

**IQAC**  
**ANNUAL**  
**QUALITY**  
**ASSURANCE**  
**REPORT**  
**2013**



**THE IIS UNIVERSITY, JAIPUR**

**INSPIRATION    INNOVATION    SYNERGY**

deemed to be University u/s 3 of UGC Act 1956



# NAAC

## INSTRUCTIONS:

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

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

The activities of the institution in the above five sections or in other relevant areas are being surveyed to create a quality profile for the year in relation to institutional vision and goals. The survey results would enable the institution and IQAC to create a quality index profile, which would be a self learning exercise. Apart from the responses to the online survey, all the evidence are to be sent to NAAC to audit and to create an output profile of the institution in relation to NAAC core values on higher education. This would enable NAAC to make a diagnostic survey of national higher education scenario and the feedback will be provided to each participating institution.

No judgement or categorization on institutional quality is intended. However, incremental growth profile of the institution for every year will be consolidated and the accreditation / reaccreditation process SSR/RAR will be prepared based on the survey response pattern by the concerned institution.

**1. Kindly provide the details of the institution**

**Name of Institution:** The IIS University  
**Year of Establishment of the Institution:** 995  
**Address Line 1:** Gurukul Marg, SFS Mansarovar  
**Address Line 2:**  
**City/Town:** Jaipur  
**State:** Rajasthan  
**Postal Code:** 302020  
**Email Address:** icg@iisuniv.ac.in

**2. NAAC Accreditation/ Reaccreditation Details**

**Year of Accreditation/ Reaccreditation:** February 2005  
**Current Grade:** N.A  
**CGPA:** N.A

**3. Institutional Status** N.A

**4. Contact Person Details**

**Name of Head of Institution:** **Dr. Ashok Gupta**  
**Contact Phone:** O: 0141-2400160,161 R: 0141-2721909  
**Email:** Mob.9928600007  
ashok.gupta@iisuniv.ac.in  
**Website URL:** www.iisuniv.ac.in  
**Name of IQAC Co-ordinator:** Dr. Roopa Mathur  
Dr. Priyanka Mathur  
**Email:** roopa.mathur@iisuniv.ac.in  
priyanka.1970@iisuniv.ac.in

## SECTION I

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

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

Undergraduate (BA/B.Sc./B.Com etc.)	18
Post Graduate (MA/M.Sc./M.Com etc.)	22
Research Programmes (M.Phil/P.hD)	05( Disciplines-31)
Certificate Programmes	33
Professional Programmes (B.Tech/M.Tech/B.Ed/M.Ed/Medicine/Pharmacy/Paramedical/Nursing etc)	11
Other value added programmes	12
Any other programme offered (Specify)	0

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

New programmes added during the year	NIL
New programmes designed	8
Programmes under revision	0
Interdepartmental collaborative programmes	11
Inter institutional collaborative programmes	13
Number of review committee recommendations implemented (Total)	N.A
Number of NAAC peer team Recommendations implemented	N.A
Number of UGC/any other expert committee recommendations implemented	N.A
Number of review committee recommendation under implementation	N.A
Number of NAAC peer team recommendations under implementation	N.A
Number of UGC/ any other expert committee recommendations under implementation	N.A

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

Total faculty strength required as per norms for all programmes	191
Total faculty on rolls	113
Faculty added during the year	44
Faculty positions vacant	02
Faculty left during the year	16
Total number of visiting faculty	39
Total number of guest faculty	
NA	

**8. Qualification of Faculty**

PhD and Above	83
MPhil	15
Masters	94
Any other (Specify)	03

**9. Faculty qualification improvement**

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

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

Administrative staff (total sanctioned)	41
Administrative staff (Actual strength)	41
Added during the year of reporting	02
Left during the year	03
Number of posts vacant	00

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

Technical Support Staff (Total sanctioned strength)	40
Technical Support Staff (Actual strength)	40
Added during the year	03
Left during the year	02
Number of posts vacant	Nil

**SECTION I**

This section surveys the quality sustenance and development activities during the year taken up by IQAC. It reflects quality management structure, strategies, and processes which would enhance academic quality of the institution as perceived by faculty, students, alumni, and other stakeholders (social perception of the institution) inline with the vision, mission and goals of the institution.

