YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution Mittal Institute of Education

- Name of the Head of the institution Prof Vinay Divan

- Designation Principal

- Does the institution function from its own campus? Yes

- Phone no./Alternate phone no. 07552980081

- Mobile No: 9425415754

- Registered e-mail miebpl2009@gmail.com

- Alternate e-mail principalmienkes@gmail.com

- Address Mittal Institute of Education

- City/Town Bhopal

- State/UT Madhya Pradesh

- Pin Code 462038

2.Institutional status

- Type of Institution Co-education

- Location Urban

- Financial Status Self-financing

- Name of the Affiliating University **Barkatullah University**

- Name of the IQAC Coordinator **Ms Renu Sharma**

- Phone No. **07552980081**

- Alternate phone No. **9425415754**

- Mobile **9977408282**

- IQAC e-mail address **miebpl2009@gmail.com**

- Alternate e-mail address **principalmienkes@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)

https://mittalinstituteofeducation.org/wp-content/uploads/2022/09/AQAR-20-21.pdf

4.Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

https://mittalinstituteofeducation.org/wp-content/uploads/2021/07/Academic_calender_2019-20-1.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.10**	**2014**	**21/02/2014**	**20/02/2019**

6.Date of Establishment of IQAC **05/06/2021**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	**NA**	**NA**	**NA**	**00**

8.Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

View File

9.No. of IQAC meetings held during the year **4**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

1 Establishment & adherence to a firm academic environment in the institution & Preparation of Academic calendar & Its compliance 2 National Seminar conducted in Commerce & NEP 3 Hosted University Youth festival in category Light Music. Sent Students to other colleges for various competitions related to University Youth festival 4 Stress was given on employability & internships were conducted in PTC, SEO, Digital Marketing,Training were conducted on Vermicomposting, Essential Oil Extraction, Computer awareness 5 Environment consciousness & Social responsibility was inculcated among the students with activities like, Van Mahotsava, Visit To Ratapani Tiger Reserve, tree plantation drive,Blood donation camps, Visit to Gram Gunga, Swatch Bharat Abhiyan, Visit to tribal museum

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

Plan of Action	Achievements/Outcomes
Increasing Employ-ability	Stress was given on employability & internships were conducted in PTC, SEO, Digital Marketing, Training were conducted on Vermicomposting, Essential Oil Extraction, Computer awareness. NCC both navy & army gave rigorous training
Environment Awareness	Environment consciousness & Social responsibility was inculcated among the students with activities like, Van Mahotsava, Visit To Ratapani Tiger Reserve, tree plantation drive,Blood donation camps, Visit to Gram Gunga, Swatch Bharat Abhiyan, Visit to tribal museum
Expert Lecture/programs for higher order learning	National Seminar conducted in Commerce & NEP. Sent Students to other colleges for various academic competitions
Inculcating Social responsibility	Social responsibility was inculcated among the students with activities like Blood donation camps, Visit to Gram Gunga, Swatch Bharat Abhiyan, Visit to tribal museum
Giving students healthy entertainment & campus life	Hosted University Youth festival in category Light Music. Sent Students to other colleges for various competitions related to University Youth festival
Life Skill training	Yoga Day, Girl child day, traffic rules workshop, women's Day were celebrated to make students aware of various aspect of life

13.Whether the AQAR was placed before statutory body?　　　　　**Yes**

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	15/08/2022

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	Mittal Institute of Education
• Name of the Head of the institution	Prof Vinay Divan
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07552980081
• Mobile No:	9425415754
• Registered e-mail	miebpl2009@gmail.com
• Alternate e-mail	principalmienkes@gmail.com
• Address	Mittal Institute of Education
• City/Town	Bhopal
• State/UT	Madhya Pradesh
• Pin Code	462038
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• Type of Institution	Co-education
• Location	Urban
• Financial Status	Self-financing
• Name of the Affiliating University	Barkatullah University
• Name of the IQAC Coordinator	Ms Renu Sharma
• Phone No.	07552980081
• Alternate phone No.	9425415754

• Mobile	**9977408282**
• IQAC e-mail address	**miebpl2009@gmail.com**
• Alternate e-mail address	**principalmienkes@gmail.com**
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• if yes, whether it is uploaded in the Institutional website Web link:	https://mittalinstituteofeducation.org/wp-content/uploads/2021/07/Academic_calender_2019-20-1.pdf

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13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	15/08/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022	29/01/2022

15.Multidisciplinary / interdisciplinary

Multidisciplinary/interdisciplinary

Mittal Institute Of Education imparts trainings to students in different disciplines. Faculties of different departments impart trainings to the students of other departments. Training all the students for computer literacy, Yoga & Meditation and financial literacy is carried out by the faculties of CS, Education and Commerce departments respectively. Department of life sciences organizes field trips and visits to national parks & jungle trails & bird watching camps

for all students to sensitize students in various environmental issues.

16.Academic bank of credits (ABC):

Academic bank of credits (ABC):

With the implementation of NEP, Mittal Institute Of Education is developing its system for academic bank of credits. At present the performance of each student is recorded by his/her Tutor Guardians in Tutor Guardians reporting form in hard copy which is updated half yearly. File of each student is maintained with their marks sheets of all classes and other details. Although Tutor Guardians (TGs) keep record of students progress according to its activities

in the college, the final marks sheet is issued by the university.

17.Skill development:

Skill development:

Students of B.Ed and M.Ed develop their skills as teacher through practice teaching and training in art & crafts which are part of their regular curriculum. For students B.Sc, B.Com, BBA and BCA internships and trainings are been provided in field like extraction of essential oils, plant tissue culture, search engine optimization, Tally, Stock market study , digital marketing, vermin-composting & maintenance of Aquarium

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):

Mittal Institute Of Education follows the curriculum provided by its regulatory authority. To inculcate among the students Indian Knowledge system and its vast socio-cultural heritage various days of cultural importance are observed with religious favor and cultural enthusiasm. Vishwakerma Puja, Saraswati Puja (Basant Panchmi),Family get together, teachers' day, cultural fest, Independence day, Republic day & Kargil day are celebrated as per protocol.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Focus on Outcome based education (OBE): The main concern of Mittal Institute of Education is to provide a quality education so as to improve the life of the student and his family by improving the employ-ability. Emphasis is to give specific skills in their respective courses. Session ending examination both theory & practical are the official criteria for assuring Outcome based education.

20.Distance education/online education:

20. Distance education/online education:

Mittal Institute Of Education follows the curriculum provided by its regulatory authority. During

Pandemic online classes were organized but now only regular classes are taken. But the what'app groups created since Covid

period has been retained to provide notes, and study materials to the students along with email.IDs. Students are encouraged to use other online study platforms NAPTEL and national digital library to enhance their knowledge & Skill

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	14

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	832

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	345

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	257

File Description	Documents
Data Template	View File

3.Academic

3.1	33

Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**34**

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**35**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**35.01**
4.3 Total number of computers on campus for academic purposes	**40**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

1.1.1 Curriculum Delivery System

MIE follow well defined method of teaching in which every faculty prepares a daily lesson plan before going to the lecture. The daily lesson plan is prepared one or two days prior to the class so that it remain fresh in the mind of the teacher. The daily lesson plan (DLP) includes subject, paper, topic of the lecture ,previous knowledge related to topic, objective of teaching the topic, teaching method (how the lecture is going to be delivered),Teaching aid used, Teaching points FAQ(frequently asked question) in which teacher has to mention 3 to 5 question related to topics which is being taught, Reference (from where the lecture is prepared like a. books with author name b. website c. old notes

d. Name of the resources person/ expert consulted).It has to be approved by subjects heads , Principal/ HOD before going to the class. Teachers has to prepared daily lesson plan for practical /lab class also in which they have to mention topic of the practical /lab , details of the practical which has to be performed.

Teachers teach students by demonstrating them directly in situ. We take student directly to the national park, wet lands , grasslands and other open places to teach them various aspects of animal behavior, plants, ecology , succession etc and to dry lab and wet labs where they perform various experiments to understand various concepts and procedures as first hand experiences . For some concepts workshops are also organized.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/Academic-policy.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

1.1.2. MIE is affiliated to Barkatullah University and approved by NCTE. Thus it follows annual academic calendar provided by the above authorities including conduction of examination. The academic calendar of MIE is prepared accordingly.

CCE was conducted by various methods listed as under. Students were given important questions during their classes and also during revision sessions they submitted their answers in hard copies. Internal Exams were also conducted.

As per university

Modes

Continuous comprehensive Evaluation is to be based on following activity according to the syllabus, all the modes should be covered for each students in 3 years so that they learn all the methods.

