



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		TRINITY INSTITUTE OF PROFESSIONAL STUDIES
Name of the head of the Institution		Dr. Barkha Bahl
Designation		Director
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01145636921
Mobile no.		9811765551
Registered Email		tips@tips.edu.in
Alternate Email		director@tips.edu.in
Address		Sector -9, Dwarka Institutional Area (Near Sec-10 Metro Station, Dwarka Court)
City/Town		New Delhi
State/UT		Delhi

IQAC		
IQAC Meeting	15-Jul-2018 1	7
IQAC Meeting	11-Oct-2018 1	11
IQAC Meeting	05-Feb-2019 1	11
IQAC Meeting	12-Feb-2019 1	11
IQAC Meeting	29-May-2019 1	11
Academic Audit	22-Jan-2019 7	1828
Various initiatives have been taken to improve the score of Joint Assessment Committee	21-Jun-2019 7	1828
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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	n.a	n.a	2018 00	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

5

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

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11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. EFFECTIVE TEACHING LEARNING • Infrastructural Support for Teaching aid: Better Quality Day Light Projectors have been installed in classrooms to make teaching and learning more effective. • Mentoring and Remedial Class Sessions have been conducted to improve the academic performance of the students and also to groom their overall personality. • Faculty Development Programmes were organized on 2630 Nov 2019 and 1722 Dec 2019 to hone and keep the faculty members updated with the latest trends. • Book Reading Club has been formed to improve the reading skills of the students and faculty members both. • Quality Improvement in Teaching: To improve the quality in teaching and to manage better cadre ratio, faculty members at senior levels have been hired. • The institute had conducted Annual Convocation and Best Teacher Award ceremony

2. RESEARCH INITIATIVES • Faculty members have been encouraged to write research papers and present the papers in conferences/seminars and also get their papers published in Journal of repute. • Faculty members have motivated guided the students to write research papers with them to enlighten the students with the way to write a research paper and also to get acquainted with research. • Conference on "India at the crossroad of development" has been organized in the month of April to provide research orientation to students and faculties.

3. PLACEMENT INITIATIVES PERSONALITY DEVELOPMENT SESSIONS • The numbers of internship drives have been increased as compared to the previous years. It showed 110 increase as compared to the previous year. • The numbers of placement drives have been increased as compared to the previous years. It showed 100 increase as compared to the previous year. • 80 more industrial visits have been carried out for practical exposure to students • The institute has signed MOUs for internship with SIEC and Concept Research. • Various Aptitude Development, Logical Thinking Ability Development and Personality Development Sessions were conducted to groom the overall personality of the students. • Life Skill Sessions have been organised to inculcate values and ethics among the students.

4. EXTRA CURRICULAR ACTIVITIES BEING CONDUCTED BY VARIOUS COMMITTEES • Seminar on "Gender Equality and Women Empowerment", workshop on 'Prevention of Sexual Harassment at Workplace' and a Seminar on 'Himmat Plus App' for Women Safety along with Self Defence Programme was organized by Gender Equality Committee. • To explore and learn the event management skills. Various Eco Club, CSR/BVP activities have been organized to instil social responsibilities to create green environment. • Keeping in view the requirement for pollution free and clean environment, indoor plants were placed in classrooms. • Yoga Sessions conducted to sensitize about the Yoga Meditation. • The students of BA (JMC) had organised the UNMAD, a cultural festival to get practical exposure and to learn real time event management skills. The students also got opportunity to showcase their skills and talent. • Various alumni interactions and guest lectures were conducted to bridge the gap between academia and corporate.

5. INFRASTRUCTURE UP GRADATIONS For the smooth functioning of teaching learning process and for improvement in security and safety aspects, the following infrastructural up gradations have been carried out: • Installation of 20 new CCTV Camera(s) • Installation of 20 new Projectors. • Renovation of Multipurpose hall. • Installation of New water coolers(three) on newly built floors. • Installation of 25 fire equipment.

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

Plan of Action	Achivements/Outcomes
Academic Development	• Provision of better ICT facilities in

	<p>all classrooms by providing Day Light Projectors connected without Wire Link for making PPT presentation. • Better Quality of writing boards(White Board for Marker writing, Green Board for Chalk and Duster writing) • Separate cabins with conference room for placement cell for better interaction with industrial delegates visiting our institute. • Academic Inputs through lecture plans, extra notes, question bank, mentoring, counseling and remedial classes resulted in improvement of student performance. • Guest lectures conducted • Remedial Classes for weaker students • The overall personality development of students has been observed</p>
<p>Placement & Collaboration</p>	<p>• A better placement scenario with more number of companies offered jobs to the students • Two MOU have been signed with Concept Research & SIEC. • placements have increased substantially • Many companies have visited the campus with handsome package offer.</p>
<p>Diversification of Program</p>	<p>• Successfully running BA.LLB • The proposal to increase the Intake of BBA programme to 200 from 120 and decrease of the intake of B.Com to 80 from 200 has been accepted by GGSIPU.</p>
<p>Branding of Institution</p>	<p>• Social Media Platform is immensely used for branding and marketing, dedicated social media officer is appointed for SEO and SEM and also for institute website maintenance • Various newspapers coverage and social media coverage resulted in increased brand visibility • Orientation Programme, Fresher's Party, Farewell were organized in Star rated hotel Venue (Vivanta by Taj) with Celebrities like Mr. Shanker Sawhney, Mr. Bhupi Chawla and Mr. Sanjeev Anand were invited to create the enthusiasm and zeal amongst students • UNMAD- The Annual Fest was celebrated with well-known celebrities like Mr. Paul, Dance India Dance Season 1 fame, Mr. Aryan Sharma, Music Sensation, Ms. Saloni Saaz, Winner of Sitaron Ki Khoj, Mr. Akshay Bijawat, a proficient film maker</p>
<p>Alumni Interaction and Corporate Mentorship</p>	<p>• Alumni Interactive Seminars were carried by 4 TIPS Alumni including a professional player (Bhaskar Shah), who has been giving coaching to our students. • Many of the BA (JMC) alumni</p>

