

School of Future Studies & Planning (SFSP)

The Annual Quality Assurance Report (AQAR) of the IQAC

School of Future Studies & Planning : Academic Year 2013-

14

Part – A

1. Details of the Institution

1.1 Name of the Institution

School of Future Studies and Planning

1.2 Address Line 1

Takshashila Parisar

Address Line 2

Khandwa Road

City/Town

Indore

State

Madhya Pradesh

Pin Code

452001

Institution e-mail address

head.fsp@dauniv.ac.in

Contact Nos.

0731-2470330

Name of the Head of the Institution:

Dr. V.B.Gupta

Tel. No. with STD Code:

0731-2470330

Mobile:

+91 99933 50547

Vandit Hedau

Name of the IQAC Co-ordinator:

Mobile:

91-9827741918

IQAC e-mail address:

vanditfsp@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) **EC/66/RAR/146 dated 21-02-2014**

1.4 Website address:

www.sfsp.dauniv.ac.in

Web-link of the AQAR:

<http://www.iqac.dauniv.ac.in/UTDReports.php>

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	“B”	Four Star	2000	“Five Years”
2	2 nd Cycle	“B”	2.57	2008	“Five Years”
3	3 rd Cycle	“A”	3.09	2014	“Five Years”
4	4 th Cycle	NA	NA	NA	NA

1.6 Date of Establishment of IQAC : DD/MM/YYYY

21/11/2008

1.7 AQAR for the year (*for example 2010-11*)

2013-14

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR _____ (DD/MM/YYYY)
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)

iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financ

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC :1

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Student Carrier counselling and carrier guideline
- Student activity support system

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year

Plan of Action	Achievements

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	1	0	0	0
PG	2	0	0	0

UG	0	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	0	0	0	0
Total	3	0	0	0

Interdisciplinary	3	0	0	0
Innovative	2	0	0	0

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	2
Trimester	0
Annual	0

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

***Please provide an analysis of the feedback in the Annexure : Analysis of feedback is attached in annexure 1**

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

The curriculum of the courses being taught modified every year.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent

Total	Asst. Professors	Associate Professors	Professors	Others
2	1	0	1	0

faculty

2.2 No. of permanent faculty with Ph.D.

1

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
1	0	0	0	0	0	0	0	1	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

0 4 1

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	7	1	0
Presented	7	1	0
Resource Persons	0	0	0

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Application oriented teaching.
- Assignments on real life problems.
- More use of ICT in teaching.

2.7 Total No. of actual teaching days during this academic year

191

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Multiple choice

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

2 3 0

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

75

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
M-Tech(Future Studies and planning)	2		50	50		100
M-Tech(Systems Management)	17	59	41			100

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

IQAC monitors the Teaching & Learning processes through feedback from students.

2.13 Initiatives undertaken towards faculty development Yes

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	1
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	0
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	1
Others	

2.14 Details of Administrative and Technical staff

Category	Number of	Number of	Number of	Number of
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	Permanent Employees	Vacant Positions	permanent positions filled during the Year	positions filled temporarily
Administrative Staff	2	0	1	1
Technical Staff	0	0	0	0

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Students are motivated for research work during their 1 year project in different industries/Institution in different fields.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	1	1	0
Outlay in Rs. Lakhs	0	1	1	0

3.4 Details on research publications

	International	National	Others
Peer Review Journals	8	3	-
Non-Peer Review Journals	0	0	0
e-Journals	1	0	0
Conference proceedings	7	1	0

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College	1	DAVV	1 lakh	
Students research projects (<i>other than compulsory by the University</i>)				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from: Nil

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

1.10

Level	International	National	State	University	College
Number	0	0	0	0	0

Sponsoring agencies	0	0	0	0	0
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3.11 No. of conferences

organized by the Institution

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

Total	International	National	State	University	Dist	College
0	0	0	0	0	0	0

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

S

Project Fellows

Any other

16 GATE Scholarships received from AICTE

3.21 No. of students Participated in NSS events: Nil

University level State level

International level National level

3.22 No. of students participated in NCC events: Nil

University level State level

International level National level

3.23 No. of Awards won in NSS: Nil

University level State level

International level National level

3.24 No. of Awards won in NCC: Nil

University level State level

International level National level

3.25 No. of Extension activities organized Nil

University forum College forum

NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

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Criterion – IV

Total	40	2	20	0	0	1	3	0
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4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- Workshop on mobile application development
- Seminar on career counselling.

4.6 Amount spent on maintenance in lakhs :

i) ICT	25000
ii) Campus Infrastructure and facilities	50000
iii) Equipments	98000
iv) Others	2 lakh
Total :	373000

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Student counselling and guidance to the student is enhancing awareness about Student Support Services

5.2 Efforts made by the institution for tracking the progression

Continuous feedback is used for tracking the progression

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
0	57	23	0

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	27	57		25	43

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
19	3	0	2	0	24	24			9		33

Demand ratio 1.65

Dropout %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

No. of students beneficiaries

5.5 No. of students qualified in these examinations: Nil

NET	<input type="text"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

5.6 Details of student counselling and career guidance

Guidance and counselling is provided to the students for academic improvement and project placements.

No. of students benefitted:

20

5.7 Details of campus placement: Nil

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
0	0	0	10

5.8 Details of gender sensitization programmes: Nil

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5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events: Nil

State/ University level National level International level

No. of students participated in cultural events: Nil

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events: Nil

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	0	0
Financial support from government	6	176460
Financial support from other sources	16	153600
Number of students who received International/ National recognitions	0	0

5.11 Student organised / initiatives: Nil

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Fairs : State/ University level National level International level
Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Nil_____

Criterion – VI

6. Governance, Leadership and Management

Vision: School of Future Studies and Planning strives to become a globally reputed academic and research centre in the areas of futures studies by offering excellent interdisciplinary academic programmes and research activities applicable to diverse systems.

