



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	INDIAN INSTITUTE OF FOREIGN TRADE
• Name of the Head of the institution	Dr. Manoj Pant
• Designation	Director
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01139147200
• Mobile no	9284283348
• Registered e-mail	diroffice@iift.edu
• Alternate e-mail address	diroffice@iift.ac.in
• City/Town	New Delhi
• State/UT	Delhi
• Pin Code	110016
2.Institutional status	
• University	Deemed
• Type of Institution	Co-education
• Location	Urban

• Name of the IQAC Co-ordinator/Director	Dr. Nitin Seth				
• Phone no./Alternate phone no	01139147200				
• Mobile	9284283348				
• IQAC e-mail address	iqac@iift.edu				
• Alternate Email address	nitinseth@iift.edu				
3. Website address (Web link of the AQAR (Previous Academic Year))	https://www.iift.ac.in/iift/naac/aqar				
4. Whether Academic Calendar prepared during the year?	Yes				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	85.25	2005	20/05/2005	19/05/2010
Cycle 2	A	3.53	2015	03/03/2015	02/03/2020
6. Date of Establishment of IQAC	05/04/2004				
7. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.					
Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount	
Autonomous body under the Ministry of Commerce & Industry GOI	N/A	N/A	N/A	N/A	
8. Whether composition of IQAC as per latest NAAC guidelines	Yes				
• Upload latest notification of formation of IQAC					
9. No. of IQAC meetings held during the year	03				
• The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website. (Please upload, minutes of meetings and action taken report)	No				

10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
1. Helped in streamlining the time schedule of MBA programme	
2. Provided inputs on rationalization of course credits in MBA programme	
3. Helped establishment of Incubation cell in IIFT	
4. Provided thrust on adequate faculty development through Capacity Development programmes for capacity development of faculties.	
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	
Plan of Action	Achievements/Outcomes
Data to be entered Negotiate with top global universities to offer joint w/tuning PG	MOU with FTU for the joint MBA programme signed
Negotiations with UTAH university for joint MA eco programmes in progress	Proposal to introduce integrated MBA prog in new Kakinada campus is under consideration
Conduct workshop for faculty to develop course-based learning matrices	Workshop conducted and faculty incorporated course learning objectives and measurement matrices in their courses
Reorganized operational division	Operational division reorganized and created in each campus with work flexibility
Empower the Dean for strategic decisions in academics	The roles and responsibilities of the Dean and financial powers are redefined and circulated
Simplify the evaluation	The software is removed and excel dashboard created with parameters of normal distribution

mechanism for maintaining the parity across the campus	
Focused research activities in line with GOI	State focused export facilitation centers, export clinics and product focused interactive websites are initiated
Strengthen IT infra	Switched over to cloud computing and modeled fully digital classrooms created. Additional bandwidth procurement initiated
Conduct on campus vaccination programmes	Started conducting free vaccination programmes on campus for all stakeholders and the local people
Take measures for health and safety of stakeholders	Regular sanitization calendar introduced, institute sponsored health insurance for all students, MOU with hospitals signed for health issues for faculty, staff and students, mini-clinic establishment in the campus with qualified doctor on campus and on call, covid task force formed to monitor health and hygiene situation in the campus
Continue with international conference EIITF as per schedule	EIITF conference planned on hybrid mode in Dec 21
Align the salient points of new education policy	A separated committee is constituted to look at the new EP and recommend steps to be taken by IIFT
Streamline online education programmes	A separate CODL proposed
Revisit the financial sustainability of the institution in the light of pandemic and need for the new faculty recruitment	It is proposed to prepare a new long term sustainable plan for the institute

13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil
14. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to Assess the functioning?	No
15. Whether institutional data submitted to AISHE	
Year	Date of Submission
2019	30/09/2019

Extended Profile	
1. Programme	
1.1 Number of programmes offered during the year:	02
1.2 Number of departments offering academic programmes	02
2. Student	
2.1 Number of students during the year	789
2.2 Number of outgoing / final year students during the year:	339
2.3 Number of students appeared in the University examination during the year	339
2.4 Number of revaluation applications during the year	0
3. Academic	
3.1 Number of courses in all Programmes during the year	85
3.2 Number of full time teachers during the year	62
3.3 Number of sanctioned posts during the year	80
4. Institution	
4.1 Number of eligible applications received for admissions to all the Programmes during the year	40915
4.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	25
4.3 Total number of classrooms and seminar halls	32
4.4 Total number of computers in the campus for academic purpose	300
4.5 Total expenditure excluding salary during the year (INR in lakhs)	7166

Part B
CURRICULAR ASPECTS
1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which is reflected in Programme outcomes (POs), Programme Specific Outcomes(PSOs) and Course Outcomes(COs) of the Programmes offered by the University

The learning experiences for different programmes at IIFT are designed and delivered keeping in mind the management fundamentals, international management, and specialized skill areas specific to different programmes. These learning experiences are linked to the learning goals for each programme. IIFT faculty is grouped under seven subject related Discipline Groups and all decisions related to academic inputs in a particular programme are taken by these groups, which are then approved by Board of Studies (BoS) of the respected division

Each division has a Board of Studies (BoS) which largely comprises of internal faculty and has two external members. The role of the board of studies is to examine curriculum review changes, sequencing of courses, alignment of course credits with regulatory requirements and referrals made by the discipline groups. Decisions taken in the board of studies are then referred to the Director of the institute who serves as Chairman of the Board of Studies for granting approval to the decisions made at the level of board of studies.

File Description	Documents
Upload relevant supporting document	No File Uploaded

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

02

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	View File

1.1.3 - Total number of courses having focus on employability/ entrepreneurship/ skill development offered by the University during the year

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

111

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	View File

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced of the total number of courses across all programs offered during the year

02

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	View File

1.2.2 - Number of Programmes in which Choice Based Credit System (CBCS)/elective course system has been implemented during the year

02

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

IIFT conducts curriculum review of its programme on a regular basis once in two years. Also undertakes such review whenever required as per need. It is a rigorous process which involve all faculty, inputs from students, alumni and recruiters. In the process, the Director constitutes a core committee headed by a Senior Professor which includes the Dept. Heads / Programme Directors. The core committee will conduct internal meetings with every department to ascertain content and pedagogical changes required based on their past experiences on meeting the objectives of the courses and also the programme outcomes. Each of the departments will conduct their internal meetings in revising the courses of their respective departments indicating the changes in contents, credits and pedagogy. The broad contours of the review will take into account the AICTE/UGC guidelines in vogue. After the internal discussions, the curriculum review committee including the external members will go through each and every course for its relevance to the programme outcomes and the requirements for the industry and society. The committee will after several rounds of discussions, finalize the model course structure to be followed in the programmes and submit a detailed report. Such reports will be presented to the Academic Council and Board of Management for ratification. The adopted report will be communicated to all faculty by the Dean for implementation. The template for each of the courses will be circulated to the course coordinators to design their courses. The course coordinators are given liberty to design the lecture plans for the indicated course structure. Similarly, they are also allowed to adopt assessment components with the options as allowed. At the beginning of every trimester / semester, the concerned department under the Department Head will review and endorse the course outlines before it is circulated to the students. The Programme Office prepares a detailed comprehensive course outline for each trimester / semester and upload the same in the Campus 360 portal which is a seamless academic management resource of IIFT.

When the course is getting administered, in order to make any midway corrections, midterm feedback of the course is taken from the students. Based on the midterm feedback, the faculties are allowed to make required corrections in pedagogy or depth of contents. The course effectiveness is measured both in terms of end term course feedback and programme learning objectives. In each of the courses, the faculty indicate components which match the programme learning goals for their course.

In order to enhance, effectiveness of curriculum, the faculty integrates cases, term papers, projects and invited lectures (upto 30% of the Course Credit) in their respective courses. The curriculum also integrates experiential learning through port visits, attachment with NGOs, summer project and Research Project. In application based courses, curriculum effectiveness is brought by introducing simulation and workshops.

The process is fully transparent and well documented. The HBI for each of the programme lays down not only the rules and regulations of the programmes but also the course structure and academic calendar. The detailed course outline at the beginning of every trimester keeps the student well informed. The faculty are also permitted to prepare a detailed course book for their courses. Thus the complete continuous process ensures the contemporariness of curriculum and also its effective implementation to achieve the programme objectives.

File Description	Documents
Upload relevant supporting document	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

07

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	View File

1.3.3 - Total number of students enrolled in the courses under 1.3.2 above

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

408

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	View File

1.3.4 - Number of students undertaking field projects / research projects / internships during the year

401

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback for design and review of syllabus - semester wise / is received from Students Teachers Employers Alumni

- All 4 of the above

File Description	Documents
Upload relevant supporting document	View File

1.4.2 - Feedback processes of the institution may be classified as follows

- Feedback collected, analysed and action has been taken

File Description	Documents
Upload relevant supporting document	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Demand Ratio

2.1.1.1 - Number of seats available during the year

513

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded

2.1.2 - Total number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per applicable reservation policy during the year (Excluding Supernumerary Seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

File Description	Documents
Upload the data template	No File Uploaded
Upload relevant supporting document	No File Uploaded

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

The institute organizes special programs for the students both for advance learner & slow learners. There are special Industry

lectures organized by IMF, Place Com to give them industry exposure. Special soft skill sessions are organized for slow learners to make them industry ready.

The students interact with alumni/ alumnae for getting industry reports. Institute provide special software and databases like Bloomberg terminal, CMIE database, for real time data which is necessary for their Industry related projects and assignments.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link For Additional Information	Nil

2.2.2 - Student - Full time teacher ratio during the year

Number of Students	Number of Teachers
789	62

File Description	Documents
Upload relevant supporting document	No File Uploaded

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

The institute organizes workshop, simulation-based classes & case studies to enhance the learning experience of the students. Workshops are organized by companies like Dun & Bradstreet, KPMG..... etc. Case studies from developed by Harvard Business school, IVY league, ECCH etc. are taught in the class to give the students a real life feeling. Different simulations are used in different courses which help the student to generate different scenario and accordingly take a decision.

File Description	Documents
Upload relevant supporting document	No File Uploaded

2.3.2 - Teachers use ICT enabled tools including online resources for effective teaching and learning processes during the year

The presence of Information and Communication Technology (ICT) undoubtedly allows new ways of learning for students and teachers and helps the latter to interact with students. At Indian Institute of Foreign Trade, by understanding the benefits of incorporating ICT tools in the teaching process, the faculty members have been using the ICT tools such as Digital Pen & Pad, WEB 2.0 through WiKi Blogs, Animated Simulation Models (ASM), Animated Polls & Surveys, Demonstrative Videos (DVID), Digitized Caselets and Macro-Spreadsheets, Creation of Intuitive Courseware besides using the ICT tools like Internet, Projector, AVs, Presentations, etc.