*

Internal Exam

*

Assignments

*

Class room teaching

*

PPt presentation

*

Model making

*

Report writing

*

Poster presentation

*

Quiz/debate/speech/essay

*

Group discussion

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Class room teaching

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*

Poster presentation

*

Quiz/debate/speech/essay

*

Group discussion

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/Academic-policy.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

E. None of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

11

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

00

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

00

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

00

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

1.3.1

Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Mittal Institute of Education follows the course and curriculum given by Barkatullah University.EVS or Environmental Studies is a part of curriculum of Foundation Course of All under graduate courses like B.Sc, BBA, BCA & B.Com., and B.Ed IV sem also has a complete paper dedicated to Value education, which includes Professional Ethics & Human Values, One paper on gender sensitization, and one paper on Environmental Education.

Apart from all these students sensitized in the issues related to professional ethics, Gender, Human Values by organizing various activities and by commemorating days like Independence Day, Teacher's Day, Saraswati Puja, International Women's day etc.

Mittal Institute of Education also encourages students to take part in cycle rallies organized by NSS. Van Mahotsav and Tree plantation Drive is regular feature of the institution. Webinar on Seasonal Plants used to enhance the immunity gave insight to the sustainability aspect of traditional medical system.

File Description	Documents
Any additional information	[View File](#)
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	[View File](#)

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

12

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

306

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni   **D. Any 1 of the above**

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows   **D. Feedback collected**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://mittalinstituteofeducation.org/studentstatisfactionsurvey/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

690

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

189

File Description	Documents
Any additional information	<u>View File</u>
Number of seats filled against seats reserved (Data Template)	<u>View File</u>

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution assesses the learning levels of the students and organizes specialProgrammesfor advanced learners and slow learners

- **Bridge Classes: As session has been started from the month of July and admission process was continued till the month of September. Students those who have taken admission after the session being started, because of this they haven't attended some of the classes. For covering the loss of their studies in their particular subject, bridge class has been organized. The classes were organized after the college timing so that they can cover the loss. By attending these classes students can cover their loss.**
- **Remedial class is organized to give additional help to pupils who, for one reason or another, have fallen behind from the rest of theclassin any of the subjects. As our teachers take class test after every single unit being completed, they can find out the students who are lacking behind or who are not performing up to the mark. This classes involves individualized teaching of students who are experiencing difficulties in specific subject areas. This classes beneficial the students by forming the foundation for learning a subject in greater detail.**

File Description	Documents
Link for additional Information	<u>https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/Academic-policy.pdf</u>
Upload any additional information	<u>View File</u>

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
832	33

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

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Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences Teachers teach students either by class room chalk board method or by demonstrating them directly in situ. We take student directly to the national park, wet lands , grasslands and other open places to teach them various aspects of animal behavior, plants, ecology, succession etc and to dry lab and wet labs where they perform various experiments to understand various concepts and procedures as first hand experiences . For some concepts workshops are also organized. They are encouraged to develop their own teaching aids and verbal and non-verbal psychometrics aids for evaluation of students. Various types of formats are developed and tested for their viability and effectiveness.

1. Chalk board

2. Colored chalk

3. Charts

4. Specimens

5. Models

6. PowerPoint presentation

7. Online tutorial

8. Lecture

9. Discussion

10. Group Discussions

11. Assignment

12. Field Trip

13. Industrial Visit

14. Quiz

15. MCQ

16. Maps

17. Slides

18. Video

19. Dissection

20. Role Play

21. Corporate Games

22. Case Study

23. Film Study (multiple case study)

24. Mind Games

25. Mathematical brainteaser

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/Academic-policy.pdf

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

2.3.2

Information and Communications Technology (ICT) can impact student learning when teachers are digitally literate and understand how to integrate it into curriculum. Institute uses a diverse set of ICT tools to communicate, create, disseminate, store, and manage information. Use of internet became very prominent during pandemic.

Students were encouraged to browse certified World Wide Web sites to understand topics. What's app groups were created to give information and send documents. During regular classes projectors are used for effective delivery of lectures. Students are encouraged to make their PPts and present topics as part of their CCE. Students are encouraged to log on to national digital library to get books of their syllabus. So 4 separate system with LAN is provided in the library for students.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/ICT-Enabled-facilities-at-MIE.pdf

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

33

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

33

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

7

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

124

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

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MIE focuses on quality Education with emphasis on Excellence in Education. In order to maintain the standard of monitoring and evaluation the institution adopts the following measures:

1. Academic Evaluation System of MIE also includes the tracking down of slow and advanced learners and encouraging them for performance improvement.

2. Internal tests are being conducted by respective subject teachers and these marks are recorded.

3. Examination Committee plans and executes the whole internal Examination Process.

4. Marks are submitted to the Head/In charge of the Department who forward it to the Examination Committee.

5. The Defaulters or students who remain absent in the internal exams are asked to provide reasons for their absence and re test is carried out.

6. Students without any valid reason or who fail to produce any supporting documents are not allowed to take the additional internal exams.

7. Final record is submitted to Examination Committee for result preparation.

8. Internal Evaluation Process Comprises of

- **Seminar**
- **Presentations**
- **Class test**
- **Surprise test**
- **Assignments/Projects**
- **Group discussion**

- **Overall conduct of student**

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/Academic-policy.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

2.5.2

Bridge Classes: As session has been started from the month of July and admission process was continued till the month of September. Students those who have taken admission after the session being started, because of this they haven't attended some of the classes. For covering the loss of their studies in their particular subject, bridge class has been organized. The classes were organized after the college timing so that they can cover the loss. By attending these classes students can cover their loss.

Remedial class is organized to give additional help to pupils who, for one reason or another, have fallen behind from the rest of theclassin any of the subjects. As our teachers take class test after every single unit being completed, they can find out the students who are lacking behind or who are not performing up to the mark. This classes involves individualized teaching of students who are experiencing difficulties in specific subject areas. This classes beneficial the students by forming the foundation for learning a subject in greater detail.

designed to catch up struggling students by building core skills in the subjects and are organized after college timing to make them

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/Academic-policy.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

2.6.1

The Program and course outcomes of the Program offered by the institution are uploaded in the website and are placed in the notice boards.

Program Outcomes of UG courses is as under:

- **Enhancing Professional Capacities.**
- **Recognize, understand and appreciate ICT as an effective learning tool for learners and as a support to teachers.**
- **Sensibility and aesthetic appreciation in any art form.**
- **Recognize, understand and appreciate ICT as an effective learning tool for learners and as a support for all professional fields.**
- **Conceptual understanding of dimensions of technology and their educational viability.**
- **Use of audio-visual and computer-based media.**
- **Understanding of teacher as a communicator and communication as a factor in the institutional ethos & apply communication through different media.**
- **Understand and develop the professional and personal self.**

PROGRAM AND COURSE OUTCOME FOR PG Course M.Ed

- **Student teachers here gain insight to gather data and it's analysis.**
- **It enables them the students' research oriented**
- **Build knowledge understanding and sensitivity of different perspectives in the area of education of children.**
- **Critically examine key universal constructs in developmental psychology and educational psychology.**

- **Develop an understanding of development, learning and uniqueness of the growing child in diverse socio-cultural contexts.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://mittalinstituteofeducation.org/courseoutcome/
Upload COs for all courses (exemplars from Glossary)	[View File](#)

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

2.6.2

Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Course outcomes are presently solely evaluated as results of the university. This is reflected in the marks sheets.

It is done internally according to the following Performa.

SKILL SET EVALUATION (TO BE COMPLETED BEFORE THE SESSION ENDING EXAMS)

Sr. No.

Name of Student

List of Skill Set for 1st Year

Skill Set Possessed by Student

(Yes/No)

Sign of Committee of Skill Set Evaluation

1

1.

1.

1.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://mittalinstituteofeducation.org/courseoutcome/

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

205

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	https://mittalinstituteofeducation.org/wp-content/uploads/2022/10/Annual-report-21-22-2.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://mittalinstituteofeducation.org/wp-

content/uploads/2022/10/Feed-back-analysis-for-session-21-22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

`00`

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

`00`

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://mittalinstituteofeducation.org/procedures-and-policies/

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

5

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

4

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

4

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Students of MIE have participated in extension activities with

Government Organization, Non-government organization and programme such as Swachh Bharat ,Aids Awareness , Gender Issue etc over the years. They took part in voter awareness campaign when the voting age was reduced to 18 years. Students of NSS have adopted a village "gram gunga" every year they visit and spread awareness regarding cleanliness, hygiene sanitation and fit India Movement.etc.

Some of the activities are

- Kargil Divas Celebrated Virtually by NCC Cadets on 26 JULY 2021
- NCC Cadets Participated STATUE CLEANING ACTIVITY on12 AUGUST 2021 and cleaned statues on various crossings of Bhopal
- NCC Cadets organized a Webinar On National Integation on 13 AUGUST 2021
- One Day Gram Gunga Visit & Yoga Sessions were also scheduled in the program tasks of the visit under the initiative of Fit India Mission was done by NSS students on 21st August 2021
- Road safety awareness day 27th Aug 2021
- Nutrition week was organized by the department of Clinical Nutrition to create awareness about healthy food habits from 1st September to 7th September

The activities of the session 21-22 are given in annual report and annual report of NCC & NSS.

