

The Annual Quality Assurance Report (AQAR) of the IQAC **2009-10**

Name of the Institution: Indian Institute of Foreign Trade

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Year of Report: 2009-10

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

Plan

- Review of programme structure and credit distribution for the two year MBA(IB) programme and introduction of current topics. Though regular review of courses take place throughout the year, this exercise was planned at a more detailed and holistic level also taking into account all areas, their inter-linkages, total workload of student, incorporation of new topics and subjects etc.
- Review and revision of detailed guidelines for faculty development to ensure greater standardisation and transparency.
- Continued focus on use of ICT techniques for enhancing effectiveness of learning process

Outcome

- Launch of two new programmes with specialised focus- The Executive Post Graduate Diploma in Industrial Marketing (EPGDIM) and the Executive Post Graduate Diploma in Capital and Financial Markets (EPGDCFM)
- Revised distribution of course load and induction of new courses like Business Ethics and corporate governance in curricula
- Updated and revised guidelines for faculty development
- Business simulation introduced as a pedagogical tool in MBA(IB) programme in the Retail and Distribution course

Part B:

1. Activities reflecting the goals and objectives of the institution:

- Preparation of annual plans for various activities like PG programmes, MDPs, Research and International Collaborations and capacity development
- Preparation of Programme Calendar and finalisation of faculty workload
- Regular discipline group meetings to review existing courses and new developments in the field
- Research and training programmes for industry, government bodies and Ministries on Foreign Trade/ International Business/WTO
- Greater use of technology for effective learning as well as for increasing access
- Strengthening collaborations with leading universities across the world
- Training and capacity development for faculty
- Well planned, tamper proof admission and examination process

2. New academic programmes initiated (PG):

- Executive Post Graduate Diploma in Industrial Marketing (EPGDIM)
- Executive Post Graduate Diploma in Capital and Financial Markets (EPGDCFM)

3. Innovations in curricular design and transaction:

- Review of programme structure and credit distribution for the two year MBA(IB) programme resulting in better distribution of course load and induction of new courses like Business Ethics and corporate governance in curricula
- Continued focus on use of ICT techniques. Business simulation introduced in retail and distribution course for MBA(IB)
- Entrepreneurship club set up at IIFT to provide relevant inputs and opportunities to students for developing their interest in this area.
- Regular updation of Handbook of information and Guidelines for course co-ordinators

4. Inter-disciplinary programmes started:

All Management programmes offered by IIFT are all interdisciplinary in nature

5. Examination reforms implemented:

Continuation of established system

6. Candidates qualified: NET/SLET/GATE etc.

Not Applicable

7. Initiative towards faculty development programme :

International Training Program (2009 - 2010)			
1	Dr. K. Rangarajan	Strategic Management Course:Balance Score Board. Washington DC,	9-13 August 2009
2	Dr.Bibek Roy Choudhari	17th Annual Short Course in Global Trade analysis (GTAP). Department of Agricultural Economics, Perdue Univeristy, Indianapolis, USA and Held at United Nations Economic & Social Commission for Asia Pacific, Thailand, Bangkok	8-14 August, 2009
3	Dr. Chandrima Sikdar	17th Annual Short Course in Global Trade analysis (GTAP). Department of Agricultural Economics, Perdue Univeristy, Indianapolis, USA and Held at United Nations Economic & Social Commission for Asia Pacific, Thailand, Bangkok	8-14 August, 2009
4	Dr. Pinaki Dasgupta	Harvard Business School Global Colloquium on Particiapant Centered Learning	26th July-6th August 2009-10
5	Dr. Gautam Datta	Harvard Business School Global Colloquium on Particiapant Centered Learning	26th July-6th August
6	Dr. Biswajit Nag	Introduction to Applied General Equilibrium Analysis in a Multi-Region Framework, Perdue University	August 7-13, 2010
8	Dr. T P Ghosh	Harvard Business School Global Colloquium on Participant Centered Learning	2010-11
9	Dr. Basant Kr. Sahu	Social Entrepreneurship Approach to Graduate & Post-Graduate Training in Policy Analysis', Organized by Cornell University (USA), Bangladesh Agriculture University & BRAC, Dhaka, Bangladesh	8-12 Feb. 2009

National Training Program (2009 - 2010)			
1	Dr. Saikat Banjerjee	Research Methodology Work shop, Burdwan University	18-22nd May,2009
2	Prof. T.P.Ghosh	Quantitative Finance Workshop, IGIDR	17th-20th December
3	Dr. Jayanta Kumar Seal	Quantitative Finance Workshop, IGIDR Mumbai	17th-20th December, 2009
4	Prabir Kumar Dash	Quantitative Finance Workshop, IGIDR Mumbai	17th-20th December, 2009
5	Dr. Saswati Tripathy	Quantitative Finance Workshop, Mumbai	17th-20th December
6	Dr. Jaydeep Mukherjee	Quantitative Finance Workshop, IGIDR Mumbai	17th-20th December, 2009
7	Dr. Shweta Sirivastava Malla	Ecch case method workshop	15th-17th December,2009
8	Dr. Mridula S. Mishra	Marketing Engineering Workshop for Marketing Instructors	5th March, 2010
9	Dr. R.P.Sharma	Marketing Engineering Workshop for Marketing Instructors	5th March, 2010
10	Dr. Shweta Sirivastava Malla	Workshop on Rorschach Inkblot Test	2nd-5th December, 2009

