Yearly Status Report - 2016-2017

Part A	
Data of the Institution	
1. Name of the Institution	**HINDUSTAN INSTITUTE OF MANAGEMENT AND COMPUTER STUDIES**
Name of the head of the Institution	**Dr Naveen Gupta**
Designation	**Director**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**05652763704**
Mobile no.	**9627182913**
Registered Email	**director.himcs@sgei.org**
Alternate Email	**registrar.himcs@sgei.org**
Address	**Agra-Delhi highway, NH-2**
City/Town	**Farah, Mathura**
State/UT	**Uttar pradesh**
Pincode	**281122**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**private**
Name of the IQAC co-ordinator/Director	**Prof. Naveen Gupta**
Phone no/Alternate Phone no.	**05652763704**
Mobile no.	**9627182913**
Registered Email	**director.himcs@sgei.org**
Alternate Email	**registrar.himcs@sgei.org**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://himcs.edu.in/naac

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://himcs.edu.in/naac

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.6**	**2016**	**29-Mar-2016**	**28-Mar-2021**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**14-May-2016**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
International Model United Nations Conference	**23-Jul-2016** **2**	**500**

DOCTORATE CONFERENCE	29-Jul-2016 2	8
CASE WRITING WORKSHOP	30-Jul-2016 1	8
FDP ON DISCOVERY OF SELF FOR EFFECTIVE MANAGEMENT	30-Jul-2016 1	8
FDP ON COUNSELLING LESSONS FROM DEAR ZINDAGI	07-Dec-2016 1	9
FDP ON RETHINKING THE FUTURE OF EDUCATION IN INDIA	07-Apr-2017 1	14
NATIONAL CONFERENCE BUSINESS & 3PS	15-Apr-2017 2	350
[View File](#)		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**2**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

1) "Umeed" Programme initiated to get the feedback from students related to academic and administrative quality assessment. 2) A Case Writing Workshops was organized at the institute 3) IMUN conference was organized to connect youth.

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

Plan of Action	Achivements/Outcomes
No Data Entered/Not Applicable!!!	
[View File](#)	

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
IQAC	**16-Jan-2017**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2017**
Date of Submission	**12-Apr-2017**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**Hindustan Institute of Management and Computer Studies, Farah, Mathura is using ERP system named "SIM". Following are the working modules: 1) Student 2) Employee 3) Fee 4) Library 5) Hostel 6) Transport 7) Inventory 8) Finance 9) Student Portal**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The college is affiliated to AKTU, Lucknow. The Institute offers two courses – MBA & MCA. Both the courses are intrinsically job oriented. Being an affiliated college, before action plan the college has to keep in mind the academic calendar is issued by the affiliating University. Before the start of the

academic year the heads of the departments start collecting / gathering information about the syllabus revision in the respective subject year wise. At the beginning of every academic year, the HoDs conducts meeting with all faculty members to develop strategies for effective implementation of curriculum as well as co-curricular and extension activities. Faculty members are working as members in many committees of the institution. As per the changes in curriculum in view of changing industry, social needs, the institute plans and develop strategies, capability to deliver and add value as per the intended course objective with right mix of in house faculty members, experts, industry associations and entrepreneurs. At the beginning of the academic year Time-Table committee frames the time-table as per the guidelines of the university academic calendar is prepared keeping in mind all the curricular aspects. The faculty members participate in the workshops organized by the Board of Studies time to time in their respective subjects. The outcome of the workshop is being shared in the department and the students, updating themselves the faculty members are encouraged to participate orientation courses, refresher courses, Seminars, workshops and conferences. Teaching faculty members plan and prepare their own plan of action, teaching and learning plan according to the syllabus and the available time frame on integrated online ERP. Departmental review meetings are arranged regularly to discuss about the completion of syllabus, needs external inputs, and exposures. As per the need of the department - remedial course, tutorials and special sessions are organized as per the guidelines of the University and discussions with directors, deans and head of departments.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MCA		01/07/2016
MBA		01/07/2016

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Human Values and Professional Ethics	01/07/2016	44

(AUC-001)		
Cyber Security (AUC-002)	02/01/2017	44
Statistical Tool Analysis	04/10/2016	50
Human Values and Professional Ethics	27/01/2017	77
SPSS Workshop	13/03/2017	30
Cyber Security	16/08/2016	77
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MBA		184
MCA		30
	View File	

