



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**THE ICFAI UNIVERSITY SIKKIM**

**RANKA ROAD LOWER SICHEY  
795001**

**[www.iusikkim.edu.in](http://www.iusikkim.edu.in)**

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Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

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# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

ICFAI University Sikkim is established in North East Region by ICFAI Society, which is present across 12 States, currently catering to the educational and developmental needs of more than one lakh young people. Its vision, mission and modus operandi are characterized by the distinctive educational philosophy and method of ICFAI institutions in the country.

The University was set up at Gangtok, Sikkim, the gateway to North-East India, bordered by Bhutan, Tibet and Nepal. Part of the Himalayas, the area has a dramatic landscape that includes India's highest mountain, Kanchenjunga. Sikkim is also home to glaciers, alpine meadows and thousands of varieties of wild flowers. It is a very young state and an infant as far as education is concerned. To cater to the educational needs of the people of Sikkim and offer them relevant study programmes with a focus on research and social commitment the university is established in the serene and lush green atmosphere and spread over about 25 acres area and built over space of 55000 sq ft. with further expansion in the pipe line.

The university has academic blocks, digital class rooms, state of the art library facility with online subscription with various journals, internet with Wi-Fi enabled facility, sports facility and other resources. ICFAI University has out sourced hostel and staff accommodation.

The University was formally established as a State University in the private sector by the Institute of Chartered Financial Analysts of India University (Act 9 of 2004) passed by Legislative Assembly of Sikkim. It was notified in Sikkim Government Gazette No No.9/LD/2004 Dated, 15-10-2004. The University is recognized and listed as a University under Section 2(f) of the UGC Act and empowered to award degrees under Section 22 (B) of the UGC Act. The university has applied for section 12 (B) status which is under active consideration.

### Vision

The vision of the ICFAI University Sikkim is to be a world class university and to become a centre of excellence in education and research with focus on the following:

- Education accessible by all.
- Harmonize technical brilliance with touch of humanity.
- Stimulant to cutting edge research and innovations.
- Boost the employability of the local youths of Sikkim.
- Transform the socio-economic development of the region.
- Provide a conducive atmosphere for the holistic developments of the students.

### Mission

The mission of the ICFAI University, Sikkim is to become a global leader offering world class higher education which:

- Is innovative, professional, and career-oriented at both the undergraduate and post graduate level and inclusive of technology-aided pedagogies to equip the students with the necessary life skills as well as professional ethics endowed with high sense of ethics.
- Provides with learning resources, infrastructure etc for stimulating environment for qualitative education and enthusiastic research particularly in the areas of socio-economic and cultural development of the State of Sikkim and the nation.
- Promotes an educational environment which is industry focused having interaction/collaboration with regional, national and international bodies. It is mainly targeted towards establishing healthy system for communication among all stakeholders for vision-oriented growth both at rural and urban levels.

## **1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**

### **Institutional Strength**

- The ICFAI University, Sikkim, is located near Ranka Road, which is about 5 km from the capital city. Gangtok.
- The placement record of the university is impeccable. It is the greatest strength of the university.
- The University has truly attained international status as many of the students enrolled here are from the nearby countries besides the students of our country.
- The location is endowed with greenery, tranquility and is conducive for teaching–learning process.
- It has its own campus spread over 24 acres of land. Many career oriented programmes have been offered under one roof.
- The institution imparts not only career oriented courses, but also engages in the holistic development of the students.

### **Institutional Weakness**

1. The difficult geographical terrain of Sikkim is one of the reasons for the low retention of experienced academicians. Moreover, the hill stations are more expensive and cost of living is relatively higher.
2. Due to the lack of industries and factories the employment opportunities are limited in Sikkim.
3. The natural calamities/disasters made Sikkim inaccessible for the leading academician to come to the state.
4. Poor connectivity is another reason for the hindrances in academic development. It also affects the opportunities for internship and employment of the university graduates.

### **Institutional Opportunity**

1. To transform ICFAI University, Sikkim into global leader in academics and a centre of excellence.
2. To become a leading research centre in the North East.
3. To develop the IT sector and help the state in generating resources.
4. To Introduce a new areas such as Bio-technology, Microbiology etc. as Sikkim is the hotspot of biodiversity.

### **Institutional Challenge**

1. Promotion of research through collaboration with R&D institutes/research centers is one of the most important challenges for the university as there are less number of industries in the region.
2. To increase the enrollment of students in the university is a challenging task due to the high number of competitors in the market.
3. To generate resources for the development of the university.
4. To become self reliant.

## 1.3 CRITERIA WISE SUMMARY

### Curricular Aspects

The aim of the ICFAI University Sikkim is to emerge as a leader in research and innovation driven University in the North East region of India to cater to the needs of the population of Sikkim apart from by and large the population of the North East and the rest of India. It also intends to serve as a repository of the best name in different fields and to make students efficient in their respective fields of specialization, which not only allow them to become an asset and self-sufficient, self-reliant themselves but also, become a proud asset of their family, the community, the nation and the world which are a prerequisite for a country's asset. The curricula of the University has been designed aiming at preparing the youth who would be fit for the job market as well as providing jobs to the other citizens by establishing a business of their own.

The mission of the ICFAI University Sikkim is to provide a forum to produce and disseminate knowledge on the implications and applications of different disciplines within society.

### Teaching-learning and Evaluation

Admission to the different programmes will be done by well-planned, transparent, well-administered mechanism which is in accordance with specifications/norms/guidelines issued by UGC and other statutory authorities from time to time. This Institution also follows the Directives issued by Higher Education, Department of Human Resource Development, and Govt. of Sikkim. The oral lecture and practical method are adopted in guiding the students according to the syllabus. The syllabus is drafted and prepared in accordance with the guidelines issued by different statutory bodies and keeping in mind the requirement of the stakeholders. The evaluation work in different subjects will be allotted to the different teachers on the basis of their qualification, specialization, and efficiency. The allotment of papers to different teaching staff will be done by the Dean of Studies in consultation/discussion with the respective subject teachers. It not only develops self-management skill but also, develop the rapport between the students and the teachers respectively. As a result our students have joined in highly reputed fields and positions like TCS, professors of different Government and private universities and some reputed private organizations.

### Research, Innovations and Extension

The ICFAI University, Sikkim is committed to the pursuit of excellence in research and aiming to lead the national agenda across the spectrum of science and technology, humanities and social responsibilities. Our commitment to the range of our interdisciplinary work is reflected in the sustenance of both applied research

and basic research which may yield a long-term impact. ICFAI University Sikkim ensures that all the core and inter-disciplines flourish in research by adopting the highest norms and standards of scholarship. This document provides the information of research policy and promotional activity of ICFAI University, Sikkim.

This document outlines the principles that should be taken into account while planning and conducting research. The principles that should be followed strictly while recording, reporting and applying the results produced are emphasised.

### **Infrastructure and Learning Resources**

The ICFAI University Sikkim has 36 classrooms and tutorial rooms of various sizes ranging from 700 Sq.ft to 841 Sq.ft. The classrooms are spacious, airy and have the necessary modern amenities like LCD, projectors for imparting quality education in few classes. The University has around 8 faculty rooms which are spacious with sitting arrangement of two faculties in each room. In addition there are 2 large faculty rooms with sitting arrangements for 6 faculties in each room. Computers with internet connection apart from free campus wifi are provided to faculty members and students for updating their knowledge and research. Indoor and outdoor game facilities are also present. Since a healthy body is the way to healthy mind. It is necessary to keep the young minds engaged in healthy activities, sports and other co-curricular activities to relieve the academic pressure.

The boy's and girl's hostel has arrangement for 100 students to stay. The rooms are well furnished with Wi-Fi facilities and CCTV facilities. The hostel consists of a Common Hall with a big TV and cable connection. The rooms have necessary cup boards, chairs, tables, beds, almirah etc with lock and keys so that the boys and girls can safely keep their belongings, access internet and study comfortably.

### **Student Support and Progression**

The curricula designed by the University are implemented through term papers /project works /case study /court visit/field survey etc. In addition to these summer programmes, community mobilization and legal awareness programmes were also given equal importance. While following strict university regulatory guidelines (issued from time to time), the ICFAI University Sikkim have been giving equal importance to the orders/notifications issued by other regulatory bodies. By providing representation from the industry in Board of Studies students are been given placement oriented curricula. The above mentioned efforts of the ICFAI University Sikkim resulted in translating the goals and objectives into reality and reaching the expectations of the stakeholders

### **Governance, Leadership and Management**

The ICFAI University, Sikkim is a professionally managed University. All the statutory bodies are constituted in accordance with the Act, Statutes and Rules of the University. The university has the following organization structure:

1. Vice Chancellor
2. Registrar
3. Finance Officer
4. Dean (Academics, Law)
5. Development officer

6. Assistant Registrar
7. Coordinators
8. Faculty Members

The sponsoring society, The ICAI Society, Hyderabad has a Board of Governors.

Vice Chancellor is the head of the ICAI University, Sikkim. He has the vision and expertise to take the institution forward. The vision of the university is to be the global leader of education and a centre of excellence. He is ably supported by the Registrar who is the head of the administration and finance. Dean, Academics, looks after the academics, Dean, Law, who looks after the department of law. The Coordinators, coordinate the academic activities viz. the time table, curriculum, evaluation and play a role of facilitator. The Faculty members teach the students and also carry research and consultancy work.

The management works like an well oiled machine to take the institution a head and change the socio-economic conditions of the region. The institute not only transforms the future of the students but develops their allround ability to make them a better citizen of India.

### **Institutional Values and Best Practices**

**Placement Assistance: The ICAI University, Sikkim gives utmost importance to assist students in getting suitable placements after successful completion of the program. The placement record of the University has been exceptional.**

- Objective of the practice:
- To boost the employment of the local students and transform the socio-economic development of the region

**Creating and Sustaining an Eco-Friendly Campus with clear cut goals and priorities in the management of water resources, preservation of flora and fauna, conservation of eco systems , and productive use of the land.**

The objectives of this initiative are:

- Creating for the university community an ambiance and learning environment that advances a civil and sustainable society.
- Ensuring the conservation of biological diversity and the protection of this eco-sensitive area by adopting sound and sustainable development.
- Encouraging the university community to pilot and promote sustainable solutions through teaching, research and extension activities that tackle live issues of the campus and its adjacent communities.
- Promoting and protecting the natural and semi natural habitats of existing species in the campus to ensure their survival and growth.
- Harnessing the traditional knowledge and practices of local communities and involving them in the conservation and sustainable use of these resources.

- The Context
- Accessibility: The hilly terrain came in the way of creating spaces for academic, residential and recreational areas that blended in with the landscape while being also accessible and eco-friendly.
- Security issues: A campus covering 24 acres with a lot of dense forest cover called for an effective yet unobtrusive security plan.

- The Practice

The uniqueness of ICFAI University Campus is that it demonstrates respect for environment and stewardship of natural resources while ensuring the quality of life on the campus. The Master Plan of the University has been designed to ensure and sustain a harmonious blend of human and environmental well-being.