8. Total number of seminars/workshops conducted: 32

9. Research projects

a) **Newly implemented: 11**

b) **Completed: 04**

10. Patents generated, if any: Not Applicable

11. New collaborative research programmes: NA

12. Research grants received from various agencies: 5 ~~14~~ crore 70 lakhs

13. Details of research scholars: 10

14. Citation index of faculty members and impact factor: NA

15. Honors/Awards to the faculty: Not available

16. Internal resources generated: Rs 36.17 crores

17. Details of departments getting SAP, COSIST(ASSIST)/DST. FIST, etc. assistance/recognition: Not Applicable

18. Community services:

Continuation of Koshish and NGO internship. Students distributed educational kits to hundred girl students of government schools on merit cum means basis during the event on “Scholarship for Girl Child Education”. Members of Koshish club also visited old age homes and organised a blood donation camp at IIFT.

19. Teachers and officers newly recruited:

6 faculty members and 19 staff

20. Teaching – Non-teaching staff ratio: 0.46

21. Improvements in the library services:

The Foreign Trade Library of IIFT is a fully automated library and is one of the largest of its kind (specialising in International Business) in India. It continues with its endeavour to add to its collection of specialised publications and expand and improve its services. The library continuously enriches itself with publications from National and International Organisations such as United Nations Agencies, ITC/UNCTAD/WTO, IMF, World Bank, EPCs, Commodity Boards, etc. The WTO resource centre continues to provide information exclusively on WTO and related issues.

In order to facilitate online access to information,, the library has also subscribed to trade related twenty one online and offline databases like Blackwell Synergy (21 ejournals), Capitalline plus, CMIE databases, Commodity Price Bulletin, DGCIS Statistics, EBSCO, Emerald, Management Extra, Epharma, IFS, Indiastat, OECD Online, Inside Trade.com, ISI Emerging markets (World

Service), JSTOR, Nextlink, ProQuest, Suns magazine, Trade Map, World Bank Online databases, World Trade Atlas, WITS.

Monthly list of additions and ARTINDEX (list of articles) continues to be circulated regularly in house.

The WTO resource Centre set up in the library is expanding day by day to fulfill the needs of research scholars, academicians and policy makers, on the issues related to WTO and its implications for India.

The library at the Kolkata campus has also grown to accumulate 2600 books and CDs, 110 National and International Journals. The collection is fully automated with the facility of Online Public Access catalogue and bar coded circulation system.

22. New books/journals subscribed and their cost:

Details of expenditure on books, journals, databases etc in the year 2009-10

Resources	No.
Reference books	1387
Journals/ periodicals	702
Databases	5

Total cost of books = Rs 12,00,000/-

Cost of journals and periodicals= Rs 43,00,000 (new additions + continuation of existing subscriptions)

Cost of Databases= Rs 51,22,765/- (new additions + continuation of existing subscriptions)

23. Courses in which student assessment of teachers is introduced and the action taken on student feedback:

Student Assessment of teachers taken in all courses across programmes

24. Unit cost of education: ₹ 1,42,890/-

25. Computerization of administration and the process of admissions and examination results, issue of certificates:

Development of online resource center for ready access to information, resource materials, assignments etc

26. Increase in the infrastructural facilities:

Upgradation of desktop PCs in addition to the laptops provided to faculty.

27. Technology upgradation:

Maintenance and upgrades of existing technology infrastructure.

28. Computer and internet access and training to teachers and students:

All full time students and faculty have laptops. Access to computer labs and internet is also available to all. Wifi connectivity is available in the hostels. IIFT Delhi and Kolkata campuses are connected with 2 mbps MPLS link.

29. Financial aid to students: Rs. 15.49 Lakhs

30. Support from the Alumni Association and its Activities :

-Participation of alumni as visiting faculty and support in relationship building with recruiting organisations

-Expanding the new alumni website

-Alumni participation as visiting faculty and mentors

31. Support from the Parent-Teacher Association and its Activities :

Not Applicable

32. Health services:

Faculty/staff of the Institute encouraged to attend yoga classes taught by a yoga professional. Well maintained Gymnasium on campus. Continuation of part time medical consultation facility.

33. Performance in sports activities:

Students Organized Universal Warriors League based on all sports- an intra Institute event

34. Incentives to outstanding sportspersons: Not Applicable

35. Student achievements and awards: 50

Details attached. Annexure 1

36. Activities of the Guidance and Counselling Cell:

Active counselling of students through the CPA division

37. Placement services provided to students:

100% placement. Details attached. Annexure 2

38. Development programmes for non-teaching staff: 3

39. Best practices of the institution:

Regular Peer review and updation of all courses

Enhancing use of ICT techniques to enhance learning

Detailed guidelines for faculty development

Development of focused programmes as per Industry requirement

40. Linkages developed with National / International, academic / research bodies

An MOU was signed with A4U Spain, taking the total no. of International MOUs to 32.

Increased participation in student exchange programme with 15 inbound and 34 outbound students.

Seven delegations from abroad came for meetings. A three member ADB delegation visited IIFT in Nov 2009 and Vice president of Vietnam Academy of Social Sciences (VASS) visited IIFT on 18th January 2010.

41. Any other relevant information:NA

Part C: Detail the plans of the institution for the next year

- Use of technology for process improvement
- Impetus to international faculty exchange

Name & Signature
of the Coordinator, IQAC

Name & Signature
of the Chairperson, IQAC