017-18

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
Source coding based on binary tree	Dr. Vijay Dahiya	International Journal of Advanced Research and Development, ISSN: 2455-4030, Volume 2; Issue 5; September 2017; Page No. 361-365.	2017		MSI	
Managing work pressure & excessive work in organizations	Mr. Rajkaran& Ms. Shikha shokeen	International Research Journal of Human Resources and Social Sciences, Volume 5, Issue 01, Page no. 62-73. ISSN(P): 2394-4218 January 2018 (UGC Listed)	2018	5.41	MSI	
Financing of indigenous start-ups in India	Mr. Rajkaran& Ms. Shikha shokeen	International Research Journal of Management Science & Technology, Volume 8, Issue 2, Page no. 165-171. ISSN (P):2348 – 9367, Year 2017. (UGC Listed)	2017	3.1	MSI	
Female leadership: How it fares against	Mr. Rajkaran& Ms. Shikha shokeen	International Journal of Research in Economics and Social Sciences	2017	6.939	MSI	

3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index :Nil

male counterpart ?		(IJRESS), , Vol. 7 Issue 12,; Page no. 534-552. ISSN No. 2249-7382, December- 2017 (UGC Listed)				
Prime Time	Pandey Shashi	Mathematics Magazine, (Mathematical Association of America) Taylor and Francis, 2018, doi:10.1080/00255 70X.2018.1445931	accepted		MSI	
"Data Analysis Of Health Conditions Of Lower Strata Of Delhi's Population"	Singh P., Shokeen S., Panjwani M.	International Journal of Research in Commerce Economics and Management (IJRCM), Vol 7, Issue 9, ISSN: 2231 – 4245, September 2017, pp: 65 -78.	Sep 2017		MSI	
Empirical Study Of Healthcare Indicators - A Case Study Of Delhi.	Dewan K.K., Singh P.,	International Journal of Engineering and Science Research (IJESR), Vol 7, Issue 9, ISSN: 2277 – 2685, February 2018, pp: 65 -78.	Feb 2018		MSI	
Crime Data Mining an Indian Perspective	Narwal N.	International Journal of Computer Sciences and Engineering (UGC Approved Journal), e-ISSN-2347-2693, Vol 5, Issue 8. Pp 73-80, Aug 2017.	Aug 2017		MSI	
Twitter Data Analysis of Mobile Internet	Narwal N.	International Research Journal of Management Sciences & Technology,	Aug 2017		MSI	

Service Providers in India		International Research journal of Management Science and Technology (UGC Approved Journal), ISSN 2250 - 1959 (online) ISSN 2348- 9367 (Print)) , Vol. 8 Issue 8, pp-72-75, Aug 2017.				
Noise Removal from News Websites	Narwal N.	International Journal of Computer Sciences and Engineering (UGC Approved Journal), E-ISSN- 2347-2693, Vol 5 Issue 9, pp 249- 257, Sep 2017.	Sep 2017		MSI	
A Study of Product Sentiment Analysis based on Reviewers Comments	Narwal N.	Jamshedpur Research Review, ISSN: 2320-2750, Year 2017 Vol. V Issue XXIV, pp 83-87.	2017		MSI	
Customer Segmentati on Using Social Media Data	Narwal N.	International Journal of Management, IT & Engineering (IJMIE) (UGC Approved Journal) (ISSN: 2249- 0558), Vol 7 Issue 10, pp 117-125, Oct 2017.	Oct 2017		MSI	
A Case study on Customer Review based Sentiment Analysis	Narwal N.	International Journal of Management, IT & Engineering (UGC Approved Journal), ISSN: 2249-0558, Vol. 8 Issue 1, pp 76-83, January 2018,.	Jan 2018		MSI	
A Case Study on	Narwal N., Pabreja K.	International Journal of	Jan-Feb 2018		MSI	

Delhi MCD Election Prediction using Social Media Analytics		Advanced Research in Computer Science (UGC Approved Journal) ISSN:0976-5697, Vol 9, Issue 1, pp. 842-846, Jan-Feb 2018.				
A data analytics approach for blood donations	Pabreja K., Bhasin A.	Jamshedpur Research Review, Print ISSNL: 2320-2750, 2018, Vol.6, Issue 25, pp07-13, UGC Approved journal.	2018		MSI	
Technological Implementations in Public Transit Systems Worldwide	Pabreja K., Saini H., Budhiraja R.	International Journal of Scientific Research in Science and Technology, Print ISSN: 2395-6011 | Online ISSN: 2395-602X , Volume 4, Issue 2, 2018, pp.151-155, UGC Approved journal.	2018		MSI	
Performance Evaluation of MLP and RBF Classifiers for Handwritten Character Recognition using Hybrid Features	Choudhary Amit	International Journal of Advanced Research in Computer Science (IJARCS)" Vol. 8, No.7, 2017, pp. 1179-1182.	2017		MSI	
A Novel UML Based Approach for Early Detection of Change Prone Classes	Choudhary Amit	International Journal of Open Source Software and Processes ISSN: 1942-3934 SCOPUS Indexed	2017		MSI	