File Description	Documents
Paste link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/10/Annual-report-21-22-2.pdf
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

00

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

15

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

311

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

8

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

8

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

4.1.1

The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

MIE has a campus area of 2484.70sqm, Number of class rooms distributed in 2 buildings is 14 which is adequate for current courses. IT has 10 labs

1. Biotechnology

3. Zoology

3. Botany

4.Computer Science (2)

5.Physics

6.Psycology

7. Chemistry

8. Art & Craft room

9. Clinical Nutrition.

It has 2 seminar halls for classes and activities and 1 seminar Hall for Group activities.

It has 1 library with 4 computers with internet facility with LAN.

MIE has mobile LED projectors which can be used in any of the class rooms and laboratory.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/ICT-Enabled-facilities-at-MIE.pdf

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

4.1.2

The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

- **The Institution has adequate facilities for cultural activities, the seminar halls of both the blocks are sufficient for such activities.**
- **It has a sports rooms to keep the sports equipments and indoor gaming.**
- **MIE has one large ground in which cricket & foot ball matches are held.**
- **Track for sprint is scheduled to come up around the cricket ground**
- **It has one volley ball court.**
- **The lawns are used for indigenous games like kabbadi & Khoko.**
- **Yoga Sessions are held in either seminar Hall or on the pavement infront of MIE Block A.**

Hurdle track has been created along with the paved roads foe NCC students

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/10/NCC-Annual-report-21-22.pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

7

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

7

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/ICT-Enabled-facilities-at-MIE.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

35.01

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

4.2.1

Mittal Institute Of Education uses card based issue return system. The students are encouraged to use free websites of National Digital Library ,for this 5 system with internet is also placed for their disposal.

The foot fall for the session21-22 was 1160.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/ICT-Enabled-facilities-at-MIE.pdf

4.2.2 - The institution has subscription for the **D. Any 1 of the above**
following e-resources e-journals e-
ShodhSindhu Shodhganga Membership e-
books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.30413

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

10

File Description	Documents
Any additional information	[View File](#)
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

4.3.1

ICT Resources

1.Course wise Student computer ratio of MIE

S.No

Course

No. Of Computer

Number Of students

Ratio

1

Total

40

832

1 : 20.8

2

BCA (All years)

40

11

3.6:1

3

B.Com CA (All years)

40

86

1 :2.15

4

B.Sc CS (All years)

40

75

1 :1.9

2. ICT Facilities at MIE

Room number or Name of classrooms/Seminar Hall with LCD / wifi/LAN facilities

Type of ICT facility

2 Class/lecture rooms (107 & 205)

LCD projector

1 Principal Office

LAN

1 Staff Room

LAN

1 Computer laboratory

LAN

1 Library

LAN

1 Computer labs

LAN & N Computing

1 students' utility for photocopy & printouts (paid)

LAN & Wi Fi

A block Seminar hall

LAN & Wi Fi

B block Seminar hall

LAN & Wi Fi

MGI Seminar hall

LAN & Wi Fi

1 portable WiFi Dongal (Geo)

Wifi

** (Data for the latest completed academic year)

3. Band width - 10 MBps

4. Net Speed

Browsing Speed as checked through App. 12 Mbps

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/ICT-Enabled-facilities-at-MIE.pdf

4.3.2 - Number of Computers

40

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

35.01

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

4.4.2

The primary responsibility of the College for developing the College infrastructure lies within the Governing Body of the College. Under its direction the College Administration allocates funds generated from student's fees and other Agencies by which the necessary developmental works are done. In terms of the College Library, books are arranged in simple but systematic manner to help the user locate the books easily. Information regarding the arrival of new resources are circulated to all the departments and also posted on the notice board as part of the Current Awareness Service. In order to provide speedy and efficient service, library cards are issued to the students. Periodic up-gradation of books and journals are done according to the needs of the students and faculties of various departments. The purchase of chemical & lab equipments is need based. The College administration in coordination with the IQAC makes plans and decides on strategies regarding these matters.

MIE has established transparent and robust procedures for the utilization and maintenance of all physical, academic and support facilities and is well communicated among all the concerned stakeholders. The detailed procedures and related policies are given in the website.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	<u>https://mittalinstituteofeducation.org/procedures-and-policies/</u>

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

130

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<u>View File</u>
Upload any additional information	<u>View File</u>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

00

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

D. 1 of the above

File Description	Documents
Link to institutional website	https://mittalinstituteofeducation.org/wp-content/uploads/2022/10/Annual-report-21-22-2.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

00

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

00

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

D. Any 1 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

46

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

41

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

00

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

00

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

5.3.2

MIE creates a platform for the active participation of the students in the various academic administrative bodies including other activities. This empowers the students in gaining leadership qualities, rules, regulations and execution skills. Student council has a chairperson and two faculty members and it includes student The student representatives bring forward the views and suggestions of the entire class members too. Each class has two students as class representative. The Student Council helps students share ideas, interests, and concerns among the fellow students teachers.

Other committees in which the representation is given to the students are as under.

• Grievance Committee (Grievance Readressal Cell)

• Harassment and anti Ragging Committee

•Library Committee

• Co Curricular/ cultural Activity Committee

• Student's development cell

• Sports Committee

The lists are available in hard copies and no web link is available for session.

Attaching link of annual report.

File Description	Documents
Paste link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/10/Annual-report-21-22-2.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

4

File Description	Documents
Report of the event	View File
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The college Alumni is 11 years old. The association helps us in establishing a network of all the students' .Through this informal net work there is sharing of information regarding job vacancies available in their respective schools and other workplaces. Their feedback has helped in improving the existing curriculum and organizing new activity. It meets once a year during Aarohan held at group level. Alumni has contributed to the library in the form of second hand books.

File Description	Documents
Paste link for additional information	https://mittalinstituteofeducation.org/alumni/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)   **E. <1Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

6.1.1

The governance of the institution is reflective of and in tune with the vision and mission of the institution

The Mittal Institute of education is committed to carry forward the legacy of our founder chairman Hon. Prof. N K Mittal. We believe that "We cannot always build the future for all our students, but we can build our students for the future." The purpose of education is to teach young minds to think and develop a capacity to reason out facts. Students should keep in mind the importance of planning and prioritizing their time and the effective use of it which are essential to achieve success. With experienced and dedicated teachers and excellent infrastructure MIE helps students to realize their goals in life. We encourage all students to take advantage of the opportunities provided by the Institute in the form of internships, on job trainings, NCC, NSS & sports and involve themselves in all the extracurricular activities that are offered. The overall development of the mind and body is a sign of a healthy and complete development.

MIE prepares its students to preserve national heritage and environment for themselves as well as for the next generation. Always be a soldier to defend and preserve our traditions and our environment

File Description	Documents
Paste link for additional information	https://mittalinstituteofeducation.org/
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The effective leadership is visible in various institutional practices such as decentralization and participative management.

Decentralized & participatory management the administration is considerably decentralized and the departments take decisions on their own within the curricular & administrative frameworks. These include -

1. Extracurricular activities to increase employability of the students various activities are conducted for which the Principal, HOD or even faculties need no permission from the Governing body. MIE is on the way establish new MOUs with various industries & Hospitals to provide OJT to the students of MGI.
2. Purchases: Purchase of books and equipment as per curricular requirements. Purchases are made as per norms by the internal purchasing committee. This five member committee is as under i) Principal ii) Registrar of MGI iii) IQAC co-coordinator iv) Accounts Officer
3. Institutional Development: Constructions and updating of labs and classrooms, furniture and their allocations according to the time table is done at institutional level after its approval from the governing body.
4. Academic Development: Creating and updating the class time table according the syllabus completion status. Conduction of internal mid-term examination, Guest lectures and other co curricular activities, Organizing Fete/ Exhibitions, industrial and recreational visits and picnics, Bridge or remedial classes, all decisions are taken at MIE only.

File Description	Documents
Paste link for additional information	https://mittalinstituteofeducation.org/procedures-and-policies/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

6.2.1

The institutional Strategic/ perspective plan is effectively deployed

One case is described

MIE prepares its students to preserve national heritage and environment for themselves as well as for the next generation. It is evolving as a model educational institution of central India. Always be a soldier to defend and preserve our traditions and our environment. In this direction Mittal institute of Education introduced NCC along with the starting of UG courses in session 17-18. It had 18 vacancies in army wing in session 17-18. In session 21-22 it has total 34 vacancies in two branches i.e Army & Navy.MIE can boost of having only Women NCC navel Caretaker in Bhopal. This became possible due to constant support by the management and expert guidance of Registrar of Mittal Group Col F B Allavalli.

The Facilities created/given to/for the cadets are 1. Paved path for March past.