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

The Institute is constantly in dialogue with all its stake holders and seeks advice and input from industry leaders, academicians, experts in order to provide value in the different areas of engagement. The institute has an integrated online ERP which is integrated with performance management system (http//192.168.100.20/simwebsgi/login) of faculty. The adopted PMS is a 360 degree feedback and development process through which data is gathered, analyzed and communicated to concerned faculty members /trainers regarding the course/subject. The score received is further discussed in person with Directors/Dean with the purpose of improvement and support. In case any course correction is required the same is initiated based on the information obtained from the focused feedback. Both these feedback information is incorporated in the module review document prepared by the faculty at the end of the course. Each faculty member offering a core/elective course has to engage with industry practitioners/entrepreneurs/experts in the domain and gathers feedback/suggestions on course content, sequencing/relevance of topics and assessments, skill targeted and employability support. The same is discussed and documented in the module review document and used as an input in designing the course for the next academic year. This ensures that the course is up to date and fulfils the future employment requirement of students. Based on the faculty's experience in conducting the course and student performance in university examination, the institute arranges a meet up with graduating students and concerned faculty to assess the gaps in delivery and adoption and alternative pedagogies since institute has limited access to modify the content , we continuously work to add value , align courses with emerging needs and

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alternative delivery processes (if possible as per faculty interest) to
optimize maximum of the course as an outcome.
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CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MCA		90	57	32
MBA		120	150	97
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	0	282	0	16	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
16	16	5	5	0	7
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Institute believes in holistic development of a youth and strives to build responsible citizenship in budding professionals. To cater to the objective, we believe teaching along with mentorship is the need. The institute efforts to make learning student centric and transformational rather than just transactional. To formally include everyone into the mentorship led mindset on holistic development, we had adopted Institutional Guardianship counseling system where every faculty is allotted a group of 20 students who is the institutional guardian of them. The purpose of the IGs is to ensure and develop a lasting positive relationship with their counselees. The IG is not just a faculty rather a first point of connect and a responsible person in campus with whom allotted counselees can talk, discuss, learn and share issues related to personal, family, social and career dimensions continuously and allow the IG to interact with their parents, family members at institute or institute events or as per convenience and foster positive development in academics and professional journey together. Specific focused programmes/workshops are arranged for faculty members (IGs) time to time in campus to reinforce learning's of counseling systems positive psychology and holistic development to beater equip individual faculty members for the mentorship role. A separate CSCD (Center for self and career development) is also there in the campus under guidance of Dr Naveen Gupta, Director and Behavioral scientist to support need based students for counseling, stress, depression situations. The center runs save your friend open campaign with students to help them learn empathy, identify deviant behavior and help.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio

282	16	1:18

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
27	16	11	0	6

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MBA	70	IV	30/05/2017	31/07/2017
MBA	70	III	28/12/2016	24/02/2017
MBA	70	II	01/06/2017	30/07/2017
MBA	70	I	21/12/2016	23/02/2017
MCA	14	I	26/12/2016	23/02/2017
MCA	14	III	22/12/2016	24/02/2017
MCA	14	V	22/12/2016	24/02/2017
MCA	14	II	27/05/2017	30/07/2017
MCA	14	IV	29/05/2017	18/07/2017
MCA	14	VI	29/05/2017	18/07/2017
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Globalisation of the world economy and higher education are driving profound changes in management education system. There is a continuing need to dynamically adapt to these changes to ensure that we remain competitive and can respond effectively to the challenges of globalization. In recent years, there have been essential changes in management and education in terms of what to teach and how to teach and how to assess. The present report focuses on the recommendations for reforms in examinations (assessment of student) in the context of emerging landscape of management and education. The students assessments play a very important role in deciding the quality of education. Following reforms were introduced in internal evaluation system: • Evaluation of answer sheets within 10 days of the last exam. • Results to be displayed on the notice boards. • Results to be discussed with parents in parents teacher meet.

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

> Preparation of academic calendar immensely contributes to achieving academic goals. The Academic Calendar helps as a source of information and planner for students, faculty, staff, and other stakeholders of the institute. It encompasses all the processes of the institute such as, the Student section, Administrative, Academic, co-curricular and extracurricular activities. It further propagates the Institute's vision and mission. Every year we prepare the academic calendar for the institute and also a department wise activity schedule for smooth functioning. This ensures that the curriculum is enriched through related activities like guest lecture, extension activities and industry interaction.

