Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**INDIAN INSTITUTE OF FOREIGN TRADE**
Name of the head of the Institution	**Dr. Manoj Pant**
Designation	**Director**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01139147200**
Mobile no.	**9910530022**
Registered Email	**diroffice@iift.edu**
Alternate Email	**diroffice@iift.ac.in**
Address	**IIFT Bhawan, B-21,Qutab Institutional Area**
City/Town	**New Delhi**
State/UT	**Delhi**
Pincode	**110016**
2. Institutional Status	
University	**Deemed**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Dr. Sheeba Kapil**
Phone no/Alternate Phone no.	**01139147200**
Mobile no.	**9284283348**
Registered Email	**iqac@iift.edu**
Alternate Email	**sheebakapil@iift.edu**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	**https://www.iift.ac.in/iift/naac/aqar**

4. Whether Academic Calendar prepared during the year

	Yes

if yes,whether it is uploaded in the institutional website: Weblink :	**https://www.iift.ac.in/iift/naac/**

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	**Period To**
1	**A**	**85.25**	**2005**	**20-May-2005**	**19-May-2010**
2	**A**	**3.53**	**2015**	**03-Mar-2015**	**02-Mar-2020**

6. Date of Establishment of IQAC

	05-Apr-2004

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
No Data Entered/Not Applicable!!!		

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8. Provide the list of Special Status conferred 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!!!				

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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**

Upload latest notification of formation of IQAC	**View File**

10. Number of IQAC meetings held during the year :	**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. Helped in streamlining the time schedule of MBA programme
2. Provided inputs on rationalization of course credits in MBA programme
3. Helped establishment of Incubation cell in IIFT
4. Provided thrust on adequate faculty development through Capacity Development programmes for capacity development of faculties.

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

Plan of Action	Achivements/Outcomes
Versatile MSteams platform for all online interactions proposed for procurement	Licensed MSTeams platform procured
All faculty members given advisory to use e-books for their respective courses	E-books procurement started
To equip faculty with the necessary IT requirement s like Laptop, headphones, internet connectivity etc proposed	All faculty provided with laptops and the required accessories for uninterrupted academic scheduled
To train all faculty and students on online proctoring process	Training conducted for faculty and students on proctoring process. Also, given the Do's and don'ts in procuring process.

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14. Whether AQAR was placed before statutory body ?	No
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	2019
Date of Submission	30-Sep-2019
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)	The Institute has a fully integrated inhouse developed platform, named Campus360 (https://campus360.iift.ac.in) that provides convergence facility to the faculty with the students and the programme office. As the name suggests, Campus360 connects all the stakeholders. Campus360 is a

featurerich, userfriendly, Complete Campus Content Management System (C3MS). This provides stateoftheart online interactive community and backend academic functions. Built using the latest technology, this portal automates an Institutes diverse operations from students to faculty members to Programme Offices. Campus 360 enables online attendance, sharing of courseware, result processing, online quiz, opinion polls, assignment submission, dissertation/research project submission, elective selection, port visit option, language selection and many more related activities. Campus360 plays an important role in the daily activities of students at Indian Institute of Foreign Trade. Starting from the schedule for their classes to coursework, assignments, feedback, online quizzes, Campus360 has it all. The students can view the schedule for their day's classes online. They can also view the coursework uploaded by faculty which will help them revise the concepts taught even after class. Assignments are uploaded by the faculty on campus360 with a specific deadline. Students get notifications on the Campus360 dashboard regarding their assignments, which they can complete and upload online. Campus360 also helps in conducting online quizzes. Students can attend quiz from their own laptop on specified day and time and for a specified duration. They can view their scores along with correct answers once the quiz is closed for all. This makes the marking process transparent. Research project submission is also done by the students through Campus360. The student dashboard is a very informative feature and helps the students to keep note of the course announcements, assignment deadlines, courseware uploads and quiz schedules at a glance. Online examination system provides a ready to use analysis methodology with regard to academic progression. This solution provides a question bank generation system along with online question paper preparation for ready to use. Variety of questions can be prepared and stored for future purposes. This module provides a question bank generation system and uses a random generation algorithm that not only displays questions in random manner