2.Hurdle track for practice

3.Dummy rifles for drills 4. Free ration for the students. 5. Leave for attending camps 6. Duty Leave for NCC caretaker/ANO for attending the trainings & camps. 7. Frequent visits to the lake for training navel cadets.

8.Cadets daily carry out their drills with their full uniform in the morning before the classes.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/10/NCC-Annual-report-21-22.pdf
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

6.2.2 –

The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

All the above guidelines are well documented & uploaded in the institutional website as Policies of MIE & Academic policies

File Description	Documents
Paste link for additional information	https://mittalinstituteofeducation.org/procedures-and-policies/
Link to Organogram of the Institution webpage	https://mittalinstituteofeducation.org/procedures-and-policies/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

D. Any 1 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution has effective welfare measures for teaching and non-teaching staff Mittal Institute of education has a very open , transparent and fair working environment for Teaching & non teaching staff.

Welfare measures for teaching and non teaching staff a) Annual merit based appraisal b) free bus facility c) Annual all staff picnic for developing a sense of bonding and belonging. These practices also reduce stress & tension obvious of processional pressures. d) CPF facility available for the supporting staff. e) Monthly (last Saturday) all faculty gathering to celebrate birthdays and other personal achievements. f) Covered parking inside the college premises. g) Duty leaves for attending seminar /conferences and any such professional programs. h) In house SDP as per job roles i) Aprons according to job roles j) Wards of deceased are aptly taken care of. roles of all the members of MIE. k) Common dress code for all the members of MIE. l) Covered campus with security guards and CCTV camera for safety of all. m) Non contact (facial) Biometric attendance.

n) Compulsory FDP every Saturday.

File Description	Documents
Paste link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/Policies-Of-MIE.pdf
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

00

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

1

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

00

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

6.3.5 Faculty Appraisal System of MIE

Faculty Appraisal System of MIE is like all other policies is very well defined and gives full credit to the efforts put up by the faculty in delivering the official duties in one session. Date wise records are maintained by the process coordinators if the tasks assigned are completed in time. There are 20 parameters and grades are in 5 point scale. These include 1.Daily Lecturers 2.Enriching e Contents in the Library. 3. Maintaining attendance register 4.Taking Laboratory Sessions 5.Practical Records 6.CCE / Assignments 7.Planning for Students visit (industrial/Museum/labs) 8.Organizing/Presenting of Guest lecturers & workshop related to the subject. 9. Control Dropout rate by students. 10. Research paper publication. 11. Conduction of Internal Examination, Bridge Classes, Remedial Classes, cultural/co curricular /Sports activities. 12. Internal Exam Question Papers 13.Maintaining TG Records Conduction of Final Practical examinations. 15. Online entry of CCE (internal) & practical marks

File Description	Documents
Paste link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/Academic-policy.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

After completion of every academic session, both internal and external audits are carried out taking following steps

- Examine the previous financial statements.
- Noting of provisions applicable.
- Evaluation of internal control system.
- Examine the minute of the meeting and resolution.
- Verification of students fee register.
- Authorization for fee concessions.
- Verification of cashbook with respect of counterfoils of receipts and payments.
- Examination of capital fund regarding admission fees.
- Verify free studentship and concessions .
- Examine the bank pass book of different nature.
- Reporting of any arrears.
- Confirmation of any deposits and caution money and its treatment.
- Examination of expenses for library books and sports equipments.
- Checking of acknowledgement letter if any with regards to scholarship.
- Examination of payments with respect to prizes if any. Examine the salary register.
- Verify the Provident Fund Register.
- Check annual report with accurate supporting documents.
- Vouching of all establishment expenses.
- Vouch payment for electricity, internet and water bill.
- Examination of payment for maintenance and any other miscellaneous expenses.
- Inspection of facilities given to students under any schemes associated with Government.
- Verification of Fixed Assets Register.
- Verify ownership and existence of Fixed Assets .
- Confirmation of statutory compliance i.e. P.F., Income Tax etc.
-

File Description	Documents
Paste link for additional information	https://mittalinstituteofeducation.org/procedures-and-policies/
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

00

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

6.4.3

The Institution has a transparent and well planned financial management system. The Resource mobilization policy focuses on achieving the goals and target of the institution ensuring accountability and transparency. It aims at optimal utilization of the funds for the promotion of learner-centric ecosystem. The Institution is a centrally managed non-profit organization with honorary governing body members which ensures the income generated is spent optimally in the institution itself A financial advisory body is in place to manage the managed funds.

- **Funds are provided to meet the infrastructure requirement of the institution while starting new programmes and centers**
- **The management provides financial supports to seminars/workshops/expert talks/Association activities/Faculty Development programmes**
- **The extracurricular activities of the students are a major**

concern and adequate funds provide for ports and Cultural activities
- Provident fund(PF) and benefits are provided to the Management appointed staffs
- Financial Resources of the institution are Tuition fee
- Tuition fee is used for the infrastructure and academic activities
- Transparency and accountability is ensured by conducting an annual audit of the statements
- After a stipulated period of time, the accounts for all the funds are initially submitted to an external Chartered Accountant.
- The audit report issued by the auditor with utilization certificate and all necessary ratified accounts are submitted to the concerned sanctioned authorities

File Description	Documents
Paste link for additional information	https://mittalinstituteofeducation.org/procedures-and-policies/
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

1. Creating & adherence Academic calendar

2 .Maintaining Academic environment

3. Academic evaluation System

4. Setting up bench mark for Co curricular & Extracurricular activities.

File Description	Documents
Paste link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2021/09/iqac-best-practices.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

5.2

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Achievements after 1st cycle 1 Establishment & adherence to a firm academic environment in the institution. 2 Preparation of Academic calendar & Its compliance 3 New books purchased in library 4 New courses B.Sc , BCA, BBA, B.Com and M.Ed introduced. 5 NCC & NSS introduced 6 Bridge courses & Remedial Classes conducted 7 Midterm examinations were taken in accordance with university pattern. 8 External Academic, Annual Academic & Financial Audit conducted. 9 Students participated in cleanliness activities in adopted village & also took participated in voting awareness campaign. 10 Regular FDP Conducted 11 Conveyance For Faculty & Students 12 Updating of Laboratories 13 Biometric Attendance For Students & Faculty 15 University level cultural programs conducted 16 Conference and seminars are conducted in regular intervals 17 Environment awareness created.

18 MIE became BU Examination center.

File Description	Documents
Paste link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/10/Annual-report-21-22-2.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://mittalinstituteofeducation.org/wp-content/uploads/2022/10/Annual-report-21-22-2.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

7.1.1

Guidelines For Prevention of "sexual misconduct" & Gender equality

In MIE class attendance is compulsory and thus parents are mandated to entrust their wards to our education system. As a result of this mandate, "trust" has evolved into the operative foundation of the relationship of students with their faculty. It is from this foundation that the duty of teachers to act as a fiduciary in their students' best interest and to create and maintain a safe environment for their wards "Professional educators shall exert reasonable effort to protect the student from conditions which interfere with learning or are harmful to the student's health and safety."

For purposes of professional discipline, the MIE interprets the

term "sexual misconduct" very broadly. It is incumbent on all staff/faculty/students to safeguard the well-being of their students from dangers inside and outside the campus of their certification. Apart from this policy which is given in Policies of MIE (chapter 3 pp 8), MIE sensitizes its students during orientation program and also addresses the issue while commemorating International women's day. In this session it was specially addressed to male students and faculties of the group.

link of the report shared

File Description	Documents
Annual gender sensitization action plan	https://mittalinstituteofeducation.org/wp-content/uploads/2022/10/Induction-ceremony_2021.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/Policies-Of-MIE.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

1. Solid waste Management Non- Biodegradable waste is checked for up-cycling by ITI of the group, rest is given to scrap dealers for proper disposal. Biodegradable waste is disposed through Nagar Nigam system of waste collection. A vermin-compost unit is coming up for converting garden & canteen

waste into manure by the department of Life Sciences MIE
2. Septic Tank takes care of Liquid waste of a Block Of MIE. Rest of the liquid waste is connected to local sewer system.
3. Biomedical waste – Not Applicable.
4. E Waste is given to vendors dealing with e –waste management.
5. Waste Recycling system- Metal and wooden scrapes of class room furniture is reused in the institute's work shop. Rest is disposed through standard procedures.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	https://mittalinstituteofeducation.org/wp-content/uploads/2022/10/Vermicomposting.pdf
Any other relevant information	[View File](#)

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

B. Any 3 of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered

vehicles
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

7.8.1.2

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

For Addressing the above issue series of activities are carried out . Activities for the session 2021-2022 were as under.

1. A year long Faculty development program was held on every working Saturday the areas like Gender equality, IPR, Environmental Awareness and team work was also covered.