NAAC

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the University	
Name	THE ICFAI UNIVERSITY SIKKIM
Address	Ranka Road Lower Sichey
City	Gangtok
State	Sikkim
Pin	795001
Website	<a href="http://www.iusikkim.edu.in">www.iusikkim.edu.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Vice Chancellor	Jagannath Patnaik	03592-284555	8116000446	-	registrar@iusikkim.edu.in
Dean	Sudha Kumari Jha	03592-284666	9431732105	-	dean@iusikkim.edu.in

Nature of University	
Nature of University	State Private University

Type of University	
Type of University	Unitary

Establishment Details	
Establishment Date of the University	18-10-2004
Status Prior to Establishment, If applicable	

<b>Recognition Details</b>		
<b>Date of Recognition as a University by UGC or Any Other National Agency :</b>		
<b>Under Section</b>	<b>Date</b>	<b>View Document</b>
2f of UGC	15-10-2004	<a href="#">View Document</a>
12B of UGC		

<b>University with Potential for Excellence</b>	
Is the University Recognised as a University with Potential for Excellence (UPE) by the UGC?	No

<b>Location, Area and Activity of Campus</b>							
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>	<b>Programmes Offered</b>	<b>Date of Establishment</b>	<b>Date of Recognition by UGC/MHRD</b>
Main campus	Ranka Road Lower Sichey	Semi-urban	23.83	5160.35	BBA, BCA, BA, B.Com, BHM, BTTM, B BA.LLB, BA LLB, MCA, M.COM, MCA, MTTM, MA, LLB, MBA		

## 2.2 ACADEMIC INFORMATION

**Furnish the Details of Colleges of University**

Type Of Colleges	Numbers
Constituent Colleges	5
Affiliated Colleges	0
Colleges Under 2(f)	0
Colleges Under 2(f) and 12B	0
NAAC Accredited Colleges	0
Colleges with Potential for Excellence(UGC)	0
Autonomous Colleges	0
Colleges with Postgraduate Departments	0
Colleges with Research Departments	0
University Recognized Research Institutes/Centers	0

Is the University Offering any Programmes Recognised by any Statutory Regulatory Authority (SRA)	: Yes				
<table border="1"> <thead> <tr> <th>SRA program</th> <th>Document</th> </tr> </thead> <tbody> <tr> <td>BCI</td> <td><a href="#">102249_2398_8_1558519880.pdf</a></td> </tr> </tbody> </table>	SRA program	Document	BCI	<a href="#">102249_2398_8_1558519880.pdf</a>	
SRA program	Document				
BCI	<a href="#">102249_2398_8_1558519880.pdf</a>				

### Details Of Teaching & Non-Teaching Staff Of University

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned	8				8				29			
Recruited	7	1	0	8	3	3	0	6	13	14	0	27
Yet to Recruit	0				2				2			
On Contract	0	0	0	0	0	0	0	0	0	0	0	0

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned				19
Recruited	10	9	0	19
Yet to Recruit				0
On Contract	0	0	0	0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned				2
Recruited	2	0	0	2
Yet to Recruit				0
On Contract	0	0	0	0

### Qualification Details of the Teaching Staff

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	7	1	0	3	0	0	1	0	0	12
M.Phil.	0	0	0	0	0	0	2	1	0	3
PG	0	0	0	0	0	0	11	17	0	28

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	6	6	0	12

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

**Distinguished Academicians Appointed As**

	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Emeritus Professor	0	0	0	0
Adjunct Professor	0	0	0	0
Visiting Professor	0	0	0	0

**Chairs Instituted by the University**

<b>Sl.No</b>	<b>Name of the Department</b>	<b>Name of the Chair</b>	<b>Name of the Sponsor Organisation/Agency</b>
1	Center for Skill Development	Pranab Mukherjee Chair	Pranab Mukherjee Foundation

## Provide the Following Details of Students Enrolled in the University During the Current Academic Year

Programme		From the State Where University is Located	From Other States of India	NRI Students	Foreign Students	Total
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
PG	Male	2	7	0	0	9
	Female	3	8	0	0	11
	Others	0	0	0	0	0
UG	Male	32	25	0	16	73
	Female	40	35	0	25	100
	Others	0	0	0	0	0

Does the University offer any Integrated Programmes?	Yes
Total Number of Integrated Programme	2

Integrated Programme	From the State where university is located	From other States of India	NRI students	Foreign Students	Total
Male	8	5	0	1	14
Female	5	5	0	2	12
Others	0	0	0	0	0

## Details of UGC Human Resource Development Centre, If applicable

Year of Establishment	01-01-1970
Number of UGC Orientation Programmes	0
Number of UGC Refresher Course	0
Number of University's own Programmes	0
Total Number of Programmes Conducted (last five years)	0

## 2.3 EVALUATIVE REPORT OF THE DEPARTMENTS

Department Name	Upload Report
Faculty Of Hospitality And Tourism Management	<a href="#">View Document</a>
Faculty Of Information Technology	<a href="#">View Document</a>
Faculty Of Legal Studies	<a href="#">View Document</a>
Faculty Of Management Studies	<a href="#">View Document</a>
Faculty Of Social Sciences	<a href="#">View Document</a>

### 3. Extended Profile

#### 3.1 Program

##### Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
9	9	8	6	6
File Description			Document	
Institutional Data in Prescribed Format			<a href="#">View Document</a>	

##### Number of departments offering academic programmes

Response: 5

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

#### 3.2 Students

##### Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
81	122	99	120	147
File Description			Document	
Institutional Data in Prescribed Format			<a href="#">View Document</a>	

##### Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
77	89	109	112	217
File Description			Document	
Institutional Data in Prescribed Format			<a href="#">View Document</a>	

##### Number of students appeared in the examination conducted by the Institution, year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
348	311	365	403	440
File Description		Document		
Institutional Data in Prescribed Format		<a href="#">View Document</a>		

**Number of revaluation applications year-wise during the last 5 years**

2017-18	2016-17	2015-16	2014-15	2013-14
03	03	02	04	03

**3.3 Teachers****Number of courses in all programs year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
9	9	8	6	5
File Description		Document		
Institutional Data in Prescribed Format		<a href="#">View Document</a>		

**Number of full time teachers year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
35	32	30	28	28
File Description		Document		
Institutional Data in Prescribed Format		<a href="#">View Document</a>		

**Number of sanctioned posts year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
4	7	6	4	1
File Description		Document		
Institutional Data in Prescribed Format		<a href="#">View Document</a>		

### 3.4 Institution

**Number of eligible applications received for admissions to all the programs year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
101	135	143	154	178
File Description		Document		
Institutional Data in Prescribed Format		<a href="#">View Document</a>		

**Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
15	15	15	15	15
File Description		Document		
Institutional Data in Prescribed Format		<a href="#">View Document</a>		

**Total number of classrooms and seminar halls**

**Response: 40**

**Total number of computers in the campus for academic purpose**

**Response: 120**

**Total Expenditure excluding salary year-wise during the last five years ( INR in Lakhs)**

2017-18	2016-17	2015-16	2014-15	2013-14
12	23	32	12	13

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curriculum Design and Development

**1.1.1 Curricula developed /adopted have relevance to the local/ national / regional/global developmental needs with learning objectives including program outcomes, program specific outcomes and course outcomes of all the program offered by the University**

**Response:**

The aim of the ICFAI University Sikkim is to emerge as a leader in research and innovation among the universities in the North East region of India and to cater to the needs of the population of Sikkim, North East and the rest of India. It also intends to emerge as a role model in different fields and to make students efficient in their respective fields of specialization, which not only allow them to become an asset and self-sufficient, but also, become a proud asset of their family, the community, the nation and the world which are a pre-requisite for becoming a country's asset. The curricula of the university has been designed aiming at preparing the youth who would be fit for the job market as well as providing jobs to the other citizens by establishing a business of their own.

- 1.The mission of the ICFAI University Sikkim is to provide a forum to produce and disseminate knowledge on the implications and applications of different disciplines within society.
- 2.The Academic Council monitors course Curriculum.
- 3.In the best interest of the students the University has designed its own syllabi and courseware, reviewed and upgraded the curricula regularly.
- 4.The University has also introduced new courses from time to time to cater to the growing needs of the stakeholders. In this process, we have introduced online modular and certificate programmes in the areas of local interests. The curriculum of the University has been designed to meet the contemporary needs of the industries and the market.
- 5.The University has succeeded in striking elaborate agreements with industries and other Institutions of higher learning to improve the capabilities of the students and their employment potential. Through innovative curricula, rapport building with industries, networking with the reputed industrialists, internship programmes on pan India basis as well as in other countries has altogether proved to be a successful mechanism for the overall development of each and every student. The practical approach adopted by the University in knowledge dissemination to the students has inculcated the habit of exposing themselves in a responsible manner resulting in the development of self confidence among themselves.
- 6.While designing and developing the curricula, various factors like student-centric learning, personality development and employability have been given prime importance with a factor of continuous evaluation and feedback. In various learning situations the University follows a case based learning approach, forcing every student to think through a situation, analyze things objectively, evaluate the pros and cons and choose an action plan that meets the requirement.
- 7.The curricula designed by the University are implemented through term papers /project works /case study /court visit/field survey etc. In addition to these summer programmes, community mobilization and legal awareness programmes were also given equal importance. While following strict university regulatory guidelines (issued from time to time), the ICFAI University, Sikkim has been giving equal importance to the orders/notifications issued by other regulatory bodies.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 1.1.2 Percentage of programs where syllabus revision was carried out during the last five years

**Response:** 60

1.1.2.1 How many programs were revised out of total number of programs offered during the last five years

Response: 9

1.1.2.2 Number of all programs offered by the institution during the last five years

Response: 15

File Description	Document
Minutes of relevant Academic Council/BOS meeting	<a href="#">View Document</a>
Details of program syllabus revision in last 5 years	<a href="#">View Document</a>

### 1.1.3 Average percentage of courses having focus on Employability/ Entrepreneurship/ Skill development during the last five years

**Response:** 78.33

1.1.3.1 Number of courses having focus on employability/ entrepreneurship/ skill development year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	6	6	5	5

File Description	Document
MoU's with relevant organizations for these courses, if any	<a href="#">View Document</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View Document</a>
Average percentage of courses having focus on employability/ entrepreneurship	<a href="#">View Document</a>

## 1.2 Academic Flexibility

<b>1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years</b>	
<b>Response: 68.75</b>	
1.2.1.1 How many new courses are introduced within the last five years	
Response: 11	
1.2.1.2 Number of courses offered by the institution across all programs during the last five years	
Response: 16	
File Description	Document
Minutes of relevant Academic Council/BOS meetings	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

<b>1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented</b>	
<b>Response: 100</b>	
1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.	
Response: 9	
File Description	Document
Minutes of relevant Academic Council/BOS meetings	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

## 1.3 Curriculum Enrichment

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

**Response:**

YES

The cross-cutting issues like gender, environment and sustainability, human values and professional ethics have been given appropriate place in the curricula believing that maintaining healthy environment for all the students will only result in quality education. In this regard in the Institution the different committees are formed to fulfill the aims of the quality education:

1. In BBA.LLB, BCom LLB, LLB and BA, LLB, Human rights was kept as a separate paper.
2. In all UG programmes, Environmental sciences/Law has been incorporated as a separate paper.
3. Gender justice a separate paper is being taught highlighting the rights and duties of the persons towards women and transgender in Law courses.