but also the question options. This module is also capable of maintaining and controlling the question complexity and compulsory questions while generating question paper. The following are the key online processes through Campus360: 1. Faculty Deployment and Scheduling 2. RuFee, Fee Collection Module 3. Online Grading 4. Faculty Deployment and Scheduling 5. Faculty Intellectual Property Repository (FIPR) 6. Trainers/Faculty Feedback 7. Teacher/Faculty Information System 8. Student's Dashboard 9. Synergy: Discussion Forum: A prolific interactions between students and the teachers 10. MeU: Instant Messaging/Chat feature of Campus360: A facility that provides real-time conversations, debates and collaborations. 11. Research Projects- Mentoring Guiding in Research Projects 12. Knowledge Forum Mentoring (KFM) 13. Smart Examination Cell Result Enabling Tools (SECRET) 14. DigiChalk, Virtual Classroom 15. LMS for Management Development Programmes 16. Planners Schedules 17. Online Selection Process (Port Visit, Language, Elective, Dissertation Project) 18. Online Quizzes, Examination

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
MA	Eco	Economics	01/07/2019
MBA	IB	International Business	01/07/2019

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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
No Data Entered/Not Applicable !!!				

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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 University level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MA	Economics	01/07/2019
MBA	International Business	01/07/2019

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
No Data Entered/Not Applicable !!!		

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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
No Data Entered/Not Applicable !!!		

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	No

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

Feedback Obtained

There is an institutional mechanism based on which the student feedback is circulated to Program Director of the respective program and the course coordinators of the respective courses for their knowledge and for further improvement in their quality of delivery, content, relevance etc., The Chairperson of the Graduate Study Division takes a call on which faculty need to be counselled etc. Director is also apprised about the comprehensive student feedback for his better understanding about internal and external/visiting faculty and their knowledge base. The institute has faculty feedback system and Annual performance Appraisal Report in place to evaluate their performance, which are regularly updated and reviewed Campus 360 Students: The Institute obtains feedback in terms of structured questionnaires. Students give both mid-term and end-term feedback separately for the courses and the course coordinator in the prescribed format. The feedback is shared with the faculty concerned. Faculty are encouraged to review the courses based on the feedback. Curriculum related feedback is also discussed in the concerned discipline groups and adopted on recommendations of the discipline groups/academic council. Employers (Industry): Give feedback during and after every placement season. Industry experts are also invited from time to time to interact with area faculty and their views are sought on curriculum content. Other feedback from industry in terms of training programmes is obtained through formal feedback forms which are

assessed and reviewed at the highest level. Industry representatives are also invited to participate in the admission interviews and their feedback is taken during these sessions. Alumni give regular feedback in alumni meetings and sometimes feedback may be sought from alumni on specific issues over email or through personal meetings. Feedback on curriculum: The Institute has a well-established procedure for collection of mid-term and end term feedback from the students for each of the courses. In addition, inputs and suggestions on sequencing/ addition/ deletion of courses are also considered by the course review committee. Alumni and recruiter feedback is also incorporated in the review and updating of curricula. Internal Quality Assurance System- Well defined processes and systems are in place to ensure adherence to quality in all aspects of the Institute's functioning. The teaching -learning mechanism is reviewed at several levels within the Institute- by the Programme Office and Chairpersons, in the Senior Faculty Meetings and then in Academic Council. The IQAC works with different divisions to find areas of improvement and also to document and suggest new changes and improvements for quality enhancement. Concerned Programme Office and Chairperson put up the decisions before the Statutory authorities of the University. Mechanisms in place for periodic review of administrative and academic areas, research centres, etc.

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
MBA	International Business	360	60097	339
MA	Economics	60	Nill	Nill

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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
2019	Nill	666	Nill	56	56

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
No Data Entered/Not Applicable !!!					