Demonstration Pedagogy to ensure the learner's engagement: To ensure the demonstration pedagogy, faculty members, especially from the domains like Economics, Statistics and Finance, but not restricted to these domains, have been using Digital Pad with Pen to demonstrate since these courses heavily demand graphical explanations by means of charts, graphs, equations, mathematical models and derivations.

Data Analytics & Simulation Lab (DASL): An exclusive DASL is used for advance courses like Data Science.

Animated Polls & Surveys: The Institute's faculty members have been using the modernized ICT tool, "Animated Polls & Surveys" while teaching to engage students in the learning process.

Direct Access Tunneling Environment (DATE): The Institute has also set up Virtual Private Network (VPN) and Direct Access Tunneling Environment (DATE) for faculty members, research scholars and students to access various research journals and databases remotely that the Institute has subscribed to.

In-house developed ICT Tool: The Institute has a fully integrated in-house developed platform, "Campus360" (<https://campus360.iift.ac.in>) that provides convergence facility to the faculty with the students and the programme office, especially to the faculty and students interaction. Since students are more sophisticated in their use of technology than teachers but teachers remain central to the learning process, Campus360 has included with simple yet powerful in-house developed ICT tools namely, "Disserteach", "Synergy" and "MeU" to achieve mentorship, Asynchronous Learning and Collaboration respectively as follows:

- "Disserteach" is a feature that acts as a bridge between students and teachers during the Dissertation Project. This is a completely transparent process where the teachers first float their research projects' titles or topics and based on their interested area students will be selecting research projects. At every phase, at least two meetings need to be conducted and the students will meet their project guide to discuss the undertaken projects. Finally, the evaluation will also be done online by the teachers based on their students' quality of work in the research projects.
- "Synergy" is a Discussion Forum feature of Campus360 that can be utilized for prolific interactions between students and the teachers to encourage Asynchronous Learning. Students can leave their comments or queries on the discussion forum and the teachers can answer them as per his or her availability. Contrary to an email or instant message, the questions are posed in a social platform and other students can view the answer as well.
- "MeU" is a Collaborative tool in Campus360 for students to send instant messages to the Mentor. This is a successful way for teachers and pupils to connect as the teachers can take out time and read queries at ease and answer suitably. This

also facilitates real-time conversations, debates and collaborations.

File Description	Documents
Upload relevant supporting document	No File Uploaded

2.3.3 - Ratio of students to mentor for academic and other related issues during the year

2.3.3.1 - Number of mentors

30

File Description	Documents
Upload relevant supporting document	View File

2.4 - Teacher Profile and Quality

2.4.1 - Total Number of full time teachers against sanctioned posts during the year

62

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	View File

2.4.2 - Total Number of full time teachers with Ph.D./D.M/M.Ch./D.N.B Superspeciality/D.Sc./D'Lit. during the year

60

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	View File

2.4.3 - Total teaching experience of full time teachers in the same institution during the year

2.4.3.1 - Total experience of full-time teachers

702

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	View File

2.4.4 - Total number of full time teachers who received awards, recognition, fellowships at State, National, International level from Government/Govt. recognised bodies during the year

6

File Description	Documents
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Upload the data template	View File
Upload relevant supporting document	No File Uploaded

2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

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 year

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded

2.5.2 - Total number of student complaints/grievances about evaluation against total number appeared in the examinations during the year

00

File Description	Documents
Upload relevant supporting document	View File

2.5.3 - IT integration and reforms in the examination procedures and processes (continuous internal assessment and end-semester assessment) have brought in considerable improvement in examination management system of the institution

IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in Examination Management System (EMS) of the Institution

The Institute follows Continuous Internal Assessment as it not only firmly strengthens the effectiveness of both teaching and learning processes but also encourages the understanding of teaching as a developmental process that evolves over a period with suggestions and valued inputs from the learners. Continuous assessment involves prudently keeping records on the students continuously and systematically considering the periodic performances of students in academic activities such as assignments, quizzes, cases, projects, etc.

Internal & External Components: To meet the Continuous Internal Assessment process, the evaluation of every course is divided into two components, Internal and External with the weightage of 60% and 40% respectively. The External component is the end-term examination of the courses while the internal component includes Quizzes, Cases, Assignment Submission, Class participation, Classroom engagement, etc.

Online Assignments, Cases and Quizzes: At IIFT, the CIA process is being done through the in-house developed Campus Management System of the Institute, Campus360. The deadline-based submission of assignments and cases are being done by the students through Campus360 and further it's evaluated by the faculty members to announce the performance of the students. Quizzes are also being conducted online through Campus360 and students by using their laptop/mobile/tablet on the scheduled day and time of the quiz for a specified duration. The evolution of quizzes are automated and the results along with the answer key and individual scoring sheet are published immediately after the quizzes. The online quiz portal, "SeventhSense" of Campus360 also enables the students to compare their performances for improving their learning and helps them to identify their SWOTs diligently.

Uploading of Internal Marks: The faculty members of the Institute also update the scores and performances of the students in the "Internal Marks Dashboard" of Campus360 on a regular basis to enable the students to provide early indications of the performance of students.

Online Dissertation Project: Besides Online Assignments and Quizzes, the Dissertation project/Research project submission is also done by the students and the evaluation is being done online by the teachers based on their students' quality of work in the research projects through Campus360.

Grading System: Since IIFT believes in relative grading, the in-house developed platform, Campus360 also provides a "Grading" facility for the faculty members to grade their students at the end of every course and also to convert the scores of Internal and External components into a letter grade such as A, B, C, D and F.

Feedback & Assurance of Learning: The Institute also collects continuous feedback from the students for the courses through Campus360 to enhance the contents of the courses by analysing the needs of the learners. Campus360 also provides an exclusive Dashboard for "Assurance of Learning" (AOL)

GPA, CGPA & DGPs: The Institute's in-house developed system, "Smart Examination Cell & Result Enabling Tools" (SECRET) which is a part of Campus360 which enables the Examination Cell of the Institute not only to calculate GPAs, CGPA, Percentage and DGPs but also to generate the final grade sheets of the students along with the digital transcripts.

File Description	Documents

Upload relevant supporting document	No File Uploaded
2.5.4 - Status of automation of Examination division along with approved Examination Manual	A. 100% automation of entire division & implementation of Examination Management System (EMS)
File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded

2.6 - Student Performance and Learning Outcomes

2.6.1 - The institution has stated learning outcomes (generic and programme specific)/graduate attributes which are integrated into the assessment process and widely publicized through the website and other documents

IIFT conducts curriculum review of its programme on a regular basis once in two years. Also undertakes such review whenever required as per need. It is a rigorous process which involve all faculty, inputs from students, alumni and recruiters. In the process, the Director constitutes a core committee headed by a Senior Professor which includes the Dept. Heads / Programme Directors. The core committee will conduct internal meetings with every department to ascertain content and pedagogical changes required based on their past experiences on meeting the objectives of the courses and also the programme outcomes. Each of the departments will conduct their internal meetings in revising the courses of their respective departments indicating the changes in contents, credits and pedagogy. The broad contours of the review will take into account the AICTE/UGC guidelines in vogue. After the internal discussions, the curriculum review committee including the external members will go through each and every course for its relevance to the programme outcomes and the requirements for the industry and society. The committee will after several rounds of discussions, finalize the model course structure to be followed in the programmes and submit a detailed report. Such reports will be presented to the Academic Council and Board of Management for ratification. The adopted report will be communicated to all faculty by the Dean for implementation. The template for each of the courses will be circulated to the course coordinators to design their courses. The course coordinators are given liberty to design the lecture plans for the indicated course structure. Similarly, they are also allowed to adopt assessment components with the options as allowed. At the beginning of every trimester / semester, the concerned department under the Department Head will review and endorse the course outlines before it is circulated to the students. The Programme Office prepares a detailed comprehensive course outline for each trimester / semester and upload the same in the Campus 360 portal which is a seamless academic management resource of IIFT.

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In order to enhance, effectiveness of curriculum, the faculty integrates cases, term papers, projects and invited lectures (upto 30% of the Course Credit) in their respective courses. The curriculum also integrates experiential learning through port visits, attachment with NGOs, summer project and Research Project. In application based courses, curriculum effectiveness is brought by introducing simulation and workshops.

The process is fully transparent and well documented. The Hand Book of Information for each of the programme lays down not only the rules and regulations of the programmes but also the course structure and academic calendar. The detailed course outline at the beginning of every trimester keeps the student well informed. The faculty are also permitted to prepare a detailed course book for their courses. Thus the complete continuous process ensures the contemporariness of curriculum and also its effective implementation to achieve the programme objectives.

File Description	Documents
Upload relevant supporting document	No File Uploaded

2.6.2 - Attainment of Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution during the year

The vision of IIFT is to be an academic Centre of Excellence in international business research, training, and education and the mission is to create and foster a learning environment that enables participants to be leaders in international business with sensitivity to society. The programme learning goals are developed based on the broad contours of the vision and mission of IIFT.

The goals revolve around learning decision making skills in the global business context, developing critical and analytical thinking when faced with complex business situations, providing solutions in the context of corporate governance issues within an ethical framework, developing the ability to work effectively in teams, managing conflicts and able to identify and apply management principles in solving problems related to social sector issues. These goals enable participants to develop vital skills that can facilitate them in becoming leaders in international business eventually. The learning goals defined for programmes in Kolkata are the same as followed at the Delhi campus. There is no difference in the learning goals for programmes offered between Delhi and Kolkata There is complete uniformity in the learning

goals and learning rubrics followed across both campuses. However, the only difference is the number of programmes that are conducted in Kolkata are fewer than the ones conducted in Delhi. While the MBA IB Full time programme runs in sync with the Delhi campus. The MBA IB Weekend and executive diploma programme have different timelines because of the timing in launching the programme.

Measurement Methodology

The AOL measurement is carried out across all core courses taught in the respective programmes. Hence, the measurement is carried out on the entire batch of students in the respective programmes and does not use sampling. The learning goals for effective communication skills are measured using research project dissertation reports for written communication skills and viva voice for oral communication skills. The learning goal for social responsibility is measured using assessments from NGO attachments. Measurement of both these learning goals involves multiple scorers. The remaining learning goals are scored by a single faculty member who is the course coordinator for the respective core course.