2.6 – Student Performance and Learning Outcomes

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

https://himcs.edu.in/naac

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
14	MCA		30	29	96.67

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2.7 – Student Satisfaction Survey

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

https://himcs.edu.in/naac

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	1	JINDAL SAW	0.2	0.2

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	MBA	1	0
International	MBA	1	1.6
[View File](#)			

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

Department	Number of Publication
No Data Entered/Not Applicable !!!	
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Interstate Disparities in Higher education: affecting Economic Development in India	Dr. Gunjan Bhatnagar and Dr. shalini sharma	Arthshastra Indian journal of economic and reaserch	2016	0	HITM	2
Corporate SHG partnerships for Rural markets	Tanu Marwah	Kurukshetra journal of Rural Development, Vol 61 no.9.	2016	0	HIMCS	0

		No file uploaded.		

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	**0**	**31**	**7**	**33**
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Awarness Campaign	**HIMCS**	**No Vechile Day**	**14**	**78**
Community Development	**HIMCS**	**Blood Donation Camp**	**2**	**70**
Community Development	**HIMCS**	**Blood Donation Camp SOS RKM**	**4**	**35**
Community Development	**HIMCS**	**Deepawali Bazar (SOS Bazaar)**	**14**	**100**
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration

Conference: Business 3Ps: Planet,People and Profit	500	SGI	2
Doctorate Conference	25	SGI	2
FDP - case Writing/ Research	78	SGI	1
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship/Project Work	Education/Training/Project Training	Maurya Software Pvt Ltd, Sikandra, Agra	01/07/2016	30/06/2017	75
Internship/Project Work	Education/Training/Project Training	E-Gain, Khandhari, Agra	04/07/2016	03/07/2017	75
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Maurya Software Pvt Ltd, Sikandra, Agra	01/07/2016	Education/Training/ Project Training	94
E-Gain, Khandhari, Agra	04/07/2016	Education/Training/ Project Training	94
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0.7	0.68

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Laboratories	Existing

Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing

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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SIM	Fully	32.2.2.1	2008

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	23125	2043622	75	13574	23200	2057196
Reference Books	2155	668700	48	13920	2203	682620
Journals	89	100744	7	10500	96	111244
e-Journals	299	593628	5	14192	304	607820
CD & Video	2335	90044	48	6000	2383	96044
Others(specify)	14	13645	0	825	14	14470

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	193	1	2	0	1	2	2	4	0
Added	0	0	0	0	0	0	0	0	0
Total	193	1	2	0	1	2	2	4	0

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

20 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
8.5	8.1	7.7	7.6

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

• The infrastructure facilities available in the institute, conforms to the norms of AICTE and affiliating University. • The management provides excellent infrastructure, state-of-the-art library and laboratory facilities to fulfill expectations of various stake holders. • Class rooms, tutorial rooms, library, laboratory and seminar halls are equipped with ICT tools. • The valuable suggestions of Governing Board to modernize the infrastructure are immediately implemented. • The Institute takes prime priority to update the infrastructure to promote research and development and consultancy activities in each department as and when necessity arises. • The Lab and Library committee of the Institute takes due care to update and provide learning and e-learning resources. • Library and Labs are having compulsory slots in time tables to ensure the best utilization of these resources by the students. • Students may also access these facilities in their free times like lunch hour or in free lectures. • The Department of Physical Education has all the facilities to promote sports and games. ? The total play ground area is 110 X 60 sq yards. It includes 200 meters mud track with 8 lanes for track and field Markings. ? Facilities for outdoor games such as Cricket, Football, Handball, Badminton, Basket Ball, Kabaddi, Hockey, and Volleyball are made available. ? Facilities for Indoor games like Chess, Carom and Table Tennis etc. are made available. ? Students participate in various National level, State level, University level and District level sports and games and have brought laurels to the Institute. Annual sports day is celebrated to inculcate sport spirit among the student, faculty and staff. • Every department is having their own ICT enabled quality class rooms, tutorials rooms, Seminar Halls, Laboratories pertaining to the department.

http://www.himcs.edu.in/naac.html

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Economically Weak OR meritorious	66	804700
Financial Support from Other Sources			
a) National	Samaj Kalyan Vibhag	10	843350

b)International	NIL	0	0
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Cognitive Behavioral Therapy	01/04/2017	50	HIMCS
Personal Counselling	27/01/2017	282	HIMCS
Personal Counselling	18/08/2016	282	HIMCS
Personality Development Program	27/01/2017	282	T and D DEPARTMENT
Personality Development Program	18/08/2016	282	T and D DEPARTMENT
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2017	Aptitude Training Programme	122	122	3	87
No file uploaded.					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to

higher education					
2017	**0**	**NIL**	**NIL**	**NIL**	**NIL**
No file uploaded.					