In this regard in the Institution the following committees are formed to fulfill the aims of the quality education:

1. Women's grievance committee
2. Anti-ragging committee
3. Human rights committee
4. Discipline committee
5. Gender Sensitization Cell

File Description	Document
Any additional information	<a href="#">View Document</a>

### 1.3.2 Number of value-added courses imparting transferable and life skills offered during the last five years

**Response: 3**

1.3.2.1 Number of value-added courses are added within the last five years

Response: 3

File Description	Document
List of value added courses	<a href="#">View Document</a>

### 1.3.3 Average percentage of students enrolled in the courses under 1.3.2 above

**Response:** 54.26

1.3.3.1 Number of students enrolled in value-added courses imparting transferable and life skills offered year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
60	60	60	60	55

**File Description****Document**

Any additional information

[View Document](#)**1.3.4 Percentage of students undertaking field projects / internships****Response:** 358.02

1.3.4.1 Number of students undertaking field projects or internships

Response: 290

**File Description****Document**

List of programs and number of students undertaking field projects / internships

[View Document](#)**1.4 Feedback System****1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni 5) Parents for design and review of syllabus Semester wise /year-wise****A. Any 4 of above****B. Any 3 of above****C. Any 2 of above****D. Any 1 of above****Response:** C. Any 2 of above**File Description****Document**

Any additional information

[View Document](#)

URL for stakeholder feedback report

[View Document](#)

**1.4.2 Feedback processes of the institution may be classified as follows:**

**A. Feedback collected, analysed and action taken and feedback available on website**

**B. Feedback collected, analysed and action has been taken**

**C. Feedback collected and analysed**

**D. Feedback collected**

**Response:** B. Feedback collected, analysed and action has been taken

NAAC

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average percentage of students from other States and Countries during the last five years

**Response:** 53.54

##### 2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
65	45	54	54	75

#### File Description

List of students (other states and countries)

#### Document

[View Document](#)

#### 2.1.2 Demand Ratio(Average of last five years)

**Response:** 0.29

##### 2.1.2.1 Number of seats available year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
900	540	540	480	360

#### File Description

Demand Ratio (Average of Last five years)

#### Document

[View Document](#)

#### 2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

**Response:** 44

##### 2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	9	6	5	10

File Description	Document
Average percentage of seats filled against seats reserved	<a href="#">View Document</a>

## 2.2 Catering to Student Diversity

### 2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

#### Response:

The continuous evaluation system of the ICFAI university, Sikkim identifies the students who are advanced learners and slow learners on the basis of the marks scored in the internal and final term end examination in each semester. The following system is administered:

1. The slow learners are required to attend the **remedial classes** specially designed by the experienced faculty member of the university.
2. The internal evaluation is carried out continuously in order to find the advanced and slow learners so as to chalk out a plan of action for them.
3. Online software has been developed and used for slow learners identification, analyzing their progress etc.
4. The course curriculum is designed effectively and students are guided and trained in using ICT ie computers, laptops, LCD projectors etc. in preparing and presenting notes in the respective subjects which helps building their self-confidence in any stage performance and develops presentation skills.
5. Rural camp/study tours/field-visit/industrial visit etc. enable the students to deal with more complex and challenging conceptual and practical problems and help improve their skill/knowledge in solving the problems. It resulted in better performance of the students in seminars conducted outside the Institute or in other states.
6. The faculty members and administrator takes extra care of the slow learners through effective feed back mechanism..
7. Academic Council and the faculty members periodically monitor the progress of the slow learners.

File Description	Document
link for additional information	<a href="#">View Document</a>

### 2.2.2 Student - Full time teacher ratio

Response: 2.31

### 2.2.3 Percentage of differently abled students (Divyangjan) on rolls

**Response:** 0

2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

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

**Response:**

The curriculum of all the courses has been designed keeping in mind the student-centric approach.

1. As a result the students get exposure of professional skill for effective intervention in the fields and acquiring the knowledge of society.
2. Interactive methods like group discussion, seminar presentation, workshop on gender sensitization, role plays for acquiring principle and values of social work are extensively used in the class activities.
3. Use of ICT in education system i.e. Internet use, smart classrooms, use of laptop and computers in the project work enhances the problem solving ability of the students in the university.
4. Participation in cultural activities, sharing experiences by alumni resulted in students' access to huge variety of information system.
5. Field visit resulted in a number of departments in the university helps the the students critical analyzing ability .
6. In brief, the teaching-learning process is based on the principle of 'learning by doing'.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

**2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.**

**Response:** 85.71

2.3.2.1 Number of teachers using ICT

Response: 30

File Description	Document
List of teachers (using ICT for teaching)	<a href="#">View Document</a>
Provide link for webpage describing the " LMS/ Academic management system"	<a href="#">View Document</a>

### 2.3.3 Ratio of students to mentor for academic and stress related issues

**Response:** 5.4

#### 2.3.3.1 Number of mentors

Response: 15

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

**Response:** 1066.43

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	<a href="#">View Document</a>

### 2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

**Response:** 8.3

#### 2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
10	2	2	0	0

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	<a href="#">View Document</a>

### 2.4.3 Teaching experience per full time teacher in number of years

**Response:** 0.34

#### 2.4.3.1 Total experience of full-time teachers

Response: 12

#### 2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 32.68

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	2	2	0	0

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

#### 2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 43.57

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	3	3	1	0

#### File Description

#### Document

List of full time teachers from other state and state from which qualifying degree was obtained

[View Document](#)

## 2.5 Evaluation Process and Reforms

#### 2.5.1 Average number of days from the date of last semester-end/ year- end examination till the declaration of results during the last five years

Response: 21

2.5.1.1 Number of days from the date of last semester-end/ year- end examination till the declaration of results year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
21	21	21	21	21

<b>File Description</b>	<b>Document</b>
List of programs and date of last semester and date of declaration of result	<a href="#">View Document</a>

### 2.5.2 Average percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years

**Response:** 1.11

#### 2.5.2.1 Number of complaints/grievances about evaluation year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	5	4	4	3

### 2.5.3 Average percentage of applications for revaluation leading to change in marks during the last five years

**Response:** 30

#### 2.5.3.1 Number of applications for revaluation leading to change in marks year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	0	2	1

### 2.5.4 Positive impact of reforms on the examination procedures and processes including IT integration and continuous internal assessment on the examination management system

**Response:**

At present the examination department has been conducting two written examination in a semester (namely, Mid-Term and End-term) apart from Internal Evaluation being conducted by the respective subject teacher in the form of Assignment, seminar presentation etc.

1. Mid-term examination: These examinations are being conducted at the middle of the semester after

- covering half of the syllabus (approx.) and to make a preview of the understanding of the students on the subject matter.
2. End-term examination: These are conducted by the University at the end of the semester in order to make a final review of the topics covered and assessment of each student's knowledge of the subject at the end.
  3. Continuous Internal Assessment: These assessments are also conducted in every course and programme. These are being conducted with a view to keep the students conscious and to keep them in track. These examinations include classroom seminar, mock test, presentation through PPT, assignments, live projects, field-study, practical experience, quiz class participation, case study analysis etc.
  4. Make-up Test: For the students who remain unable to appear in Mid-term or comprehensive examinations for some unavoidable circumstances, the mock test will be conducted by setting separate question papers.
  5. ICFAI university has been following two types of grading systems viz. Relative Grading, where the allocated course instructors suggest or proposed grades according to the marks and Absolute Grading, where marks are put in fixed grades. Course instructors check answer copies and show them to students. If students will have any kind of doubts, they can consult and can make necessary correction by clearing doubts. After it is completed, the instructors send the complete marks to the Grading Committee through mail for making final grades. The Grading Committee looks after the grading of the students according to the marks.
  6. The extensive use of information technology has enhanced the examination mechanism of ICFAI University Sikkim immensely which was otherwise conducted manually. The current IT equipped system aids in timely decision-making process as well as dissemination of information to the students, course instructors, different committees and authorities as and when required. Indeed the application of information technology is found at every step in the University for smooth functioning of the Management of examinations, to meet with greater efficiency, transparency and reliability. All course instructors are always informed well in time about their responsibilities during the examination time via mails. The grading Committee, after receiving the marks of the students from the course instructors, makes appropriate grading by applying specially designed software, and send back to the respective course instructors for finalizing complete grade sheet.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### **2.5.5 Status of automation of Examination division along with approved Examination Manual**

#### **A. 100% automation of entire division & implementation of Examination Management System (EMS)**

**B. Only student registration, Hall ticket issue & Result Processing**

**C. Only student registration and result processing**

**D. Only result processing**

**Response:** D. Only result processing

File Description	Document
Current manual of examination automation system and Annual reports of examination including the present status of automation	<a href="#">View Document</a>

## 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 on website and communicated to teachers and students**

**Response:**

1. The different program specific information is displayed in the student notice board
2. The student information section of the university websites helps the students to access different program related outcomes.
3. The result analysis is displayed for the students after completion of examination (internal and final) in each semester.
4. The faculty members and parents of the students also have access to the information regarding students performance through the university website, which is periodically updated

The sample of the information is displayed below.

Particulars	Batch 1			Batch 2		
	Year of Entry : 2014			Year of Entry :2015		
	UG	PG	Total	UG	PG	
No. admitted to the programme	109	8	117	125	4	
No. of Drop-outs	16		16	42		
No. appeared for the final year examination	96	5	101	80	7	
No. passed in the final exam	82	5	87	58	7	
No. passed in first class	52	-	52	48	-	

Courses	/2015 Batch	2016 Batch	2017-18Batch
---------	-------------	------------	--------------

Faculty	Programmes	Appeared	Passed	Appeared	Passed	Appeared	Passed	
Management Studies	BBA	65	61	26	24	18	12	
	BCOM	-	-	23	21	34	29	
	MBA	7	6	5	5	7	7	
Legal Studies	LL.B	-	-	-	-	2	2	
	BBA LL.B	10	7	9	9	9	5	
Information Technology	BCA	22	18	18	9	17	10	

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

#### Response:

1. Program outcome and programs specific outcomes offered by the institution is being displayed in notice board
2. The students information section in the website and university app. is accessed by the students for the information related to different progrms of the university.
3. The feedback system and students satisfaction survey is carried out to know the course outcomes.
4. Academic Council of the university introduces different industry-related course curriculum based

on students demand and requirement.

A sample of the analysis is illustrated below

Particulars	Batch 1			Batch 2	
	Year of Entry : 2014			Year of Entry :2015	
	UG	PG	Total	UG	PG
No. admitted to the programme	109	8	117	125	4
No. of Drop-outs	16		16	42	
No. appeared for the final year examination	96	5	101	80	7
No. passed in the final exam	82	5	87	58	7
No. passed in first class	52	-	52	48	-

Faculty	Courses Programmes	2015 Batch		2016 Batch		2017-18Batch	
		Appeared	Passed	Appeared	Passed	Appeared	Passed
Management Studies	BBA	65	61	26	24	18	12
	BCOM	-	-	23	21	34	29
	MBA	7	6	5	5	7	7
Legal Studies	LL.B	-	-	-	-	2	2
	BBA LL.B	10	7	9	9	9	5

Information Technology	BCA	22	18	18	9	17	10	
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Faculty	Courses Programmes	2015 Batch		2016 Batch		2017-18Batch		
		Appeared	Passed	Appeared	Passed	Appeared	Passed	
Management Studies	BBA	65	61	26	24	18	12	
	BCOM	-	-	23	21	34	29	
	MBA	7	6	5	5	7	7	
Legal Studies	LL.B	-	-	-	-	2	2	
	BBA LL.B	10	7	9	9	9	5	
Information Technology	BCA	22	18	18	9	17	10	

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 2.6.3 Average pass percentage of Students

**Response:** 84.62

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 77

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 91

File Description	Document
List of programs and number of students passed and appeared in the final year examination	<a href="#">View Document</a>
Link for annual report	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

**Response:**

## Criterion 3 - Research, Innovations and Extension

### 3.1 Promotion of Research and Facilities

**3.1.1 The institution has a well defined policy for promotion of research and the same is uploaded on the institutional website**

**Response:** Yes

File Description	Document
Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
URL of Policy document on promotion of research uploaded on website	<a href="#">View Document</a>

**3.1.2 The institution provides seed money to its teachers for research (average per year)**

**Response:** 0.05

3.1.2.1 The amount of seed money provided by institution to its faculty year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.15	0.10	00	00	00

File Description	Document
List of teachers receiving grant and details of grant received	<a href="#">View Document</a>