	have started their own venture some event Management company. So they are grooming our current batch students to develop entrepreneurial mindset
Research Culture	<ul style="list-style-type: none"> • Two FDP(s) and one National Conference have been organized to promote research culture and as a result faculty members were motivated to write research papers.
Social Outreach and Life Skill Development	<ul style="list-style-type: none"> • Various Social Outreach programs (Blood Donation Camp, Visit to NGOs, Education to poor children) were conducted through Social Responsibility activities
Motivation and Enhancement of Cocurricular activities	<ul style="list-style-type: none"> • Various Committees related to Cultural, Sports are in place in the institute. The students had been participating in various events and as a result students bagged various awards and accolades
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
Governing Board of the Institute	22-Apr-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
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Date of Visit	28-Jun-2018
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2019
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Date of Submission	25-Feb-2019
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17. Does the Institution have Management Information System ?	Yes
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If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Yes, the institute has ERP system having link http://tips.sitslive.com which is a proven and affordable solution for automation of several processes of our institute. SITS LIVE is integrated multiuser software catering to all the functions of the institute
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with the following modules ERP Module : Detailed Functions and Description
 Administrator : login of admin, Student/faculty registration login, permission setting ,circular and notices upload, Basic environment setting Front desk : Master setting related to students like degree, category, religious, personal information, course management, student registration PRO : Employee movement, stock inventory Academics : Faculty can upload Lecture plan ,attendance of student, Assignments, Generation of reports of Attendance (monthwise, subjectwise), Class Coordinator management , Student management (promotion to next class) Timetable : Subject Teacher Mapping, Creation of Time Table Examination : Display of schedule for Internal Examination Datesheet ,upload of internal Examination Results , Generation of reports of (marks, Not Promoted students , consolidated marks, backlogs status , External Examination Result (Copy of mark sheet) HR : Allocation of Duties with Designation , Registration of employee, Leave management Fees :Collection of fees by students Feedback : Feedback by students Library: Issue and return of book and late fine, Addition Deletion of books, Departmental level issue return of books. Placement : Report of how many students selected in which company, how many selected in each round, joining letter Miscellaneous: Digital Asset Management In this reports of conferences, freshers, seminars, workshops etc. can be uploaded. In year 20182019, the following modules have been initiated out of the above mentioned modules: 1. Student Login 2. Faculty and Staff Login 3. Feedback taken by students 4. Allocation of Subjects to faculty 5. Creation of time table. 6. Library module - Issue and return of books to students 7. Examination module - Display of internal date sheet

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

Trinity Institute of Professional Studies (TIPS) is an affiliated college of Guru Gobind Singh Indraprastha University & the curriculum of various courses are designed and developed by GGSIPU. As per the need, the curriculum is being upgraded by the university in consultation with the various faculty members from all affiliated institutions. TIPS faculty members are a significant part of the syllabus up-gradation team & contribute their inputs as and when required. Elective papers have always been retained to maintain flexibility and responsiveness to changing environments. The courses, pedagogy, and infrastructure have been regularly upgraded to remain responsive to changing needs. The Director & academic committee formed by IQAC ensures smooth & well-planned curriculum delivery. For the curriculum delivery, faculty members prepare the following to be provided to the students: Lecture Plans, Question Banks, Assignments, Answer Key for internal Question Papers, etc. Program wise hard copies of the above are kept in the library for their ready reference. The faculty members are encouraged to make use of ICT, Case studies; live examples to enable the students to understand the concepts as well as generate interest for the subject. On the basis of the internal assessment & previous year results slow learners and exemplary students are identified and accordingly remedial classes/ extra classes of the students are arranged. To provide further practical exposure; the college conducts a range of value-added courses, guest lectures, seminars, expert talks, alumni interaction, and short-term add-on programs. Students are encouraged to take up internships in various organizations. Students are motivated to work on some live projects to enhance their technical skills. Group discussions, personal interviews, debates, PowerPoint presentations, extempore, etc. are part of the regular classes as the institute firmly believes that these activities will enhance and groom the students' confidence and will hone their communication, presentation, and technical skills and make them future-ready. As a learning/ education organization, we have always engaged in a continuous process of obtaining feedback from different stakeholders in a formal-informal manner and has enriched the teaching-learning processes. In recent years, these have been standardized and regularized for all courses.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
N.A	N.A	Nil	0000	00	00

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA LLB	Law	01/07/2018
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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.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	00	Nil