The measurement criteria used for assessing whether the goal was met underwent several changes during the last four cycles. The AOL evaluation criteria used for determining whether learning goal was met or not is as follows:

In 2016-17: Excellent and Good=>70% (Meets the Goal)

In 2017-18: Excellent and Good =>50% and Unsatisfactory <=10% (Meets the Goal)

In 2018-19: Unsatisfactory<=10% (Meets the Goal)

These changes reflect the innovations and gradual understanding developed about the AOL process as well as attempts made to develop a better and effective AOL system at IIFT. In the initial cycles the criteria emphasized reaching a maximum number of students in the excellent and good category, while in the third cycle the criteria shifted to reducing the number of students who were in the unsatisfactory category. Thereby ensuring that the evaluation component was able to effectively achieve the programme learning goal across all categories of students.

the MBA (IB) Full time programme managed to measure most of the learning goals, the performance with respect to the number of learning goals measured in the MBA (IB) Weekend and Executive Diploma programmes was not very encouraging in the first and second cycle. However, with time faculty involvement in the process became more and more considerable. As a result, in 2019-20 reporting cycle the number of learning goals defined and measured was equal across all programmes in Delhi. This can also be attributed to the support given by professional staff in assisting faculty to complete reporting their AOL results in time.

Closing the Loop - (2016-2018)

The first phase of closing the loop exercise during the period 2016-18 revolved around refining the AOL system at IIFT during the base and second cycle, the learning goals meeting the criteria

ranged between 25% to 33% of the total learning goals measured in the master's degree and executive diploma programmes. However, in the Ph.D. programme the result ranged between 100% to 66% of the learning goals met. Hence during the year 2017 and 2018 discussions were held with faculty on seeking views and suggestions for improving the results of AOL. During these discussions, several suggestions were received which helped in improving and making the AOL system more effective. Some of the suggestions included orienting students about AOL at the time of induction, revisions in the evaluation criteria for assessing whether a learning goal was met or not. In addition, developing a common course outline template for all courses across programmes such that the AOL learning goal, learning objective, rubric and the assessment tool would be mentioned in the course outline thereby increasing the familiarity about AOL with the student community.

The second phase of closing the loop exercise helped in introducing new electives across programmes in order to better address the objectives of the learning goals. In the MBA IB Full Time and Weekend programmes courses such as entrepreneurship to improve leadership skills, international investment treaties and business decisions to help improve the decision-making skills in the international context. In the Ph.D. programme to meet the goal on originality of work and authenticity of one's research work a new course on Research Publication and Ethics was introduced. In EPGDIB programmes, keeping in view the inclination of students towards international business the three programmes were merged into one with three specializations rather than three different programmes. This also enabled offering more electives to the students such as Online and E-Business, Digital Marketing, Financial Ethics were introduced in order to cater to the ability for students to improve their managerial decision making in the international business situation context. In addition, certain pedagogical improvements were reduction in classroom teaching per lecture from 120 minutes to 90 minutes thus improving the attention and retention capacity of the students.

File Description	Documents
Upload relevant supporting document	No File Uploaded

2.6.3 - Number of students passed during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

366

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a web link)

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

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution Research facilities are frequently updated and there is well defined policy for promotion of research which is uploaded on the institutional website and implemented

The Institute has a well-defined and forward looking policy for promoting and incentivizing research. The Board of Management in its meeting held on December 20, 2017 has approved a policy on 'Sponsored Research and Consultancy' by the IIFT faculty. The faculty and other academic staff is encouraged to undertake sponsored research and consultancy projects in order to strengthen the research profile of the Institute. Research and Consultancy is carried in several areas related to International trade like Trade Policy, Multilateral Trade Agreements, WTO Studies .etc apart from sectoral studies in energy, health, environment, manufacturing, telecommunication .etc. These projects are very important for maintaining external and global linkages and are also a source of revenue for the Institute.

With regard to sponsored research projects, the Institute has a well-crafted policy The Institute strives to get such projects from the government agencies and industries (both national and international). The Vice Chancellor of the Institute is empowered to identify Principal Investigator for sponsored project. As the Institute is fortunate of have bright and knowledgeable faculty to take up consultancy projects, they are encouraged to take up such projects. Such projects are immensely beneficial for the industry and they use it as a development tool.

Further to above, the Institute has a Policy on Incentives for Research Publications. The objectives of IIFT's incentive policy are:

- 1. To foster a research culture at IIFT.*
- 2. To ensure integration of research outputs with the curricula through teaching-learning process, wherever applicable.*
- 3. To effectively disseminate IIFT's research output for greater visibility amongst all stakeholders.*

Faculty are incentivized in monetary terms for their research papers published in internationally recognized and globally accepted top journals. Publication of such papers in the key criteria for rewarding the academic research at IIFT. In order to identify top quality journals like existing FT50, ABCD, ABS and AMS criteria of ranking is adopted. There are guidelines set out and circulated among faculty to encourage them have their research

work published in the International Journals of repute. The policy is put out on Institute's website and any amendment made is brought to their notice. Publications of research work in such journals is also a very prominent criteria in the Internal Promotion Scheme of the Institute. In recent years a number of faculty members have been promoted on the strength of such research publications to their credit.

File Description	Documents
Upload relevant supporting document	No File Uploaded

3.1.2 - The institution provides seed money to its teachers for research (amount INR in Lakhs)

NIL

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded

3.1.3 - Number of teachers receiving national/ international fellowship/financial support by various agencies for advanced studies/ research during the year

NIL

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded

3.1.4 - Number of JRFs, SRFs, Post-Doctoral Fellows, Research Associates and other research fellows enrolled in the institution during the year

4

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	View File

3.1.5 - Institution has the following facilities to support research
 Central Instrumentation Centre
 Animal House/Green House
 Museum Media laboratory/Studios
 Business Lab Research/Statistical Databases
 Moot court Theatre Art Gallery

B. Any 3 of the above

File Description	Documents
Upload relevant supporting document	View File

3.1.6 - Number of departments with UGC-SAP, CAS, DST-FIST, DBT, ICSSR and other

recognitions by national and international agencies during the year**NIL**

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Extramural funding for Research (Grants sponsored by the non-government sources such as industry, corporate houses, international bodies for research projects) endowments, Chairs in the University during the year (INR in Lakhs)

NIL

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded

3.2.2 - Grants for research projects sponsored by the government agencies during the year (INR in Lakhs)

3

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	View File

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

3

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	View File

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

The Institute has a robust and vibrant system to promote innovations, creation, and transfer of knowledge. IIFT takes pride in having a dedicated Research Division to promote Research and Innovations in contemporary issues concerning International Trade and Business. The faculty of the Institute are adequately incentivized to take up Research Projects in their area of interest. Being an Institute set up by the Govt. of India under the Department of Commerce, the Institute is also awarded research projects by the key economic ministries of the Govt of India, particularly the Department of Commerce. The Research Division of

the Institute is also responsible for conducting PHD programmes in Management. Research in Economics is also attached equal importance. We have our Economic Division catering to PHD in Economics. Besides, a dedicated Research Division, the Institute has three other Centres for promoting Internal Research for the benefit of Indian stakeholders. We have Centre for WTO Studies, Centre for Regional Trade and Centre for International Trade and Business on our rolls. These are the dedicated centres that promote innovations and provide information and strategic support to the Government of India for promoting exports and bringing about import substitution.

Entrepreneurship forms the core of our all academic programmes. Entrepreneurship courses are covered in almost all long and short-duration programmes. The Institute keeps inviting eminent and successful entrepreneurs for delivering lectures on entrepreneurship so that our students benefit from their experience and expertise.

The Institute does not restrict itself to holding courses and programmes on International Trade and Business only. It has carved a niche itself by exposing its students to community service to sensitize them towards their social responsibilities. Under SAP (Social Awareness Programme) full-time students are attached to some selected NGOs and they are required to undergo some mandatory programmes under them.

IIFT has set up an Incubation Cell in its premises for the benefit of exporters and importers alike. This Cell is a one-stop shop for them to gain information/support to take their ventures further.

To sum up, IIFT has a well-knit network and a nice ecosystem for promoting research, entrepreneurship, community orientation, and Incubation .etc.

File Description	Documents
Upload relevant supporting document	No File Uploaded

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

3.3.2.1 - Total number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR), entrepreneurship, skill development year wise during the year

0

File Description	Documents
Upload the data template	No File Uploaded
Upload relevant supporting document	No File Uploaded

3.3.3 - Number of awards / recognitions received for research/innovations by the

institution/teachers/research scholars/students during the year

3.3.3.1 - Total number of awards / recognitions received for research/innovations won by institution/teachers/research scholars/students year wise during the year

0

File Description	Documents
Upload the data template	No File Uploaded
Upload relevant supporting document	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The institution ensures implementation of its stated Code of Ethics for research

<p>3.4.1.1 - The institution has a stated Code of Ethics for research and the implementation of which is ensured through the following</p> <ul style="list-style-type: none"> • Inclusion of research ethics in the research methodology course work • Presence of institutional Ethics committees (Animal, chemical, bio-ethics etc) • Plagiarism check • Research Advisory Committee 	<p>A. All of the above</p>
---	----------------------------

File Description	Documents
Upload relevant supporting document	View File

<p>3.4.2 - The institution provides incentives to teachers who receive state, national and international recognitions/awards Commendation and monetary incentive at a University function Commendation and medal at a University function Certificate of honor Announcement in the Newsletter / website</p>	<p>D. Any 1 of the above</p>
--	------------------------------

File Description	Documents
Upload the data template	No File Uploaded
Upload relevant supporting document	No File Uploaded

3.4.3 - Number of Patents published/awarded during the year

3.4.3.1 - Total number of Patents published/awarded year wise during the year

0

File Description	Documents
Upload the data template	No File Uploaded

Upload relevant supporting document	No File Uploaded
3.4.4 - Number of Ph.D's awarded per teacher during the year	
3.4.4.1 - How many Ph.D's are awarded during the year	
09	
File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded
3.4.5 - Number of research papers per teacher in the Journals notified on UGC website during the year	
111	
File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded
3.4.6 - Number of books and chapters in edited volumes published per teacher during the year	
3.4.6.1 - Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings during the year	
36	
File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded
3.4.7 - E-content is developed by teachers For e-PG-Pathshala For CEC (Under Graduate) For SWAYAM For other MOOCs platform For NPTEL/NMEICT/any other Government Initiatives For Institutional LMS	D. Any 2 of the above
File Description	Documents
Upload the data template	No File Uploaded
Upload relevant supporting document	No File Uploaded
3.5 - Consultancy	
3.5.1 - Institution has a policy on consultancy including revenue sharing between the institution and the individual and encourages its faculty to undertake consultancy	
Since its inception, IIFT has striven to develop itself into an institution of excellence in education and research keeping in mind the contemporary and future needs of India of the highest standard in international trade and business. With the innovations	

in its curriculum and research, the institution has gained a reputation globally.