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

Items	Number of students selected/ qualifying
Any Other	**3**
No file uploaded.	

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2016	**NIL**	**National**	**0**	**0**	**NIL**	**NIL**
No file uploaded.						

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

Activity of student council representation of students on academic administrative bodies/committees of the institution (500 words) Institute has one student union by the name of Think-Tank which is elected every year. The members are selected or elected from amongst the Class Representatives. There are three representatives in each class or section who are elected/selected/nominated by their classmates. They are then nominated/select/to holds various positions/posts in the Think-Tank. The union comprises of President, Vice President, Secretary, Jt. Secretary, Treasurer and class representative. Director is patron of the union and chief election officer acts as link between union and institution. Students union highlights problems faced by students at two levels one of institute level and second of university level. All institute level problems are amicably solved by seating across the table. Students Union do play significantly positive role in improvement in institution they organize several functions in a year and in these political leadership is also invited. The Think – Tank of the Institute organizes Fests, Sports Day, Seminars, Guest Lectures, Project and Business Proposal Competitions, exhibitions etc. Faculty members have assigned to mentor the Think-Tank and support in organizing the events. The academic calendar helps in smooth conduct, preparation and implementation with time lines for internal assessment, submissions, make-up classes etc. Adequate time slots for a number of non-scholastic activities, such as sports, field trips, literary, poster making, essay competition etc. are also mapped with it. Following are some of committees consisting of students as members: • Class Representative Committee • Women Welfare Committee(WWC) • Training Development Committee • Placement Committee • Entrepreneurship Development Committee • Extension Committee • Cultural Committee • Different clubs like IT-Club, Marketing club etc..

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

122

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

? Every year we organize alumni talk in orientation programme ? Every year a session with Alumni (from different field) is scheduled from year 2016 till date ? Meeting in IQAC cell from year 2016 with distinguished alumni is scheduled twice in every semester. ? Assistance in placement and summer internship is a regular association in practice with alumni.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The vision and mission statement of our college defines the institutions distinctive characteristics of addressing the needs of students and society it seeks to serve. In order to achieve its mission the faculty members are given due place of involvement in all important decisions as part of governing and executing the plans of the institution. The institution has qualified and competent academic administrators to provide effective leadership and management at various levels. The involvement of leadership is achieved through well-defined systems and organizational structure consistent with AICTE/Dr AKTU /SGI policies and with the vision and mission of the institution in general. Various committees such as Governing Council, Admission Committee, IQAC, Culture Committee , Women Welfare and Grievance , Proctorial board, Anti Ragging , Research and Development, Library and Lab management . are constituted and committee is empowered to meet at regular intervals, oversee the functions and grievances , execute updations /changes as per policies and plans , suggest innovations and ensure execution with discussion and direction of Head of Institution. The faculty members are nominated in various bodies and committees for decision making and managing the various functions of the institution. Ideas are invited from Alumni and other stakeholders for innovation and improvement in various functions such as administration, examination, Cultural , placement, finance administrations maintenance etc. The institute believes and practice decentralized approach in spirit and in practice.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	As broadly curriculum is provided by the affiliating university, Dr AKTU,

	Lucknow, the college lays significant emphasis on adding value to the defined curriculum in LTP mode to through Inclusion of field work, industrial visit and educational excursion and live projects in both courses-MBA/MCA. Additional modules are being developed based on institute expertise in areas of Positive Psychology, Projective Techniques, and Advance IT tools.
Teaching and Learning	The institute is in process of adoption of context and experiential learning along with mere content delivery and examination. Students are continuous encouraged to work with live projects, industry problems at Agra, various socio economic models that is developed in house to be taken up by students as per their area of intent. Projects like SOS (Community training and livelihood model), Project ReD P (Rural education development project for rural schools), Project Psychologist for You (Solving loneliness and depression). Enhancement of learning skills of the Students through dedicated Training and Department team of SGI and Rubicon Skills P Ltd. Wide access ICT to inculcate online learning management resources-e-book, e-journal and motivating them for NPTEL courses along with facility for carrying out project works.
Examination and Evaluation	As institute is affiliated to Dr AKTU, Lucknow, we enforce all the reforms, processes as suggested by the university from time to time. ……………………Apart from university College has complemented traditional written examination with project work assignments, debates, group discussion, literature review, power point presentation, grand viva and seminal lectures. An experiment was also undertaken for Open book examination for few papers, which was later discontinued based on 360 degree feedback appraisal.
Research and Development	College publishes two journals- JMDIT and SIS (Referred Journal). The Institute has motivating and supportive policies, support systems and encouraging environment for Faculty members to pursue higher studies, undertake research and publications. Focused programmes and ecosystem is being developed to facilitate research