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

	Certificate	Diploma Course

Number of Students

Nil

Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Life Skills Training	01/07/2018	120
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA (Journalism)	Mass Communication	116
BA (Journalism)	Mass Communication	111
BCA	Computer Science	106
BBA	Management	111
BCom	Commerce	177
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Periodical and meaningful feedback is a cornerstone of learning. In order to maintain good quality in every aspect of Institutional functioning, IQAC of Trinity Institute of Professional Studies makes it a tradition to mandatorily collect feedback from stakeholders i.e. students, teachers, parents, alumni, and recruiters. We have developed a 'Feedback System' to collect feedback from stakeholders as well as provide feedback in an easy and quick manner to the concerned. This has helped us in the past to evaluate and assess our weaknesses and take corrective measures for the achievement of our vision. The objective of the feedback mechanism is to correctly gauge the impact of all the efforts taken by the institution at all levels on the various stakeholders. The institution aims to increase the outreach of its efforts to all the stakeholders. This feedback is collected periodically and trends are generated through statistical analysis. Based on the opinion of the stakeholders, further action is taken by the IQAC. The students are supposed to be the most important stakeholders of Higher Education systems. The interest and participation of students at all levels ensure quality education. IQAC has developed a student's feedback Performa in which a five-point scale was used in the questionnaire where Excellent is scored as 5, Good as 4, Satisfactory as 3, Poor as 2, and Unsatisfactory as 1. The students are asked to give feedback on the ten parameters which are infrastructure, faculty members and teaching, computer lab and ICT facilities, library and learning resources, exposure to activities,

training, and placement, student support services, career development, administration, and overall. Parent feedback is collected on the printed Performa during the parent-teacher meetings. The feedback analysis process has put an increasing emphasis on the need for involvement of parents in the quality assurance of excellent education. Parent's involvement requires that they play an active role in participating in the holistic development of their children. So feedback from the parents collected during the parent-teacher meetings. Constructive comments can bring a lot of changes to the teaching community. Teacher's feedback reflects the teaching-learning facilities available on the campus, and if lacunae exist teachers may suggest measures to overcome. We also take feedback from the alumni as they generate invaluable contributions to the institute by their social and professional networks. Once they enter the workforce they make good judgments about the course they did its content, its relevance, and its applicability for real-life situations on this background we pooled information from the alumni and their feedback. Thus the feedback given by the stakeholders were analyzed and suitable action was taken by the IQAC to ensure quality teaching as per the expectations of the stakeholders

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA LLB	Law	60	Nill	59
BA (Journalism)	Journalism & Mass Communication	120	Nill	118
BCom	Commerce	200	Nill	194
BCA	Computer Science	120	Nill	116
BBA	Management	120	Nill	118

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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 fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1624	Nill	74	Nill	74

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
74	74	5	20	Nill	10

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Mentoring is a brain to pick, an ear to listen, and a push in the right direction.” — John Crosby “Lets learn together” is the mantra for the “Mentor System” at TIPS. The undergraduate students are young enthusiasts with great energy. Being lead effectively ensures great results. The program begins with the commencement of the undergraduate course. Around 1215 students are assigned to each faculty as mentees. The mentors are looked up by the mentee as the first point of contact for any of their queries around direct academic issues e.g. selection of electives or their studies and extracurricular activities. They also provide advice relating to the selection of major, career guidance, and personal problems. The mentors act as guides to the students during their summer, final projects and continue to stay with them as a personal support system all through the course. The procedure followed by the Mentor to effectively use this system is as under: 1. Meet the group of students at least twice a month. 2. Identify the strengths and weak areas for each student under him/her. 3. Draft an approach that can be taken to work on the weak areas. 4. Continuously monitor, counsel, guide, and motivate the students in all academic matters. 5. Advise students regarding choice of electives, project, summer training, etc. 6. Contact parents/guardians if the situation demands e.g. academic irregularities, negative behavioral changes, and interpersonal relations, detrimental activities, etc. 7. Advise students in their career development/professional guidance. 8. Intimate CC and suggest if any administrative action is called for. 9. Maintain a detailed progressive record of the student. 10. Maintain a brief but clear record of all discussions with students. CC: The CC does 1. After the first ice-breaking session, the role of CC is to ensure to reassign the mentee team with a new mentor in case the interests or the skillsets do not match. 2. To review the identified weak areas of all the teams 3. Meet all mentors of his/her department at least once a month to review the proper implementation of the system. 4. Advice mentors wherever necessary. 5. CC is also approachable for the mentees’ queries if any. 6. Initiate administrative action on a student where necessary. 7. Keep the Director of the institute informed. Academic Committee: Institute’s Academic Committee discusses mentoring related issues at least twice in a semester during its meetings and revises/upgrade the system if necessary. The institute is emphasizing towards enhancement of institutional ambiance to better serve the needs of an ever-changing and dynamic learning community. Effective mentoring begins with the faculty and depends on the healthy relationships between faculty and students. Type of mentoring done: 1. Professional guidance – regarding professional goals, selection of careers, higher education. 2. Career Advancement regarding self-employment opportunities, entrepreneurship development, morale, honesty, and integrity required for career goals. 3. Course work specifically regarding attendance and performance in the present semester and overall performance in the previous semester. 4. Lab specific regarding do’s and don’ts in the lab

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1624	74	1 : 22

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
74	74	Nil	57	16

2.4.2 – Honours and recognition 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
2018	Dr. K.K. Geetha	Principal (in-charge)	Emerging Law Professor by Indian National Bar Association
2018	Ms. Ratika	Assistant	O.P. Tandon