In addition to offering formal postgraduate and doctoral degree programs, the institute actively encourages faculty and all other academic staff to undertake sponsored research and consultancy projects in order to strengthen the research profile of the institute. Research and consultancy is carried out in several areas related to international trade like trade policy, multilateral trade agreements, WTO issues etc. Apart from sectoral studies in energy, health, environment, manufacturing, telecommunication, etc. These projects are very important for maintaining external and global linkages and are also a source of revenue for the institute

File Description	Documents
Upload relevant supporting document	View File

3.5.2 - Revenue generated from consultancy and corporate training during the year (INR in Lakhs)

3.5.2.1 - Total amount generated from consultancy and corporate training during the year (INR in lakhs)

12644500.00

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded

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 year

As a part of the MBA curriculum, every student should take up an assignment with an NGO which should be for a minimum period of ten days. The students are assigned an NGO by the institute. However, the students are free to select the NGO and inform the institute. During the attachment, the students are free to pick up mutually beneficial assignments to exhibit their managerial talents along with the volunteering field work. The attachment may be executed by the students at any point of time in the first year. A report based on the attachment duly endorsed by the NGO should be prepared by the student and submitted to the institute for evaluation. The evaluation is done by panel consisting of member from NGO as well as a faculty member.

File Description	Documents
Upload relevant supporting document	No File Uploaded

3.6.2 - Number of awards received by the Institution, its teachers and students from Government /Government recognised bodies in recognition of the extension activities carried out during the year

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

0

File Description	Documents
Upload the data template	No File Uploaded
Upload relevant supporting document	No File Uploaded

3.6.3 - Number of extension and outreach programs conducted by the institution including those through NSS/NCC/Red cross/YRC during the year(including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

38

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	View File

3.6.4 - Total number of students participating in extension activities listed at 3.6.3 above during the year

316

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	View File

3.7 - Collaboration**3.7.1 - Number of collaborative activities with other institutions/ research establishment/industry for research and academic development of faculty and students during the year****3.7.1.1 - Total number of Collaborative activities with other institutions/ research establishment/industry for research and academic development of faculty and students during the year**

23

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded

3.7.2 - Number of functional MoUs with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the year

30

File Description	Documents

Upload the data template	View File
Upload relevant supporting document	View File

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.

The institute provides state of the art infrastructure and facilities for Teaching Learning process. All the classrooms are fitted with latest LCD projector, LAN connection in the computer, wi-fi for the participants, microphone & good sound system with soundproof wall. Some of the classrooms are fitted with Video Conference facilities (dedicated lease line between two campuses) in which students across both the campuses can attend any lectures. VC facilities also used for organizing lectures given by Professor residing in other countries. We also have a well-equipped computer lab which are used by the students for lab-based classes. Institute provides Bloomberg Terminal, PROWESS database, PROQUEST, EBSCO, Science Direct, INDIA STAT, EUROMONIOR, EMERALD and many other databases to the faculty members as well as students. It also provides different computing softwares like SAS, EIEWS, STRATA etc., which are used by the students as well as faculty members for teaching, learning & research process. Both the campuses are fully wi-fi enabled in which students can access the internet from each and every corner of the campus. The institute has state of the art MDP classrooms used exclusively for organizing MDP sessions. The faculty members use Campus 360 (in-house software developed by the Computer Centre of IIFT) for conducting online quizzes, taking online attendance, uploading course materials, assignments, Research projects etc. The students can also upload their assignments in C360 for evaluation. It also helps the students and faculties to interact with each other by sending comments after evaluation.

File Description	Documents
Upload relevant supporting document	No File Uploaded

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

The institute has both indoor & outdoor sport facilities. It has well equipped gymnasium in both the campuses. Yoga is compulsory for the students at the first trimester itself. It has a badminton court, volleyball court, basketball court in both the campuses. Among the indoor games, the students enjoy playing carrom, table tennis etc. They also have a common room for watching TV and reading story books. The institute has state of the art Auditorium in both the campuses and an Open-Air theatre which are used by the students for organizing different cultural & social activities.

File Description	Documents
Upload relevant supporting document	No File Uploaded

4.1.3 - Availability of general campus facilities and overall ambience

Virtual Class Room: IIFT conducts online sessions on a real time basis using broadband facility using web-conferencing tools such as MS Teams, MS Lync, Webex, Google Meet, Zoom, etc for lecture delivery on real time basis. Under this, faculty and students spread across the country connect to a virtual class room on a scheduled date and time.

Library:

The Foreign Trade Library is a knowledge bank in the field of Management, Foreign Trade and WTO related issues. It has an organized collection of Information resources on the International Business & Economic Environment which are accessible in printed or e-form to its Readers for their reference or borrowing. It continued with its endeavour to add to its collection specialized publications, reports, Databases, e-Journals, Print Journals, Articles etc. and get itself updated regularly. Presently Library has an impressive collection of 1,03,407 resources that comprises 76,422 book/CDs-volumes, 17581 bound periodicals, and 255 periodicals / Journals.

The library has also installed 12 Bloomberg terminals in the Library. The specific features of Bloomberg Database is that it provides a range of Global Economic data and live changes for stocks Markets, Company Reports, Sector analysis, and future trends. Bloomberg Database is very useful for Research Analysis.

Hostel: Hostel life is the most important part of one's journey at IIFT. With over 60 students staying at our newly developed hostel at C9, the atmosphere of learning and having fun while staying at IIFT is unmatched. There is a separate mess facility at C9, and seating space for all students.

Computer Facilities

Recognising the importance of technology in education, IIFTs Computer Centre has implemented latest state of the art IT infrastructure. IIFT uses IT to provide a competitive advantage in its core areas of education and research. The Computer Centre aims at providing 99 per cent uptime including ensuring server uptime, data recovery and backup, facilitating storage management, hardware, network operations, streamlining operations and simplifying end-user support. All IT infrastructure in the campus is provided power through centralized UPS. Failover has been taken care at all possible level.

File Description	Documents
Upload relevant supporting document	No File Uploaded

4.1.4 - Total expenditure excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4268

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS) and has digitisation facility

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

File Description	Documents
Upload relevant supporting document	No File Uploaded

4.2.2 - Institution has subscription for e-Library resources Library has regular subscription for the following: e - journals e-books e-ShodhSindhu Shodhganga Databases

A. Any 4 or all of the above

File Description	Documents
Upload relevant supporting document	No File Uploaded

4.2.3 - Annual expenditure for purchase of books/ e-books and subscription to journals/e-journals during the year (INR in Lakhs)

149.11848

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded

4.2.4 - Number of usage of library by teachers and students per day (foot falls and login data for online access)

85

File Description	Documents
Upload relevant supporting document	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Number of classrooms and seminar halls with ICT - enabled facilities such as LCD, smart board, Wi-Fi/LAN, audio video recording facilities during the year

27

File Description	Documents

Upload the data template	View File
Upload relevant supporting document	No File Uploaded

4.3.2 - Institution has an IT policy, makes appropriate budgetary provision and updates its IT facilities including Wi-Fi facility

Recognising the importance of technology in education, the institute has implemented latest state of the art IT infrastructure. IIFT uses IT to provide a competitive advantage in its core areas of education and research. The institute aims at providing 99.9 per cent uptime including ensuring server uptime, data recovery and backup, facilitating storage management, hardware, network operations, streamlining operations and simplifying end-user support. The institute is being able to achieve this by deploying failover equipment in all possible places. All IT infrastructure in the campus is also provided power through centralized UPS.

The Institute has a robust and vibrant IT policy. The policy aims at providing uninterrupted services to all stakeholders .viz. faculty, officers. staff and students. We have a state-of the art infrastructure in place matching the best in the league of B-Schools. IIFT IT infrastructure includes centralised data centre (HCI server infrastructure), Wi-Fi campus, learning management system, web services and email services.

Both IIFT campuses at Delhi and Kolkata are completely wi-fi enabled since 2011. The Institute strives to provide 24x7 services. During the lockdown due to Covid pandemic, classes were held on-line for students across all programmes. IIFT's IT infrastructure is able to conduct hassle-free classes during this period.

IT network of the institute is the corner stone of all activities concerning the Institute. Institute's network has been implemented totally on CISCO infrastructure. Secured Wi-Fi access has been provided to all users in the campus using CISCO equipment. The Wi-Fi network supports 802.11n standards. Over 1,500 users have access to this network.

IT infrastructure of IIFT is subjected to regular updation as it firmly believes that IT of an organization has the fastest obsolesce rate. The budget allocation for IT is in line with the existing requirement and foreseeing the future ones. Today, IIFT can boast of having one the best IT infrastructure in the league of leading business schools as we spend heavily on our IT set-up.

This budget is judiciously used to upgrade the existing set-up and replace the worn-out and outdated equipment. Recently the institute its IT infrastructure in the year 2020 by investing nearly Rs. 10.5 crore.

All the faculty members and Senior Officers of the Institute have been provided with laptops with latest configuration. These laptops are replaced every 4 year as per the policy of the Government of India.

File Description	Documents
Upload relevant supporting document	No File Uploaded

4.3.3 - Student - Computer ratio during the year

Number of students	Number of Computers available to students for academic purposes
799	300

4.3.4 - Available bandwidth of internet connection in the Institution (Leased line)

• 50 MBPS - 250 MBPS

File Description	Documents
Upload relevant supporting document	No File Uploaded

4.3.5 - Institution has the following Facilities for e-content development Media centre Audio visual centre Lecture Capturing System(LCS) Mixing equipment's and softwares for editing

B. Any 3 of the above

File Description	Documents
Upload relevant supporting document	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Total expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component during the year

3078 in lakhs

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded

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.

Institute has Annual Maintenance Contract (AMC) for maintaining its computers and different equipments. Maintenance of classrooms are monitored by Academic Administration department. There is a Library Committee which meet regular intervals for facilitating the smooth running of the library activities. Allocation of classes to different classrooms are maintained by the Academic Administration department. Timeslots to computer labs, Bloomberg terminal are done by the computer centre in consultation with the Academic Admin. office and student body. Timeslots to Gymnasium are maintained by the student body.