**3.1.3 Number of teachers awarded international fellowship for advanced studies/ research during the last five years**

**Response:** 1

3.1.3.1 The number of teachers awarded international fellowship for advanced studies / research year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	01	00	00

<b>File Description</b>	<b>Document</b>
List of teachers and their international fellowship details	<a href="#">View Document</a>

### 3.1.4 Number of JRFs, SRFs, Post Doctoral Fellows, Research Associates, other research fellows in the university enrolled during the last five years

**Response:** 0

3.1.4.1 The Number of JRFs, SRFs, Post Doctoral Fellows, Research Associates and other research fellows in the university enrolled year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

<b>File Description</b>	<b>Document</b>
List of research fellows and their fellowship details	<a href="#">View Document</a>

### 3.1.5 University has the following facilities

1. Central Instrumentation Centre
2. Animal House/Green House / Museum
3. Central Fabrication facility
4. Media laboratory/Business Lab/Studios
5. Research/Statistical Databases

**Any four facilities exist**

**Three of the facilities exist**

**Two of the facilities exist**

**One of the facilities exist**

**Response:** Two of the facilities exist

File Description	Document
List of facilities provided by the university and their year of establishment	<a href="#">View Document</a>
Link to videos and photographs geotagged	<a href="#">View Document</a>

### 3.1.6 Percentage of departments with UGC-SAP, CAS, DST-FIST, DBT, ICSSR and other similar recognition by government agency

**Response:** 80

3.1.6.1 The Number of departments with UGC-SAP, CAS, DST-FIST ,DBT,ICSSR and other similar recognition by government agency

Response: 4

File Description	Document
List of departments and award details	<a href="#">View Document</a>

## 3.2 Resource Mobilization for Research

**3.2.1 Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution during the last five years (INR in Lakhs)**

**Response:** 0

3.2.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of project and grant details	<a href="#">View Document</a>

**3.2.2 Grants for research projects sponsored by the government sources during the last five years**

**Response:** 0

3.2.2.1 Total Grants for research projects sponsored by the government sources year-wise during the last

five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

### 3.2.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

**Response:** 0.13

3.2.3.1 Number of research projects funded by government and non-government agencies during the last five years

**Response:** 1

3.2.3.2 Number of full time teachers worked in the institution during the last 5 years

**Response:** 40

#### File Description

#### Document

Link for funding agency website

[View Document](#)

## 3.3 Innovation Ecosystem

### 3.3.1 Institution has created an eco system for innovations including Incubation centre and other initiatives for creation and transfer of knowledge

**Response:**

IUS is having separate R&D cell. The R&D cell comprises of faculty members from various departments of the institute. This committee oversees the smooth and efficient coordination of research and development activities in the institute, thus fostering overall growth. A senior faculty heads this cell in the capacity of Dean (R&D), with the principal presiding over.

**Aims**

- To inculcate the spirit and culture of research amongst faculty and students.
- To enhance interaction and cooperation between researchers for interdisciplinary and multidisciplinary work.
- To forge academic and research collaborations with national and international universities, government agencies and industries.
- To establish links with various R&D organizations and funding agencies for sponsored and contract research.
- To take up problems faced by local industry and provide solutions to them.
- To work towards development of R & D of IUS as a renowned R&D centre.

## Centre for Skill Development &amp; Entrepreneurship (CSD&amp;E)

- Skill Development being the most vital and important component of today's world, the university team sat down to brainstorm on various aspects of skill programs and entrepreneurship strategies that are relevant to NE regions and mostly to students studying in the university.
- After several meetings with the board members, ICFAI University, Sikkim (IUS) established CSD&E which is a separate wing under the ICFAI University Sikkim established to generate skilled workforce in North East States of the region. The idea is to focus on the major sections of the skills that are mostly ignored such as semi-skilled workers. This will cater to the larger section of the unemployed youth who are jobless. This has special focus on the school dropouts as well. CSD&E aims to provide a platform where the unemployed youth and dropouts can be transformed into qualified skilled or semiskilled workers.
- The University has signed a Memorandum of Understanding (MoU) on the 1st day of June 2018 with National Skill Development Corporation to facilitate and run various Sector Skill Development Programs. Together with NSDC, appropriate models will be developed to enhance, support and coordinate private sector initiatives.
- ICFAI UNIVERSITY, SIKKIM Incubation Centre (IIC)
- The ICFAI University Sikkim believes in transformation of staffs and students' thoughts, ideas and inspirations into reality. We believe that every idea generated can be molded, sculptured, designed and transformed into meaningful outcome. In order to enhance the entrepreneurial skills and support the ideas of ICFAI university, Sikkim students and staffs, ICFAI university, Sikkim is proud to start an incubation center to facilitate its students and faculties with the support like mentoring, providing space, training, networking, internet and other supports that will help them in transforming their dreams into reality.
- The centre will be a flagship unit under the banner of Centre of Skill Development & Entrepreneurship CSD&E ICFAI university, Sikkim.

**The completed & on-going projects 2018-19 of ICFAI university, Sikkim IC are:**

1. **University APP** - Completed
2. **MOBILE APP** for Sikkim State Transports SNT – Launch planned on July 2019
3. **HAMRO PG**, an app for students and employees seeking paying guest in Sikkim

File Description	Document
Any additional information	<a href="#">View Document</a>
link for additional information	<a href="#">View Document</a>

**3.3.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry - Academia Innovative practices during the last five years****Response:** 21

3.3.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	4	4	5	3

File Description	Document
List of workshops/seminars during the last 5 years	<a href="#">View Document</a>

### 3.3.3 Number of awards for innovation won by institution/ teachers/ research scholars/students during the last five years

**Response: 8**

3.3.3.1 Total number of awards for innovation won by institution/teachers/research scholars/students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	3	0	0	0

File Description	Document
List of innovation and award details	<a href="#">View Document</a>

### 3.3.4 Number of start-ups incubated on campus during the last five years

**Response: 1**

3.3.4.1 Total number of start-ups incubated on campus year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

File Description	Document
List of startups details like name of startup, nature, year of commencement etc	<a href="#">View Document</a>

## 3.4 Research Publications and Awards

**3.4.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research**

**Response:** Yes

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>

### 3.4.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

**Response:** Yes

### 3.4.3 Number of Patents published/awarded during the last five years

**Response:** 0

#### 3.4.3.1 Total number of Patents published/awarded year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

<b>File Description</b>	<b>Document</b>
List of patents and year it was awarded	<a href="#">View Document</a>

### 3.4.4 Number of Ph.D.s awarded per teacher during the last five years

**Response:** 0

#### 3.4.4.1 How many Ph.Ds are awarded within last 5 years

#### 3.4.4.2 Number of teachers recognized as guides during the last five years

<b>File Description</b>	<b>Document</b>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>
URL to the research page on HEI web site	<a href="#">View Document</a>

### 3.4.5 Number of research papers per teacher in the Journals notified on UGC website during the last five years

**Response:** 0.36

#### 3.4.5.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	1	3	3	04

<b>File Description</b>	<b>Document</b>
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>

### 3.4.6 Number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings per teacher during the last five years

**Response:** 0.23

3.4.6.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	3	1	1

<b>File Description</b>	<b>Document</b>
List books and chapters in edited volumes / books published	<a href="#">View Document</a>

### 3.4.7 Bibliometrics of the publications during the last five years based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

**Response:**

3.4.8 Bibliometrics of the publications during the last five years based on Scopus/ Web of Science - h-index of the Institution

**Response:**

## 3.5 Consultancy

3.5.1 Institution has a policy on consultancy including revenue sharing between the institution and the individual

**Response:** No

File Description	Document
URL of the consultancy policy document	<a href="#">View Document</a>

### 3.5.2 Revenue generated from consultancy during the last five years

**Response:** 0

3.5.2.1 Total amount generated from consultancy year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of consultants and revenue generated by them	<a href="#">View Document</a>

### 3.5.3 Revenue generated from corporate training by the institution during the last five years

**Response:** 0

3.5.3.1 Total amount generated from corporate training by the institution year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of teacher consultants and revenue generated by them	<a href="#">View Document</a>

## 3.6 Extension Activities

**3.6.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years**

**Response:**

IUS organizes and participates in various extension activities with a dual objective of not only sensitizing students about various social issues but also contribute to community and strengthen community

participation. The Eco club of University units take part in various initiatives like organizing camps, Swachh Bharat initiatives, blood donation camps, awareness programmes on AIDS prevention, Suicides prevention etc. Eco club unit organizes programs such as Tree Plantation, Swachh Bharat, Cleanliness drive, blood donation camp, Visit to orphanages in the nearby villages. Organizing such events creates awareness about the society and their social responsibility.

Events like World Consumers Rights Day, International Yoga Day, Ten Minutes to Earth, and a day for Mother Earth see large participation of the students who take up activities in collaboration with other agencies/NGOs to spread awareness.

Institute promotes faculties to organize and conduct different extension activities and workshop in other institutes. Under this, all departments have conducted many extension activities for society in vicinity and at different other locations. For holistic development of the students- tests, sports, cultural events, technical and nontechnical events are organized.

- For intellectual development session on competitive exams and test are conducted.
- For emotional and individual development mentoring and counseling is done.
- For social awareness and development NSS programs are organized.
- Sport events are organized for physical development of students.

A systematic plan and event calendar is prepared every year with an aim to extend services in the neighbourhood community and sensitize students towards social issues and holistic development. These include Joining hands with Local governance, Municipal Corporation, Police Public in general Adopting nearby villages. Celebration of birth anniversaries of National heroes. NGOs Camps on Blood donation, environment conservation. These activities add to overall development of the students and nurture value education. Through these, we have been able to imbibe various qualities to become a good citizen.

File Description	Document
link for additional information	<a href="#">View Document</a>

### 3.6.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

**Response: 6**

3.6.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	1	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.6.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

**Response:** 12

3.6.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	1	4	3

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	<a href="#">View Document</a>

### 3.6.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

**Response:** 100

3.6.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
81	122	99	120	147

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	<a href="#">View Document</a>

### 3.7 Collaboration

#### 3.7.1 Number of Collaborative activities for research, faculty exchange, student exchange per year

**Response:** 2.4

3.7.1.1 Total number of Collaborative activities for research, faculty exchange, student exchange year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	4	3	2	2

File Description	Document
Number of Collaborative activities for research, faculty etc	<a href="#">View Document</a>

#### 3.7.2 Number of linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the last five years

**Response:** 860

3.7.2.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
200	150	250	148	112

File Description	Document
Details of linkages with institutions/industries for internship	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 3.7.3 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with

**ongoing activities to be considered)****Response:** 24

3.7.3.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
04	7	5	5	3

<b>File Description</b>	<b>Document</b>
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View Document</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

#### 4.1.1 The institution has adequate facilities for teaching - learning. viz., classrooms, laboratories, computing equipment, etc

##### Response:

The ICFAI University Sikkim has a very effective teaching and learning processes.