	scholars and Doctoral conference is conceived and managed. Supporting policies including – publication encouragement support, research grant (SGI group policy) , higher education (Ph.D programmes support) , encourage to attend/present papers in International/National/State Level Seminars, workshops and to act as resource persons. College explores various funding agencies for sponsoring major / minor projects. (DBT, DST, ICSSR, UGC etc.). Motivating the faculty members and the students to organize various seminars workshops at Institutional / State / National / International levels. Encouraging faculties to act as M.Phil/ Ph.D supervisors.
Library, ICT and Physical Infrastructure / Instrumentation	The Institute is hosted in a spacious physical infrastructure having sufficient scope for additional expansion as per need. Provision for wi-fi facility in both the campus and hostels for use of the e-learning resources. Increase of the internet bandwidth from 15 mbps to 20 mbps through broadband and lease line to facilitate greater access and adoption of e learning/research /Teaching learning in campus. Provision for access of online resource facility is being developed. E learning resources live- Nalanda e-lib consortium and ProQuest database is available for access. Provision of more model class rooms under college fund and other external funds is being pursued to add on advance personalized learning management system along with investment into developing digital infrastructure of ERP and LMS. Procurement of more upgraded computer systems -desktop and laptop is also in process to upgrade lab capability and ICT
Human Resource Management	The institute follows a positive people policy and believes in empowerment and development across levels. policies including liberal leave and work policies, pursuing higher education , research and development, Medical emergencies support ,opportunities of learning and up skilling is duly taken care of under broad realism of Human Resource Management at Institute and Group level. Motivating and facilitating the faculty members to

	participate in Refresher Orientation courses. (HVPE, Psychology, Social Entrepreneurship,). In house Organization of workshops/Conferences, meetups on emerging and diverfied areas of Management and IT, Life and Society is a routine process. 360 degree Performance-appraisal of the faculty members and staff is undertaken periodically to identify areas of improvement and development through online PMS (Performance management System). Maintenance of (both online and offline) Grievance Redressal Cell, Anti-Ragging Committee, Women Welfare and grievance cell, CSCD(center for self and career development). Appointment of a doctor and 2 support staff in the campus dispensary and First Aid center is there round the clock for ensuring and coordinating healthcare emergencies for people in campus.
Industry Interaction / Collaboration	The institute has a capable and efficient Training Development, and Training and Placement department for facilitating corporate interface and supporting academic programmes by bridging industry academia gaps. Training Development department with a dedicated team of industry trainers has customized training modules for MBA/MCA programmes aligned with dynamic needs of corporate and industry to help equip students with requisite skills. Institute has MOU with Rubicon Skills P Ltd for employability skilling value addition. Coupled with this, Institute gives significant emphasis on guest lectures, industry talks, exposure and immersion programmes.
Admission of Students	HIMCS Brochure, Fees, Application Form and Scholarship are finalized and after approval from SGI marketing and admission committee (a centralized department at corporate level for all constituent colleges of SGI) are uploaded on the website. Entrance exam process, selection procedure, eligibility criteria along with the guidelines of the interview are mentioned in the application form and website. Interview dates are uploaded on the website and also sent to the prospective/shortlisted students through call letters. Students, who meet the criteria, need to appear for

an interview process where panel is from Industry/Alumni and Faculty. The interview process is exploratory in nature prospective test the technical skills, soft skills through discussion and structured questions during interview. To facilitate meritorious students from across the different segment of society , Sharda scholarship and alignment with samaj kalyan department of Govt of Uttar Pradesh is there as per the prescribed norms/rules.