<https://www.iift.ac.in/iift/docs/rti/9.pdf>

File Description	Documents
Upload relevant supporting document	View File

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Total number of students benefited by scholarships and free ships provided by the institution, Government and non-government agencies (NGOs) during the year (other than the students receiving scholarships under the government schemes for reserved categories)

28

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded

5.1.2 - Total number of students benefited by career counselling and guidance for competitive examinations offered by the Institution during the year

334

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	View File

5.1.3 - Following Capacity development and skills enhancement initiatives are taken by the institution Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) Awareness of trends in technology

A. All of the above

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded

5.1.4 - The Institution adopts the following for redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organisation wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

• All of the above

File Description	Documents
Upload relevant supporting document	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of students qualifying in state/ national/ international level examinations during the year (eg:NET/SLET/GATE/GMAT/CAT/ GRE/TOEFL/Civil Services/State government examinations)

5.2.1.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

File Description	Documents
Upload the data template	No File Uploaded
Upload relevant supporting document	No File Uploaded

5.2.2 - Total number of placement of outgoing students during the year

334

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded

5.2.3 - Number of recently graduated students who have progressed to higher education (previous graduating batch) during the year

00

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter -university/state/national/international events (award for a team event should be counted as one) during the year

NIL

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded

5.3.2 - Presence of Student Council and its activities for institutional development and student welfare

International Management Forum

The International Management Forum (IMF), a students' elected body. The IMF is the overall governing students' council which acts as a coordinator for, and provides administrative support to, various student activities and events at IIFT besides taking policy decisions regarding student affairs in consultation with the Director/Chairperson/Programme Director.

The IMF has six clubs and seven cells to organize events under their domain; like: Management, Finance, Marketing, Operations, Consulting, Systems, and Trade, besides Social Awareness. The events include Alumni Talks, Case competitions, group discussions, quizzes and "Live Projects", corporate interaction event called Tradewinds, inter Business School Competitions called QuaVadis and many other such activities. Funds for such activities are provided by the Institute and in addition, students arrange sponsorships.

Placement Committee

The Placement Committee works directly under the guidance of the Head, Corporate Relations who is a senior professor in the institute. The Placement Committee oversees the conduct of Summer internships for the junior batch and Final placements for the outgoing senior batch.

Induction and Business Summit

The IMF also is responsible for conducting induction programmes for the incoming batch every year. The programme consists of personality development, public speaking, interpersonal behavior, stress management, team building and organizing students into various clubs and forums within the student bodies. In addition, the IMF supervises the conceptualization and conduct of the annual business summits across both the campuses. Details about the various business summits are discussed earlier in the standard.

Students Clubs

Along with the International Management Forum (IMF), IIFT has 7 clubs which work to ensure collaborative and comprehensive learning throughout the year. The clubs impart domain and industry-specific knowledge via Knowledge Transfer Sessions through Competitions, Case Studies,

Trade Winds and Vivaan

The business summits are organised by student bodies at IIFT. The annual flagship business summits organised in Delhi campus is called Trade Winds and Vivaan in Kolkata campus

Trade Winds

It is the Annual Business Summit of IIFT which provides a platform for students to interact with eminent professionals from the industry and international organizations. The event comprises of 6 summits: Finance Summit, Marketing Summit, HR Summit, Leadership Summit, Operations Summit and Pharma Summit covering all facets of management education. This annual business conclave is a three-day event.

Vivaan

Annual Business Summit of IIFT Kolkata Campus that provides a platform for students to interact with eminent professionals from the industry and international organizations. The event comprises of Trade & Operations Summit, IT & Analytics Conclave, Consulting Summit, Finance Summit and Marketing Conclave.

The Ultimate Warriors League (UWL), Quo Vadis, Head Start Guest Lecture Series, DRIIFT City Meets and Model United Nations are some the platforms where students interact with eminent professionals from the industry and international organizations.

Industry Guest Lectures

In addition to business summits, students organise weekly industry guest lectures for the batch by inviting prominent Industry personalities.

Alumni Relations Committee (ARC)

Alumni Relations Committee (ARC) at IIFT is an active student body that builds and maintains alumni relations with the alumni of the college. ARC seeks to reach, serve and engage more than 12000 IIFT alumni across the globe; to foster a lifelong intellectual and emotional bond between the organization and its alma mater and to provide the students with the opportunity to connect with alumni across the globe. The Committee host several events throughout the year, ranging from Chapter Meet in various cities, the 10-year Reunion, the Silver Jubilee Celebrations as well as The Grand Alumni Reunion, one of the most awaited events of the year. ARC is also responsible for organizing guest lectures, assisting in the career mentorship programme, maintaining alumni database, publishing the bi-monthly magazine 'Aluminati' and keeping everyone updated through the social media handles

Melange - Cultural Committee

Melange is the cultural committee of IIFT which besides organising Freshers' Welcome and Farewell party to senior also organises IIFT's flagship festival Quo Vadis, IIFT Marathon, Blood Donation and intra college event Big Fight wherein the entire batch is involved in a cutthroat competition spanning across various cultural and sports events.

Sports Committee

The Sports Committee ensures that in most gruelling academic framework, students participate in a large corpus of sports such as Cricket, Badminton, Basketball, Volleyball, Throwball, Table Tennis, Chess, Carom, Online Gaming and Poker. The institute provides sports budget to procure sports equipment.

Students Clubs

Along with the International Management Forum (IMF), IIFT has 7 clubs which work to ensure collaborative and comprehensive learning throughout the year. The clubs impart domain and industry-specific knowledge via Knowledge Transfer Sessions

through Competitions, Case Studies, Group Discussions, Quizzes, Live Projects from various corporates in all domains. The Finance & Investments Club, BRANDWAGON, The Marketing Club, SOCRATES, The Consulting & Strategy Club, OPSIGMA and SCOPE: The Supply Chain, Operations & Energy.

File Description	Documents
Upload relevant supporting document	No File Uploaded

5.3.3 - Number of sports and cultural events / competitions organised by the institution during the year

NIL

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded

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 other support services during the year

IIFT has over 50,000 alumni spread across 30 countries, and the Division of Alumni Affairs (DAA) is engaged in developing a strong and active network of these cherished former students. IIFT graduates have achieved success in diverse fields and hold positions of responsibility and influence as distinguished corporate leaders, pioneering entrepreneurs, eminent academicians, and inspirational leaders. The division seeks to foster life-long intellectual and emotional bonding between the institute and its alumni, and to provide the current students at the institute an opportunity to connect with the alumni across the globe. This division also facilitates a common platform for professional networking and business, career development, and sustained learning opportunities. The focus of the division is to offer a platform for the alumni to connect with their alma mater and contribute to enhancing the legacy of IIFT.

The Alumni Relations Committee (ARC), a student body that functions under the DAA organizes guest lectures, assists in the career mentorship program of IIFT students, maintains the Alumni database, publishes the quarterly magazine 'Aluminati' and keeps alumni and students updated through the official social media handles. The committee hosts several events throughout the year, ranging from Chapter Meets in various cities, the 10-year reunion, the Silver Jubilee Celebrations as well as The Grand Alumni Reunion, one of the most awaited events of the year. IIFT annually awards its notable alumni through the "Alumnus of the Year" awards in two categories - Corporate Leadership and Entrepreneurship. Alumni who have shown their capacity to translate their vision into reality are felicitated for their achievements and contributions.

The IIFT Alumni are organized into 6 domestic and 4 international chapters. Annual Chapter meets are held in these chapters where the alumni interact and reminisce about their days at IIFT. DAA in coordination with ARC organizes the Grand Alumni Reunion, Alumni Sessions through Guest Lectures, Talks, Panel Discussions and Career Mentorship Programs, and keeps alumni updated through social media and the Alumni website. The Alumni relations website serves as a one-stop destination for the alumni to access campus and institute related information, become aware of the latest campus news, know more about each other and the various alumni engagement events organised by the DAA and the ARC.

DAA's social media presence aims to not only connect the alumni but showcase their expertise and experience to the current and the prospective students of IIFT. The ARC regularly posts about all alumni activities on its LinkedIn, Facebook, and Instagram handles. The committee also has a YouTube channel where video content is actively posted. The activities and engagements organized by the student-led body ARC and the DAA have given an opportunity to the students to learn from the rich and diverse experiences of the alumni. The alumni support other initiatives of the students such as induction, orientation for placements, port visits, student projects, and festivals. The constructive interactions improve the image and the esteem of the institute in the corporate world, as well as among those aspiring to pursue their MBA(IB) from IIFT.

File Description

- Paste link for additional Information

1. Information on IIFT Alumni Chapters:
- 2.
3. Alumni Relations website:
- 4.
5. Social Media presence:

<http://www.linkedin.com/in/alumnirelationsiift/>

<http://www.facebook.com/IIFTAlumni>

<http://www.instagram.com/iiftalumni/>

-

1. All Editions of Alumni Newsletter Aluminati:
- 2.

Upload any additional information

File Description	Documents

Upload relevant supporting document	No File Uploaded
5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
File Description	Documents
Upload relevant supporting document	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The institution has a clearly stated vision and mission which are reflected in its academic and administrative governance

Vision: To be an internationally acknowledged and networked Institution in delivering globally competitive business education and research for individuals, corporate bodies, government organizations and society.

Mission: To globally strengthen, sustain and professionalize business knowledge through creative research and teaching, highlighting the significance of learning, and by collaborating with organizations, institutions and universities both within India and beyond the national boundaries.

- The academic programme structure and courses are developed and updated keeping in mind the evolving economy, the needs of the corporate sector and of society.
- New courses pertaining to emerging areas in business management and ethical practices are encouraged.
- Alliances are built with international Institutes and universities to broaden the exposure and inculcate best practices for both faculty and students.
- The policies and priorities of the Indian government are kept in mind while developing focus areas for the future. (For example- (a) IIFT has established a centre for SME studies (b) IIFT provides academic and training support for capacity building in African countries).
- The Institute requires students to engage with society through a well-developed internship programme with NGOs. Activities related to social upliftment and community welfare such as girl child education and development of sustainable technology ventures are encouraged.

IIFT's mission is to globally strengthen, sustain and professionalize business knowledge through creative research and teaching, highlighting the significance of learning and by collaborating with organizations, institutions and universities both within India and well beyond the national boundaries.

The Institute has adopted a number of new initiatives and practices through imaginative leadership and effective governance. Such initiatives have impacted the strategies adopted by the Institute in furtherance of its vision targeting at financial management, resource mobilization, effective utilization of human resources and overall efficiency enhancement.