Malhotra

Professor

Memorial, Best
Teacher Scholar
Award[View File](#)**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	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BBA	17	6th Semester	19/04/2019	26/07/2019
BBA	17	4th Semester	19/04/2019	26/07/2019
BBA	17	2nd Semester	19/04/2019	26/07/2019
BBA	17	5th Semester	09/11/2018	23/04/2019
BBA	17	3rd Semester	09/11/2018	21/05/2018
BBA	17	1st Semester	09/11/2018	21/05/2019
BCom	888	1st Semester	09/11/2018	20/05/2019
BCom	888	3rd Semester	09/11/2018	03/06/2019
BCom	888	5th semester	09/11/2018	18/04/2019
BCom	888	2nd Semester	09/11/2018	26/07/2019

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

Institute had adopted an internal evaluation process as per the guidelines of affiliating university. During the last academic year, the institute had initiated an objective question-based evaluation process along with the subjective evaluation process of the university. The objective question-based evaluation process was on a weekly basis was a part of internal evaluation and academic performance. Other initiatives included an assessment based on assignments and presentations. Faculty members also prepare Answer Keys of the Model question Papers for the purpose of helping students for better preparation for the End Term Examination. They are also provided with internal question papers, answer keys to improve the continuous internal evaluation, the students were also mentored continuously to improve their academic performance.

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

Institute being an affiliated institution follows an academic calendar laid by the affiliating university which has timelines defined examinations (Internal External) along with well-defined time for exams related activities as evaluation result declaration etc. University academic calendar also reflects time periods for other related activities which we strictly adhere to.

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)

<http://www.tips.edu.in/courses>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
888	BCom	Commerce	176	169	96.02
24	BA (Journalism)	Journalism & Mass Communication	116	85	73.27
20	BCA	Computer Science	106	98	92.45
17	BBA	Management	114	111	97.36
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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)

https://www.tips.edu.in/images/StudentSatisfactionSurvey_2018_19.pdf

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	00	00	0	0
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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
Life Skills Session by Shri Satya Sai Seva Sanstha	BBA B.Com(H)	04/09/2018
Life Skill Session by Shri Satya Sai Seva Sanstha	BBA B.Com(H)	13/09/2018
Guest Lecture on 'Winning Career Skills' by Ms. Manisha	BBA, B.Com(H) BCA	18/09/2018
Workshop on Story Telling	BBA, B.Com(H) BCA	20/09/2018
3rd Justice Verma Memorial Lecture on Freedom and Responsibility of media in the Evolving Media Space	BA (JMC)	01/10/2018
Guest Lecture on Power of	BBA B.Com(H)	10/10/2018

Emotional Advertising by Ms. Sheetal		
Guest Lecture on Careers on Wealth Management Equity Research	BBA B.Com(H)	10/10/2018
Workshop on Hands on Excel by Udyami	All Depts. of TIPS	18/10/2018
National Seminar on Importance of Emotional Spiritual Intelligence in Academic Organisation	All Depts. Of TIPS	28/12/2018
Life Skills Session by Shri Satya Sai Seva Sanstha	BBA B.Com(H)	11/01/2019
Life Skills Session by Shri Satya Sai Seva Sanstha	BBA and B.Com(H)	16/01/2019
Life Skills Session by Shri Satya Sai Seva Sanstha (Part 1)	BBA and B.Com(H)	20/01/2019
Life Skills Session by Shri Satya Sai Seva Sanstha (Part 2)	BBA and B.Com(H)	20/01/2019
Workshop on Manupatra Training	BA. LLB	30/01/2019
Guest Lecture on Matrilineal tribes of Meghalaya	BA. LLB	01/02/2019
Guest Lecture on "Let's Talk Future : A perspective on Advertising, Marketing Business" by Dr. Anita Bora	BBA and B.Com(H)	12/02/2019
Workshop on Advertising Marketing events and experimental Marketing from Product to a brand, Storytelling Game Design" at Pearl Academy	BBA and B.Com(H)	15/02/2019
Guest lecture on "Future Career and You" by Dr.Sunita	BCA, BBA B.Com(H)	20/02/2019
Business Seminar on "An interaction with Startups" at Apeejay School OF Management	BBA B.Com(H)	22/02/2019
National Conference on India at the Crossroad of Development	All Depts. of TIPS	20/04/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Best Teacher-Scholar Award	Ratika Malhotra	TIPS, Dwarka	15/12/2018	Late Shri OP Tandon Memorial Award
Excellence Award 2018	Dr.R.K.Tandon	Balaji Media in association with Delhi Tourism	15/08/2018	Social welfare for outstanding performance.
Leadership Award	Dr. R.K.Tandon	Honble Shri Harish Rawat Ji, former Central Minister (Labour, Employment and Water Resources) and Shri Chetan Sharma (former Cricketer Member of Parliament)	30/06/2018	Social welfare for outstanding performance.