1. There are 36 classrooms and tutorial rooms of various sizes ranging from 700 Sq.ft to 841 Sq.ft. The classrooms are spacious, airy and have the necessary modern amenities like projector etc installation facilities for imparting quality education in few classes.
2. The University has around 8 faculty rooms which are spacious with sitting arrangement of two faculties in each room. In addition there are 2 large faculty rooms with sitting arrangements for 6 faculties in each room.
3. Computers with internet connection apart from free campus wifi are provided to faculty members and students for updating their knowledge and research. Indoor game facilities and are also present.
4. Since a healthy body is the way to healthy mind. It is necessary to keep the young minds engaged in healthy activities, sports and other co-curricular activities to relieve the academic pressure.
5. The boy's and girl's hostel has arrangement for 100 students to stay. The rooms are well furnished with Wi-Fi facilities and CCTV facilities. The hostel consists of a Common Hall with a big TV and cable connection. The rooms have necessary cup boards, chairs, tables, beds, almirah etc with lock and keys so that the boys and girls can safely keep their belongings, access internet and study comfortably.
6. The dining hall is well equipped to cater to around 100 students at a time and serve various cuisines to suit the taste of students from different states.
7. The main library of the University is located at the 2nd floor of the academic building. Besides maintaining a collection of print materials, the University Library system also maintains a collection of e-resources. The library has a purchase committee which consists of the heads of the departments of the campus.
8. All decisions relating to the utilization of funds for the purchase of the books / journals and e-resources from the library grants are taken by the committee. It also monitors the purchase of latest edition of books, distribution of funds, selection of journals etc. The Librarian with its supporting staff takes care of preservation and accession of the books. Students and staff avail themselves of the benefits of free internet access, computerized browsing and lending facility apart from access to online journals. Books are issued and accounts are maintained by the librarian. The University has additional backup requirements for power supply.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

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

**Response:**

Sports & Games play an important role in human life and in a student life it plays a pivotal role. Keeping this in mind the Institution has made arrangements for different sports and games.

1. The University is having a field with a 80x30 Sq.ft which is being utilized by the students for playing football, cricket,volleyball etc
2. One badminton court is there measuring 20 X 15 Sq.ft for playing badminton.. There is a indoor recreation room with carom, chess. Table tennis, ludo etc. facilities.
3. The university organizes different cultural programs and annual festivals in each year where the whole students community and the faculties participates. This year in 2019, the **ABLAZE** program was organized where different inter and intra instutional competitions took place.
4. Students of ICFAI, Sikkim have participates in different academic, cultural and sports activities in different parts of the state and country and owl laurels for the institution.
5. This type of activities stimulates the spirit of the students and enhances their outlook which helps them in their alround development.

File Description	Document
link for additional information	<a href="#">View Document</a>

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

**Response:** 15

##### 4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 6

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	<a href="#">View Document</a>
Link for additional information which is optional	<a href="#">View Document</a>

#### 4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

**Response:** 100

##### 4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
12	23	32	12	13

## 4.2 Library as a Learning Resource

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

#### Response:

1. The main library of the University is located at the 1st floor of the academic building. Besides maintaining a collection of print materials, the University Library system also maintains a collection of e-resources on CDs.
2. The library has a purchase committee which consists of the heads of the departments of the campus. All decisions relating to the utilization of funds for the purchase of the books / journals and e-resources from the library grants are taken by the committee. It also monitors the purchase of latest edition of books, distribution of funds, selection of journals etc.
3. The Librarian and his/her staffs takes care of preservation and accession of the books.
4. Students and staff avail themselves of the benefits of free internet access,
5. Computerized browsing and lending facility is in its place in the library.
6. Books are issued and accounts are maintained by the computer.

File Description	Document
link for additional information	<a href="#">View Document</a>

### 4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment

#### Response:

ICFAI university is having a state of the art library in the campus. It has the following facilities

1. All the text books are available across all the programmes in the campus building.
2. Books are issued to the students as well as faculty members and a time frame is introduced for the lending in order to allow the access of the resources for all the stake holders.
3. Internet facility is available in the campus for students and faculty members. They take the help of the internet to browse different journals and e-books.
4. The newly procured books and journals are notified through library circulars and notice boards.
5. The librarian and support staff provide assistance to the students and faculty in OPAC.

File Description	Document
link for additional information	<a href="#">View Document</a>

#### 4.2.3 Does the institution have the following

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

Any 4 of the above

Any 3 of the above

Any 2 of the above

Any 1 of the above

**Response:** Any 4 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	<a href="#">View Document</a>

#### 4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

**Response:** 4.2

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
5	5	5	3	3

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	<a href="#">View Document</a>

**4.2.5 Availability of remote access to e-resources of the library****Response:** Yes**4.2.6 Percentage per day usage of library by teachers and students****Response:** 73.28**4.2.6.1 Number of teachers and students using library per day over last one year****Response:** 85**4.2.7 E-content is developed by teachers :**

1. For e-PG-Pathshala
2. For CEC (Under Graduate)
3. For SWAYAM
4. For other MOOCs platform
5. For NPTEL/NMEICT/any other Government Initiatives
6. For Institutional LMS

Any 5 of the above

Any 4 of the above

Any 3 of the above

Any 2 of the above

**Response:** None of the above**File Description****Document**

Details of e-content developed by teachers for e-PG-Pathshala, CEC (UG)

[View Document](#)**4.3 IT Infrastructure****4.3.1 Institution frequently updates its IT facilities including Wi-Fi****Response:**

The ICFAI suniversity is s self sufficient organization as far as IT facilities is concerned.

1. The whole campus is wi-fi enabled. National Informatics Centre and Software Technological Park of India is the survice provider. The optical fibre is laid down to have a better and uninturrupted supply of internet.
2. The faculty member as well as students have the access to the internet facility in the campus.

3. The university has website and the Branding Committee, which periodically updates the website and other IT related activities.
4. The course curriculum is heavily loaded with internet related programs, therefore students are well versed in web technology.
5. The class rooms are also connected with LCD projector and students use it during their project paper presentations.
6. The computer Science Department prepares different App for different activities, infact it is one of the best department in the state.

File Description	Document
link for additional information	<a href="#">View Document</a>

<p><b>4.3.2 Student - Computer ratio</b></p> <p><b>Response:</b> 0.68</p>	
<p><b>4.3.3 Available bandwidth of internet connection in the Institution (Lease line)</b>  <b>?1 GBPS</b></p> <p><b>500 MBPS - 1 GBPS</b></p> <p><b>50 MBPS-250 MBPS</b></p> <p><b>250 MBPS-500 MBPS</b></p> <p><b>Response:</b> 50 MBPS-250 MBPS</p>	
<p><b>4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)</b></p> <p><b>Response:</b> Yes</p>	
File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	<a href="#">View Document</a>

#### 4.4 Maintenance of Campus Infrastructure

<p><b>4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years</b></p> <p><b>Response:</b> 100</p>	
<p>4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities</p>	

excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
12	23	32	12	13

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	<a href="#">View Document</a>

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

##### Response:

ICFAI university Sikkim is one of the very few private university to have its own campus at Lower Sichey, ranka road, Gangtok. It has a massive infrastructure facilities in campus. Infrastructural facilities are crucial for effective conduct of academic programmes. The university is committed to effective and optimum use of its available infrastructure and upgradation of its existing facility

1. There are 36 classrooms and tutorial rooms of various sizes ranging from 700 Sq.ft to 841 Sq.ft. The classrooms are spacious, airy and have the necessary modern amenities like projector etc installation facilities for imparting quality education in few classes.
2. The University has around 8 faculty rooms which are spacious with sitting arrangement of two faculties in each room. In addition there are 2 large faculty rooms with sitting arrangements for 6 faculties in each room.
3. Computers with internet connection apart from free campus wifi are provided to faculty members and students for updating their knowledge and research.
4. A modern computer lab is there with all the facilities for the students
5. Since a healthy body is the way to healthy mind. It is necessary to keep the young minds engaged in healthy activities, sports and other co-curricular activities to relieve the academic pressure. Indoor sports facilities and are also present.
6. The boy's and girl's hostel has arrangement for 100 students to stay. The rooms are well furnished with Wi-Fi facilities and CCTV facilities. The hostel consists of a Common Hall with a big TV and cable connection. The rooms have necessary cup boards, chairs, tables, beds, almirah etc with lock and keys so that the boys and girls can safely keep their belongings, access internet and study comfortably.
7. The dining hall is well equipped to cater to around 100 students at a time and serve various cuisines to suit the taste of students from different states.
8. The main library of the University is located at the 2nd floor of the academic building. Besides maintaining a collection of print materials, the University Library system also maintains a collection of e-resources. The library has a purchase committee which consists of the heads of the departments of the campus.
9. All decisions relating to the utilization of funds for the purchase of the books / journals and e-resources from the library grants are taken by the committee. It also monitors the purchase of latest

edition of books, distribution of funds, selection of journals etc. The Librarian with its supporting staff takes care of preservation and accession of the books. Students and staff avail themselves of the benefits of free internet access, computerized browsing and lending facility apart from access to online journals. Books are issued and accounts are maintained by the librarian. The University has additional backup requirements for power supply.

Maintenance and upkeep of the infrastructure is ensured by the university administration as and when needed.

File Description	Document
link for additional information	<a href="#">View Document</a>

NAAC

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

**Response:** 19.11

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
28	25	21	15	10

#### File Description

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

#### Document

[View Document](#)

#### 5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

**Response:** 51.63

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
71	97	45	22	40

#### File Description

Any additional information

#### Document

[View Document](#)

#### 5.1.3 Number of capability enhancement and development schemes –

1. Guidance for competitive examinations
2. Career Counselling
3. Soft skill development
4. Remedial coaching

- 5. Language lab
- 6. Bridge courses
- 7. Yoga and Meditation
- 8. Personal Counselling

7 or more of the above

Any 6 of the above

Any 5 of the above

Any 4 of the above

**Response:** Any 5 of the above

File Description	Document
Details of capability enhancement and development schemes	<a href="#">View Document</a>

#### 5.1.4 Average percentage of students benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

**Response:** 23.75

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
37	33	21	20	12

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>

#### 5.1.5 The institution has an active international students cell to cater to the requirements of foreign students

**Response:**

IUS has a policy to enable higher education possible for students from SAARC, and other states of India to all Undergraduate, Post graduate and research programs offered by the University.

The University provides guidance and support to all enrolled students. Following services are provided to the students:

1. Conducting orientation and events to foster social and cultural adjustment.
2. Specialized Counseling on social issues through the University Counseling Cell Admission

The University makes arrangements for conducting entrance tests and personal interviews to all who apply to the choice of programme of study.

### Living at IUS

The University has only main campus located at Sichey which is suburban area of Gangtok. Which is 5 kms away from the capital town of Gangtok and is well connected with National and State Highway to the Pakyong(Sikkim) and Bagdogra(West Bengal) Airport.

Each Campus offers a number of opportunities to the students to get involved in various curricular and extra-curricular activities along with the regular studies. The University has an active international student's cell to cater to the requirements of foreign students.

### 5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

**Response:** Yes

File Description	Document
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1 Average percentage of placement of outgoing students during the last five years

**Response:** 60.7

#### 5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
54	72	64	57	93

File Description	Document
Details of student placement during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.2.2 Percentage of student progression to higher education (previous graduating batch)

**Response:** 24.68

#### 5.2.2.1 Number of outgoing students progressing to higher education

Response: 19

File Description	Document
Details of student progression to higher education	<a href="#">View Document</a>

### 5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

**Response:** 0

#### 5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

#### 5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: NET/SLET/GATE/GMAT/CAT, GRE/TOEFL/ Civil Services/State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>

### 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) during the last five years

**Response:** 3

5.3.1.1 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-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	3	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	<a href="#">View Document</a>

#### 5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

**Response:**

College creates a platform for the active participation of the students in the various academic & administrative bodies including other activities. This empowers the students in gaining leadership qualities, rules, regulations and execution skills.

Each council has a representative council, which is called Class Representative (CR) and includes

Its selection, constitution, activities and funding:

- The student members bring forward the views and suggestions of the entire class with student members too.
- The student members bring forward the views and suggestions of the entire class with respect to the faculty, subjects, syllabus and other things related to the class.