View File of ICT Tools and resources

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

The students are always encouraged to visit the IIFT faculty outside the classroom for any kind of clarification for academic inputs. Besides regular meetings of the batch are conducted by the programme director to discuss academic issues. The faculty guides/ mentors help the students to structure their approach towards literature review, to identify key findings and research gaps in their area of study. Further

during the initial progress seminars, the candidates are expected to update the literature. The Student Mentorship Programme brings students and faculty members together with the goal of helping student, so they will excel academically, become socially responsible, be part of sustainable education, and can navigate many opportunities in future. Under the mentorship programme, each faculty member is allocated a limited number of students. Students can approach the mentor to guide or resolve any issue which a student is facing at that point in time. The issues may be related to curriculum, like which stream to elective to choose or which Business school to focus on under exchange programme or which sea port to visit, etc. In addition, under the mentorship programme, faculty mentors encourage and guide the mentee on various inter B'school competitions, quizzes, business plan competitions and live projects. These extra-curricular activities help a mentee to showcase his/her abilities against the students of business school and leverage the same at the time of placements. It is expected that the outcome of this mentor-mentee relationship may lead to healthy institute-alumni relationship where the mentee works as a bridge and the institute benefits in a variety of ways. The IMF as the apex students' forum has six clubs and seven cells to organize events under their domain like: Management, Finance, Marketing, Operations, Consulting, Systems, and Trade, besides Social Awareness. The events include Alumni Talks, Case competitions, group discussions, quizzes and "Live Projects".

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
666	56	1:12

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
80	56	24	4	55

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	IB	Semester	11/10/2019	25/11/2019

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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
1	666	0.1

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://www.iift.ac.in/iift/mba-ib.php

2.6.2 – Pass percentage of students

Programme	Programme	Programme	Number of students	Number of students	Pass

Code	Name	Specialization	appeared in the final year examination	passed in final year examination	Percentage
MBA IB	MBA	International Business	316	307	97.15

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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)

http://campus360.iift.ac.in/feedback.asp

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
Nill	NIL	N/A	Nill	N/A

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3.1.2 – Number of JRFs, SRFs, Post Doctoral Fellows, Research Associates and other fellows in the Institution enrolled during the year

Name of Research fellowship	Duration of the fellowship	Funding Agency
IIFT Research Fellowship	730	IIFT Delhi

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3.2 – Resource Mobilization for Research

3.2.1 – 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
No Data Entered/Not Applicable !!!				

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3.3 – Innovation Ecosystem

3.3.1 – 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
NIL	NIL	Nill

No file uploaded.

3.3.2 – 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
NIL	NIL	NIL	Nill	NIL

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill

No file uploaded.

3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
MBA IB	10

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	MBA IB	33	3
International	MBA IB	82	5

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

Department	Number of Publication
MBA IB	101

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3.4.4 – Patents published/awarded/applied during the year

Patent Details	Patent status	Patent Number	Date of Award
Nil	Nill	Nill	Nill

No file uploaded.

3.4.5 – 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
No Data Entered/Not Applicable !!!						

View File

3.4.6 – 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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3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nill	45	Nill	Nill
Presented papers	31	26	Nill	Nill
Resource persons	Nill	7	Nill	Nill

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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
No Data Entered/Not Applicable !!!			

View File

3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
No Data Entered/Not Applicable !!!				

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3.6 – Extension Activities

3.6.1 – 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

3.6.2 – 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
NIL	NIL	NIL	Nill

No file uploaded.

3.6.3 – 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
No Data Entered/Not Applicable !!!				

View File

3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Student Exchange	17	IIFT	90
Research Conference	61	IIFT	14

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3.7.2 – 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
No Data Entered/Not Applicable !!!					

View File

3.7.3 – 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

No Data Entered/Not Applicable !!!

View File

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1673	21238

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!

View File

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Libsys Software	Fully	10	2015

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!

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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
NIL	NIL	NIL	Nill

No file uploaded.