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Entrepreneur Development Centre	UDYAMI	TIPS, Dwarka	N.A	N.A	Nil

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
21000	No	No

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

Name of the Department	Number of PhD's Awarded
No	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Computer science	1	Nil

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

Department	Number of Publication

Management	20
Computer Science	16
Law	Nil
Mass Communication	2
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
N.A	N.A	N.A	Nil	0	00	Nil
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
N.A	N.A	N.A	Nil	Nil	Nil	N.A
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	8	17	Nil	Nil
Presented papers	5	5	Nil	Nil
Resource persons	Nil	Nil	Nil	Nil
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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 participated in such activities	Number of students participated in such activities
SwachhataPakhwada	Safdarjung Hospital	2	100
Blood Donation Camp	Rotary Blood Bank	1	82
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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	Number of students Benefited
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Branch Appreciation for the social work	Certificate of Appreciation	BVP(Bharat Vikas Parishad)	25
Community Development Program - Support to Under-privileged	Certificate of Appreciation	Hello Moms	30

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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 participated in such activities	Number of students participated in such activities
Community Development Programme	Indian Vision Foundation, Ngo Of Dr. Kiran Bedi In Association With Temasek Polytechnic, Singapore	Project Kiran	1	13
Blood Donation	Rotary Blood Bank	Blood Donation Camp	1	82
Swachh Bharat Abhiyan	Safdarjung Hospital	Swachta Pakhwada	2	100
Road Safety Awareness	IRSC Indian Road Safety Campaign	National Human Chain Campaign #1Cror eHaathSaathSaath	1	12
Road Safety Awareness	Mash Project Foundation Jubilant Foodworks Ltd.	Road Safety-First Aid Training	1	100
Gender Equality	TIPS Delhi State Legal Services Authority	Seminar	1	55
Gender Sensitization	ITC Vivel And Josh Talks	Workshop	1	80
Feeding Poor and spreading happiness	Sri Sathya Sai Seva Organisation	Community Service	1	25
Environment Day	Bharat Vikas Parishad	Plantation Drive	3	20

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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
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BIZ-QUIZ COMPETITION	28	Self	1
IT QUIZ COMPETITION	60	Self	2
SEMINAR ON LIFE SKILLS	120	Sri SathyaSaiSeva Organisation	7
QUIZ COMPETITION-CLASH OF BRAINS	36	Self	1
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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	Duration To	Participant
Industrial Cooperation	Summer Internship	Rupee Maker	01/06/2019	31/07/2019	BBA &B.COM
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Concept Research	17/08/2018	Internship	5
SIEC Pvt Ltd	23/08/2018	Internship	4
View File			

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
31658069	27965770

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing

Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
View File	

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 patially)	Version	Year of automation
E GRANTHALYA	Fully	3.0V	2010

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	17256	171041	346	120218	17602	291259
Reference Books	1156	Nill	99	Nill	1255	Nill
e-Books	Nill	Nill	Nill	Nill	Nill	Nill
Journals	27	9150	2	7900	29	17050
Digital Database	Nill	Nill	Nill	Nill	Nill	Nill
CD & Video	Nill	Nill	Nill	Nill	Nill	Nill
Library Automation	1	Nill	Nill	Nill	1	Nill
View File						

4.2.3 – 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
N.A	N.A	N.A	Nill
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwidt h (MBPS/ GBPS)	Others
Existin g	244	205	2	0	0	22	17	2	0
Added	0	0	0	0	0	0	0	0	0
Total	244	205	2	0	0	22	17	2	0

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

2 MBPS/ GBPS

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
Post Production Lab	http://www.tips.edu.in/post-production-lab
Video Lab	http://www.tips.edu.in/video-studio
Audio Lab	http://www.tips.edu.in/audio-studio

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
2025000	1893677	4200000	4609288

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 has well defined procedure for maintenance of campus infrastructure. For that purpose institute has a dedicated administration department team, who collects infrastructural requirements from various departments through requisitions filled up by HODs and thereafter complies with the requirements. The process is done throughout the year so that any delays are minimised. We have staff to cater to requirements of physical infrastructure requirements, for academic and support facilities, Lab in-charges for laboratory, Librarian and Sports Officer for sports facility. House -Keeping and Category IV employees take care of regular maintenance of campus.

<http://www.tips.edu.in>

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	Concession in Tuition Fee	4	43000
Financial Support from Other Sources			
a) National	NSP(National Scholarship Portal, DHE EWS, GGSIPU E-District, GGSIPU	10	330930
b) International	NA	Nil	0

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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	Date of implementation	Number of students	Agencies involved
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enhancement scheme		enrolled	
Group Discussion Activity	13/02/2019	40	In house
English Communication Skills Enhancement (BALLB)	03/09/2018	60	In house
Personal counselling and mentoring	18/07/2018	89	In House
View File			

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 for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Career Guidance by Guidance Counselling Cell	305	559	305	254
View File					

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	Number of grievances redressed	Avg. number of days for grievance redressal
6	6	7

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
Concentrix	102	24	Infosys	38	16
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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
2019	305	BBA(G)/B.com	BBA(G)/B.c om(H)/BCA/BA (JMC)	Various Institutes	Various Programmes
View File					

5.2.3 – Students 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	Number of students selected/ qualifying
NET	Nil
SET	Nil
SLET	Nil
GATE	1
GMAT	11
CAT	58
GRE	1
TOFEL	7
Civil Services	1
Any Other	226
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
El-Veda Farewell 2019	Intra College	600
View File		