- The composition of student members is of one topper, one average and one slow learner ( the one who has more integrity with other students) of each section are nominated as class representatives, for all the sections from I Year to Final Year.
- The CR helps students share ideas, interests, and concerns with lecturers and principal. They often also help raise funds for -wide activities, including social events, community projects, helping people in need and college reform.
- Various programs like paper presentations, workshops and seminars are organized by these bodies every year.

We have formed 5 student committees such as:

1. Anti ragging Committee
2. Sexual harassment Committee
3. Sports Committee
4. Culture Committee
5. Discipline Committee

File Description	Document
Any additional information	<a href="#">View Document</a>

### 5.3.3 Average number of sports and cultural activities / competitions organised at the institution level per year

**Response:** 4

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	4	4	4	4

File Description	Document
Number of sports and cultural activities / competitions organised per year	<a href="#">View Document</a>

## 5.4 Alumni Engagement

#### 5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

##### Response:

The IUS Alumni Association has a robust mechanism. It acts as a bridge between the former students, current students and authorities. The institute regularly interacts with the the Alumni through it and also organizes Alumni meet ones in a year and collects the addresses of the Employers through the feedback given by the Alumni.

The University has established an Alumni Society. All students are required to seek membership in the society. The provisional membership in the alumni body entitles the students to participate in seminars, workshops, conferences and local chapter activities organized by the society. Alumni associations exist to support the parent organization's goals, and to strengthen the ties between alumni, the community, and the parent organization.

The mission of the Alumni Association, is to promote the general welfare of ICFAI University Sikkim; to develop an enduring interest in all affairs of the University through its alumni, under- graduates, former students and friends; and to develop an organization which shall be the means of creating and maintaining the close association.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

#### 5.4.2 Alumni contribution during the last five years (INR in Lakhs) ? 100 Lakhs

50 Lakhs -100 Lakhs

20 Lakhs -50 Lakhs

5 Lakhs -20 Lakhs

Response: <5 Lakhs

File Description	Document
Any additional information	<a href="#">View Document</a>
Alumni association audited statements	<a href="#">View Document</a>

#### 5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 5

## 5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	1

<b>File Description</b>	<b>Document</b>
Number of Alumni Association / Chapters meetings conducted during the last five years	<a href="#">View Document</a>

NAAC

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the University

**Response:**

The vision of the ICFAI University Sikkim is to be a world class university and envisaged to be a centre of excellence in education and research with the focus on

- Education accessible by all.
- Harmonize technical brilliance with touch of humanity.
- Stimulant to cutting edge research and innovations.
- Boost the employability of the local youths of Sikkim.
- Transform the socio-economic development of the region.
- Provides the conducive atmosphere for the holistic developments of the students.

The Vice Chancellor Prof(Dr.) J Pattnaik of the university is the head of the organization. He has a proper plan for the the growth and development of the university. He has worked tirelessly since he assumed the office. The enrollment has increased many fold, specially the students from the neighbouring countries like Nepal, Bhutan , Bangladesh etc. The reputation of ICFAI sikkim is also enhanced in the region. The employment record of the graduates from this university also improved. Within two years the university has done tremendous success.

Vice Chancellor is ably supported by Registrar who heads the administration, The Dean of Academics looks after the academics. All the management staff helps the administration for taking the institution forward.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

#### 6.1.2 The institution practices decentralization and participative management

**Response:**

The ICFAI university Sikkim runs the administration by process of Decentralization. All the staff members has been assigned particular job and responsibility. Every weekend in the meeting review of the progress is discussed

Participative Management:

## Centre for Skill Development &amp; Entrepreneurship (CSD&amp;E)

- Skill Development being the most vital and important component of today's world, the university team sat down to brainstorm on various aspects of skill programs and entrepreneurship strategies that are relevant to NE regions and mostly to students studying in the university.
- After several meetings with the board members, ICFAI University, Sikkim (IUS) established CSD&E which is a separate wing under the ICFAI University Sikkim established to generate skilled workforce in North East States of the region. The idea is to focus on the major sections of the skills that are mostly ignored such as semi-skilled workers. This will cater to the larger section of the unemployed youth who are jobless. This has special focus on the school dropouts as well. CSD&E aims to provide a platform where the unemployed youth and dropouts can be transformed into qualified skilled or semiskilled workers.
- The University has signed a Memorandum of Understanding (MoU) on the 1st day of June 2018 with National Skill Development Corporation to facilitate and run various Sector Skill Development Programs. Together with NSDC, appropriate models will be developed to enhance, support and coordinate private sector initiatives.
- ICFAI UNIVERSITY, SIKKIM Incubation Centre (IIC)
- The ICFAI University Sikkim believes in transformation of staffs and students' thoughts, ideas and inspirations into reality. We believe that every idea generated can be molded, sculptured, designed and transformed into meaningful outcome. In order to enhance the entrepreneurial skills and support the ideas of ICFAI university, Sikkim students and staffs, ICFAI university, Sikkim is proud to start an incubation center to facilitate its students and faculties with the support like mentoring, providing space, training, networking, internet and other supports that will help them in transforming their dreams into reality.
- The centre will be a flagship unit under the banner of Centre of Skill Development & Entrepreneurship CSD&E ICFAI university, Sikkim.
- The idea of the ICFAI UNIVERSITY, SIKKIM IC is to not let the ideas go to waste. This centre will act as a complete support system that will provide hands-on experience in innovation and entrepreneurship. Every member will be nurtured with the industry experts, management and faculties. This gives a platform for students to start their dream projects while in university.

**The completed & on-going projects 2018-19 of ICFAI university, Sikkim IC are:**

1. **University APP** - Completed
2. **MOBILE APP** for Sikkim State Transports SNT – Launch planned on July 2019
3. **HAMRO PG**, an app for students and employees seeking paying guest in Sikkim

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

**6.2 Strategy Development and Deployment****6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution****Response:**

## Strategic Planning on Curriculum Designing

The university has developed a unique mechanism of setting up the curriculum which blends on the classroom learning and practical aspects. The finalization of the curriculum and syllabus of the various academic programmes of the university takes place in three phase:

1. The University focuses its classroom teaching, research and curriculums designing in an innovative and meaningful structuring that are dedicatedly participated by the Domain Expert Committee who works out the course structure and these sectors are proposed to the Board of Studies (BoS).
2. A committee of experts constituted by the Board of Studies shall place the proposed curriculums before the Academic Council. The Academic Council discusses the structure. Once the structure is approved by the Academic Council, the committee is asked to incorporate the changes suggested by the Academic Council (if any) and propose detailed course content for each of the courses in the standard format of the university.
3. The course content is placed before the Academic Council for its consideration and approval.
4. The approved syllabus is placed before the Board of Management and Board of Governors for information.

### Procedure for revision of the curriculum

1. Once an academic programme has been initiated by the University, the programme is assigned to a teaching Department of the University. Faculty members are required to propose improvements to the course structure to the Board of Studies of the department.
2. The Board of Studies of each Department has biannual meetings in which modifications, improvements and additions to the Course Structure and Syllabus are discussed. Their suggestions are forwarded to the Academic Council for its consideration.
3. These suggestions are vetted by the Academic Council which forwards the approved suggestions to the Board of Management for implementation

### All Programmes

The University focuses on Summer Internship Program, Industrial Visits, Guest Lecture Series & Thematic Workshops. In the in-semester evaluation component of each academic programme, there are SIP assignments. These assignments may be individual or group assignments. The department may require individuals to present the assignments to the faculty members and to the class using presentation tools, role plays, etc.

## FACULTY PLANNING

The faculty of the university are recruited through the steps outlined below:

- Requirement for faculty is identified on the basis of workload, specialization and introduction of programmes.
- The Board of Management sanctions the posts
- Advertisements are placed in the local newspapers, on our website.
- Candidates are shortlisted by a committee of experts set up for the purpose
- Candidates are called for interviews through e-mail and through personal telephone calls

The names of shortlisted candidates are forwarded to standing committee of the Board of Management. On the recommendation of the standing committee, offer letters are issued.

The appointments are ratified by the Governing Body Selection committee is constituted as per the UGC regulations

File Description	Document
Strategic Plan and deployment documents on the website	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 6.2.2 Organizational structure of the University including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

#### Response:

The organizational Structure of the university is as follows.

- ICFAI society
- Board of Governors
- Vice Chancellor
- Registrar
- Finance officer
- Dean (Academic, Law)
- Coordinators
- Development Officer
- Assistant Registrar
- Faculty members
- Supporting Staff members.

1. The vice Chancellor is the head of the organization. He prepares plan for the future growth of the organization and liaison with the Govt and other organization to help the university becoming self reliant. He is responsible for around growth of the university.
2. The registrar is the administrative head of the organization. He looks after the daily administration and smooth functioning of the university. He is supported by Assistant Registrar and other supporting staff.

3. The Dean Academic looks after the academics, supported by coordinators and faculty members of each department. They conduct regular classes, practical, training programme and everything which is there in the curriculum.
4. Finance officer looks after the financial matter ably supported by his supporting staffs.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link to Organogram of the University webpage	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

1. Planning and Development
2. Administration
3. Finance and Accounts
4. Student Admission and Support
5. Examination

All 5 of the above

Any 4 of the above

Any 3 of the above

Any 2 of the above

**Response:** Any 3 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	<a href="#">View Document</a>

### 6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

**Response:**

Institute forms various Committees/bodies/cells and their functions are properly defined, considering the overall development of the institute. For effective implementation and improvement of the institute

different committees are functioning in the University. The following committees have been formed

- Board of Governors
- Board of Studies
- Academic Council
- Examination Cell
- Admission committee
- Finance Department
- IQAC cell
- Branding committee
- Anti-ragging cell
- Grievance Redressal Cell
- Gender sensitizing Cell
- Sports committee

The committee meets periodically under the chairmanship of Vice Chancellor, Registrar, Dean academics, Finance Officer etc. The minutes of the meeting is prepared. Resolutions and Proceedings of the meeting is recorded. The future plan of action is also discussed at length between the members. The committee implements the resolution if possible as and when needed. Otherwise it is forwarded to the head quarters for the appropriate actions. Due to this the grey areas is identified and plan of action is decided to address the problems. It is necessary for the around development of the organization.

File Description	Document
Any additional information	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

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

#### Response:

ICFAI university Sikkim adopts welfare measures for its employees.

- The employees receives salary as per their qualifications and norm in time.
- They get two days of leave in a week as per the Govt. of Sikkim notification.
- They get annual vacation every year.
- Medical benefit, Gratuity, Bonus, Travelling allowances etc is given to them as incentives.
- The faculty members receive seed money for publishing research papers in the journals.
- The university provides Travelling allowance and DA for attending conferences/workshops/ training programme.
- Free College Bus service is provided to the teaching faculty and staff members for travelling from home to the university and back.
- Best employee award is also given to the staff members as an incentive.

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>

### 6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years

**Response:** 1.9

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

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	2	0	0

<b>File Description</b>	<b>Document</b>
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	<a href="#">View Document</a>

### 6.3.3 Average number of professional development / administrative training programs organized by the University for teaching and non teaching staff during the last five years

**Response:** 3

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
15	0	0	0	0

<b>File Description</b>	<b>Document</b>
Details of professional development / administrative training programs organized by the University for teaching and non teaching staff	<a href="#">View Document</a>

### 6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

**Response:** 56.03

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
30	21	14	11	12

#### File Description

#### Document

Details of teachers attending professional development programs during the last five years

[View Document](#)

### 6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

**Response:**

- At the end of every academic year the faculty members are required to fill up a self-assessment form which would be reviewed by the Department coordinators.
- The Coordinators would forward the same with their recommendation to the Dean's office who in turn will call a meeting of Vice Chancellor and Registrar and all these forms would be reviewed and further feedback would be provided to the faculty members. But these self-assessment forms would also be juxtaposed with the student feedback on each of these faculty members while reviewing.
- Students register their feedback after every semester in an online portal that is designed in-house the Faculty of IT of the University.