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

E-governace area	Details
Planning and Development	HIMCS actively uses online source of operations. Integrated ERP/LMS system used for classes, lesson planning and management, assignment and announcements for academics management, employees activity (leaves, salary, personal development) . It keeps track of personal details of each and every employee across levels and management span. Institute has a LAN connection with corporate email ids to communicate it with internal stakeholders. Institute maintains its website www.himcs.edu.in to communicate its philosophy and updates to external stakeholders.
Administration	The administrative activities involves maintenance of infrastructure, estate management , Liaoning with internal and external stakeholders including affiliating university, regulatory bodies, inter departments and inter college communication, parents and students. Registrar office with member committees reviews and audits all the function. The Registrar office along with the various committees (grievance cell, library and lab, academic council, women welfare, placement).The team further suggests the changes and implement. They benchmark the practices with top B Schools and then upgrade.
Finance and Accounts	The Institute has already taken various steps for implementation of E-Governance in Finance Accounts: On line fee collection from students. Deposit of fee by cash is prohibited. On line salary payment. On line deposit of PF/ESI .On line deposit of TDS .On line payment of reimbursements to staff. On line leaves approvals. On line

	approvals .On line collection of dues from students other than fees. On line payslips and leave records of staff. Institute does not encourage Cash Payments and Receipts
Student Admission and Support	The institute provides support to students from entry to exit in various forms. 1. Scholarships - Merit scholarships to deserving students as per institute policy and scholarship schemes through Samaj kalyan department of Uttar Pradesh. 2. Tie up with nationalized banks like SBI, PNB, HDFC for Loan facilities. 3. Welfare Activities – Medical Insurance, In campus doctor, state of the art hostel, library, counseling and mental health professionals (as per need) , Gym. CSCD and "Psychologist for You" is a dedicated support being conceived and promotes in campus to help students with need based counseling, psychological profiling and assessment, psychologist support. The institute is planning to make it online and open. 4. Club - societies like NGO, Area Specific, Blogging, Photography, Literary, and Cultural for all round development of students. 5. Sports facilities in hostel. 6. Career Counseling In order to keep a regular connects among the Campus. The placements team including Training and placement department, student body and faculty coordinators consistently work on to leverage industry connects, networks, alumni database and alumni interactions to facilitate positive career progression and support.
Examination	For effective conduct of examination, the institute follows the guidelines as laid down by the affiliating university for examination. Apart from those, tests, quizzes are conducted by individual faculty concerned. Certain experiments like open book examination (only in one out of three test series is experimented for Finance, which in pursuance with examination cell of the university for possibility of inclusion)

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended	Name of the professional body for	Amount of support

		for which financial support provided	which membership fee is provided	
2017	Mr Ramesh Chandra	Universal Human Values and Professional Ethics	Dr. A.P.J. Abdul Kalam Technical University , Lucknow, Uttar Pradesh	1200

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						

View File

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
16	**16**	**21**	**21**

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
MDP Programm	**SDP Programme**	**Sholarships for Marititious/ Economically poor students**

6.4 – Financial Management and Resource Mobilization

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

There is an institutional mechanism for internal and external audit. The institution is having qualified charted accountant as internal auditor who is auditing the accounts. After the audit, the report is sent to the management for review. In addition to this, the institution is having consultants to give opinion on taxation and legal issues. At the end of the academic year external auditors audit the accounts. Internal audit has been carried out by Internal staff on regular basis and external audit has been carried out by statutory auditor's firm External Auditor's Firm Name: SUSHIL MAHESHWARI CO. External Auditor's CA Name: CA LAKHMI CHAND BAJAJ, M.NO. 077637

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL
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6.4.3 – Total corpus fund generated

7567271.94

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	AKTU	Yes	SGI
Administrative	Yes	AKTU	Yes	SGI

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

? 20 December, 2016 the workshop on Positive parenting is organized. ? After every Class test, performance of students was shared by tutor guardian with parents telephonically. ? Parents of newly admitted students were invited in Orientation program.

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

1. Culture and Team building.11 MARCH 2017 2. Training on Importance of Hygiene and Civic Sense , 1 MAY 2017

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

1. Focused extension activity engagement 2. Faculty enrichment through Entrepreneurs association 3. Student led learning and development approach 4. Orientation and training programmes for teachers will be regularly organized 5. Acquisition of skill based courses

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	SOS Project-Phase 3 for auto drivers at Agra Fort	15/08/2016	15/08/2016	30/06/2017	15
2016	SOS Bhojnalaya for BPL people at	01/07/2016	01/07/2016	30/06/2017	50