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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Second Position in Modelling at Sahika Star Hunt 2 organised by Sahika Events, Tecnia Auditorium, Rohini	National	Nil	1	41024002418	Priyanshi Nagar (BAJMC)
2018	TIPS Freshers 2018	National	Nil	1	41024002418	Priyanshi Nagar (BAJMC)
2018	Gold medal in weightlifting at GGSIPU sports	National	1	Nil	35324001716	Anurag Rao (BBA)

	meet					
2019	1st Position in Band Performance (Tarang) at BITS Pilani	National	1	Nil	41124002418	Shubham
2018	Gold medal in bodybuilding at GGSIPU sports meet	National	Nil	Nil	35324001716	Anurag Rao (BBA)
2018	Gold medal in weightlifting at GGSIPU sports meet	National	1	Nil	41320602416	Ishaan Virmani (BAJMC)
2019	Ist Position in Western Group Song (Pitch Perfect) at BITS Pilani	National	Nil	1	41124002418	Shubham
2019	Second Position in Ms. Anugoonj 2019, GGSIPU	National	Nil	1	02624002418	Shivani Arora (BAJMC)
2019	Ist Position in Group Song Western at the 20th Annual Cultural Festival- Anugoonj, 2019 at GGSIPU	National	Nil	1	02324002416	Palak
2018	Participated in Flash Mob Dance, Anugoonj	National	Nil	1	40820603816	Gaurav
View File						

the institution (maximum 500 words)

Institute has no student council.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

As we believe that alumni of any institute are their assets considering this, TIPS has formed an alumni association which is duly registered in the year May 2013. The aim of TIPS alumni association is to provide a vibrant, global network and forum that connects and engages all TIPS alumni with tips in mutual beneficial and actionable ways. The institute aims to promote a sustained sense of belonging to the Alma Mater among the Alumni by being in regular touch with them. The objective of the association is to facilitate the association of the alumni with their alma mater by promoting interactions and networking among alumni of the institute. In this regard Alumni interactions are held every year at institute premises that help alumni maintain connections to their educational institution and fellow graduates. The institute has also given star alumni award in 2018-19 to two students who are doing best in the industry.

5.4.2 – No. of enrolled Alumni:

721

5.4.3 – Alumni contribution during the year (in Rupees) :

3244500

5.4.4 – Meetings/activities organized by Alumni Association :

02 Meetings and 04 Alumni interaction activities

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)

Trinity Institute of Professional Studies was set up by Kamal Education Welfare Society (KEWS) in the year 2007 with the vision of becoming a leading, cost-effective and innovative education provider. Our Chairman Dr. R.K Tandon, who is a educationist, philanthropist and renowned social activist since last 25 years has been pioneering in highly qualitative domains in school education as well as higher education. He has developed this institution with the vision of achieving quality in higher education. He provides suitable positive mechanism for day to day functions and operations of the Institute. The institute aims at developing an inclusive culture that seeks to achieve heights of students ' all-round skill s development , enhance team spirit and determination to serve the cause of humankind. Furthermore, Trinity Institute of Professional studies endeavours to be a nationally known, utmost reliable, innovative and cost-effective education provider in the disciplines like management, banking and insurance, computer applications, accounting and finance, education, journalism and mass communication and other emerging disciplines. DECENTRALIZATION- In order to follow decentralisation of processes each department has Chief Coordinators appointed. Class Coordinators work closely with the Chief Coordinators to manage the day to day affairs. Thus, various posts have complete autonomy and powers to function in place. PARTICIPATIVE MANAGEMENT- Management has developed participatory system for each and every function of the institute. Committee have been constituted for important areas both academic and non-academic work like Publication Committee, Placement Committee,

Grievance Redressal Committee, etc. These Committees function independently under the Chairperson of the Committee and report to the Director of the institute. The Composition of Committee of IQAC is the best example of participatory management

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

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):

Strategy Type	Details
Curriculum Development	The institute is an affiliated institute and follows the curriculum of affiliating university .Institute has no reservation regarding curriculum development, only input suggestions are being sent to the University for their Consideration with the suitability
Teaching and Learning	The institute believes in high quality of teaching, for that democratic method of teaching is followed, lecture method along with presentations with the help of high quality ICT equipment's is in practice. Classrooms are equipped with either LCD projectors or Smart Interactive Boards.
Examination and Evaluation	Being an affiliated institution we are following the examination evaluation system of the affiliating University. Examination pattern is based on internal external examinations.
Research and Development	The institute is conducting UG programmes only, Research and Development is not a dedicated part of that but our faculty members are highly involved in different type of research programmes projects on their own ,expedition of the same experience is being inculcated to the institutional endeavour time to time.
Library, ICT and Physical Infrastructure / Instrumentation	Institute has a class of Art Infrastructure including classrooms, Labs Library. The infrastructure of the institute is in tune with all specific requirements of the Regulatory bodies and affiliating university. Library of the institute has more than 15 thousand books, more than 20 offline journals, Encyclopaedias E-Resource for all the courses. Institute has more than 200 computers in different computer labs with high configuration, more than 15 LCD projectors and more than 05 Interactive classrooms for better

	augmentation of requirements with high speed internet facility.
Human Resource Management	Institute has separate HR department for human resource management. Time to time HR department functions to meet out the requirements of different departments and institute as a whole.
Industry Interaction / Collaboration	Institute has collaborated very good relationship with different industries as per the requirement of the courses and interact with them as per the need comes. Usually institute invites industry people for interaction sessions with the staff students twice in a month.
Admission of Students	Institute follows the admission procedure laid down by affiliating University for each course .University conduct the Common Entrance Test (CET) for all respective courses followed by counselling to place the students for admission. All the norms laid down for admission by the university is followed completely.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	Institute has adopted several methods techniques of E- Governance with respect to planning of various tasks and functions time to time.. For that purpose institute has developed Web, Facebook and other social Media Platform groups to scatter the decisions and information to the stake holders.
Administration	<ul style="list-style-type: none"> • Day to day basis information are being uploaded to institutional website. • WhatsApp groups are active separately for Faculty, Staff and Students to impart and get the various type of information. • All correspondences with regard to internal function of the institute external function of the institute are being done through web only. • In-house developed programmes have been adopted for various Teaching learning functions
Finance and Accounts	Institute has separate accounts department to handle the finance of the institution. Fee from the students are being collected in E-mode mostly. Expenditure disbursement are also being done through e-mode. Salaries of faculty staff members are in e-mode