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	300	2	1	0	1	1	1	150	2
Added	0	0	0	0	0	0	0	0	0
Total	300	2	1	0	1	1	1	150	2

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

150 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
Cloud Class	http://campus360.iift.ac.in/cloudclass/

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
1673	1162	1809	1289

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)

Nill
https://www.iift.ac.in/iift/docs/rti/4.pdf

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	Nill	Nill	Nill
Financial Support from Other Sources			
a) National	Nill	Nill	Nill
b)International	Nill	Nill	Nill

View File

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
No Data Entered/Not Applicable !!!			

View File

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Guest Lectures	Nill	279	Nill	279

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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
Nill	Nill	Nill

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations	Number of students	Number of stduents	Nameof organizations	Number of students	Number of stduents

visited	participated	placed	visited	participated	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 higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
Nill	Nill	0	0	0	0

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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
Nill	Nill

No file uploaded.

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

Activity	Level	Number of Participants
Tradewinds 2019	National	110

No file uploaded.

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
No Data Entered/Not Applicable !!!						

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

IMF is responsible for all the extra curricular activities of the students. In addition the students have also formed interest based clubs like the Marketing club- Brandwagon, the social awareness club- Koshish, etc Steering Committee: The steering committee meets at least once in 3 months to discuss, monitor and review the progress of the various activities pertaining to placements, corporate interface activities, academic activities and all the students' activities coordinated by the elected student bodies. Alumni Executive Council: The Alumni Executive Council has six regional chapters in India and four international chapters abroad. Each chapter organize their regional chapters meet once in a year to enable meeting of the peers and flow of information and knowledge among the alumni members of various regions. Also council organize a grand Alumni reunion once in a year which witness participation of alumni from India and Abroad. he alumni executive committee recognize the efforts of the alumni across the globe by awarding the alumnus of the Year. Placement Committee: The placement committee is a body elected by the batch to interface with the corporate for placement related activities. There are 11 members in the group i.e. Placement Committee Convener, Treasurer along with 9 members and each member maintain the portfolio of potential companies who are to be invited to participate in the campus derive and recruitment of students. Alumni Committee: Alumni Committee consists of 2 members who are elected by the batch i.e. Alumni Coordinator and Joint alumni

coordinator. They interact with the alumni of various regions for effective interaction with the alumni in India and abroad. They coordinate with the regional and international alumni chapter heads to successfully organize the regional and international chapter meets. Mess Committee: Mess committee consists of 3 student members participating from different hostels. This committee along with the help of administrative support from the institute, looks into the mess related issues.

5.4 - Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

IIFT has over 50,000 alumni spread across 30 countries, and the Division of Alumni Affairs (DAA) is engaged in developing a strong and active network of these cherished former students. IIFT graduates have achieved success in diverse fields and hold positions of responsibility and influence as distinguished corporate leaders, pioneering entrepreneurs, eminent academicians, and inspirational leaders. The division seeks to foster life-long intellectual and emotional bonding between the institute and its alumni, and to provide the current students at the institute an opportunity to connect with the alumni across the globe. This division also facilitates a common platform for professional networking and business, career development, and sustained learning opportunities. The Alumni Relations Committee (ARC), a student body that functions under the DAA organizes guest lectures, assists in the career mentorship program of IIFT students, maintains the Alumni database, publishes the quarterly magazine Aluminati and keeps alumni and students updated through the official social media handles. The committee hosts several events throughout the year, ranging from Chapter Meets in various cities, the 10-year reunion, the Silver Jubilee Celebrations as well as The Grand Alumni Reunion, one of the most awaited events of the year. IIFT annually awards its notable alumni through the "Alumnus of the Year" awards in two categories – Corporate Leadership and Entrepreneurship. Alumni who have shown their capacity to translate their vision into reality are felicitated for their achievements and contributions. The IIFT Alumni are organized into 6 domestic and 4 international chapters. Annual Chapter meets are held in these chapters where the alumni interact and reminisce about their days at IIFT. DAA in coordination with ARC organizes the Grand Alumni Reunion, Alumni Sessions through Guest Lectures, Talks, Panel Discussions and Career Mentorship Programs, and keeps alumni updated through social media and the Alumni website. The Alumni relations website serves as a one-stop destination for the alumni to access campus and institute related information, become aware of the latest campus news, know more about each other and the various alumni engagement events organised by the DAA and the ARC. DAA's social media presence aims to not only connect the alumni but showcase their expertise and experience to the current and the prospective students of IIFT. The alumni support other initiatives of the students such as induction, orientation for placements, port visits, student projects, and festivals. The constructive interactions improve the image and the esteem of the institute in the corporate world, as well as among those aspiring to pursue their MBA(IB) from IIFT. File Description • Paste link for additional Information 1. Information on IIFT Alumni Chapters: https://alumni.iift.edu/chapters.dz 2. Alumni Relations website: https://alumni.iift.edu/ 3. Social Media presence: http://www.linkedin.com/in/alumnirelationsiift/ http://www.facebook.com/IIFTAlumni http://www.instagram.com/iiftalumni/ http://www.youtube.com/alumniiift 4. All Editions of Alumni Newsletter Aluminati: https://alumni.iift.edu/newsroom/category/aluminati.dz