2. Students visited tribal museum on26th Nov. to know about their tribes.

3. Saraswati Puja was organized by students of the B.Ed on 5/2/2021

4. Graduation ceremony & Induction ceremony were organized for Graduating and newly admitted students on 12th Nov 2021 & 9th Feb 2022 respectively.

5. NSS Orientation Program was organized on 10th May, and carried out activities on social harmony, environment awareness & cleanliness throughout the year. https://mittalinstituteofeducatio n.org/wp-content/uploads/2022/10/NSS-Annual-report-21-22.pdf

6. NCC conducted activities to promote valor & national

integration throughout the year. https://mittalinstituteofeducatio
n.org/wp-content/uploads/2022/10/NCC-Annual-report-21-22.pdf

7.Annual report is uploaded for further reference.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

7.1.9

Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens is done by organizing

1. The day at MIE starts with Flag hoisting & National anthem.

2. NCC & NSS activities

3. Commemoration of days like Vijay Divas, Parakram Divas, Independence day ,Republic days etc.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts **C. Any 2 of the above**

periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	<u>View File</u>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<u>View File</u>
Any other relevant information	<u>View File</u>

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Institution celebrates / organizes national and international Commemorative days, NSS & NCC (both Army & Naval wings) of MIE are specially avtive in events and festivals as listed under, Annual report of NSS is given (Geo tagged photographs of taht session not available).

- **Independence day Report**
- **National Nutrition Week**
- **Vishwakarma Jyanti**
- **Basant Panchami**
- **Youth Yoga Day**
- **International Yoga Day**
- **Republic days**
- **Saraswati Puja**
- **World Literecy day**
- **Nutrition Week**
- **NSS Day**
- **New Year**
- **World wildlife week (Van Vihar Visit.)**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1. **Title of the Practice:- "Education in human values and Discipline". 2.Goal To inculcate patriotism and Discipline To impart value-based education To arouse social consciousness To counsel the students for their emotional well-being.**
2. **. BEST PRACTICE II 1. Title : Activities to impart understanding of nature and its ways for a sustainable life . 2. Goal: To give educate students for a healthy lifestyle. To educate students for a cleaner and greener life styles To sensitize students in general and society in particular about environmental issues. To bring about behavioral change for environmental awareness.**

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words.

Institutional Distinctiveness

The overall development of the mind and body is a sign of a healthy and complete development. Hard work and perseverance are the most important traits in a person that lead to success. Our rigorous and intensive integrated teaching methods to prepare the students to take up teaching and other professions effortlessly.

1 Administration The institution has developed and implement an absolutely transparent mechanism of functioning. Job roles are clearly defined in the document -Policies of MIE, uploaded in the institutional website.

2.Academics

Academics is heart and soul of any institution. A unique system of Daily Lesson plan MIE follows well defined method of teaching in which every faculty prepares a daily lesson plan before going to the lecture. The daily lesson plan is prepared one or two days prior to the class so that it remain fresh in the mind of the teacher. The daily lesson plan (DLP) includes subject, paper, topic of the lecture ,previous knowledge related to topic, objective of teaching the topic, teaching method (how the lecture is going to be delivered),Teaching aids, 3 to 5 related questions to topics which is being taught, Reference,Teachers teach students by demonstrating them directly in situ whenever possible.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

1.1.1 Curriculum Delivery System

MIE follow well defined method of teaching in which every faculty prepares a daily lesson plan before going to the lecture. The daily lesson plan is prepared one or two days prior to the class so that it remain fresh in the mind of the teacher. The daily lesson plan (DLP) includes subject, paper, topic of the lecture ,previous knowledge related to topic, objective of teaching the topic, teaching method (how the lecture is going to be delivered),Teaching aid used, Teaching points FAQ(frequently asked question) in which teacher has to mention 3 to 5 question related to topics which is being taught, Reference (from where the lecture is prepared like a. books with author name b. website c. old notes d. Name of the resources person/ expert consulted).It has to be approved by subjects heads , Principal/ HOD before going to the class. Teachers has to prepared daily lesson plan for practical /lab class also in which they have to mention topic of the practical /lab , details of the practical which has to be performed.

Teachers teach students by demonstrating them directly in situ. We take student directly to the national park, wet lands , grasslands and other open places to teach them various aspects of animal behavior, plants, ecology , succession etc and to dry lab and wet labs where they perform various experiments to understand various concepts and procedures as first hand experiences . For some concepts workshops are also organized.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/Academic-policy.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of

Continuous Internal Evaluation (CIE)

1.1.2. MIE is affiliated to Barkatullah University and approved by NCTE. Thus it follows annual academic calendar provided by the above authorities including conduction of examination. The academic calendar of MIE is prepared accordingly.

CCE was conducted by various methods listed as under. Students were given important questions during their classes and also during revision sessions they submitted their answers in hard copies. Internal Exams were also conducted.

As per university

Modes

Continuous comprehensive Evaluation is to be based on following activity according to the syllabus, all the modes should be covered for each students in 3 years so that they learn all the methods.

*

Internal Exam

*

Assignments

*

Class room teaching

*

PPt presentation

*

Model making

*

Report writing

*

Poster presentation

*

Quiz/debate/speech/essay

*

Group discussion

1.1.2. MIE is affiliated to Barkatullah University and approved by NCTE. Thus it follows annual academic calendar provided by the above authorities including conduction of examination. The academic calendar of MIE is prepared accordingly.

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*

Assignments

*

Class room teaching

*

PPt presentation

*

Model making

*

Report writing

*

Poster presentation

*

Quiz/debate/speech/essay

*

Group discussion

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/Academic-policy.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**E. None of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

11

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

00

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

00

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs

during the year

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00
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File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

```
1.3.1

Institution integrates cross-cutting issues relevant to
Professional Ethics, Gender, Human Values, Environment and
Sustainability into the Curriculum

Mittal Institute of Education follows the course and curriculum
given by Barkatullah University.EVS or Environmental Studies is
a part of curriculum of Foundation Course of All under graduate
courses like B.Sc, BBA, BCA & B.Com., and B.Ed IV sem also has
a complete paper dedicated to Value education, which includes
Professional Ethics & Human Values, One paper on gender
sensitization, and one paper on Environmental Education.

Apart from all these students sensitized in the issues related
to professional ethics, Gender, Human Values by organizing
various activities and by commemorating days like Independence
Day, Teacher's Day, Saraswati Puja, International Women's day
etc.

Mittal Institute of Education also encourages students to take
part in cycle rallies organized by NSS. Van Mahotsav and Tree
plantation Drive is regular feature of the institution. Webinar
on Seasonal Plants used to enhance the immunity gave insight to
the sustainability aspect of traditional medical system.
```

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

12

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

306

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	`D. Any 1 of the above`

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	`D. Feedback collected`

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://mittalinstituteofeducation.org/studentstatisfactionsurvey/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

690

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC,

Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

189

File Description	Documents
Any additional information	[View File]
Number of seats filled against seats reserved (Data Template)	[View File]

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution assesses the learning levels of the students and organizes specialProgrammesfor advanced learners and slow learners

- **Bridge Classes: As session has been started from the month of July and admission process was continued till the month of September. Students those who have taken admission after the session being started, because of this they haven't attended some of the classes. For covering the loss of their studies in their particular subject, bridge class has been organized. The classes were organized after the college timing so that they can cover the loss. By attending these classes students can cover their loss.**
- **Remedial class is organized to give additional help to pupils who, for one reason or another, have fallen behind from the rest of theclassin any of the subjects. As our teachers take class test after every single unit being completed, they can find out the students who are lacking behind or who are not performing up to the mark. This classes involves individualized teaching of students who are experiencing difficulties in specific subject areas. This classes beneficial the students by forming the foundation for learning a subject in greater detail.**

File Description	Documents
Link for additional Information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/Academic-policy.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
832	33

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences Teachers teach students either by class room chalk board method or by demonstrating them directly in situ. We take student directly to the national park, wet lands , grasslands and other open places to teach them various aspects of animal behavior, plants, ecology, succession etc and to dry lab and wet labs where they perform various experiments to understand various concepts and procedures as first hand experiences . For some concepts workshops are also organized. They are encouraged to develop their own teaching aids and verbal and non-verbal psychometrics aids for evaluation of students. Various types of formats are developed and tested for their viability and effectiveness.

1. Chalk board

2. Colored chalk

3. Charts

4. Specimens

5. Models

6. PowerPoint presentation

7. Online tutorial

8. Lecture

9. Discussion

10. Group Discussions

11. Assignment

12. Field Trip

13. Industrial Visit

14. Quiz

15. MCQ

16. Maps

17. Slides

18. Video

19. Dissection

20. Role Play

21. Corporate Games

22. Case Study

23. Film Study (multiple case study)

24. Mind Games

25. Mathematical brainteaser

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/Academic-policy.pdf

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

2.3.2

Information and Communications Technology (ICT) can impact student learning when teachers are digitally literate and understand how to integrate it into curriculum. Institute uses a diverse set of ICT tools to communicate, create, disseminate, store, and manage information. Use of internet became very prominent during pandemic.