	only. Advance software related to e-collection disbursement has been adopted by the institute.
Student Admission and Support	Since the beginning to last step of admission is completed through online process. After admission all the support i.e. documentation, information, result, fee status, examination schedules, functions activities are being done through web mode for the students.
Examination	External examination are conducted by the affiliating university while internal examination is done by the institute which is completely through e-mode only as paper settings, preparing of Award list ,display of result ,addressing the queries questions of the students.

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
2019	Dr.Pramod Kumar Nayak	First Annual Interdisciplinary National Conference on Transcending Borders and Disciplines : Culture , Literature and Society	Central University Of Haryana Mahendergarh	1000
2019	Shruti Bhalla	9th National Conference on India at the crossroads of Development and the Role of Management , Commerce, IT, Media and Law	Tips Dwarka	1200
2019	Ritika Kapoor	9th National Conference on India at the crossroads of Development and the Role of Management , Commerce, IT, Media and Law	TIPS Dwarka	1200

2019	Ritika Kapoor	National Conference on Global Sustainable Innovations Alliance	SGTB IM IT, Delhi	250
2018	Ritika Kapoor	Perspective of Modern Pedagogy and academic	Sri Guru TeghBahadur Institute of Management IT	250
2019	Harshita Harshu	Bar Council Of India- All India Reporter	Bar Council Of India	600
2019	Sonali Malik	India at the crossroads of Development and the Role of Management , Commerce, IT, Media and Law	TIPS Dwarka	1200
2019	Shikha Bhalla	9th National Conference on India at the crossroads of Development and the Role of Management , Commerce, IT, Media and Law	TIPS Dwarka	1200
2019	Sapna Thakural	International Conference on Business and Management	Delhi School Management	3000
2019	Ayushi Sarkar	Bar council Of India - All India Reporter	Bar Council Of India	500
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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	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	FDP on Human Values Ethics in Professional Studies	FDP on Human Values Ethics in Professional Studies	26/10/2018	30/10/2018	54	14
2018	FDP on	FDP on			52	14

	Business Research: An Analytical Study	Business Research: An Analytical Study	17/12/2018	22/12/2018		
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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	From Date	To date	Duration
FDP on Human Values Ethics in Professional Studies	54	26/11/2018	30/11/2018	6
FDP on Business Research: An Analytical Study	52	17/12/2018	22/12/2018	6
Short Term Course on Enhancing Leadership Skills	74	17/06/2019	20/06/2019	4
Short Term Training on Personality Development	74	23/05/2019	31/05/2019	4
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
74	74	14	14

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1 Group Insurance 2 Financial short term Loan 3 Work Incentives 4. Financial Support System	Group Insurance Work Incentives	1 Group Insurance 2 Scholarships

6.4 – Financial Management and Resource Mobilization

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

Institute has a well-structured Accounts Department - Its functions include collection and dispersal of the finances under various heads. The Department has officers who are responsible for conducting internal audit on day to day and weekly basis. Besides that institute has also tie-ups with a firm and the panels of CA's and accountants who conduct external audits of the institute accounts on quarterly/half yearly basis.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA
No file uploaded.		

6.4.3 – Total corpus fund generated

39771160

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	Yes	GGSIPIU	Yes	Sister Concern Institute
Administrative	Yes	GGSIPIU	Yes	Sister Concern Institute

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

1. Orientation fresher's programme. 2. Participation in various activities educational trips. 3. Scholarship Graduation Day.

6.5.3 – Development programmes for support staff (at least three)

1. Training Workshop of the staff as per requirement and on ERP System for the smooth execution of their respective task. 2. Training for File Management 3. Training on Safety Security issues

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Recruitment at Senior level has been completed. 2. Institute has strengthen placement opportunities for the passing of students 3. Canteen Indoor facilities for the students has been set up upgraded

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	Yes
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Faculty Staff Retreat Programme	09/02/2019	09/02/2019	09/12/2019	60
2019	Air Purifying	16/04/2019	16/04/2019	16/04/2019	48

	Plants in classrooms				
2019	Book Reading Club	23/04/2019	23/04/2019	23/04/2019	45
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CRITERION VII – 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	Period To	Number of Participants	
			Female	Male
Seminar on 'Himmat plus App' for Women Safety	19/02/2019	19/02/2019	60	50
Workshop on 'Prevention of Sexual Harassment at Workplace'	23/02/2019	23/02/2019	45	25
Seminar on Gender Equality and Women Empowerment	15/03/2019	15/03/2019	44	10

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
? Plantation Drive - 5th June 2019 ? SwachhtaPakwada -26 Oct -8 Nov 2018 ? First Aid Training On Road Safety-1 Feb, 2019 ? Air Purifying Plants (Areca Palm) in Class Rooms-16 Apr, 2019 ? Blood Donation Camp-30-Oct-18 ? Percentage of power requirement of the College met by the renewable energy sources