5.4.2 – No. of registered Alumni:

50000

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

| | 0 |

5.4.4 – Meetings/activities organized by Alumni Association :

| | 01 |

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)

Director being Head of the institution plays a crucial role in managing the administrative as well as academic activities of IIFT and providing necessary directions/guidance. The guidelines/instructions of Government/UGC are implemented scrupulously. As a head of the institution the leadership functions are well defined: Director is also acting as Chairman, Board of Management (BOM). The BOM looks after the strategic level issues related to quality education, training and consultancy. BOM also play a vital role in infrastructure development both in Delhi and Kolkata campus. There is an Academic Council which is a principal academic body adhering to the provisions of the Memorandum of Association and the rules and bye –laws have control over and be responsible for the maintenance of all crucial activities of the Institute where Director is its Chairman. Faculty representative also form part of this council. The Academic Council is the principal academic body of the Institute and shall, subject to the provisions of the Memorandum of Association and the Rules and Bye-laws have the control over and be responsible for the maintenance of standards of teaching, research and training, approval of syllabus, co-ordination of research activities, examinations and tests within the Institute and shall exercise such other powers and perform such other duties and functions as may be prescribed or conferred upon it by the Rules and Bye-laws of the Institute. Through senior faculty meetings Senior faculty of the institute meet regularly to look at key issues regarding system development, implementation and improvement. Finance Committee of IIFT is headed by Director. The annual accounts and financial estimates, recommend annual budget and revised estimates, fixing the limits of total recurring expenditure and total non-recurring expenditure the finance committee is playing a crucial role. The curriculum of all courses is revisited on regular basis for improvement in order to keep pace with other institutions and to meet the changing requirements of the students corporate, by faculty groups. Director chairpersons and programme directors meets students regularly and take their views which are duly considered for implementation. Institute has adopted a number of new initiatives and practices through imaginative leadership and effective governance. Such initiatives have impacted the strategies adopted by the Institute in furtherance of its vision targeting at financial management, resource mobilization, effective utilization of human resources and overall efficiency enhancement. The Institute has managed to look beyond the national boundaries, as its core domain expertise is International Business and Trade.

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
Admission of Students	The admission process is initiated through the online including multi-point interactions for personal interviews
Industry Interaction / Collaboration	All physical events converted into online industry interactions without disturbing the planned calendar. The new web-based leadership talks initiated
Human Resource	Training programmes given for using online platform to