Values fostered in the functioning of the Institute-

Contributing to National development -Training and Research divisions give special focus to capacity building and consultancy for sectors/areas related to national development. Customised programmes for specific sectors, Training programmes in Hindi, SME centre, Policy support to government, are some of the initiatives in this direction.

Fostering global competencies among students- An active student exchange programme and support for participating in international competitions are key focus area of the Institute. Realizing the immense opportunity for business and trade in Africa that the initiative of setting up AFRICA BUSINESS CELL, has been taken by the students as first of its kind initiative across B schools.

Inculcating value system among students- Building social sensitivity is a focus area for the Institute. This is done through incorporation of courses like Business Ethics, Corporate Governance in the curriculum. A well structure formal NGO internship is compulsory for all students in the 2nd year of the MBA programme. The student club "Koshish" specifically works towards girl child education and other community welfare issues.

Promoting use of technology- IIFT leverages technology extensively in day to day administrative functioning as well as teaching and learning. The Institute has developed advanced systems for teaching, learning evaluation and administrative support. Students, faculty as well as staff have access to laptops / desktops and the campus is completely networked. IIFT has utilized VSAT technology to offer programmes in hybrid mode to executives in cities and towns all across India. Use of ICT tools, video conferencing facility introduction of online quizzes, development of programme wise online student resource centre are some of the other initiatives taken by the Institute to promote use of technology.

Quest for excellence- Incorporations of innovative tools and best practices is encouraged across the Institute. The Internal Quality Assurance Cell (IQAC) was set up in 2005 to ensure continuous improvements in quality. Extensive updation and review of curriculum, introduction of new courses and pedagogical tools, reforms in evaluation processes, online Learning Management System and Employee Information Systems are some of the key initiatives undertaken in the last five years.

Industry Interaction-Faculty and students of IIFT are constantly in touch with industry and periodic meeting also happens between

all stakeholders. Events and special meeting are arranged especially to have constant interaction and exchange of ideas with regard to management education and its relevance in the industry. Industry experts are also invited from time to time to interact with area faculty and their views are sought on curriculum content. Other feedback from industry in terms of training programmes is obtained through formal feedback forms which are assessed and reviewed at the highest level.

Internationalization-IIFT has international collaborations with more than 25 Institutes across the world in areas ranging from student/ faculty exchange to research. IIFT also organizes the Research Conference on Empirical Issues in International Trade and Finance once in 2 years which attracts eminent paper presenters and speakers from Indian and abroad. The Centre for WTO Studies provide research, analytical and informational support pertaining to WTO to the Department of Commerce, Government of India on a continuous basis.

Organizational structure and decision making processes-University has a comprehensive internal organizational structure and decision making process too. Board of management is the highest advisory body of IIFT. Besides that other Authorities of the Institute are such as Academic Council; Planning and Monitoring Board; Finance Committee; Board of Studies; Such other authorities as may be declared by the Rules to be authorities of the Institute.

Faculty Empowerment - The Institute has earmarked a significant budget for faculty development activities and financial support is provided to faculty for attending National and International training programmes, seminars and conferences. Faculty also undertake consultancy and teaching assignments outside the Institute. The faculty at IIFT is placed in the pay scale as payable to IIMs. The Institute also has a work norm system in place where faculty is given financial compensation for their work performed in research and training beyond the threshold limit.

Internal Quality Assurance System- Well defined processes and systems are in place to ensure adherence to quality in all aspects of the Institute's functioning. The teaching -learning mechanism is reviewed at several levels within the Institute- by the Programme Office and Chairpersons, in the Senior Faculty Meetings and then in Academic Council. The IQAC works with different divisions to find areas of improvement and also to document and suggest new changes and improvements for quality enhancement. Concerned Programme Office and Chairperson put up the decisions before the Statutory authorities of the University. Mechanisms in place for periodic review of administrative and academic areas, research centres, etc, are:

- Feedback from students, reporting authorities and industry
- Discipline group reviews
- Review and approval in Senior Faculty Meetings

-Review and approval by Registrar/Director

File Description	Documents
Upload relevant supporting document	View File

6.1.2 - The effective leadership is reflected in various institutional practices such as decentralization and participative management

Vice-Chancellor being Head of the institution plays a crucial role in managing the administrative as well as academic activities of IIFT and providing necessary directions/guidance. The guidelines/instructions of Government/UGC are implemented scrupulously. As a head of the institution the leadership functions are well defined:

Vice-Chancellor is also acting as Chairman, Board of Management (BOM). The BOM looks after the strategic level issues related to quality education, training and consultancy. BOM also play a vital role in infrastructure development both in Delhi and Kolkata campus. There is an Academic Council which is a principal academic body adhering to the provisions of the Memorandum of Association and the rules and bye -laws have control over and be responsible for the maintenance of all crucial activities of the Institute where Vice-Chancellor is its Chairman. Faculty representative also form part of this council.

The Academic Council is the principal academic body of the Institute and shall, subject to the provisions of the Memorandum of Association and the Rules and Bye-laws have the control over and be responsible for the maintenance of standards of teaching, research and training, approval of syllabus, co-ordination of research activities, examinations and tests within the Institute and shall exercise such other powers and perform such other duties and functions as may be prescribed or conferred upon it by the Rules and Bye-laws of the Institute.

- Through senior faculty meetings. Senior faculty of the institute meet regularly to look at key issues regarding system development, implementation and improvement.

- Finance Committee of IIFT is headed by Vice-Chancellor. The annual accounts and financial estimates, recommend annual budget and revised estimates, fixing the limits of total recurring expenditure and total non-recurring expenditure the finance committee is playing a crucial role.

- The curriculum of all courses is revisited on regular basis for improvement in order to keep pace with other institutions and to meet the changing requirements of the students corporate, by faculty groups.

- Vice-Chancellor chairpersons and programme Vice-Chancellors meets students regularly and take their views which are duly considered for implementation.

Institute has adopted a number of new initiatives and practices through imaginative leadership and effective governance. Such initiatives have impacted the strategies adopted by the Institute in furtherance of its vision targeting at financial management, resource mobilization, effective utilization of human resources and overall efficiency enhancement.

The Institute has managed to look beyond the national boundaries, as its core domain expertise is International Business and Trade

File Description	Documents
Upload relevant supporting document	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic plan is effectively deployed

The Indian Institute of Foreign Trade was established in 1963 and in the year 2002 the Institute was awarded the status of a 'Deemed to be a University' to award Master's and PhD degrees. Subsequently in 2006, the Institute added a second campus in Kolkata, which helped the Institute to expand its reach and activities. In addition, a series of research centres were opened with dedicated staff to carry out research for the external sector. Such initiatives of IIFT, helped the Institute to focus on quality research and superior teaching, justifying its position as a

national Institution. To accomplish the Institute's objectives, each division and centre drafted their charter which was translated into objectives and

action plans. The Strategic Plan document collates and presents the goals, strategies and performance indicators of each division and centre. These indicators, in turn, have been translated into operating details for each of the functional divisions in terms of priorities, alignment of resources, implementation plan, reporting system and measurement of progress. During the last 5 years in particular new centres, divisions and departments were added besides consolidation of executive programmes which; called for updates in the strategy document.

The strategic plan has been prepared after detailed consultation with various groups and reflects the expectations and roadmap for scaling new heights of excellence. This document will help IIFT to continuously introspect, benchmark and innovate, a process that is imperatively necessary for continuous growth of the Institute

File Description	Documents
Upload relevant supporting document	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The institute, apart from the Director's office, Dean's Office and

Registrar's office, has the following academic divisions:

Graduate Studies of Management Division (GSM)

Executive Management Programme Division (EMPD)

International Collaboration & Capacity Development Division (ICCD)

Management Development Programme Division (MDP)

Economic Division

Research Division

Publication Division

Corporate Relations and Placement Division

Alumni Affairs Division

Specialized centres

Each of the above division has separate administrative set up with an officer in-charge apart from dedicated support staff. In addition, the administration of the institute is headed by the Registrar. IIFT has an organizational chart which has a distinctive structure to take care of academic and administrative activities.

The Director's Office

The office of the Director is the central unit of the institute as the institute is under academic and administrative control of the Director, and the Director office is the central office to facilitate academic and administrative decisions.

a. The Administrative Division

The Administrative Division is the largest unit within the institute and the Registrar is the head of the division. The division has following sections:

- i. **Office of the Registrar:** The office of the Registrar supports all the administration related activities and coordinates for the smooth functioning of the institute.
- ii. **Deputy Registrar Section:** The section of Deputy Registrar is a supporting section for the office of the Registrar.
- iii. **General Administration Section:** The general administration section consists of the following administrative divisions:

SI. No.	Division/Section/Centre/Cell	Area of Work
1	Finance Section	The Division is responsible for Annual Budgeting and Annual

		<p>Accounts of the Institute. Both the tasks are processed through Finance Committee for approval of Board of Management. In the day to day affairs, the Division is accountable for entire receipts and payment of the Institute. The responsibility of investment of surplus funds in most safe, secured and high yielding securities to generate a substantial return to meet the some portion of operation needs of the Institute is also lie the functional domain of the Finance Division. The Division also conducts Internal Audit, Statutory Audit, Doc Internal Audit and CAG Audit as per the mandates of BoM.</p>
<p>2</p>	<p>Establishment Section</p>	<p>Recruitment of various Teaching and Non-Teaching positions (Regular/contractual).</p> <p>Establishment & Service matters of the various Faculty and Non-Teaching employees (Regular/Contractual) of the Institute.</p> <p>Maintenance & upkeep of Service records of all the employees of the Institute.</p>
<p>3</p>	<p>Estates & Maintenance Section</p>	<ul style="list-style-type: none"> • Estates: The main function of the Division is to provide clean environment and prompt, efficient & systematic services and amenities to the inmates of the hostels, guest house, officers, staff and visitors in the Institute's campus. • Maintenance: Maintenance of essential services i.e. water, electricity, AC, minor civil work and procurement of maintenance items from GeM / Local market. In addition, inviting & awarding AMC contract.