Mission: The mission of the School of Future Studies and Planning is to support the organizations in designing policies, strategic planning, and development of quality products/ services. To realize the mission, the school:

- Enriches the students with a set of skills, knowledge and attitudes that permits them to succeed and thrive as futurists and systems engineers.
- Prepares its students to pursue life-long learning, serve the profession and meet the challenges.
- Conducts interdisciplinary research studies, develops scenarios and policies
- Provides consultancy services.

6.2 Does the Institution has a management Information System : No

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

The curriculum of the both M.Tech. Courses was modified

6.3.2 Teaching and Learning

- Application oriented teaching.
- Use of multimedia tools in teaching
- Identification of advanced and slow learners
- Engagement of advanced learners in advanced topics/ research.
- Conducting remedial classes for slow learners.
- Transparency in the evaluation process
- Measures to ensure confidentiality in evaluation

6.3.3 Examination and Evaluation

As per university ordinance no . 31

6.3.4 Research and Development

- Teachers will be motivated for getting funded R&D projects, consultancy assignments, and publishing research papers in quality journals.
- Teachers will be given incentives for membership of professional bodies.
- The school will organize conference, seminars and workshops for teachers and students.
- Industry-institute linkage will be developed.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- All classrooms shall be ICT enabled.
- Wi-Fi facility
- Departmental Library – Latest paper books and e-books will be purchased.
- The laptops purchased for the teachers.

6.3.6 Human Resource Management

As per UGC Guide line teacher were allotted the teaching load .

6.3.7 Faculty and Staff recruitment

As per university direction

6.3.8 Industry Interaction / Collaboration

CSIR laboratories-NISTADS, Centre for Mathematical Modelling and Computer Simulation, AMPRI
IIMs-Indore, Kolkata. MANIT, Bhopal.

6.3.9 Admission of Students

M.Tech. in Future Studies and Planning:

Eligibility: At least 55% aggregate marks in B.E./B.Tech. in any branch of Engineering or Masters degree in Physics / Mathematics/ Statistics / Computer Science or any other equivalent degree. Relaxation of 5% marks in eligibility for sponsored/ SC/ ST candidates. Maximum age limit is 27 years as on July 1 of the admission year. No age limit for female / sponsored candidates. Relaxation in age for SC/ST/OBC/PH candidates is 3 years.

For sponsored candidates minimum two years working experience after qualifying degree is required. The sponsored candidates have to submit a certificate from the employer on the prescribed Performa.

M.Tech. in Systems Management

Eligibility: At least 55% aggregate marks in B.E./B.Tech. in any branch of Engineering or Masters degree in Physics / Mathematics/ Statistics / Computer Science or M.C.A. or any other equivalent degree. Relaxation of 5% marks in eligibility for sponsored/ SC/ ST candidates. Maximum age limit is 27 years as on July 1 of the admission year. No age limit for female / sponsored candidates. Relaxation in age for SC/ST/OBC/PH candidates is 3 years.

For sponsored candidates minimum two years working experience after qualifying degree is required. The sponsored candidates have to submit a certificate from the employer on the prescribed Performa.

Teaching	No
Non teaching	No

6.4 Welfare schemes

Students	Sports and cultural Events
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 for

6.5 Total corpus fund generated

15,31,56

6.6 Whether annual financial audit has been done

Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			√	DAVV
Administrative			√	

6.8 Does the University/ Autonomous College declares results within 30 days? Yes

For UG Programmes Yes No
For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

√ Exam schedule is declared in the starting of the semester
Questions papers are developed at most one day before the examination. The envelop containing the question papers is sealed and opened by the exam superintendent in presence of the invigilators just before the starting of the exam

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Not Applicable

6.11 Activities and support from the Alumni Association

The Alumni are connected to the school through social networking site. The alumni provide feedback and opportunities for fresh students on continuous basis.

6.12 Activities and support from the Parent – Teacher Association

In progress

6.13 Development programmes for support staff

School will arrange development programme for support staff.

6.14 Initiatives taken by the institution to make the campus eco-friendly

Energy conservation: Faculty members, students, and staff switch off computers, tube lights, fan, when not in use. Use of energy efficient devices.
Use of renewable energy
No use of lighting devices when sufficient sun light is available.
Efforts for Carbon neutrality: Trees plantation
Plantation: Trees are planted in each year.
e-waste management: e-waste is disposed off as per IMC/ state policy.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Maintaining the records in e-form
Availability of the results, notices, assignments, syllabi, course material on-line.

Use of Tally software to maintain the accounts
Use of ICT in teaching

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

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7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- | |
|--|
| <ol style="list-style-type: none"> 1. Suggestions from senior alumni on job requirements 2. Keeping the records in e-form. |
|--|

****Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

School organized different activities for environment protection. i.e. plantation , shram dan

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strengths	Weaknesses	Opportunities	Challenges
Interdisciplinary nature of the academic programmes	Shortage of teaching staff	Consultancy	Development of research laboratories
Innovative academic programmes	No sanctioned non-teaching staff	Research	Collaboration with leading national / international institutes/ universities/ R & D organizations
Interdisciplinary & Funded research	Shortage of application softwares	Student ex-change programmes	Virtual laboratory
ICT facilities	No sanctioned technical staff.	Developing scientific temper	Virtual class room
Team work	e-learning	Industry-institute linkages	On-line tests

8. **Plans of institution for next year**

School will start two new M.Sc. programmes in next year

Name _____

Name

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