		and UGC Approved journal				
"Eazy_buz y life–An Android Application For Working Women"	N Anand, D Goyal	International Journal of Scientific Research In Computer Science, Engineering and Information Technology ,Volume 2 , Issue 6, Issn : 2456-3307,2017.	2017		MSI	
Working Women: Challenges And Risks	N Anand, T Kumar, P Mehra	International Journal of Recent Scientific Research Research, vol. 8, issue, 11, pp. 21370-21373, November, 2017.	2017		MSI	
A Study On Problem And Challenges of Working Women	N Anand ,T Kumar, M Chauhan	Global Journal Of Engineering Science & Researches, 4(11): November 2017, ISSN 2348 – 8034.	2017		MSI	
Design And Developme nt Of Mobile App For Working Women – An Opportunit y For Work- Life Balance	N Anand , D Goyal	International Journal For Science And Advance Research In Technology ,Volume 3 Issue 12 – December 2017 ISSN: 2395-1052.	Dec 2017		MSI	
Working Woman&# 39;s Problems And Challenges- A Survey	N Anand, D Goyal	International Journal of scientific Research in Science and Technology, Volume 3, Issue 8,ISSN: 2395-6011.	2017		MSI	
Smart Home	N, Anand, P Mankad	International Journal of	2017		MSI	

Automation Using Arduino Uno Microcontroller		Scientific Research In Computer Science, Engineering And Information Technology, 2017, Volume 2, Issue 6, ISSN: 2456-3307.				
Smart Home Automation Using Arduino Uno Microcontroller	N, Anand, P Mankad	International Journal of Scientific Research In Computer Science, Engineering And Information Technology, 2017, Volume 2, Issue 6, ISSN: 2456-3307.	2017		MSI	
A Study of Software Testing Process In Agile Development	N Anand, K Vij	International Journal For Science And Advance Research In Technology Volume 4, Issue 1 – January 2018.	2018		MSI	
Innovative Way of Reusing Old Books Digitally, BookIstan: Buy & Sell Used Books (Androide App)	P.Aggarwal, Swabhi Gupta, Ravinder Kajal	IJSRCSEIT, Volume 2, Issue 6, ISSN: 2456-3307.	2017		MSI	
Securing Password for Wireless Devices Using Training Functions of MATLAB	Dr Menal and Dr Sumeet Gill	International Journal of Pure and Applied Mathematics, (ISSN:1311-8080), Vol.118, Issue.7, pp.9-19	2018		MSI	
'Impediments in using ICT for teaching:	Dr. Monika Davar	Proceedings of National Conference on Paradigm shift	28-29.7.2017		Maharaja Surajmal Institute,	

What researchers say?		from Developing to Developed India through Digitalizationheld at Maharaja Surajmal Institute, Janakpuri			Janakpuri	
A Critical study of CCE: What went wrong?	Dr. Monika Davar	SikshanAnweshika (UGC approved Refereed Journal) Vol. 7, No.1	Jan-June 2017		Indian journal: Hindu College of Education	
'Current research trends on use of ICT in Education'	Dr. Monika Davar	'Guru Nanak journal of Teacher Education' Volume 2, No.1	Jan-Dec 2017		GNDCE	
Development of Moral Reasoning among Adolescents in relation to their Home Environment regarding Social Isolation and Reward Factors	Dr.Vipasha Rana	International Journal of Research Culture Society	Dec 2017			
Development of Moral Reasoning among Adolescents in relation to their Home Environment regarding deprivation and nurturance factors.	Dr.Vipasha Rana	International Education and Research Journal	12 Dec.2017			