Management	both staff and faculty members. Introduced motivation talks online to cope-up the mental impact of the pandemic
Library, ICT and Physical Infrastructure / Instrumentation	Suitable integrated online platform for conducting, meeting, classes, exams purchased. VPN access provided to all students for remote access of library resources and databases
Research and Development	Research Center and PhD activities continued to online platforms with all stakeholders including tools like FHD used for research outcomes
Examination and Evaluation	Process initiated for online proctoring to conduct the examination process. Faculty were provided with soft copies of answer books for evaluation
Teaching and Learning	Emphasis is given to use online pedagogy tools for TLR effectiveness
Curriculum Development	Emergency measures initiated for compatibility of curriculum toward online delivery. Faculty are advised to focus on flexible content suitable for the online delivery

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

E-governace area	Details
Planning and Development	Implementation of Campus 360
Administration	Implementation of Campus 360
Finance and Accounts	Implementation of Campus 360
Student Admission and Support	Implementation of Campus 360
Examination	Implementation of Campus 360

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				

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6.3.2 – Number of professional development / administrative training programmes organized by the University 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)
Nill	NIL	NIL	Nill	Nill	Nill	Nill

No file uploaded.

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
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
The Institute maintains a Faculty Development Programme for orientation of faculty in matters related to International Trade Business. They are encouraged to write publications for prominent journals. Health Insurance to Permanent teaching staff along with their dependent	Health Insurance to Permanent non-teaching staff along with their dependent. Non-teaching staff is exposed to seminars/programs conducted by DoPT and similar institutions for enhancing their capabilities.	Nil

6.4 – Financial Management and Resource Mobilization

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

Department of Commerce sends audit team from internal audit wing of DoC from time to time. Institute gets its accounts audited to thru statutory auditors, AGCR also conducts audit from time to time.

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
N/A	0	N/A

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6.4.3 – Total corpus fund generated

5484900000

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	No	Nill	No	Nill
Administrative	No	Nill	No	Nill

6.5.2 – What efforts are made by the University to promote autonomy in the affiliated/constituent colleges? (if applicable)

Not Applicable

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

Not Applicable

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

NIL

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

1. International Accreditations: AACSB 2. Research Incentives to the faculty members for the quality publications 3. Introduced new Post Graduate in Economics

6.5.6 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	Yes

d)NBA or any other quality audit	No

6.5.7 – 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
No Data Entered/Not Applicable !!!					

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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
International Women's Day	08/03/2019	08/03/2019	35	65

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
Percentage of power requirement of the University met by the renewable energy sources: Installed rooftop solar photovoltaic power plant at the roof top of the administration building and academic building

7.1.3 – Differently abled (Divyangjan) friendliness

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

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
No Data Entered/Not Applicable !!!							

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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)
Code of ethics for research	01/07/2019	IIFT has no formal document or statement with regard to ethics for research. However, the importance of integrity and ethical way of doing research is integral in all Ph.D courses and the importance of conducting research by making proper citations and other best academic are regularly stressed to the students. In addition, as part of our submission requirements for Ph.D programmes, the Ph.D Scholar is required to

publish/get letter of acceptance for two articles in two reputed refreed academic journal before submission of thesis. In other words, IIFT has made one additional research paper publication mandatory for Ph.D Scholars on the basis of their doctoral research which in turn takes care of quality, plagiarism, etc. the institute is in the process of comeing out with a specific document which will cater to ensuring ethics in research

Handbook of Information	01/07/2019	https://www.iift.ac.in/iift/mba-ib.php
SERVICES BYE-LAWS	01/07/2019	https://www.iift.ac.in/iift/docs/rti/9.pdf

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			

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

IIFT lies in a greenbelt zone and gives special emphasis to preserving an eco-friendly environment. Indeed, our campus is situated on the border of Aravali foot Hill and Delhi Ridge. Nearby our institute inside the ridge (Sanjay Van) there are restored water bodies, and full-fledged green cover,IIFT is an educational institution and does not produce hazardous waste. The students clusters have at different points in time undertaken/supported organization plantation drives in Sanjay Van Installed rooftop solar photovoltaic power plant at the roof top of the administration building and academic building

1. Energy conservation
2. Use of renewable energy
3. Water harvesting
4. Check dam construction
5. Efforts for Carbon neutrality
6. Plantation
7. Hazardous waste management
8. e-waste management