Students were encouraged to browse certified World Wide Web sites to understand topics. What's app groups were created to give information and send documents. During regular classes projectors are used for effective delivery of lectures. Students are encouraged to make their PPts and present topics as part of their CCE. Students are encouraged to log on to national digital library to get books of their syllabus. So 4 separate system with LAN is provided in the library for students.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/ICT-Enabled-facilities-at-MIE.pdf

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

33

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

33

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

7

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

124

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

MIE focuses on quality Education with emphasis on Excellence in Education. In order to maintain the standard of monitoring and evaluation the institution adopts the following measures:

1. Academic Evaluation System of MIE also includes the tracking down of slow and advanced learners and encouraging them for performance improvement.

2. Internal tests are being conducted by respective subject teachers and these marks are recorded.

3. Examination Committee plans and executes the whole internal Examination Process.

4. Marks are submitted to the Head/In charge of the Department who forward it to the Examination Committee.

5. The Defaulters or students who remain absent in the internal exams are asked to provide reasons for their absence and re test is carried out.

6. Students without any valid reason or who fail to produce any supporting documents are not allowed to take the additional internal exams.

7. Final record is submitted to Examination Committee for result preparation.

8. Internal Evaluation Process Comprises of

- Seminar
- Presentations
- Class test
- Surprise test
- Assignments/Projects
- Group discussion
- Overall conduct of student

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/Academic-policy.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

2.5.2

Bridge Classes: As session has been started from the month of July and admission process was continued till the month of September. Students those who have taken admission after the session being started, because of this they haven't attended some of the classes. For covering the loss of their studies in their particular subject, bridge class has been organized. The classes were organized after the college timing so that they can cover the loss. By attending these classes students can cover their loss.

Remedial class is organized to give additional help to pupils who, for one reason or another, have fallen behind from the rest of theclassin any of the subjects. As our teachers take class test after every single unit being completed, they can find out the students who are lacking behind or who are not performing up to the mark. This classes involves individualized

teaching of students who are experiencing difficulties in specific subject areas. This classes beneficial the students by forming the foundation for learning a subject in greater detail.

designed to catch up struggling students by building core skills in the subjects and are organized after college timing to make them

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/Academic-policy.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

2.6.1

The Program and course outcomes of the Program offered by the institution are uploaded in the website and are placed in the notice boards.

Program Outcomes of UG courses is as under:

- Enhancing Professional Capacities.
- Recognize, understand and appreciate ICT as an effective learning tool for learners and as a support to teachers.
- Sensibility and aesthetic appreciation in any art form.
- Recognize, understand and appreciate ICT as an effective learning tool for learners and as a support for all professional fields.
- Conceptual understanding of dimensions of technology and their educational viability.
- Use of audio-visual and computer-based media.
- Understanding of teacher as a communicator and communication as a factor in the institutional ethos & apply communication through different media.

- **Understand and develop the professional and personal self.**

PROGRAM AND COURSE OUTCOME FOR PG Course M.Ed

- **Student teachers here gain insight to gather data and it's analysis.**
- **It enables them the students' research oriented**
- **Build knowledge understanding and sensitivity of different perspectives in the area of education of children.**
- **Critically examine key universal constructs in developmental psychology and educational psychology.**
- **Develop an understanding of development, learning and uniqueness of the growing child in diverse socio-cultural contexts.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://mittalinstituteofeducation.org/courseoutcome/
Upload COs for all courses (exemplars from Glossary)	[View File](#)

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

2.6.2

Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Course outcomes are presently solely evaluated as results of the university. This is reflected in the marks sheets.

It is done internally according to the following Performa.

SKILL SET EVALUATION (TO BE COMPLETED BEFORE THE SESSION ENDING EXAMS)

Sr. No.

Name of Student

List of Skill Set for 1st Year

Skill Set Possessed by Student

(Yes/No)

Sign of Committee of Skill Set Evaluation

1

    1.

    1.

    1.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://mittalinstituteofeducation.org/courseoutcome/

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

205

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://mittalinstituteofeducation.org/wp-content/uploads/2022/10/Annual-report-21-22-2.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://mittalinstituteofeducation.org/wp-content/uploads/2022/10/Feed-back-analysis-for-session-21-22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

00

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://mittalinstituteofeducation.org/procedures-and-policies/

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

5

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

4

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

4

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Students of MIE have participated in extension activities with Government Organization, Non-government organization and programme such as Swachh Bharat ,Aids Awareness , Gender Issue etc over the years. They took part in voter awareness campaign when the voting age was reduced to 18 years. Students of NSS have adopted a village "gram gunga" every year they visit and spread awareness regarding cleanliness, hygiene sanitation and fit India Movement.etc.

Some of the activities are

- **Kargil Divas Celebrated Virtually by NCC Cadets on 26 JULY 2021**
- **NCC Cadets Participated STATUE CLEANING ACTIVITY on12 AUGUST 2021 and cleaned statues on various crossings of Bhopal**
- **NCC Cadets organized a Webinar On National Integation on 13 AUGUST 2021**
- **One Day Gram Gunga Visit & Yoga Sessions were also**

- scheduled in the program tasks of the visit under the initiative of Fit India Mission was done by NSS students on 21st August 2021
- Road safety awareness day 27th Aug 2021
- Nutrition week was organized by the department of Clinical Nutrition to create awareness about healthy food habits from 1st September to 7th September

The activities of the session 21-22 are given in annual report and annual report of NCC & NSS.

File Description	Documents
Paste link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/10/Annual-report-21-22-2.pdf
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

00

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

15

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

311

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

8

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

8

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

4.1.1

The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

MIE has a campus area of 2484.70sqm, Number of class rooms distributed in 2 buildings is 14 which is adequate for current courses. IT has 10 labs

1. Biotechnology

3. Zoology

3. Botany

4.Computer Science (2)

5.Physics

6.Psycology

7. Chemistry

8. Art & Craft room

9. Clinical Nutrition.

It has 2 seminar halls for classes and activities and 1 seminar Hall for Group activities.

It has 1 library with 4 computers with internet facility with LAN.

MIE has mobile LED projectors which can be used in any of the class rooms and laboratory.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/ICT-Enabled-facilities-at-MIE.pdf

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

4.1.2

The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

- The Institution has adequate facilities for cultural activities, the seminar halls of both the blocks are sufficient for such activities.
- It has a sports rooms to keep the sports equipments and indoor gaming.
- MIE has one large ground in which cricket & foot ball matches are held.

- **Track for sprint is scheduled to come up around the cricket ground**
- **It has one volley ball court.**
- **The lawns are used for indigenous games like kabbadi & Khoko.**
- **Yoga Sessions are held in either seminar Hall or on the pavement infront of MIE Block A.**

Hurdle track has been created along with the paved roads foe NCC students

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/10/NCC-Annual-report-21-22.pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

7

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

7

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/ICT-Enabled-facilities-at-MIE.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

35.01

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

4.2.1

Mittal Institute Of Education uses card based issue return system. The students are encouraged to use free websites of National Digital Library ,for this 5 system with internet is also placed for their disposal.

The foot fall for the session21-22 was 1160.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/ICT-Enabled-facilities-at-MIE.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**D. Any 1 of the above**

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.30413

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

10

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

4.3.1

ICT Resources

1.Course wise Student computer ratio of MIE

S.No	Course	No. Of Computer	Number Of students	Ratio
1	Total	40	832	1 : 20.8
2	BCA (All years)	40	11	3.6:1
3	B.Com CA (All years)	40	86	1 :2.15
4	B.Sc CS (All years)			

40

75

1 :1.9

2. ICT Facilities at MIE

Room number or Name of classrooms/Seminar Hall with LCD / wifi/LAN facilities

Type of ICT facility

2 Class/lecture rooms (107 & 205)

LCD projector

1 Principal Office

LAN

1 Staff Room

LAN

1 Computer laboratory

LAN

1 Library

LAN

1 Computer labs

LAN & N Computing

1 students' utility for photocopy & printouts (paid)

LAN & Wi Fi

A block Seminar hall

LAN & Wi Fi

B block Seminar hall

LAN & Wi Fi

MGI Seminar hall

LAN & Wi Fi

1 portable WiFi Dongal (Geo)

Wifi

**** (Data for the latest completed academic year)**

3. Band width - 10 MBps

4. Net Speed

Browsing Speed as checked through App. 12 Mbps

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/ICT-Enabled-facilities-at-MIE.pdf

4.3.2 - Number of Computers

40

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution	D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

35.01

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

4.4.2

The primary responsibility of the College for developing the College infrastructure lies within the Governing Body of the College. Under its direction the College Administration

allocates funds generated from student's fees and other Agencies by which the necessary developmental works are done. In terms of the College Library, books are arranged in simple but systematic manner to help the user locate the books easily. Information regarding the arrival of new resources are circulated to all the departments and also posted on the notice board as part of the Current Awareness Service. In order to provide speedy and efficient service, library cards are issued to the students. Periodic up-gradation of books and journals are done according to the needs of the students and faculties of various departments. The purchase of chemical & lab equipments is need based. The College administration in coordination with the IQAC makes plans and decides on strategies regarding these matters.