Dealing and understanding the problem of Dyslexia	Dr.Vipasha Rana	Teachers' Pride	March-April 2018			
A Study of the Effectiveness of Constructivist Approach in Teaching Learning of History in terms of Retention	Dr.Vipasha Rana	International Journal of Current Research	April 2018			
Teaching approaches, methods and strategy	Dr.Kusum	Scholarly Research Journal for Interdisciplinary Studies Vol. 4, Isssue- 36,	Sept.-oct,2017			
Digitalization in Education	Dr.Kusum	Proceedings of National Conference on Paradigm shift from Developing to Developed India through Digitalizationheld at Maharaja Surajmal Institute, Janakpuri	28-29.7.2017		MSI	
Role of ICT in effective curriculum transaction and evaluation.	Dr. Arvind Kr. Gill	International Journal of Applied Research (Peer Reviewed)	Jan, 2017	ISRA-5.2		
Does time	Dr. Arvind	International	January	RJIF 5.34		

and education is related?	Kr. Gill	Journal of Advanced Education and Research	2017			
Potential Contribution Of Physical Education In Achieving The Aims Of Education	Dr.Vivek Solanki	International Journal Of Physiology, Nutrition And Physical Education	2017			
Motivational Correlation Among Volleyball Players	Dr.Vivek Solanki	International Journal Of Physiology, Nutrition And Physical Education	2018			
Health Related Quality Of Life: An Analysis Of Collegiate Sportsmen And Non-Sportsmen	Dr.Vivek Solanki	European Journal Of Physical Education And Sports Science	2018			
Peace and Value education	Dr. Arti Bahuguna	International Seminar on Peace and Value education GGSIP University	11th – 13th April 2017		GGSIPU	

Annexure 3

Achievements in Holistic and Outreach Activities

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year		
Activity	Level	Participants
Orientation Day Programme 1st August 2017	Institute Level	All Students of MSI
Alumni Meet 2017 12th August, 2017	Institute Level	MSI Alumni
Plantation and Environment Awareness Drive 12th August, 2017	Institute Level	All Students of MSI
Poster making competition on "Peace at Border" 12th August, 2017	Institute Level	All Students of MSI
Independence Day Celebration 14th August, 2017	Department Level	All B.Ed. Students of MSI
Special lecture on "Bigdata Analysis and Hadoop" by Aptron Solutions Private Limited 24th August 2017	Department Level	All BCA III Year Students
Seminar on "Road Ahead for Indian Insurance Industry: 2020 and Beyond" 25th August, 2017	Department Level	All BBA III Year Students
Quiz Competition 15th September, 2017	Institute Level	All Students of MSI
Annual Sports Day 8th and 9th January 2018	Institute Level	All Students of MSI
Dr.Sarup Singh Memorial Debate 2018 9th January 2018	Institute Level	All Students of MSI
Cultural fest: Genesis 2k18 12th January, 2018	Institute Level	All Students of MSI
Annual Day 2017-2018: 13th January, 2018	Institute Level	All Students of MSI
Coding Contest 20th January, 2018	Institute Level	All Students of MSI
Donation Camp 2nd February,2018	Institute Level	All Students of MSI
Workshop on "Dreams and Motivation" 3rd February, 2018	Institute Level	All Students of MSI
QUIZ-O-MANIA 3rd February, 2018	Inter College Level	Students from other Colleges
Vibrance - On The Spot Photography Competition 3rd February, 2018	Institute Level	All Students of MSI
Orientation for Model UN-cum-Mock Parliament 17th February 2018	Institute Level	All Students of MSI
Poster Making Competition 17th February, 2018	Institute Level	All Students of MSI
BIZMAAVAT – BizTech Inter College Quiz Event 17th February,2018	Inter College Level	Students from other colleges
Seminar on trading in Stock Market 22nd February, 2018	Department Level	All BBA Students
Poster making competition on "Women Empowerment" 24th February, 2018	Institute Level	All Students of MSI

CODIFY -Inter College C/C++ Programming Contest 24th February, 2018	Institute Level	All Students of MSI
Seminar on "Financial Market Awareness" 28th February 2018	Department Level	All BBA III Year Students
Extempore 28th February, 2018	Department Level	All BEd. Students
Teachers Creating Readers 3rd March, 2018	Department Level	All BEd. Students
Comienzo E-cell business plan workshop 9th March,2018	Department Level	All BBA III Year Students
Theatre workshop 9thMarch'2018	Department Level	All BBA II Year Students
Seminar on Digital Marketing 10th March, 2018	Department Level	All BBA III Year Students
TRADEZPAH'18-Trading cum Auction Event 10th March, 2018	Department Level	All BBA II Year Students
E-Summit 22nd March, 2018	Institute Level	All Students of MSI
Business Quiz 24th March, 2018	Department Level	All BBA III Year Students
Appreciation Ceremony 19th April, 2018	Department Level	All BEd. Students
Farewell, Toodle-oo'18 20th April 2018-25 April 2018	Institute Level	All Final Students of MSI