4	APAR Cell	The main function of the cell is to get the APARs filled on time and to maintain the APAR data of staff and faculty members.
5	New Project Division	<p>To appoint PMC agency for carrying out major repair work in Delhi and Kolkata Campuses.</p> <p>To liaison with appointed PMC for preparation of DPR of New Projects and submission to DoC for approval. To examine draft MoU with PMC, estimate submitted by PMC, Draft tender document submitted by PMC and to check execution of work as per approved estimate / DPR Construction of New Campuses of IIFT at Maidan Garhi, New Delhi: Kakinada (Andhra Pradesh) and Shimla (Himachal Pradesh).</p>
6	Hindi Section	Promotion of National Language as per Government of India .
7	Computer Centre	The Computer Centre aims at providing 99.9 percent uptime including ensuring server uptime, data recovery and backup, facilitating storage management, hardware, network operations, on-line education, software development, streamlining operations and simplifying end-user support.
8	SME Shimla	The SME centre in Shimla is supports the extension campus activities at Shimla.
9	Admission Cell	The Admissions Cell has been entrusted the responsibility of conducting admission process of IIFT's flagship Programmes i.e. MBA (International Business) Programme and MA-Economics (Specialization in Trade & Finance). The Cell also handles the grievances related to students received from UGC, DoC and other Competent Bodies.

b. Functional Academic Administrative Divisions

- i. Graduate Studies of Management Division (GSM): This division conducts the on-campus MBA (IB) Full-Time and MBA (IB) Part-Time programmes. GSM spearheads programme management, course scheduling, session planning, faculty support, and conduct of examinations, etc. All students' matters, including student relations and discipline, are under the charge of Head GSM.
- ii. Executive Management Programme Division (EMPD): This division conducts EPGDIB (on campus) and EPGDIB (hybrid) programmes. The programme management, course scheduling, session planning, faculty allocation and support, and conduct of examinations, port visit etc are taken care by this division.
- iii. International Collaboration & Capacity Development Division (ICCD): This division undertakes academic collaborations with foreign institutions and coordinates student exchange activities. In addition, the division handles faculty development activities for which there is an annual budgetary provision. The Accreditation and Ranking Cell is also a part of this division.
- iv. Management Development Programme Division (MDP): This division is engaged in executive education. The division also conduct certificate and diploma programmes, medium term programme for retired/retiring defence officers (sponsored by DGR), training to Indian Trade Service officers etc.
- v. Research Division: Research division offers Ph.D. programme and undertakes research activities both as part of in-house research programmes and at the instance of client institutions, which includes Central and State Government, PSUs and International Organizations like World Bank, FAO, International Trade Centre, UNCTAD, WTO, UNIDO, UNESCAP and Ministry of Commerce & Industry.
- vi. Publication Division: The division takes care of the research publications and newsletters. This division also looks after the Foreign Trade Library.
- vii. Alumni Affairs Division: The division looks after all the activities related to alumni affairs. The IIFT Alumni Council is a registered body and has 10 chapters. To strengthen Alumni network for student's support and mentoring.
- viii. Corporate Relations and Placement Division: The Corporate Relations and Placement Division (CRPD) is responsible for organizing summer internships and placements. The placement committee of the regular MBA (IB) programme is supported by this division.
- ix. Specialized Centres:

Centre WTO Studies: The WTO Resource Centre was established with an aim to provide consultation, training, and research, analytical and informational support to the Department of Commerce pertaining to the World Trade Organization (WTO) on a continuous basis, with

the strong support of consultants, research fellows and research associates.

Centre for Trade & Investment Law (CTIL): The main objective of the centre is to undertake research on trade and investment issues from the development perspective for India and other developing countries. It also advises the Government of India on trade and investment issues.

Centre for Regional Trade (CRT): The main objective of the centre is to undertake research on trade and investment issues relevant to specific regions/countries, including Africa, ASEAN, China, EU, Japan, Korea, etc. from the perspective of implications for India and other developing countries.

Centre for Trade Facilitation & Logistics (CTFL): This centre was set up at the IIFT Delhi in 2018 by the Logistics Division of Ministry of Commerce and Industry, Government of India. CTFL aims in helping India's Trade and Logistics expertise by acting as a forum for collaborations on domestic and international fronts to gain competitiveness at a global level.

Centre for North-eastern Studies (CeNEST): Set up at IIFT Kolkata, It undertakes research and analysis on developmental issues related to international trade and business of North-East region, besides capacity building.

ECGC Chair: ECGC Chair Professor is instituted with the financial support of ECGC Ltd. with aim to provide infrastructural support to Indian exporters and to train human resource of ECGC Ltd. The mandate of the chair professor is to undertake broad based research on International Trade & Strategy.

x. **Exam Cell:** The exam cell is a support cell for smooth conducting of the examinations across various academic programmes of the institute

a. **Library**

The library at IIFT is gradually growing with resources. The collection comprises of documents in the field of Management. Presently, library has an impressive collection of 1,02,007 resources that comprises 75,124 book/CDs-volumes, 17481 bound periodicals, and 252 periodicals. The library is also having 40,500 articles related areas. In addition to these, its collection includes Research Reports, Company Reports, Statistical Annual publications, Case Studies CD-ROMs. The library has a special collection on e-resources for it's both the campuses. The library has also initiated and e-learning resource.

E-library Resource: The Library is enriched with its virtual resources, called the e-resources at the intranet site e-database.iift.ac.in. In this pandemic time which is available to our students & Faculty through VPN & campus 360 platform, which is accessible for their respective places round the clock. A large number of full text journal articles, industry profile, country

report, trade publication, newspaper, analytical commentary, annual reports, industry statistics and indicators, legislation, monetary data, news analysis, official gazette, press release, ranking and statistical data on Administrative Setup, Agriculture, Banks and Financial Institutions, Civil Supplies, Consumer Affairs, Companies, Cooperatives, Crime and Law, Demographics, Economy, Education, Electoral Data, Environment and Pollution, Foreign Trade, Forest and Wildlife, Geographical Data, Health, Housing, Industries, Insurance, Labour and Workforce, Market Forecast, Media, Meteorological Data, Mines and Minerals, Petroleum, Power, Social and Welfare Schemes, Sports, States and Union Territories, Telecommunication, Tourism, Transport, Urban Areas, Villages for India as well for the rest of the countries of the world are available through the e-database. In order to facilitate online access to information, Library has also subscribed to trade related online and offline databases like Blackwell Synergy, Balance of Payment, CMIE databases (Commodities, Prowess, India Trade, Industry Outlook and Economic Outlook), Commodity Price Bulletin, Direction of Trade Statistics, EIU Online, EBSCO, Emerald Management Extra, epharma, IFS, Indiastat.com, Inside Trade.com, JSTOR, OECD e-library, Proquest, Science Direct, Suns Magazine, Trade Map, World Bank Online Database, World Trade Atlas and WITS etc. IIFT subscribes to Bloomberg, which offers a dynamic network of information for decision-makers. Bloomberg is of great value to B-School students seeking fast access to accurate business and financial information, news, and insight around the world. Students are also offered training to familiarize them with this powerful resource. Library facilities are open to participants. The participants are required to deposit of Rs. 5000/- for Library membership which is refundable at the end of the Programme.

File Description	Documents
Upload relevant supporting document	View File

6.2.3 - Institution Implements e-governance in its areas of operations

6.2.3.1 - e-governance is implemented covering following areas of operation

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

A. All of the above

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has a performance appraisal system, promotional avenues and effective welfare measures for teaching and non-teaching staff

Annual Performance Appraisal Report (APAR)

Another measure to assess faculty is by means of the APAR submitted at the end of every academic cycle. The objective of the APAR is to highlight faculty member's role and performance for the past year and it also summarizes the expectations from the faculty for future development. The reporting authority reviews the nature and quality of work faculty performed annually based on the parameters such as knowledge of sphere of work, analytical ability, initiative taken, ability to inspire and motivate, supervisory ability, inter-personal relations, and teamwork. Feedback received from students are further considered and incorporated in decision making process for continuous improvement.

The APAR cell appraises and evaluates the staff accordance to which the staff takes on the training for further skill development. The internal promotions are as per the standard code of promotion & policies. The institute on regular intervals also trains its supporting staff to make them informed stakeholders. Administrative staff members are oriented on all the official procedures like noting, drafting and filing etc. Staff is nominated for external

File Description	Documents
Upload relevant supporting document	No File Uploaded

6.3.2 - Total number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

1

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	View File

6.3.3 - Number of professional development / administrative training Programmes organized by the institution for teaching and non-teaching staff during the year

1

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded

6.3.4 - Total number of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the year(Professional Development Programmes, Orientation / Induction Programmes Refresher Course, Short Term Course)

3

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The Institute was set up by the Government of India and for almost three decades the Institute was fully funded by the Indian Government. Currently the Institution is self-financed through the revenue generated from the operational activities except for select Capital Expenditure for which the Government provide non-plan grants. The main sources of revenues are fees received from students, hostel fees, Income from executing research projects conducted by IIFT for various organisations, Income from Management Development programmes and Executive Management programmes.

The institute also generates income from its investments. The main expenditures are incurred for running and maintaining the academic programmes of the institute which include Staff salary, General overheads, General maintenance, Library and Database etc. The excess of income over expenditure is built into a corpus as a cushion to take care of the contingencies.

Ministry of Commerce & Industry bears the total Capital and Operational Expenditure of the Centre for WTO Studies, Centre for Regional Trade (CRT), Centre for Trade and Investment Law (CTIL). The Institute also receives project specific financial assistance from DoC like grant-in-aid for Centre for Trade Facilitation & Logistics (CTFL) and from North Eastern Council for Centre for North Eastern Studies (CeNEST) through lump-sum support and activity-based financing.

File Description	Documents
Upload relevant supporting document	No File Uploaded

6.4.2 - Funds / Grants received from government bodies during the year for development and maintenance of infrastructure (not covered under Criteria III and V) (INR in Lakhs)

2763

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded

6.4.3 - Funds / Grants received from non-government bodies, individuals, philanthropists during the year for development and maintenance of infrastructure (not covered under Criteria III and V)(INR in Lakhs)

NIL

File Description	Documents
Upload the data template	No File Uploaded
Upload relevant supporting document	No File Uploaded

6.4.4 - Institution conducts internal and external financial audits regularly

Quarterly Internal Audit is conducted by auditors /CA firms appointed by the organization. The Internal Audit is entrusted with the job of checking the payments, approvals, compliance of rules and regulations (purchase procedures, compliance of GeM/GFR rules, tender procedures etc). Proper deduction of income tax, timely deposit of TDS, GST etc are checked by internal auditors.

The Audit party also checks whether accounting standards have been followed for true and fair disclosure of financial statements. The audit also checks the budgetary compliances. The Internal Audit is conducted quarterly to ensure timely and proper deposit of statutory dues, budgetary control, compliance of sanctions and approvals, check for any payment irregularity etc.