**12. Establishment details**

	DD	MM	YYYY
Year of establishment of IQAC	25	03	2005

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

Number of IQAC members	13	
Number of Alumni in IQAC	00	
Number of Students in IQAC	00	
Number of Faculty in IQAC	07	
Number of Administrative Staff in IQAC	03	
Number of Technical Staff in IQAC	01	
Number of Management Representatives	01	
Number of External experts in IQAC	00	
Number of any other stakeholder and community representatives		03

**14. IQAC Meetings**

Number of IQAC meetings held during the year	03
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**15. Whether Calendar of activities of IQAC formulated for the academic year**

Yes \_\_\_\_\_

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

Number of academic programmes proposed	40
Number of value added programmes proposed	12
Number of skill oriented programmes proposed	33
Number of faculty competency and development programmes proposed	06
Number of other staff development programmes proposed	02
Number of student mentoring programmes proposed	01(mentor Gaurdian)
Number of co-curricular activities proposed	11
Number of inter departmental cooperative schemes proposed	Nil
Number of community extension programmes proposed	34
Any other programmes proposed (Specify)	

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

Number of academic programmes implemented	18
Number of value added programmes implemented	12
Number of skill oriented programmes implemented	33
Number of faculty competency and development programmes implemented	06
Number of other staff development programmes implemented	02
Number of student mentoring programmes implemented	01
Number of co-curricular activities implemented	11
Number of inter departmental cooperative programs implemented	34
Number of community extension programmes implemented	
Any other programmes suggested that are implemented (Specify)	

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

Number of seminars/ conferences/ workshops organized by IQAC within the institution : **01(research methodology)**

Number of participants from the institution	16
Number of participants from outside	27
Number of external experts invited	15
Number of external conferences/seminars/ workshop on institutional quality attended	NIL
Number of events conducted with IQACs of other institutions as collobrative programes	NIL

**19. Did IQAC receive any funding from UGC during the year ?** NO

**20. If the response to Qn. 18 is Yes, please provide the amount received from UGC - (Input**

**0 - if NA/NIL-) Any other source including internal financial support from the management  
(Specify amount)**

Amount Received from UGC

NA

Amount Received from any other source including the college management



21.

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

- Worked towards seeking recommendations for the syllabi, curriculum and courses from the Academic Council for the session 2013-14 and onwards.
- Brainstorming on new courses proposed to be started from the academic session 2013-14, namely:
  - a. Human Development as an elective in B.A./B.Sc.
  - b. P.G. Diploma in Cost Control and Accounts.
  - c. Certificate course in Patent Law and Practice
  - d. P.G. Diploma in Intellectual Property Rights
  - e. Advance Diploma in Integrated CAD and Graphics Design
  - f. B.Sc. (H) in Multimedia and Animation.
- Discussions with the Board of Management members Regarding the proposal of M.B.A.(Finance) and MBA (Advertising Management) who agreed with the view of the Planning and Monitoring Board for constituting a committee to review the existing MBA programmes in the University and to examine the viability of the proposed new MBA programmes vis. a vis. the career opportunities to the students in such programmes.
- Worked towards seeking approval for changing the nomenclature of "MBA-Entrepreneurship Development" to 'MBA-Entrepreneurship and Family Business Management' as per recommendation of the Academic Council.
- Worked towards seeking approval was also accorded for reconstituting the Boards of Studies in different disciplines and the panels of external experts framed by the Academic Council for appointment of external experts on Boards of Studies were also approved by the Board of Management, with a proviso that two out of the panel of four external subject experts be appointed as members of Boards of Studies subject to availability and convenience. Approval was also accorded for appointing one industry expert and/or one alumna out of the panel on each Board of Studies, as member for a period of two years.
- Finalizing the recommendation of the Academic Council for awarding 734 Certificates, 268 Diplomas and 31 Advance Diplomas to candidates qualifying such courses in different Career Oriented and Skill development programmes during the Academic Session was approved.