Annexure 4
Co- Curricular and Societies Activities Report (2017-18)

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)						
Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
2017	1st	MSIT	NA	AVENSIS : LAN Gaming (Mini Militia)	05214901716 08614901716 10314901716 40314901716	Mohit Sharma Sahil Garg Shubham Mittal Abhinav Mittal
2017	1st	DDU	NA	LAN Gaming (Mini Militia)	08614901716 10314901716 40314901716 41514901716	Sahil Garg Shubham Mittal Abhinav Mittal Vibhor Aggarwal
2018	1st	Bharati College, DU	NA	Hindi Debate	4614902016	Nisha Pundir
2018	1st	ARSD College, DU	NA	English Debate	4614902016	Nisha Pundir
2018	1st	Swami Shraddhanand College, DU	NA	English Debate	4614902016	Nisha Pundir
2018	Best Interjector	SGGS Khalsa College, DU	NA	Declaration	4614902016	Nisha Pundir
2018	1st	Dr. Sarup Singh Memorial Debate	NA	Hindi Debate	4614902016	Nisha Pundir
2018	2nd	MBS School Of Planning,	NA	Hindi Debate	41114901716	Shivani Arora

		GGSIPU				
2018	1st	Janki Devi Memorial College, DU	NA	English Debate	41114901716	Shivani Arora
2018	2nd	Keshav Mahavidyalaya, DU	NA	Hindi Debate	41114901706	Shivani Arora
2018	1st	Swami Shraddhanand College, DU	NA	English Debate	41114901716	Shivani Arora
2018	2nd	Keshav Mahavidyalaya, DU	NA	Extempore	41114901716	Shivani Arora
2018	1st	MSIT	NA	THE SHOWDOWN-FANDOM QUIZ	09514902015, 1514901715	Vaishakh Marar Anant Chanchlani
2018	1st	MSIT	NA	NETFLIX AND QUIZ	9214902016	Vishweshwar Chowdhury
2018	2nd	MSIT	NA	NETFLIX AND QUIZ	01915002717, 4915002717	Dhananjay, Ritesh Dutta
2018	2nd	MSIT	NA	MAN KNOWS POP ULTIMATE POP CULTURE QUIZ	4114901717	Chaitanya Akalamkam
2018	1st	MSIT	NA	BIZMAAVAT BIZ-TECH Quiz	01915002717, 1596302816	Dhananjay, Kartik Madan

2018	2nd	Bhagat Singh College	NA	GENERAL QUIZ	4114901717	Chaitanya Akalamkam
2018	2nd	USIT	NA	ANUGOONJ 2018	00614901715, 09514902015, 1514901715	Aditya Gupta, Vaishakh, Anant
2018	1st	CVS College	NA	QuizKid	4815002814	Mayank Raheja
2018	3rd	Sri Venkateswara College	NA	GOT/Friends Quiz	09514902015,	Vaishakh Marar
2018	1st	The Hindu College	NA	INFINITY COMBAT COMICS QUIZ	09514902015,	Vaishakh Marar
2018	2nd	BPIT	NA	QUIZZICAL KARMA	4815002814	Mayank Raheja
2018	1st	Dyal Singh College	NA	FANDOM QUIZ	09514902015,	Vaishakh Marar
2018	2nd	NDIM	NA	BUSINESS QUIZ	4815002814	Mayank Raheja
2018	3rd	VIPS	NA	TV SHOW QUIZ	09514902015 1514901715	Vaishakh Marar Anant Chanchlani
2018	1st	Aryabhatta College	NA	MARVEL VS DC COMICS QUIZ	09514902015 1514901715	Vaishakh Marar Anant Chanchlani
2018	3rd	SPM College, DU	NA	QUIZ MANIA	4815002814	Mayank Raheja
2018	2nd	Shaheed Bhagat Singh	NA	ENTERTAIN MENT QUIZ	09514902015,	Vaishakh Marar

2018	1st	MAIT	NA	GOT/FRIENDS QUIZ	09514902015,	Vaishakh Marar
2018	2nd	MSIT	NA	AVENSIS : LAN Gaming (Counter Strike 1.6)	05214901716 04014901716 11614901716 10914901716	Mohit Sharma Jaskirat Singh Tarun Virdi Sudhanshu Thareja
2018	1st	MAIM	NA	Counter Strike Global Offensive		Harshit Girdhar
2018	2nd	SCMS	NA	Counter Strike Global Offensive	01521202017	Harpreet Singh
2018	1st	Faculty of Management Studies, DU	NA	Group dance at Fiesta 2018	00314988817 0182121717 04214902015	Achirabh Saikia Eklavya Malik Karan Kalra
2018	1st	Acharya NarendraDev College, DU	NA	Group Dance	60214901815 05014902015	Ashish Saproo Lovepreet Singh
2018	3rd	Indian Institute of Arts and Design	NA	Group Dance event	09314988817 06214902015	Umang Kanojia Piyush Mankad
2018	1st	Gitarattan Institute of Arts and Design, IPU	NA	Group dance Event	04121201716 00214988816	Pankhur Sharma Aarushi Bhargava