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	Yes	1
Ramp/Rails	Yes	1
Braille Software/facilities	No	Nil
Rest Rooms	Yes	1
Scribes for examination	No	Nil
Special skill development for differently abled students	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of	Number of	Date	Duration	Name of	Issues	Number of
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	initiatives to address locational advantages and disadvantages	initiatives taken to engage with and contribute to local community			initiative	addressed	participating students and staff
2018	Nil	1	30/09/2018	3	PROJECT KIRAN-India Vision Foundation, NGO of Dr .KiranBedi Temasek Polytechnic, Singapore	Community Development Program-Child Marriage, Road Safety, Swachh Bharat etc	13
View File							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Rule Book	01/08/2018	Institute has a well standardised rule book covering vision mission of the institute for the purpose of all functions in all spheres. Institute follows the rules laid in the rule book with ref to management of human resources which includes the recruitment, faculty development, promotion and rewards. Institute has rule policy also which includes general specific rules for faculty, staff students separately, which includes service rules, leave rules, working professional ethics other code of conduct. Institute abided by the rule book provisions. The authority of the institute implements the same for better systematic functioning.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Life skills session by SSSSO(Shri Satya	04/09/2018	30/03/2019	120

Sai Seva
Organization)

[View File](#)

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

1. Efforts towards non-smoking campus tobacco free campus. 2. Efforts towards making the campus free of plastics polythenes. 3. Increase the recycling and conservation of materials. 4. Recycled water used for gardening of plants. 5. A large no of trees planted to supplement green canopy of the campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice: 1. Academics Excellence and Overall Grooming: Reading is the integral part of teaching learning. Reading habit helps to achieve academic excellence and overall development. A Book Reading club has been formed in the institute to enhance reading habits among the students, faculty members and staff of the institute. This Club will help the students to develop their reading and analysing skills and development of overall personality holistically through acquiring knowledge from different books apart from textbooks. **2. Environment Consciousness:** The institute had taken initiative in raising environment consciousness among the students in-align with the subject curriculum of environmental studies. The students were encouraged to participate in environmental activities and under this program students have contributed along with the institution towards placing of air purifying plants in the classrooms to curb the air pollution in closed environment. **3. Sensitization about Gender Equality:** To ensure equal opportunities for male and female staff as well as students the institute organised a seminar on gender equity and invited legal experts to hold forth on the subject. After the seminar, the awareness on gender rights has increased. No cases of gender inequality have surfaced in the institute since the seminar.

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

https://www.tips.edu.in/naac/best_practices

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Innovative teaching pedagogy has been adopted by the faculty members to impart quality education through participative learning environment in the classroom. Trinity Institute of Professional Studies (TIPS) also always put social outreach programs on top priority agenda to inculcate the habit of social belongingness among the students. The institute has associated with Bharat Vikas Parishad (BVP) to give thrust to the morale and ethical value development of students and contribution towards Nation building through participation in various social development activities to create social impact.

Provide the weblink of the institution

https://www.tips.edu.in/naac/institutional_distinctiveness

8.Future Plans of Actions for Next Academic Year

Excellence is a goal that is achieved with continued and persistent efforts. In order to achieve the Vision and Mission of our Institute, following has been planned for the next academic year: **1. Strengthen Teaching-Learning Processes and Improving Academic Performance:** We aim to deliver world class education through

innovative Learning pedagogy. For this we aim to conduct workshops to train the faculties to adopt innovative teaching learning pedagogies. Further to enhance the academic performance of the students focused attention will be provided through increased mentorship sessions and remedial classes.

2. Industry-Academia Connect: We shall focus on strengthening the industry -academia connects through aiming to increase the number of collaborations/ Knowledge Partners with prestigious industrial bodies.

3. Employability Enhancement: More number of Personality Development Sessions, Guest Lectures, Industry Oriented training sessions , increased tie ups with industry will be focused for the overall growth and personality of the students and finally to enhance the internship/ placements of the students and compete in various competitive examinations.

3. Research Orientation of Faculties: As a growing organization, we aim to provide an enabling environment for quality research and promotion of strong research culture in the institution. For this, a number of initiatives like Incentive Policy, Research Contribution in Appraisal, organizing Faculty Research Colloquium etc. have been planned in the coming academic session.

4. Skills enhancement through value added course: Value added courses will be conducted in the institute so that students can get practical exposure to enhance their skills for performing better employability in placement drives.

5. Communication Skill Development: English Communication Skill enhancement sessions are also planned for the students to improve their communication skills and confidence in speaking English.

6. Student Progression for higher Education: To have better student progression for higher education, the institute has planned to provide coaching's in collaboration with experts from reputed competitive coaching institutes. Planning to conduct more number of career counselling sessions for providing guidance for higher education.

7. Decentralization and Participative Management: Various Committees to be formed to enhance the decentralization and participative management. Internal Audit to be conducted to enhance the performance of various committees. Also to enhance students involvement in various committee work and increasing by ten percent, the activities through various committees.

8. Practical Exposure: Students will be encouraged to be involved in projects and live projects to have better practical exposure and will also be encouraged for interdisciplinary projects.

9. Entrepreneurship Development: To initiate incubation center to provide mentorship and support to the budding entrepreneurs.

10. Strengthen Alumni Support: To enhance the alumni interactions with the students and also to organize alumni meet to further strengthen the alumni network.

11. Activities in various Students Clubs and Societies: Motivating the students to explore their hidden talent by their involvement in various activities of clubs and societies. Also to provide a platform and incentives to conduct and perform in various such activities for their all-round development.