### SECTION III

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

#### 22. Academic Programmes

Number of new academic programmes developed or designed by faculty : **9**

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

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

Number of active teaching days during the current academic year : **186**

Average percentage of attendance of students : **75% (APPROX)**

Percentage of classes engaged by guest faculty and temporary teachers : **20%(APPROX)**

Number of self financed programmes offered : **ALL**

Number of aided programmes offered **N.A.**

Number of programmes discontinued during the year : **NIL**

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

YES \_\_\_\_\_ |

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

Percentage of courses where student feedback is taken : **100%**

#### 25. Is feedback for improvement provided to the faculty?

YES \_\_\_\_\_ |

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

Number of major research projects undertaken during the year : **NIL**

Number of minor research projects undertaken during the year : **NIL**

Number of major ongoing Projects : **NIL**

Number of minor ongoing Projects: **1 DST**

Number of major projects completed : **NIL**

Number of minor projects Completed : **NIL**

Number of major project proposals submitted for external funding : **3**

Number of minor project proposals submitted for external funding : **3**

Number of research publications in peer reviewed journals : **347 IN YEAR 2013 & 55 IN YEAR 2014**

Number of research publications in international peer reviewed journals : **130 IN YEAR 2013 & 25 IN YEAR 2013**

Number of research publications in national peer reviewed journals : **217 IN YEAR 2013 & 30 IN YEAR 2014**

Number of research papers accepted for publication in international peer reviewed journals **10(APPROX.)**

Number of research papers accepted for publication in national peer reviewed journals **10 (APPROX.)**

Average of impact factor of publications reported : **0.12 – 11.850 IS THE RANGE**

Number of books published : **139 (91, 2009 ONWARDS)**

Number of edited books published **17(8,2009 ONWARDS)**

Number of books (single authored) published

Number of books (coauthored) published

Numbers of conferences attended by faculty : **88(APPROX.)**

Number of international conferences attended : **16 (APPROX.)**

Number of national conferences attended : **72 (APPROX.)**

Number of papers presented in conferences : **209**

Number of papers presented in international conferences : **66**

Number of papers presented in national conferences : **143**

Number of conferences organized by the institution : **6**

Number of faculty acted as experts resource persons : **19**

Number of faculty acted as experts resource persons –international : **NIL**

Number of faculty acted as experts resource persons-national : **19**

Number of collaborations with international institutions : **NIL**

Number of collaborations with national institutions : **NIL**

Number of linkages created during the year : **3(FORMAL)**

Total budget for research for current year as a percentage of total institution budget : **50 LAKHS**

Amount of external research funding received in the year : **2,89,500**

Number of patents received in the year : **NIL**

Number of patents applied for in the year : **NIL**

Number of research awards/ recognitions received by faculty and research fellows of the institute in the year  
**8 (FACULTY) & 10(STUDENTS)**

Number of PhDs awarded during the year : **19**

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

#### SECTION IV

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

#### 27. Student Details and Support Mechanisms

The total intake of students for various courses (Sanctioned) : **2470**

Actual enrollment during the year : **4260**

Student dropout percentage during the year : **N.A**

Success percentage in the final examination across the courses: **N.A**

Number of academic distinctions in the final examination and percentage : **N.A**