2018	2nd	New Delhi Institute of Management	NA	Group Dance event	50114988817 03114988817 01414988816	Daksh Rohilla Tripti Singh Chaitany Goel
2018	3RD	IIT MUMBAI	NA	STREET PLAY	42121201716,	Anchit Saxena
2018	1ST	Bharti Vidyapeeth	NA	STREET PLAY	04914901716,	Manas Raj
2018	2ND	North Cap University	NA	STREET PLAY	04214988816,	Tushar Puri
2018	2ND	Rajdhani College	NA	STREET PLAY	03896302716,	Utkarsh Nim
2018	1ST	MSI	NA	STREET PLAY	01814901717,	Ayan Sen
2018	2ND	Gittaratan Business School	NA	STREET PLAY	09214901717,	Vanshika Camma
2018	3RD	Amity University, Noida	NA	STREET PLAY	40614901817,	Jasmine
2018	3RD	Sahitya Kala Parishad	NA	STREET PLAY	04514902017,	Kanika
2018	3RD	Sahitya Kala Parishad	NA	STREET PLAY	03214901817,	Shruti Wadhwa
2018	3RD	Bhim Rao Ambedkar college	NA	STREET PLAY	41821201717,	Saakshi Sharma

Annexure- 5

MAHARAJA SURAJMAL INSTITUTE

ALUMNI MEET 2017 REPORT

Alumni Interaction MEET was organized for the bright alumni of MSI (BBA,BCA&B.Ed) on 12th August, 2017 to renew the experiences that they had in the campus and to recollect the golden time of their student life. As arms are for those who can use them, so education is for those who can make it valuable; we know that our alumni have made their presence felt and made a mark in wide arenas of life. The institute took this step to bring the alumnus back to the campus for them to reminisce their college days and this step was enthusiastically reverted to. The meet saw a galaxy of pass-outs, some successfully working in the corporate sector while other handling their own start-ups. We hope that their association with Maharaja Surajmal Institute will be positive and fruitful to one and all. The occasion began with a Welcome Speech by Dr. Rajeshwari Malik , Alumni –Coordinator, who highlighted the purpose of the meet and how these types of interaction can build symbiosis for the organisation.

The dignitaries present were **ShriS.P.Singh (Chairman SMES), Prof. (Dr.) B.S Panwar (Ex- Director General), Prof(Dr.) J. P. Singh (Director MSI),** along with the faculty members of MSI.

The Chief Guest, Sh. S.P. Singh graced the occasion with his presence and delivered a speech full of guiding as well as motivating words. He encouraged the alumni to be true brand ambassadors of MSI and play active role in contributing towards pursuit of excellence. The address by Prof. J. P. Singh, Director – MSI was highly motivating and encouraging.

The interaction went forward with the speeches by various Alumni who had some thoughts and experiences to share. The alumnus shared with the audience, their experiences as students at MSI, and things that mattered the most during the stay. The alumni generously suggested the need of the industry and what the institute can do to meet it in the best possible way. This session was very interesting and interactive, enjoyed and loved by one and all. They each spoke about their current jobs, and also gave constructive feedback and suggestions as to how the institutes can improve its mechanism.

The Alumni interaction was successfully conducted and resulted in sharing of ideas and thoughts to benefit Maharaja Surajmal Group of Institutes.It also fostered communication between the gems of MSI and the institution.This event will act as a foundation stone for the formal process of creating alumni association as a registered group in future.The event ended with a vote of thanks proposed by Dr. Rajeshwari Malik followed by high tea for the alumni.

Shri S.P.Singh (Chairman SMES) addressing the alumni

Prof (Dr.) J. P. Singh (Director-MSI) addressing the Alumni

Dr. Rajeshwari Malik – Alumni Coordinator - MSI

Dr. Rajeshwari Malik – Alumni Coordinator - MSI

Various Alumni shared their experiences and gave suggestions for improvement

Alumni of MAHARJA SURAJMAL INSTITUTE with Event Coordiantors