	Raja Ki Mandi Railway Station Agra				
2016	Counseling facilities for students may be made proactive and training /placement activities strengthened to benefit them in a bigger way	01/07/2016	01/07/2016	30/06/2017	282
2016	Project Rural Tourism	20/08/2016	20/08/2016	20/11/2016	25
2016	Project Say No to Polythene	20/08/2016	20/08/2016	20/11/2016	25
2016	Project RED-P	20/08/2016	20/08/2016	20/11/2016	25
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Women Welfare Committee-Guest Talk by Dr Naveen Gupta 'Pre Marriage Counselling-Personal Professional Life Balance'.	03/08/2016	03/08/2016	40	10

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

Percentage of power requirement of the University met by the renewable energy sources
The institute has initiated various steps to address environmental issues such as: • Clean water and sanitation - The institute is having its own RO water plants. • Waste Management: ? Liquid wastages: The institute is having its own Sewage Treatment Plant (STP) to treat liquid wastage. • CNG fitted transport: All the buses are CNG fitted considering the environmental concerns. • Water Conservation : Rain water harvesting structures are in place to conserve the rain water.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	Yes	0
Ramp/Rails	Yes	0
Braille Software/facilities	Yes	0
Rest Rooms	Yes	0
Scribes for examination	Yes	0
Special skill development for differently abled students	No	0
Any other similar facility	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	1	3	26/10/2016	1	Deepawali Bazar (SOS Bazaar)	Community Development	299
2016	1	1	08/11/2016	1	No Vechile Day	Pollution	92
2017	1	2	15/01/2017	3	Project Rural Tourism	Rural tourism	25
2016	1	1	10/09/2016	1	Project KAP- Say No to Polythene	awareness campaign	287
2016	1	1	07/12/2016	1	FDP on Counseling- lessons from Dear Zindagi	Psychological Issues	18
2016	1	1	20/12/2016	1	Workshop on Parenting	Psychological Issues related children	30
2016	1	1	23/03/2016	1	Blood Donation Camp	Health	65

2016	1	1	31/03/2016	1	Blood Donation Camp	Health	24

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

Title	Date of publication	Follow up(max 100 words)
Universal Human Values and Professional Ethics	16/07/2016	HIMCS, is acutely aware of need of value system and professional ethics so, continuously adjusting its educational processes to the evolving needs. Our emphasis is on developing skills and personal attributes that make our students competent to deal with the chaotic world of business with confidence and ethics. HIMCS has assiduously worked hard to reengineer internal processes and systems to ensure delivery of quality education and value for money to the students and their parents. This manual for "Code of Conduct" suggests guidelines to all stake holders of HIMCS to abide with aforesaid processes.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Audit Course on Human Values Professional Ethics (AUC-001)	01/07/2016	31/12/2016	44
Audit Course on Human Values and Professional Ethics	27/01/2017	30/06/2017	77
Deepawali Bazar (SOS Bazaar)	26/10/2016	26/10/2016	100
No Vechile Day	08/11/2016	08/11/2016	78
FDP on Counseling-lessons from Dear Zindagi	07/12/2016	07/12/2016	4
Workshop on Parenting	20/12/2016	20/12/2016	25