MIE has established transparent and robust procedures for the utilization and maintenance of all physical, academic and support facilities and is well communicated among all the concerned stakeholders. The detailed procedures and related policies are given in the website.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	https://mittalinstituteofeducation.org/procedures-and-policies/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

130

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

00

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**D. 1 of the above**

File Description	Documents
Link to institutional website	https://mittalinstituteofeducation.org/wp-content/uploads/2022/10/Annual-report-21-22-2.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

00

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

00

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	D. Any 1 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

46

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

41

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

00

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

00

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

5.3.2

MIE creates a platform for the active participation of the students in the various academic administrative bodies including other activities. This empowers the students in gaining leadership qualities, rules, regulations and execution skills. Student council has a chairperson and two faculty members and it includes student The student representatives bring forward the views and suggestions of the entire class members too. Each class has two students as class

representative. The Student Council helps students share ideas, interests, and concerns among the fellow students teachers.

Other committees in which the representation is given to the students are as under.

• Grievance Committee (Grievance Readressal Cell)

• Harassment and anti Ragging Committee

•Library Committee

• Co Curricular/ cultural Activity Committee

• Student's development cell

• Sports Committee

The lists are available in hard copies and no web link is available for session.

Attaching link of annual report.

File Description	Documents
Paste link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/10/Annual-report-21-22-2.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

4

File Description	Documents
Report of the event	View File
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The college Alumni is 11 years old. The association helps us in establishing a network of all the students' .Through this informal net work there is sharing of information regarding job vacancies available in their respective schools and other workplaces. Their feedback has helped in improving the existing curriculum and organizing new activity. It meets once a year during Aarohan held at group level. Alumni has contributed to the library in the form of second hand books.

File Description	Documents
Paste link for additional information	https://mittalinstituteofeducation.org/alumni/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

6.1.1

The governance of the institution is reflective of and in tune with the vision and mission of the institution

The Mittal Institute of education is committed to carry forward the legacy of our founder chairman Hon. Prof. N K Mittal. We believe that "We cannot always build the future for all our students, but we can build our students for the future." The purpose of education is to teach young minds to think and develop a capacity to reason out facts. Students should keep in mind the importance of planning and prioritizing their time and the effective use of it which are essential to achieve success. With experienced and dedicated teachers and excellent infrastructure MIE helps students to realize their goals in life. We encourage all students to take advantage of the opportunities provided by the Institute in the form of internships, on job trainings, NCC, NSS & sports and involve themselves in all the extracurricular activities that are offered. The overall development of the mind and body is a sign of a healthy and complete development.

MIE prepares its students to preserve national heritage and environment for themselves as well as for the next generation. Always be a soldier to defend and preserve our traditions and our environment

File Description	Documents
Paste link for additional information	https://mittalinstituteofeducation.org/
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The effective leadership is visible in various institutional practices such as decentralization and participative management.

Decentralized & participatory management the administration is

considerably decentralized and the departments take decisions on their own within the curricular & administrative frameworks. These include -

1. Extracurricular activities to increase employability of the students various activities are conducted for which the Principal, HOD or even faculties need no permission from the Governing body. MIE is on the way establish new MOUs with various industries & Hospitals to provide OJT to the students of MGI.
2. Purchases: Purchase of books and equipment as per curricular requirements. Purchases are made as per norms by the internal purchasing committee. This five member committee is as under i) Principal ii) Registrar of MGI iii) IQAC co-coordinator iv) Accounts Officer
3. Institutional Development: Constructions and updating of labs and classrooms, furniture and their allocations according to the time table is done at institutional level after its approval from the governing body.
4. Academic Development: Creating and updating the class time table according the syllabus completion status. Conduction of internal mid-term examination, Guest lectures and other co curricular activities, Organizing Fete/ Exhibitions, industrial and recreational visits and picnics, Bridge or remedial classes, all decisions are taken at MIE only.

File Description	Documents
Paste link for additional information	https://mittalinstituteofeducation.org/procedures-and-policies/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

6.2.1

The institutional Strategic/ perspective plan is effectively deployed

One case is described

MIE prepares its students to preserve national heritage and environment for themselves as well as for the next generation. It is evolving as a model educational institution of central India. Always be a soldier to defend and preserve our traditions and our environment. In this direction Mittal institute of Education introduced NCC along with the starting of UG courses in session 17-18. It had 18 vacancies in army wing in session 17-18. In session 21-22 it has total 34 vacancies in two branches i.e Army & Navy.MIE can boost of having only Women NCC navel Caretaker in Bhopal. This became possible due to constant support by the management and expert guidance of Registrar of Mittal Group Col F B Allavalli.

The Facilities created/given to/for the cadets are 1. Paved path for March past.

2.Hurdle track for practice

3.Dummy rifles for drills 4. Free ration for the students. 5. Leave for attending camps 6. Duty Leave for NCC caretaker/ANO for attending the trainings & camps. 7. Frequent visits to the lake for training navel cadets.

8.Cadets daily carry out their drills with their full uniform in the morning before the classes.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/10/NCC-Annual-report-21-22.pdf
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

6.2.2 –

The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

All the above guidelines are well documented & uploaded in the institutional website as Policies of MIE & Academic policies