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Practices-1 1. Title of the practice: Establishment of North East India Specific Cell (Centre for Northeast Studies or CeNEST) to address to address developmental issues of North East. 2. The Context that required the initiation of the practice: In order to unfold the true potential of 'Act East Policy', IIFT with the support of North Eastern Council (NEC) has set-up CeNEST (Centre for North Eastern Studies) as a dedicated centre for the exclusive development of north-eastern regions of India. CeNEST would allow IIFT to provide handholding support to the entrepreneurs of the Northeastern states, undertake research and analysis on developmental issues related to international trade and business and conduct training programmes for the Northeastern states. CeNEST aims in development planning particularly in emerging areas of livelihood, export-oriented entrepreneurship, venture funds, start-ups and skill development that will help in generating jobs in the entire NE region. 3. Objectives of the Practice: The objectives of the CeNEST are to (a) serve as an expert trade facilitation point for the NE states in policy making, strategic planning and effective implementation of various developmental schemes for the sectors (b) to undertake research and

analysis on developmental issues related to international trade and business of various NE states as identified jointly or separately by the NEC, IIFT and the states individually or collectively (c) to network with other institutions of excellence within the NE States in various subject areas relevant to the development of NE and to establish an institutional network for collaborative research, analysis and consultancy, etc. to provide the best knowledge back up for international trade in the NE States (d) To serve as documentation, collation and dissemination point for the best practices in various fields of International Business from around the world for the benefit of the development of the NE States and (e) to serve as an incubator to engender innovations and improvements in Exports, which can have a direct a positive impact on the lives of people of NE States. 4. The Practice: Indian Institute of Foreign Trade (IIFT), an Institution, deemed to be University, under the Ministry of Commerce Industries, Government of India having its campus at Delhi and Kolkata. NEC acts as state-of-the-art resource centre to help the eight states of northeast India to progress economically. IIFT felt the need to collaborate with NEC to develop a common agenda for economic development of northeastern states through export enhancement and removing export barriers. IIFT has the necessary resources, knowledge and domain expertise in the field of internationalization of small and medium enterprises and hence can assist northeastern states of India in their development planning particularly through research, training and handholding to enhance exports from northeastern region. Leadership to CeNEST activities are provided by its Governing Body headed by the Chairman, NEC while the Steering Committee headed by Vice Chancellor , IIFT provides the most important operational thrust. The CeNEST working secretariate is located at IIFT's Kolkata campus. 5. Obstacles faced and strategies adopted to overcome them: There has been lack of understanding about export and international trade amongst the government officials as well as entrepreneurs in the Northeast region. The local potential entrepreneurs of the North-East region did not have enough understanding of international demand of products, selection foreign countries as export target, export documentation requirements as well as pricing. CeNEST adopted a twofold strategy initially to break the obstacles. With active support of NEC , CeNEST first made the government official of different states with the nitty-gritties of export through training . In the second phase, CeNEST have taken up the mandate of identifying potential export-oriented entrepreneurs of the respective states and equipping them with full understanding of exportation process. To make the process successful, various local state government departments of the NE states and TPOs active the regions are also brought in through training, workshops to make all-round conducive environment in enhancing external trade from the NE region. 6. Impact of the practice: Through CeNEST in the recent years short term, medium term and long term activities were taken up (workshops or 1 or 2 days or week-long training programmes) directed towards government officials and entrepreneurs. Research projects of studying the border points and understanding the ASEAN markets have been taken up. Online training programmes as well as hand holding programmes has also been conducted for the local entrepreneurs of the Northeast region for enhancing exports from the region of the country. 7. Resources required: The resources to carry the activities under CeNEST is provided through seed money by the NEC. Practise 2 1. Title of the practice: Alumni-Mentorship Programme 2. The Context that required the initiation of the practice: IIFT has recently launched the Alumni-Mentor programme where the alumni members of IIFT share their personal and professional experiences with the new students of IIFT. The alumni of IIFT often act as a mentor to the new students. Alumni Relations Committee (ARC) at IIFT is an active student body that builds and maintains alumni relations with the alumni of the college. ARC seeks to reach, serve and engage more than 12000 IIFT alumni across the globe to foster a lifelong intellectual and emotional bond between the organization and its alma mater and to provide the students with the opportunity to connect with alumni across the globe. Through this programme the alumni provides a medium to facilitate inputs from the distinguished alumni to further the cause and success of IIFT. 3. Objectives of the Practice: The