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

The following necessary steps are taken to keep the college campus environment friendly Energy conservation • All the class rooms, faculty and staff rooms are having glass windows which facilitates the maximal utilization of natural light. • The traditional lighting systems are replaced with CFL lighting system • The institute has formed a committee named as Green Army consisting of students and staff which ensures switching off the electrical equipment when not in use. • Minimizing use of elevator, and encouraging staff and students to use staircases whenever possible – • Water harvesting ? The college has adequate facilities to collect the rain water for the purpose of gardening. • Efforts for carbon neutrality ? The college has made adequate arrangements for the parking of vehicles . ? Emission test certificates are mandatory for the vehicles in the campus ? Students, faculty and staff utilize college transportation facilities instead of using individual transportation. ? The institute organizes periodical campaign to promote no vehicle day across the city • Plantation ? The college organizes periodical campaign to inculcate the values of plantation among the students and the faculties. • Waste management ? Seminars and class teachings are given for the proper waste disposal. ? Use of plastic bags are discouraged in the campus. ? The institute organizes periodical awareness campaign named " Say No to Polythene" in the campus and across the city. • Effluent treatment and recycling plant ? A well-equipped sewage water treatment plant is setup to treat waste water in the Institution.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Introduction of Teaching Learning Process (TLP): The institute is well aware of the rapid changes in the field of higher education and research, and the institution has been taking efforts to keep pace with the innovative teaching-learning practices. The following are a few of the measures adopted: • Promotion of student-centric learning through interactive classes, assignments, projects, seminars and practical sessions. • The faculty members effectively utilize the resources for data collection, preparation of notes and for enhancing the student participation in learning. • The mandatory projects in the course curriculum create interest for research among the learners. • Field trips and assignments based on the field trip demand the scientific study and methodical presentation of their findings. • Participation and presentation of papers by PG students in conferences and seminars provide a platform for interaction with peer group. • Publication of articles in National / International journals instills confidence and inculcates involvement in research activities. • Writing articles / poems / short stories and drawing competitions develop students' creativity. • Preparing reviews on books and films is one of the practices to make students creative and evaluative. • Movies and documentaries related to the curriculum are exhibited before the classes so that teaching can be made effective and easier. • Hands-on learning is encouraged through field visits, industrial visits and project works. • Students are motivated to access digital learning materials and e-books for data collection. • Various competitions and cultural programmes conducted by the departments / committees / clubs in and out of the institute provide opportunities for the students to widen their creativity. 2. Action Research (AR): The institute is focusing on action research and has initiated projects on the theme with an aim to educate and sensitize the change agents towards the cause of reaping demographic dividend. The major ongoing action research projects are: • The project SOS (formerly known as LTA) was initiated on 15th August 2014 with the intention to bring about a positive change in lives and perceived image of auto drivers of Agra who has developed the image of Lapkas (harassing tourists visiting Agra as Agra is one of hot tourists destinations of India both domestic and international) and subsequently develop a

sustainable and healthy community through training and development interventions and support tourism in Agra and Mathura by converting them to aapkas (tourists friendly hosts). Today, it has been reached up to that stage where people started appreciating their effort and these lapkas have been converted into eco friends who believe in the philosophy of each one, teach one. • To sensitize students towards social responsibility, we undertake Saturday full day Social Project in the surrounding areas of the institute. Also, being a PG Program, we have different set of requirement, and can do better by aligning our processes on the basis of the need of the market. • Undertaking all such activities that create a climate conducive to promote action based research at the campus. • Considering and recommending, if justified, financial, academic and infrastructure support to the faculty members who wish to take up a action research project in their area of interest. • Securing sponsored research projects and allot the same to appropriate faculty members with the approval of the Director.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://himcs.edu.in/naac

7.3 – Institutional Distinctiveness

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

One of the distinct and interesting facts of the institution is, Community Involvement. The institute is focusing on action research and has initiated projects on the theme with an aim to educate and sensitize the change agents towards the cause of reaping demographic dividend. Through this work, the institute encourages the students to be community conscious and teach them to give back to the community. The institute has made sincere efforts on issues confronting the society and hosted a series of activities like conferences, academic tours, seminars and panel discussions all the year round. The institute has established a strong institute and industry interface. The objective of the project work is to demonstrate that the student has acquired skills in the diagnosis of the problem, identification of causative factors, formulation of possible solutions, evaluating their relative effectiveness and selecting the best possible solution. The institute is well aware of the rapid changes in the field of higher education and research, and has been taking efforts to keep pace with the innovative teaching-learning practices. The quality education is provided through regular classes and by conducting various programs where students are fully involved. Community orientation is a fundamental principle closely followed by the institute. The Career Guidance, Training and Placement activities and workshops in which different industries interact with our students and thus the students get a feel of the demands of the outside job market and the skills they have to develop. Industries also conduct job recruitment drives in the campus and also provide career seminars in association with the Institute.

Provide the weblink of the institution
https://himcs.edu.in/naac

8.Future Plans of Actions for Next Academic Year

1. Social Outreach and Community Development Programme The Institute proposes to initiate a Social Outreach and Community Development Programme in keeping with our tireless efforts to reach out to others. Together we shall strive to make our city and country a cleaner, better place. Motivated faculty members shall guide and mentor students and interact with community for a mutually enriching experience. 2. Starting short term courses to support career and employability.

The Institute plans to open full fledged center in areas of soft skills -Finishing school and competititive exam preparation center in house to support students in the areas and add on to employability, which is now taken care of through PDP trainers and in house faculty members. 3. Enhancing TLP – The institute believes that Learning process is of utmost importance for a contemporary learning experience and thus ,institute is working to design and develop more effective teaching learning programme based on ASK framework as an advancement to existing LTP model.