Number of students who got admitted to institutions of national importance

Number of students admitted to institutions abroad

Number of students qualified in UGC NET/ SET: **18 NET, 4 SET (2009 ONWARDS)**

Number of students qualified GATE/ CAT/ other examination

(Specify) **2 DEFENCE SERVICE, 1 BANK SERVICE, IAS (2009 ONWARDS)**

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

YES          |

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

Number of students participated **5**

#### 30. Does student counselling and guidance service exist ?

I          YES |

**31. Student participation, if answer to Qn. 30 is yes**

Number of students participated : 40%

**32. Career Guidance**

Number of career guidance programmes organized  
: 06

Percentage of students participated in career guidance programmes : 50%

**33. Is there provision for campus placement?**

Yes

**34. If yes to Qn. 33**

Number of students participated in campus selection programmes : 500

Number of students selected for placement during the year : 185

**35. Does gender sensitization program exist ?**

Yes

**36. If Answer is Yes to Qn 35**

Number of programmes organized : 06

**37. Student activities**

Number of students participated in external cultural events : 134

Number of prizes won by students in external cultural events : 40

Number of cultural events conducted by the institute for the students : 16

Number of students participated in international sports and games events : Nil

Number of students participated in national level sports and games events : Nil

Number of students participated in state level sports and games events : 07

Number of students participated in university level sports and games events : 17

Number of prizes won by students in international sports and games events : Nil

Number of prizes won by students in national level sports and games events : Nil

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

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

Number of sports and games events conducted by the institute for the students : **08**

### **38. Composition of students**

Percentage of Scheduled Caste : **1.59 %**

Percentage of Scheduled Tribe : **1.11%**

Percentage of other backward communities : **14.06%**

Percentage of women students : **100%**

Percentage of physically challenged : **00%**

Percentage of rural students: -

Percentage of urban students :-

### **39. Scholarships and Financial Support**

Number of students availing financial support from the institution : **102**

Amount disbursed as financial support from the institution : **Rs.791262**

Number of students awarded scholarship from the institution : **74**

Number of students received notable national/international : achievements/recognition :  
**16**

### **40. Student initiatives**

Number of community upliftment programmes initiated  
by students : **15**

Number of literary programmes initiated by students : **05**

Number of social action initiatives based on science /  
environment initiated by students : **05**

Number of student research initiatives : **449**

## SECTION V

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

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

Yes

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

Yes

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

Yes

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

- Curriculum Development
- Research Enhancement
- Infrastructure Development
- Student Progression

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

Yes

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

**1. Administrative procedures including finance**

Notices regarding academic events, co-curricular activities, etc are dispersed through the metacampus system, which is accessible to each student and staff member through a personal id. Similarly, the salary slip is also available to each staff member through the personalised metacampus id. The metacampus is planning to introduce a Human Resource Module as well as an Inventory module to facilitate administration processes, in the upcoming session.

**2. Student admission**

The prospectus, brochure, course, credits and evaluation information (Academic Handbook), fee structure, scholarship and freship information, hostel information, are available on the university website. The admission process is initiated with the online application form. Next, the updated admission lists are



available online through our website. The student can access the same for latest updates of short listed candidates etc. Along with the fee receipt, the student is given a unique identity number and password allowing access to the metacampus, to the student as well as the ward, individually.

### **3. Student records**

We maintain detailed student records. The attendance for each paper, course details, the marks list (proposed), important notices are all available on the student's metacampus id, for reference of the student/ward, individually. We also send regular attendance records of wards to parents, through the metacampus id. It is proposed that forthwith, student attendance, marks list, important events and announcements shall also be forwarded to wards via SMS. Additionally, through the Bio-Metric Attendance System, the parent is notified, through SMS, about the entry and exit of their ward from the University campus.

The Mentor Guardian has access to detailed records of each ward, including parents profile, address, phone number etc. The Mid- Term Evaluation Record (Yellow Booklet) is another process wherein the student has access to the internal marking process, which entails marks for CA examinations, Project/Quiz, Attendance and Student Interaction. The above processes facilitate transparency within the system and keep the flow of information active.

### **4. Evaluation and examination procedures**

The website constantly updates information regarding examination/viva dates. Moreover, information is also passed through the metacampus, wherein each student is given a personal notification of important notices. Moreover, it has been proposed that student evaluation marks will also be available on metacampus to enable the student to have a transparent picture of her internal marking quotient. It has been also been proposed that the student feedback on curriculum, metacampus, and faculty shall be available on metacampus for admin purposes. Parents can also send feedback, through the website, which will be integrated into the system.

### **5. Research administration**

The metacampus feeds information to each personal id, about conferences, seminars, projects etc. In addition, the system maintains an elaborate research profile of each staff member which includes details of conferences attended, papers published, monographs, theses/ dissertations guided, areas of research, post doctoral details, amongst others. This data is available to the Research Promotion Committee so as to enable easy access and export of data under various heads of profile.

