

The Annual Quality Assurance Report (AQAR) of the IQAC **2010-11**

Name of the Institution: Indian Institute of Foreign Trade

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Year of Report: 2010-11

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

- Use of technology for process improvement to ensure better planning and implementation of Academic Administration
- Impetus to international faculty exchange with a view to expanding and strengthening the scope of our international collaborations. This would also serve the objective of helping faculty add to their skill set and imbibe best practices which could be implemented in IIFT

Outcome

- Introduction of online feedback system for faculty
- Conduct of online quizzes
- Development of guidelines for International faculty exchange with a view to expanding and strengthening the scope of our international collaborations.

- Setting up of Moderation committee and detailed guidelines for open book examinations
- Development of online employee information system for easy access to information as well as for tracking and administrative reporting. This system is also designed to ensure on time updation and minimisation of errors.

Part B:

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

- Activity wise planning for the year for PG programmes, research, MDPs and International Collaborations.
- Preparation of Programme Calendar for each programme 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
- Continued 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):

- Post Graduate Programme in International Business for Young Managers (VSAT)
- Certificate Programme in Global Trade Logistics and Operations (CPGTLO)

3. Innovations in curricular design and transaction:

Introduction of online feedback system for faculty to ensure complete transparency for faculty and anonymity for students. This also helps check

compliance and ensure timely updates. It reduces any changes of external manual intervention at any stage.

Development of detailed guidelines for International faculty exchange as this is the area which the Institute seeks to develop. These guidelines were developed and circulated to all faculty encouraging them to explore such options. The Institute would also forward opportunities in partner Institutes to faculty for their consideration.

-Conduct of online quizzes. This is a very useful and effective means of conducting evaluations as different questions are assigned randomly to different students and results are announced immediately.

-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

Introduction of online quizzes

Setting up of Moderation committee and detailed guidelines for open book examinations and a review process to ensure that open book questions are appropriately framed

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

Not Applicable

7. Initiative towards faculty development programme :

International Training/workshop Program (2010 - 2011)			
1	Dr Jacqueline Symms	Harvard Business School Global Colloquium on Participant Centered Learning	July - August, 2010 (10 days)
2	Dr. T P Ghosh	Harvard Business School Global Colloquium on Participant Centered Learning	August, 2010
3	Dr. Biswajit Nag	Introduction to Applied General Equilibrium Analysis in a Multi-Region Framework, Perdue University	August 7-13, 2010
5	Dr. R.K. Singh	Case Writing and Case Teaching workshop	
6	Dr. Sunitha Raju	Workshop on Agricultural Policies Meji University, Tokyo	16th - 18th Feb, 2011
National Training/workshop Program (2010 - 2011)			
1	Dr. Himani Gupta	Introductory Financial Mathematics, Short Term Course Under Quality Improvement Program, AICTE, Govt of India. IIT Delhi	24th May-2010
2	Jaqueline Symms	Teaching Accounting Courses through cases, Nirma University	June 10-12, 2010
3	Sweta Srivastav Mallah	Faculty Development Programme International Strategy at IIFT	17th - 22nd May, 2010
4	V. Raveendra Saradhi	IFRS workshop by PIRON	17th and 18 th
5	Dr R K Singh	workshop on case writing and Teaching through cases at MDI organised by ISB and Ivey School of Business	24th Nov. - 27th Nov., 2010

8. Total number of seminars/workshops conducted: 31

9. Research projects

a) Newly implemented: 12

b) Completed: 06

10. Patents generated, if any: Not Applicable

11. New collaborative research programmes: Nil

12. Research grants received from various agencies: NA

13. Details of research scholars: 12

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

15. Honours/Awards to the faculty:

Prof. Rohit Mehtani was awarded the Dewang Mehta Business School Award in the “Best Teacher in Economics” category in 2010

Dr. Pinaki Dasgupta has been selected as the “Best Professor- teaching Advertising Management” in the STAR news National B-School Awards” in February 2011.

16. Internal resources generated: Rs 43.13 crores

17. Details of departments getting SAP, COSIST(ASSIST)/DST. FIST, etc. assistance/recognition: NA

18. Community services:

Continuation of Koshish and NGO internship by students. Activities included distribution of educational kits to girl students and organisation of blood donation camps in addition to the specific projects undertaken during the internship period.

19. Teachers and officers newly recruited:

1 faculty member and 8 staff

20. Teaching – Non-teaching staff ratio: 0.43

21. Improvements in the library services: NA

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	1657
Journals/ periodicals	664
Databases	2

Total cost of books = Rs 15,00,000/-

Cost of journals and periodicals= Rs 46,01,752 (new additions + continuation of existing subscriptions)

Cost of Databases= Rs 49,14,544/- (new additions + continuation of existing subscriptions)

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

Online Student Assessment of teachers introduced

24. Unit cost of education: Rs241,267/-

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

Continuation of automated processes introduced earlier

26. Increase in the infrastructural facilities:

Upgradation of desktop PCs in addition to the laptops provided to faculty.
Renovation of washrooms and classrooms in block 1.

27. Technology upgradation:

Development of online employee information system for easy access to information as well as for tracking and administrative reporting. This system is also designed to ensure on time updation and minimisation of errors.

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.

29. Financial aid to students: Rs. 19.38 Lakhs (estimated)

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:

Organized Universal Warriors League based on all sports

34. Incentives to outstanding sportspersons: Not applicable

35. Student achievements and awards: Details in Annexure 1

36. Activities of the Guidance and Counselling Cell :

CPA has been proactively been counselling the students in terms of career and company choice and also honed them on soft skill issues

37. Placement services provided to students:

100% placement. Placement details are attached. Annexure 2

38. Development programmes for non-teaching staff: 7

39. Best practices of the institution:

Regular Peer review of all courses

Conduct of online quizzes and online feedback

Training and capacity development for faculty

High level of industry interaction

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

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

Five delegations from abroad visited the Institute during 2010-11. A US University Leaders' delegation visited IIFT on 11th November 2010 and interacted with the faculty members. There was a special address by Director, IIFT. Prof. Abdelkrim Belkheiri from Grenoble Ecole de Management, France visited IIFT in March 2011.

ICCD has been consistently marketing this Programme on the India Module to various collaborating institutes. Some of the visiting universities as part of this module currently are:

1. Saarland, Germany
2. Nyenrode, The Netherlands
3. IU, Geneva

41. Any other relevant information: NA

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

- Upgradation of canteen facilities
- Development of additional infrastructure for hostel accommodation
- Integrated online system for course planning, implementation and tracking

Name & Signature
of the Coordinator, IQAC

Name & Signature
of the Chairperson, IQAC