Alumni programme is associated with supporting the students throughout their time at IIFT so that the students can achieve the goals which they have set for themselves in regard for their career. The alumni provide the students with academic and professional advice, they share their perspectives and prior experiences on various issues, and enrich their education, engagement, and academic experience. 4. The Practice: This program is an informal way for alumni and new students to interact with each other. It helps the students to feel closer to their alma mater and develop a positive and long-lasting personal connection with the ex-students of IIFT. Their expertise, past experiences, and feedback helps the new students to form an idea of the faculty of IIFT and how to tackle other activities existing at IIFT. The alumni tend to act as mentors for the fresh batch of students and encourage them to engage in discussions so that they get to learn more about IIFT. The alumni at IIFT constantly works at ensuring that the every fresh batch of students are able to get the best out of the two years of their association with IIFT through constantly supporting them in achieving what the institute set across to. 5. Obstacles faced and strategies adopted to overcome them: This programme helps to develop a particular type of relationship to help our student mentees succeed in IIFT. The alumni who acts as the mentor tries to find the complexities present in the lives of the students and involves in giving suggestions which enables the students to gain confidence, take initiative, and stay self-motivated while associating with IIFT. At the first instance the fresh students may be confused on which subject to choose and may be reluctant to discuss with the faculty. In that case the alumni helps them in informal discussions and guides them to choose subjects as per their interest and also shares ideas on how to crack placement interviews. The students connects to mentors from alumni as per their choice and the alumni usually accept their request and provide guidance and confidence to them. 6. Impact of the practice: The Alumni Mentorship Program offers support, guidance and networking opportunities for new MBA and MA students for both full time and part time courses. This helps in providing student mentees with a platform to grow professionally, learn new skills, navigate their career path, and expand their professional networks to give them a competitive advantage. The alumni encourage and support their development and progress towards their future goals. 7. Resources required: The seed money for carrying out Alumni Mentorship Program is mostly generated through Alumni contributions.

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

The mission statement places emphasis on the distinctive strengths of the Institute and broadly lays out the benefits to its stakeholders and society. The goals and objectives of the institution are made known to the stakeholders in the form of the following published documents and the regular forums such as Strategy document, Website, Student's handbook, Guidelines for course coordinator and Annual Report. IIFT Constitution: A booklet on the constitution of the institution also has an elaborate discussion on the goals and objectives. The mission of IIFT is reinforced in terms of its core values derived from the sense of commitment of internal stakeholders to serve through the institution. IIFT recognizes the importance of the fact that excellence in the creation of knowledge must be aligned with excellence in transmitting that knowledge. Mission – Expected Outcomes The institute is positioned along the axis that links professional business education to applied research. It focuses on enhancing this linkage so that education and research reinforce each other. Deliver research output that addresses domestic as well as world trade and business issues. Act as a think tank for different Government organizations as well as for trade industry to provide

policy inputs to them. Provide professional business education and training through structured programmes to graduate students and working executives, individuals and institutions including Government, corporate world and international trade organizations. Network with both domestic and international organizations, institutions and universities for mutual benefits. Nurture socially responsive and inclusive institutional culture insulating organizational values in all activities among the stakeholders. Encourage creativity and experimentation in all activities to be innovative.

Provide the weblink of the institution
https://www.iift.ac.in/iift/index.php

8.Future Plans of Actions for Next Academic Year

• To increase alumni and industry interaction to students • To motivate faculty members for the FDP programmes • To get an international accreditation like AACSB, AMBA EQUIS • To increase Ph. D enrollment.