Moreover, for research scholars, PhD/M.Phil byelaws, list of approved supervisors, and summary of theses awarded are available on the website. It has been proposed that the Research Proposal Plan of each scholar will also be available online.

#### **Others**

The University maintains a student feedback channel wherein the student response to each programme as well as each faculty member is maintained. This is useful for regular improvisation and improvement in the

courses offered and pedagogies applied. It has been proposed that this feedback, as well as the parent feedback (through website) shall be incorporated into the MIS, which shall be accessible to the administration for requisite action and implementation.

**47. Existence of learning resource management**

e-database in library ICT

**Yes**

ICT and smartclass room **Yes**

e-learning sources e-Books, e-Journals)

**Yes**

Production of teaching modules

**Yes**

Interactive learning facilities

**Yes**

**48. Internal resource mobilization : Kindly provide the amount contributed**

	Expenses	Receipt(in lakhs)
Research	33.68	102.2
Consultancy and training	0.72	0
Student contribution	0	2072.71
Alumni contribution	0	0
Wellwishers	0	0

**49. Infrastructure and welfare spending: Please specify the amount**

(in lakhs)

Amount spent for infrastructure 1646.2 development

Amount spent for student welfare 99.02

Amount spent for staff welfare 0.78

**50. Is delegation of authority practiced**

Yes

**51. Does grievance redressal cell exist?**

- Faculty- Yes
- Students- Yes
- Staff- Yes

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

- 4
- 4

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

- 9
- 9

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

- 1
- 1

**55. Has the institution conducted any SWOT analysis during the year**

- Yes

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

- Internal

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

- Academic excellence, dedication, commitment, Teamwork and discipline among staff members with a wide range of expertise who are supported by dedicated and Experienced supporting staff
- Academic Discipline, enthusiasm and zeal of students to achieve excellence in academics, co-curricular activities and sports.
- Collaboration with other institutions of repute with a Strong emphasis on beyond curricular activities like conferences, field trips, seminars etc.

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

- Need of Space as more classrooms and laboratories are required for future expansion various departments.
- More collaboration with industries, national and international institutions of repute is required for the wider exposure and better placements of the students.
- Uncertainty and rapidly changing trend about newly introduced programmes.

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

- Research and development
- Facility for Carrier Advancement of the faculty, Availability of expertise to plan and design new professional programmes and to carry out industry based interventions and consultancy.
- Strategic alliances and partnerships with institutions of national and international repute for offering contemporary courses.

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

- Certain government policies for education and rapidly increasing no. of poor-quality universities all over the city/state.
- Keeping pace with fast developing knowledge in the subject and Rising cost of journals and other research resources.

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

- Successful conduction of various international and national Conferences, seminars, workshops etc. in collaboration with different organization.
- Additional instruments and equipment were added to laboratories in different departments.
- Successful working of Meta-campus, which is educational software to automate different firm areas of the university.
- Developing entrepreneurship and leadership skills among students via Entrepreneurship Cell- Chrysalis.
- Eco-friendly campus
- Sanctioning of Grants from various for various research projects
- Appointment of New faculties
- Assessment based on Bench-marked performance and Introduction of New professional programmes

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

- The Assessment process of NAAC is Precise, Proactive and Progressive so lays great help in strategizing and planning thus aiding to continuous sustainable growth and development
- NAAC has given very clear guidance/ direction or road map for enhancing academic quality overall.
- NAAC has driven us to frame and maintain the quality, fostering global competencies contributing to national Development
- NAAC promotes the use of technology, research studies, training programmes and consultancy
- NAAC Clarifies and gives an empirical and practical evaluation as well as assessment of the institution's performance in the field of education and inspire the institute accountable to its stake holders.
- NAAC facilitate to identify our strengths and opportunities at the same time also give us portrait for examining, introspecting and working upon our threats and weaknesses.

## CONCLUDING REMARKS

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

You should send supporting evidence and other relevant information to the responses for this survey to NAAC. NAAC will provide feedback and a quality profile based on analysis of your inputs if you desire so. Thank You for the participation.