File Description	Documents
Paste link for additional information	https://mittalinstituteofeducation.org/procedures-and-policies/
Link to Organogram of the Institution webpage	https://mittalinstituteofeducation.org/procedures-and-policies/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**D. Any 1 of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution has effective welfare measures for teaching and non-teaching staff Mittal Institute of education has a very open , transparent and fair working environment for Teaching & non teaching staff.

```
Welfare measures for teaching and non teaching staff a) Annual
merit based appraisal b) free bus facility c) Annual all staff
picnic for developing a sense of bonding and belonging. These
practices also reduce stress & tension obvious of processional
pressures. d) CPF facility available for the supporting staff.
e) Monthly (last Saturday) all faculty gathering to celebrate
birthdays and other personal achievements. f) Covered parking
inside the college premises. g) Duty leaves for attending
seminar /conferences and any such professional programs. h) In
house SDP as per job roles i) Aprons according to job roles j)
Wards of deceased are aptly taken care of. roles of all the
members of MIE. k) Common dress code for all the members of
MIE. l) Covered campus with security guards and CCTV camera for
safety of all. m) Non contact (facial) Biometric attendance.

n) Compulsory FDP every Saturday.
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File Description	Documents
Paste link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/Policies-Of-MIE.pdf
Upload any additional information	[View File](#)

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

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File Description	Documents
Upload any additional information	[View File](#)
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	[View File](#)

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

1

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

00

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

6.3.5 Faculty Appraisal System of MIE

Faculty Appraisal System of MIE is like all other policies is very well defined and gives full credit to the efforts put up by the faculty in delivering the official duties in one session. Date wise records are maintained by the process coordinators if the tasks assigned are completed in time. There are 20 parameters and grades are in 5 point scale. These include 1.Daily Lecturers 2.Enriching e Contents in the Library. 3. Maintaining attendance register 4.Taking Laboratory Sessions 5.Practical Records 6.CCE / Assignments 7.Planning for Students visit (industrial/Museum/labs) 8.Organizing/Presenting of Guest lecturers & workshop related to the subject. 9. Control Dropout rate by students. 10. Research paper publication. 11. Conduction of Internal Examination, Bridge Classes, Remedial Classes, cultural/co curricular /Sports activities. 12. Internal Exam Question Papers 13.Maintaining TG Records Conduction of Final Practical examinations. 15. Online entry of CCE (internal) & practical marks

File Description	Documents
Paste link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/Academic-policy.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

After completion of every academic session, both internal and external audits are carried out taking following steps

- Examine the previous financial statements.
- Noting of provisions applicable.
- Evaluation of internal control system.
- Examine the minute of the meeting and resolution.
- Verification of students fee register.
- Authorization for fee concessions.
- Verification of cashbook with respect of counterfoils of receipts and payments.
- Examination of capital fund regarding admission fees.
- Verify free studentship and concessions .
- Examine the bank pass book of different nature.
- Reporting of any arrears.
- Confirmation of any deposits and caution money and its treatment.
- Examination of expenses for library books and sports equipments.
- Checking of acknowledgement letter if any with regards to scholarship.
- Examination of payments with respect to prizes if any. Examine the salary register.
- Verify the Provident Fund Register.
- Check annual report with accurate supporting documents.
- Vouching of all establishment expenses.
- Vouch payment for electricity, internet and water bill.
- Examination of payment for maintenance and any other miscellaneous expenses.
- Inspection of facilities given to students under any schemes associated with Government.
- Verification of Fixed Assets Register.
- Verify ownership and existence of Fixed Assets .
- Confirmation of statutory compliance i.e. P.F., Income Tax etc.
-

File Description	Documents
Paste link for additional information	https://mittalinstituteofeducation.org/procedures-and-policies/
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

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File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

6.4.3

The Institution has a transparent and well planned financial management system. The Resource mobilization policy focuses on achieving the goals and target of the institution ensuring accountability and transparency. It aims at optimal utilization of the funds for the promotion of learner-centric ecosystem. The Institution is a centrally managed non-profit organization with honorary governing body members which ensures the income generated is spent optimally in the institution itself A financial advisory body is in place to manage the managed funds.

- **Funds are provided to meet the infrastructure requirement of the institution while starting new programmes and centers**
- **The management provides financial supports to seminars/workshops/expert talks/Association**

- activities/Faculty Development programmes
  - **The extracurricular activities of the students are a major concern and adequate funds provide for ports and Cultural activities**
  - **Provident fund(PF) and benefits are provided to the Management appointed staffs**
  - **Financial Resources of the institution are Tuition fee**
  - **Tuition fee is used for the infrastructure and academic activities**
  - **Transparency and accountability is ensured by conducting an annual audit of the statements**
  - **After a stipulated period of time, the accounts for all the funds are initially submitted to an external Chartered Accountant.**
  - **The audit report issued by the auditor with utilization certificate and all necessary ratified accounts are submitted to the concerned sanctioned authorities**

File Description	Documents
Paste link for additional information	https://mittalinstituteofeducation.org/procedures-and-policies/
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

1. Creating & adherence Academic calendar

2 .Maintaining Academic environment

3. Academic evaluation System

4. Setting up bench mark for Co curricular & Extracurricular activities.

File Description	Documents
Paste link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2021/09/iqac-best-practices.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

5.2

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Achievements after 1st cycle 1 Establishment & adherence to a firm academic environment in the institution. 2 Preparation of Academic calendar & Its compliance 3 New books purchased in library 4 New courses B.Sc , BCA, BBA, B.Com and M.Ed introduced. 5 NCC & NSS introduced 6 Bridge courses & Remedial Classes conducted 7 Midterm examinations were taken in accordance with university pattern. 8 External Academic, Annual Academic & Financial Audit conducted. 9 Students participated in cleanliness activities in adopted village & also took participated in voting awareness campaign. 10 Regular FDP Conducted 11 Conveyance For Faculty & Students 12 Updating of Laboratories 13 Biometric Attendance For Students & Faculty 15 University level cultural programs conducted 16 Conference and seminars are conducted in regular intervals 17 Environment awareness created.

18 MIE became BU Examination center.

File Description	Documents
Paste link for additional information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/10/Annual-report-21-22-2.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	`D. Any 1 of the above`

File Description	Documents
Paste web link of Annual reports of Institution	https://mittalinstituteofeducation.org/wp-content/uploads/2022/10/Annual-report-21-22-2.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

`7.1.1`

`Guidelines For Prevention of "sexual misconduct" & Gender equality`

`In MIE class attendance is compulsory and thus parents are mandated to entrust their wards to our education system. As a result of this mandate, "trust" has evolved into the operative foundation of the relationship of students with their faculty. It is from this foundation that the duty of teachers to act as a fiduciary in their students' best interest and to create and maintain a safe environment for their wards "Professional educators shall exert reasonable effort to protect the student from conditions which interfere with learning or are harmful to`

the student's health and safety."

For purposes of professional discipline, the MIE interprets the term "sexual misconduct" very broadly. It is incumbent on all staff/faculty/students to safeguard the well-being of their students from dangers inside and outside the campus of their certification. Apart from this policy which is given in Policies of MIE (chapter 3 pp 8), MIE sensitizes its students during orientation program and also addresses the issue while commemorating International women's day. In this session it was specially addressed to male students and faculties of the group.

link of the report shared

File Description	Documents
Annual gender sensitization action plan	https://mittalinstituteofeducation.org/wp-content/uploads/2022/10/Induction-ceremony_2021.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://mittalinstituteofeducation.org/wp-content/uploads/2022/05/Policies-Of-MIE.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

1. Solid waste Management Non- Biodegradable waste is checked for up-cycling by ITI of the group, rest is given to scrap dealers for proper disposal. Biodegradable waste is disposed through Nagar Nigam system of waste collection. A vermin-compost unit is coming up for converting garden & canteen waste into manure by the department of Life Sciences MIE
2. Septic Tank takes care of Liquid waste of a Block Of MIE. Rest of the liquid waste is connected to local sewer system .
3. Biomedical waste – Not Applicable.
4. E Waste is given to vendors dealing with e –waste management.
5. Waste Recycling system- Metal and wooden scrapes of class room furniture is reused in the institute's work shop. Rest is disposed through standard procedures.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	https://mittalinstituteofeducation.org/wp-content/uploads/2022/10/Vermicomposting.pdf
Any other relevant information	[View File](#)

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants	**B. Any 3 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**E. None of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts	**D. Any 1 of the above**

Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment   5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

7.8.1.2

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

For Addressing the above issue series of activities are carried out . Activities for the session 2021-2022 were as under.

1. A year long Faculty development program was held on every working Saturday the areas like Gender equality, IPR, Environmental Awareness and team work was also covered.

2. Students visited tribal museum on26th Nov. to know about their tribes.

3. Saraswati Puja was organized by students of the B.Ed on 5/2/2021

4. Graduation ceremony & Induction ceremony were organized for Graduating and newly admitted students on 12th Nov 2021 & 9th

Feb 2022 respectively.

5. NSS Orientation Program was organized on 10th May, and carried out activities on social harmony, environment awareness & cleanliness throughout the year. https://mittalinstituteofedu cation.org/wp-content/uploads/2022/10/NSS-Annual-report-21-22.pdf

6. NCC conducted activities to promote valor & national integration throughout the year. https://mittalinstituteofeduca tion.org/wp-content/uploads/2022/10/NCC-Annual-report-21-22.pdf

7.Annual report is uploaded for further reference.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File]()
Any other relevant information	[View File]()

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

7.1.9

Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens is done by organizing

1. The day at MIE starts with Flag hoisting & National anthem.

2. NCC & NSS activities

3. Commemoration of days like Vijay Divas, Parakram Divas, Independence day ,Republic days etc.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Institution celebrates / organizes national and international Commemorative days, NSS & NCC (both Army & Naval wings) of MIE are specially avtive in events and festivals as listed under, Annual report of NSS is given (Geo tagged photographs of taht session not available).

- **Independence day Report**
- **National Nutrition Week**
- **Vishwakarma Jyanti**

- **Basant Panchami**
- **Youth Yoga Day**
- **International Yoga Day**
- **Republic days**
- **Saraswati Puja**
- **World Literecy day**
- **Nutrition Week**
- **NSS Day**
- **New Year**
- **World wildlife week (Van Vihar Visit.)**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1. **Title of the Practice:- "Education in human values and Discipline". 2.Goal To inculcate patriotism and Discipline To impart value-based education To arouse social consciousness To counsel the students for their emotional well-being.**
2. **. BEST PRACTICE II 1. Title : Activities to impart understanding of nature and its ways for a sustainable life . 2. Goal: To give educate students for a healthy lifestyle. To educate students for a cleaner and greener life styles To sensitize students in general and society in particular about environmental issues. To bring about behavioral change for environmental awareness.**

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words.

Institutional Distinctiveness

The overall development of the mind and body is a sign of a healthy and complete development. Hard work and perseverance are the most important traits in a person that lead to success. Our rigorous and intensive integrated teaching methods to prepare the students to take up teaching and other professions effortlessly.

1 Administration The institution has developed and implement an absolutely transparent mechanism of functioning. Job roles are clearly defined in the document -Policies of MIE, uploaded in the institutional website.

2.Academics

Academics is heart and soul of any institution. A unique system of Daily Lesson plan MIE follows well defined method of teaching in which every faculty prepares a daily lesson plan before going to the lecture. The daily lesson plan is prepared one or two days prior to the class so that it remain fresh in the mind of the teacher. The daily lesson plan (DLP) includes subject, paper, topic of the lecture ,previous knowledge related to topic, objective of teaching the topic, teaching method (how the lecture is going to be delivered),Teaching aids, 3 to 5 related questions to topics which is being taught, Reference,Teachers teach students by demonstrating them directly in situ whenever possible.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

7.3.2

Plan of action for the next academic year

1. Organizing National Conference in the Department of Education.

2. Organizing University level Youth festival.

3. Organizing Inter-college cricket Tournament in the name of founder Chairman.

4. Preparation for NAAC inspection

5. Up gradation of infrastructure.

6. To continue the activities done in the previous years.