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

**Response:**

The institute has a mechanism for internal and external audit.

- ICFAI university, Siikimhas its own internal audit mechanism where internal audit is an ongoing continuous process in addition to the external auditors to verify and certify the entire Income and Expenditure and the Capital Expenditure of the Institute each year.
- Qualified Internal Auditors from external resources have been permanently appointed and a team of

staff under them do a thorough check and verification of all vouchers of the transactions that are carried out in each financial year. Likewise an external audit is also carried out on an elaborate way on quarterly basis.

- The institutional accounts are audited regularly by both Internal and statutory audits. So far there have been no major finding/ objections.
- Minor errors of omissions and commissions when pointed out by the audit team are immediately corrected / rectified and precautionary steps are taken to avoid recurrence of such errors in future. The institute regularly follows Internal & external financial audit system.

#### 6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

**Response:** 15

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
1	2	3	4	5

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	<a href="#">View Document</a>

#### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

**Response:**

IUS is a self-financed institution, where the funds are generated through the fees paid by the students. Deficit is managed by taking advance from the parent trust. The institute has a well-defined mechanism to monitor effective and efficient utilization of available financial resources for the development of the academic processes and infrastructure development.

- Institutional budget is prepared by Financial Officer every year taking into consideration of recurring and non-recurring expenditures.
- Accordingly, all the administrative and academic heads are requested to submit the budget required for the subsequent financial year. Along with this all coordinators of different cells viz., R& D Cell, Exam Cell, T&P Cell, NSS Cell, etc. are instructed to submit their budget to Principal.
- All the major financial decisions are taken by the Governing Body (GB).
- As and when urgent requirements arise it is given after sanctioned revived from corporate office. All the major financial transactions are analyzed and verified by the governing body under different heads like

- Research & Development
- Training & Placement
- Software & Internet charges
- Library Books / Journals
- Repair & maintenance
- Printing & stationary
- Equipment & Consumables
- Furniture
- Institute adheres to Utilization of budget approved for academic expenses and administrative expenses by management
- After final approval of budget the purchasing process is initiated by purchase committee which includes all head of departments and account officer, accordingly the quotations called and after the negotiations purchase order are placed.
- The payments is released after delivery of the respective goods it is done as per the terms and conditions mentioned in Purchase order.
- All transaction has transparency through bills and vouchers. The bill payments are passed after testing & verification of items. Only authorized person operate the transaction through bank.
- Respective faculty member ensures that whether suitable equipment/machinery with correct specification is purchased.
- The entire process of the procurement of the material is monitored by the Purchase committee and Principal at institute level then the finance department at corporate office level.
- Financial audit is conducted by chartered accountant every financial year to verify the compliance.

## 6.5 Internal Quality Assurance System

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

#### Response:

IUS has an Internal Quality Assurance Cell (IQAC) as a quality sustenance measure. Since quality enhancement is a continuous process, the IQAC will become a part of the institution's system and work towards realisation of the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions. IUS is in the process of channelizing its efforts and measures towards promoting the holistic academic excellence including the peer committee recommendations. The primary aim of IQAC is

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

IQAC shall evolve mechanisms and procedures for

a) Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks;

- b) Relevant and quality academic/research programmes;
- c) Equitable access to and affordability of academic programmes for various sections of society;
- d) Optimization and integration of modern methods of teaching and learning;
- e) The credibility of assessment and evaluation process;
- f) Ensuring the adequacy, maintenance and proper allocation of support structure and services;
- g) Sharing of research findings and networking with other institutions in India and abroad.

### **6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms**

#### **Response:**

ICFAI university takes adequate measures in teaching learning process, structures and methodologies of operations and learning outcomes at periodic intervals through IQAC. The measures are adopted

- The seminars and workshops conducted for the faculty
- Taking seminars compulsory for PG students
- Examining students by conducting internal tests assessments
- Holding extra classes for course completion on time.
- Arrangement of remedial classes, doubt clearing classes for slow learners
- Establishment of research cell in order to encourage research activities
- Appointment of part –time faculty to teaching posts lying vacant in the department
- Automation and digitalization of library
- Provision of Wi-fi facility and smart classes
- Increased usage of ICT tools in teaching learning process
- Preparation of course plan at the beginning of every session.

#### **Methodologies of operations**

- IQAC collects feedback from students in a specially designed format questionnaires annually
- Feed back is collected on curricular aspects, teaching-learning methods, faculty programs and institutional programs. Steps are taken to improve overall performance of the college by analyzing the feedback from the students.
- The Academic Council consisting of Vice Chancellor, Dean Academics, Registrar, two external experts and senior faculties in a central body that plans monitors and reviews teaching-learning and other activities of the institution.
- The suggestion/complain box are placed in every sections such as Management, Arts, commerce, Education and also in some important occasions to get the feedback of the students. Suggestions are considered while framing policies related to the institution.

- The staff council meeting is held in the beginning of the session to discuss the plan for the session.
- A daily teaching diary of each faculty members, signed by the HODs is presented every month to the Dean Academics for the approval.

### 6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

**Response:** 3.2

#### 6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	2	3	4	6

#### File Description

#### Document

Number of quality initiatives by IQAC per year for promoting quality culture

[View Document](#)

### 6.5.4 Quality assurance initiatives of the institution include

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

Any 4 of the above

Any 3 of the above

Any 2 of the above

Any 1 of the above

**Response:** Any 1 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	<a href="#">View Document</a>

### 6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

#### Response:

- The University was set up by ICFAI, a registered society. It believes that education is the cornerstone of economic development and only education can assist India to become a developed nation.
- Several statutory bodies have been created for governance and management. These bodies are Board of Management (BoM), Academic Council (AC), Board of Governors (BOG) and Board of Studies (BoS). All management policies are based on democratic principles of participative management.
- The University has started conducting performance audit through IQAC from 2016-17. It has a grievance redressal mechanism in place. The University looks after the growth and development of its faculty and support staff.
- The University provides a highly conducive academic atmosphere. It provides freedom to faculty to pursue academic pursuits of one's own choice. It has a well-established mechanism for monitoring effective and efficient utilization of financial resources through various levels of controls, review and audit.
- The University has evolved with research being the driving engine. The University prides itself on its democratic, consensus-based and inclusive decision-making processes, which involve the participation of all the stakeholders; it is not a 'one-way' 'top-down' decision-making process. On the contrary, the focus is on consensus building at various levels which allows members to partake, and in a way, this ensures their willing participation in its growth and progression.

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

**Response:** 3

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	0	0

#### File Description

#### Document

List of gender equity promotion programs organized by the institution

[View Document](#)

#### 7.1.2 Institution shows gender sensitivity in providing facilities such as

a) Safety and Security

b) Counselling

c) Common Room

**Response:**

The University gives highest priority on safety & security of staff & students. It also provides facilities like common room and counselling services as it believes supportive, safe and conducive environments are critical to one's growth.

a) Safety and Security:

The institute has taken the following safety & security measures

- Constitutional committees like Anti-ragging committee, College Internal Complaint Committee and Anti sexual harassment committee are constituted as per the university guidelines and are functioning successfully.
- University has installed a total of 40 numbers of 24x7 CCTV Cameras at different locations such as Institute Entrance, Library, Corridors, separate common rooms, Classrooms, Hostels, Staircases etc.
- All the faculty (schools of studies) of the University are equipped with fire extinguishers.
- There are 9 security Guards in total, out of which 1 is female for the better security of the female students
- Do and Don't are displayed in department and students are briefed on safety precautions prevent any incidence of accidents.

- Awareness programmes on safety and security like self-defence program for girls are also conducted.

### 1. *Counselling*

The University has established Students Counselling Cell for the overall development of the students thought interaction. The University has a well-defined student mentoring system for all the programs starting from the first semester. The students are monitored, understood along with their personal issues and guided accordingly by their Teacher guardian through proper counselling. In mentoring sessions, students discuss their problems regarding academics, general issues and lack of facilities in the college with their respective mentors. A faculty is assigned total of 15-20 students to monitor once in a month and record their programs. Each faculty who mentors the students tries to help the individual regarding the academic and personal issues.

### 1. *Common Room*

In the University, Common Room facility for Boys' and Girls' are available.

- There are two common rooms for boys and one common room for girls.
- Girls' common room is available with essential facilities like first aid box, bed, wash basin etc.
- International Women's Day is celebrated every year to boost the morale of Female employees of the University.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 7.1.3 Percentage of annual power requirement of the Institution met by the renewable energy sources

**Response:** 25

7.1.3.1 Annual power requirement met by renewable energy sources (in KWH)

Response: 5

7.1.3.2 Total annual power requirement (in KWH)

Response: 20

File Description	Document
Details of power requirement of the university met by renewable energy sources	<a href="#">View Document</a>

### 7.1.4 Percentage of annual lighting power requirements met through LED bulbs

**Response:** 83.33

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 15

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 18

**File Description**

**Document**

Details of lighting power requirements met through LED bulbs

[View Document](#)

### 7.1.5 Waste Management steps including:

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

**Response:**

- **Solid waste management:**

Solid waste is comprised of **bio-degradable waste** and **non-bio-degradable waste**. The solid waste is segregated and kept in two separate dustbins provided by Gangtok Municipal Corporation. Solid waste of the university is collected and loaded into the Gangtok municipal Corporation garbage trucks, which in turn carries the same garbage to the dumping yard outside the town.

- **Liquid waste management:**

Liquid waste is disposed off in accordance with sewerage management plan through proper drainage systems in and around the university campus. In addition, the runoff (carrying soil/debris) generated due to rainfall during monsoon season is diverted to the nearest appropriate natural drains existing around the university campus.

**E-waste management:**

E-waste is collected from the university collectively on a regular monthly basis and is supplied to E-waste collection centre at Gangtok Municipal Corporation, Gangtok which is then dispatched to the authorized recycling firms for recycling.

- Country wide 15 days Swachhta campaign under the Government's flagship programme was being observed by ICFAI University under the campaign 'Clean Campus, Green Campus' during the month of April 2019 (from 10th). It was observed to create awareness among all stakeholders for maintaining clean, green and beautiful surroundings and to improve the quality of life of people in villages adopted by ICFAI University. Our mission is to provide a clean, safe, productive and well-maintained physical environment for University and rural community. The mission aims to make

everyone understand the importance of cleanliness, to bring behavioral changes among people regarding maintenance of personal hygiene, practice of healthy sanitation methods and to maintain a healthy and peaceful life. The university intends to implement several methods like proper waste management through the scientific processes, hygienic disposal, reuse and recycling of the municipal solid wastes. It also aims to strengthen the cleanliness systems in the university campus and adopted villages, to sensitize people about health education through awareness programmes, to produce energy and manure using bio-wastes. The University also intends to increase awareness of the effects of substance abuse, importance of Yoga, meditation sessions for holistic well being and also the importance of nutrition for a healthy life style.

- On Friday (21st June 2019) ICFAI Sikkim's Eco Club organised a workshop on solid waste management among the urban and suburban localities in and around the University campus to generate awareness on the negative impact of solid waste on the health of the human beings in general and environment in particular. The spokesperson Mr. Pritam Pany, founder of Voyage-Zero waste Himalaya spoke to the students about waste management, its impact and its evolvement into a very complex socio - economic problem , one which has now taken epidemic proportions. He focused on the principle to achieve Circular Economy & Dignity of Labour. The workshop was a huge eye opener for all the attendees as he targeted on local scenario of Gangtok and appealed all the participants to resolve together with the ICFAI family to make every possible contribution to make this mission of solid waste management in the future a success.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 7.1.6 Rain water harvesting structures and utilization in the campus

#### Response:

Considering the depleting source of water needed for daily human use like watering plants, washing and cleaning etc.the ICFAI university is initiated the installation of underground tanks to tap spring water and rain water.

- 1.As the unversity has a considerable unutilised area, one of the low lying area is earmarked to store the water and the university is in the process of constructing an undergroud tank in the near future.
- 2.The ICFAI university Sikkim has constituted a **nature club** which consists of faculty member as well as students which takes care of greenery in the campus and rain water harvesting process.
- 3.ICFAI university Sikkim has a very beautiful green campus and full of beautiful trees. The plants inside the campus has been surveyed and identified with the help of Horticulture Department of the State Government of Sikkim. The aim of the survey was to identify new plants which could be supplimented in the area.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

**7.1.7 Green Practices**

- **Students, staff using**
  - a) **Bicycles**
  - b) **Public Transport**
  - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

**Response:**

Sikkim is a polythene free and first organic state of India. As the ICFAI university is present in the Gangtok, it also fully cooperates and comply with the rules and practices of the government of Sikkim.

1. The university campus has declared polythene free campus as per the rules of Govt. of Sikkim.
2. University has always been encouraging the policies and practices of pollution free, eco friendly as well as sustainable practices in and around the campus. In regard to transport bus facilities' and public transport services are available for students and faculties who are coming to University from different locations of Gangtok city. For waste segregation, collection and disposal, two separate dustbins are in place within the university at suitable locations viz., Green which is meant for wet wastes while the Blue one is for dry waste. As the use of plastic is banned in the State of Sikkim, our University also complies with the same government regulations and guidelines. Consequently, the University campus is plastic-free campus. Furthermore, the University is encouraging paperless work and digitalization of work. University has a repository of e-books and e-journals in library. In administrative work also university is going towards digitalization.
3. The University is situated in the lap of Himalayas. Pollution free green environment is an extra boon to the state of Sikkim, especially in the suburban/rural area. In addition to maintaining the natural greenery within the University campus; the University also organizes tree plantation activities and cleanliness drives during the various environmental occasions such as World Environment Day such as Ten Minutes to Earth (5th June), State Green Mission (27th February) etc. Besides this, plantation drives of selected tree species is also being in practice in the abandoned (vacant) land areas, around agricultural habitats surroundings, community lands to maintain the pristine purity and beauty of the university campus in particular and its ambience in general. The green landscaping in the University campus with different trees, shrubs and herbs has resulted in the University being a repository of rich biodiversity such as birds, butterflies, amphibians and reptiles besides various species of bryophytes, pteridophytes, angiosperms, orchids, fern and fern allies etc.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

**7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years**

**Response: 9.15**

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
1.50	1.45	1.45	1.4	1.4

**File Description****Document**

Details of expenditure on green initiatives and waste management during the last five years

[View Document](#)

**7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:**

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

**Response:** D. At least 2 of the above

**File Description****Document**

Resources available in the institution for Divyangjan

[View Document](#)

link to photos and videos of facilities for Divyangjan

[View Document](#)

**7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years**

**Response: 11**

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	3	2	2	1

**File Description****Document**

Number of Specific initiatives to address locational advantages and disadvantages

[View Document](#)

**7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)**

**Response: 11**

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	3	2	2	1

**File Description****Document**

Report of the event

[View Document](#)

Any additional information

[View Document](#)

**7.1.12**

**Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff**

**Response: Yes****File Description****Document**

URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics

[View Document](#)

**7.1.13 Display of core values in the institution and on its website****Response:** Yes

File Description	Document
Provide URL of website that displays core values	<a href="#">View Document</a>

**7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations****Response:** Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	<a href="#">View Document</a>

**7.1.15 The institution offers a course on Human Values and professional ethics****Response:** Yes

File Description	Document
Provide link to Courses on Human Values and professional ethics on Institutional website	<a href="#">View Document</a>

**7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions****Response:** Yes

File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	<a href="#">View Document</a>

**7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years****Response:** 14

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	3	2	2	2

File Description	Document
List of activities conducted for promotion of universal values	<a href="#">View Document</a>

### 7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

#### Response:

Yes

On the occasion of **Gandhi Jayanti** (3rd October 2018), the staff and students of ICFAI University carried a cleanliness drive of Swachh Bharat Abhiyan where they cleaned the University campus and the surrounding area.

**Pre-Diwali celebration at the University campus.** As we are aware that Sikkim as a state has taken several conscious steps in making this beautiful festival a pollution/ chemical free one. Keeping all these points in mind and also ensuring that the students don't miss out on the festivity mood, the Vice-Chancellor, Dr. Jagannath Patnaik came up with a more fun way for the students to enjoy. The students had a gala time bursting the balloons.

**The ICFAI University Sikkim celebrated Children's day** at the University campus. The day was filled with activities. There were several events to mark the Children's day. The University in collaboration with an NGO, Gangtok Round Table 301 had a blood donation camp and also sapling Plantation camp. Gangtok Round Table 301 is the Gangtok chapter of Round Table India formed in 2017. They have been making contribution towards the society by organizing various awareness camps and doing their bit in contributing to the society. Several students and staff members donated blood on this occasion. Simultaneously, several sapling plantations was also done at the University campus by Vice chancellor Dr. Jagannath Patnaik, Officiating Registrar Mrs. Anita Gupta, members of Eco Club, members of Gangtok Round table 301 and staff members. It was followed by lunch for everyone and post that the children's day activity began, which was organised by the staff members of the University. It was truly a fun-filled day with several games and activities.

- The students from different schools of Sikkim participating at OJT programme held at The ICFAI University campus since the last 15 days for hospitality and tourism department celebrated Christmas. The decoration was a part of their practical classes. Carol, Santa Clause, photo booth, Christmas tree and handmade cards and music added so much to the festive season.
- Pre Christmas Celebration at the university Campus
- B.R Ambedkar Jayanthi
- Republic Day

### 7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

#### Response:

The ICFAI university Sikkim maintains utmost transparency as far as administration is concerned, be it financial, academic or general administration. the following measures are adopted by the administration

1. Vice Chancellor is the head of the organization. He periodically conducts meeting with the finance officer of the university and also the head quarter Hyderabad office and appraise the financial conditions in the general body meeting. so all the employees of this university is aware of the facts about the financial matter of the organization.
2. Dean Academics looks after the academic matters of the university. She prepares the time table and academic calender in the beginning of the session in consultations with the head of the departments and faculty members of various departments. So each of the teaching members is well aware of their duties and responsibility. The Vice Chancellor also discusses about the academic matters in Academic Council meetings and general body meeting. The new programs and courses is introduced or removed by the Academic council members comprises of leading experts in the different fields and departmental HODs.
3. The university administration conducts meeting periodically to discuss about all the issues of the organization and each one of them knows about their duties and responsibilities. Also Registrar, the head of the general administration conducts the meeting with nonteaching staff members to assign different responsibilities and takes welfare measures as well.

## 7.2 Best Practices

### 7.2.1 Describe at least two institutional best practices (as per NAAC Format)

#### Response:

- **Placement Assistance: The ICFAI University, Sikkim gives utmost importance to assist students in getting suitable placements after successful completion of the program. The placement record of the University has been exceptional.**
  - Objective of the practice:
  - **To boost the employment of the local students and transform the socio-economic development of the region.**
  - The objectives of this initiative are:
1. AI university Sikkim introduced many programs under one roof such as BA, MA, BBA, BCA, PGDM/MBA, PGDHM, IT and Software have done wonders for the local students. Instead of going out and spending so much money, they are pursuing their career of interest in the comfort of their home. Also their expenditure have reduced a lot.
  2. With this career/job oriented courses their employability chances have increased many folds.
  3. ICFAI university, Sikkim has a good record of the campus recruitment and the off campus recruitment. Many aluminai of this universities have been recruited in the software multi nationals

like TCS, Wipro, IBM, Cognizant, BPO industries, Services sector like five star hotels like ITC, Obroi, Marriot etc.

4. This recruitment have changed the financial conditions of not only their family but the whole society and generations.
5. Due to the better employment opportunity many students of the foreign countries like Nepal, Bhutan and Bangladesh have enrolled here, thereby changing the socio-economic conditions of the local people who are doing brisk business

- Practice:
- The excellent employment record of this university inspires for enhancement of enrollment of local as well as foreign students

- **Creating and Sustaining an Eco-Friendly Campus with clear cut goals and priorities in the management of water resources, preservation of flora and fauna, conservation of eco systems , and productive use of the land.**

- Objectives of the Practice

The objectives of this initiative are:

- Creating for the university community an ambiance and learning environment that advances a civil and sustainable society.
- Ensuring the conservation of biological diversity and the protection of this eco-sensitive area by adopting sound and sustainable development.
- Encouraging the university community to pilot and promote sustainable solutions through teaching, research and extension activities that tackle live issues of the campus and its adjacent communities.
- Promoting and protecting the natural and semi natural habitats of existing species in the campus to ensure their survival and growth.
- Harnessing the traditional knowledge and practices of local communities and involving them in the conservation and sustainable use of these resources.

- The Context

- Accessibility: The hilly terrain came in the way of creating spaces for academic, residential and recreational areas that blended in with the landscape while being also accessible and eco-friendly.
- Security issues: A campus covering 24 acres with a lot of dense forest cover called for an effective yet unobtrusive security plan.

- The Practice

The uniqueness of ICFAI University Campus is that it demonstrates respect for environment and stewardship of natural resources while ensuring the quality of life on the campus. The Master Plan of the University has been designed to ensure and sustain a harmonious blend of human and environmental well-being.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

#### 7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

##### Response:

One of the vision of the ICFAI university is to **boost the employment of the local students and transform the socio-economic development of the region.** In fact with the establishment of ICFAI, university there is a paradigm shift. The following changes have been observed in the region

1. ICFAI university Sikkim introduced many programs under one roof such as BA, MA, BBA, BCA, PGDM/MBA, PGDHM, IT and Software have done wonders for the local students. Instead of going out and spending so much money, they are pursuing their career of interest in the comfort of their home. Also their expenditure have reduced a lot.
2. With this career/job oriented courses their employability chances have increased many folds.
3. ICFAI university, Sikkim has a good record of the campus recruitment and the off campus recruitment. Many aluminae of this universities have been recruited in the software multi nationals like TCS, Wipro, IBM, Cognizant, BPO industries, Services sector like five star hotels like ITC, Obroi, Marriot etc.
4. This recruitment have changed the financial conditions of not only their family but the whole society and generations.
5. Due to the better employment opportunity many students of the foreign countries like Nepal, Bhutan and Bangladesh have enrolled here, thereby changing the socio-economic conditions of the local people who are doing brisk business

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

## 5. CONCLUSION

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### **Additional Information :**

The vision of the IUS is to be the global leader in the academic map of this region.

1. Academic excellence, employability, sustainable development, research and development are some of the areas addressed by this institution to cater to the needs of the talented students.
2. IUS is a temple of learning not only for the local and national students but also for students from SAARC countries in and around Sikkim.

### **Concluding Remarks :**

1. IUS is the first private University to have introduced Pranab Mukherjee chair inaugurated by Former President, Honourable Shri Pranab Mukherjee himself.
2. IUS is the first private University of the North East region to be ranked 26th by the India Today Group in the all India survey.
3. IUS is the only first private University in Sikkim having its own campus and state-of-the art infrastructure.
4. IUS is one of the pioneering Universities in Sikkim which is engaged relentlessly in the area of Sustainable Development through Unnat Bharat scheme.
5. ICFAI university, Sikkim is striving very hard to be a centre of excellence in the region.