Overall compliance and proper record keeping and compliance of accounting standards by the Institute is also finally checked by the statutory auditor every year. The deviations if any are reported to the Management in the Independent Auditor report or the observations /deviations in the accounts found out in the audit are discussed and sorted out with the Management before preparation of Final accounts. The Financials were prepared by the Institute under the supervision and guidance of Internal Auditors/Statutory Auditors. The deviations are reported to the management in the form of observations by both Statutory and Internal Auditors. These observations are discussed, issues sorted out and corrections carried out in complied to by the Institute.

The Audit by the Audit wing of the Department of Commerce closely examines the compliance of GFR, utilization of sanctioned grant etc. Audit paras raised during the period of Audit is sent to management by the IAW of the Department of Commerce. The clarifications/reply are given for the audit paras raised by Audit party and it is formally sent to the Audit wing with a request for dropping the paras.

File Description	Documents
Upload relevant supporting document	View File

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 by constantly reviewing the teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals

IIFT reviews its teaching learning process, structures and methodologies of operations and learning outcomes rigorously at

periodic interval through a unique system of Assurance of Learning (AOL) .

In 2015, the institute decided to introduce a unique system to its faculty known as Assurance of Learning (AOL) . To begin with the institute organized two in house training workshops by inviting faculty from two different B-schools in India. The first workshop revolved around familiarizing faculty and professional staff. Faculty and professional staff from Kolkata campus attended the workshops using the video conferencing facility. The second workshop was specifically designed to orient faculty on AOL. The professional staff was briefed individually, as and when they were assigned a course and an orientation session was conducted for the new faculty members recruited before the start of academic session in 2018.

There was further refinement to the learning goals, learning objectives and rubrics subsequently with reduction in the number of programmes and based on the suggestions received from the mentor in 2018. Adequate amount of professional staff support is in place to collect and document the AOL results from faculty, and this helps in compiling and reporting the results as per the timelines.

The AOL measurement is carried out across all core courses of IIFT. Hence, the measurement is carried out on the entire batch of students in the respective programmes and does not use sampling. The learning goals for effective communication skills are measured using research project dissertation reports for written communication skills and viva voice for oral communication skills. The learning goal for social responsibility is measured using assessments from NGO attachments. Measurement of both these learning goals involves multiple scorers. The remaining learning goals are scored by a single faculty member who is the course coordinator for the respective core course.

The AOL has been a very unique continuous exercise to both faculty and professional staff at IIFT since its introduction learning outcomes evaluation and remedial action if any shortfall. In order to bring faculty on board a series of two workshops were conducted and five teaching assistants were hired across both the campuses to work with faculty and support them in the AOL process. A team of three faculty members closely monitored the implementation and progress of the AOL process at IIFT. It has been additional means to evaluate programme goals with course learning goals and above all aligning it to the mission of the institute as well as establishing a system where it can be periodically assessed.

The existing methods of ensuring fulfilment of learning goals have primarily been by means of discipline group review meetings, feedback from potential and past recruiters and students.. The AOL process enables the institute to formalize, document, review and revise one's strategies when it comes to meeting learning goals. Throughout the four-cycle period there has been several changes and revisions to the AOL process at IIFT, but it has resulted in making the system better and more effective. The AOL outcomes are fed in to the into curriculum management and review as well and thus making it a full proof system

File Description	Documents
Upload relevant supporting document	No File Uploaded

6.5.2 - Institution has adopted the following for Quality assurance Academic Administrative Audit (AAA) and follow up action taken Confernces, Seminars, Workshops on quality conducted Collaborative quality initiatives with other institution(s) Orientation programme on quality issues for teachers and studens Participation in NIRF Any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 4 of the above

File Description	Documents
Upload the data template	View File
Upload relevant supporting documnt	View File

6.5.3 - Incremental improvements made for the preceding during the year with regard to quality (in case of first cycle) Post accreditation quality initiatives(second and subsequent cycles)

1. Implementation of in-house ERP i.e. Campus 360
2. Started research centres i.e. CeNEST, CTFL & Center for Capacity Building
3. Recruited faculty members as per the requirements
4. Started Research incentive policy to the faculty members for the quality publications in ABDC, WoS & Scopus indexed journals

File Description	Documents
Upload relevant supporting document	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

IIFT believes in promoting student diversity in all Degree and Diploma programmes. The Admission policy clearly states that equal opportunity will be given to all candidates as per the government of India guidelines.

IIFT promotes gender diversity in the admission policy, and it pays special attention to admitting female candidates (candidates are given two marks on this parameter) in the degree and diploma programmes. Ten per cent of seats are reserved for foreign nationals and NRI's and admission is granted based on GMAT score.

File Description	Documents
Upload relevant supporting document	View File
Annual gender sensitization action plan(s)	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common rooms d. Daycare Centre e. Any other relevant information	An active committee for prevention of Sexual Harassment

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation
 Solar energy Biogas
 plant Wheeling to the Grid Sensor-based
 energy conservation Use of LED bulbs/
 power-efficient equipment

B. Any 3 of the above

File Description	Documents
Upload relevant supporting document	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words)
 Solid waste management
 Liquid waste management
 Biomedical waste management
 E-waste management
 Waste recycling system
 Hazardous chemicals and radioactive waste management

a) **LIQUID WASTE MANAGEMENT:** It is Package Modular Type Sewage Treatment Plant (STP) of having a capacity of 110 M³/day. The total sewage is treated in a Biological Treatment Plant based on high efficiency modified aerobic activated sludge system using extended aeration process. Treated sewage from the Biological Treatment Plant & Tertiary treatment is being kept low in BOD (less than 15 mg/lit.) and meet the requirements of the State Pollution Control Board and the same can be used for landscaping and other purpose.

b) **WASTE RECYCLING SYSTEM:** Sludge generated from the proposed biological treatment will be stored in Sludge Holding Tank. Supernatant liquid from SHT will be fed to Equalisation Tank during lean inflow. Rest of the stabilized sludge is dewatered through Fitter-press. The dried sludge is utilized as fertilizer

for landscape, gardening or periodically disposed off through solid handling system.

c) **SOLID WASTE MANAGEMENT:** The institute has arranged a garbage vat from Kolkata Municipal Corporation for solid waste material management with vehicular movement for collection of garbage.

File Description	Documents
Upload relevant supporting document	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Upload relevant supporting document	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

A. Any 4 or All of the above

File Description	Documents
Upload relevant supporting document	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions/awards
5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Upload relevant supporting document	View File
<p>7.1.7 - The Institution has a disabled-friendly and barrier-free environment Ramps/lifts for easy access to classrooms and centres. Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.</p>	<p>B. Any 3 of the above</p>

File Description	Documents
Upload relevant supporting document	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words)

IIFT makes serious endeavours to maintain an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities. The efforts are put to make the institute environment inclusive:

Professors while taking classes ensure that classroom discussions are to the expected level of respectability to all and encouraging all to participate.

In IIFT students are coming from different parts of India with different caste creeds and social identities. The senior International Management Forum (IIFT's Student Body), under the able direction of the professors, acts as a conduit to make the new incoming batch of students to understand and practice full participation of all students without the dominance of any particular group. IIFT considers that classroom homogeneity and participation of all students are extremely useful for effective learning of management lessons.

The senior professors of IIFT take up special interactive sessions for the incoming MBA students of every batch in their initial days of campus life about the values of an inclusive environment, and the role of cross-cultural communications.

IIFT invites great personalities of our society to deliver lectures on the importance of tolerance and harmony to sensitise the students about the importance of maintaining the same through their life as managers.

IIFT believes in promoting student diversity in all Degree and Diploma programmes. The Admission policy clearly states that equal opportunity will be given to all candidates as per the government of India guidelines.

IIFT promotes gender diversity in the admission policy, and it pays special attention to admitting female candidates (candidates are given two marks on this parameter) in the degree and diploma programmes. Ten per cent of seats are reserved for foreign nationals and NRI's and admission is granted based on GMAT score.

File Description	Documents
Upload relevant supporting document	No File Uploaded

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

IIFT Kolkata regularly conducts activities to generate awareness drives for employees and students to inculcate values for being responsible citizens. Some of the regularly conducted activities are Vigilance Awareness Week, Anti-Terrorism Day oath taking, Formation of Internal Complaints Committee for POSH Act, Anti Ragging Committee/Squad, Equal Opportunities Cell/Committee for disabled students, contribution towards Armed Forces Flag Day/PM Relief Fund/CM Relief Fund, contribution of 1 day salary to dependents of deceased employees of IIFT, Swachhata Abhiyan, Fitness activities, Yoga and games, compulsory exposure for students to work with various empanelled NGOs, tree plantation, blood donations drives, Awareness of Flag Code, etc. Also, as mandated by various statutes and laws, there are various other committees like Library Committee, Hostel & Mess Committee, Placement Committee, Contract Committee, Discrimination against SC/ST Committee, Grievance Redressal Committee, RTI Rules of IIFT, etc. for looking into the issues of students and employees promptly. The supporting emails, office orders and photos are placed. Further, being an academic institute our main focus is on sensitizing our students to become mature and responsible citizens of India. Their course curriculum compulsorily includes a course on Corporate Governance & Ethics and they have to participate in various social awareness programmes which is also a compulsory course as part of their curriculum.

The students of IIFT, Kolkata are provided a platform through "Koshish - The Social Awareness Cell of IIFT", to make their contribution towards creating a shared value to the society. The growing importance attached to ethics and sustainability has now become increasingly pertinent for the managers to share the same values. This social awareness cell is involved in numerous activities like sensitizing the budding future managers and entrepreneurs towards the grassroot problems of the society and the needs of the people, spreading the message of social, ecological and ethical responsibility amongst students who will be the leaders of tomorrow, spreading awareness about the CSR initiatives and activities that are an integral part of any industry and, imparting knowledge regarding terms like "ethical

consumerism" and "socially responsible investing". Koshish has a rich and diverse history of having undertaken some of the incredible social initiatives, since its inception. Some of the recent activities that is worth a mention under this cell are as follows:

Parivartan (NGO Social Marketing) - This activity was initiated during December 10-19, 2019 wherein, teams of IIFT, Kolkata students were formed to increase the sponsorship of the NGOs in collaboration with Brandwagon - The Marketing Club of IIFT, Kolkata.

Self-Defence Workshop - A 2-week training workshop on self-defense techniques was organised by the Cell for the students of IIFT, Kolkata during January 13-24, 2020.

Blood Donation Camps: Every year, Koshish student coordinators organise for a blood donation camp in association with the Alliance Club International, so as to encourage the students, staff and faculties of IIFT, Kolkata to donate blood. The recent was organised on January 25, 2020 in the IIFT, Kolkata Campus. Due to the onset of the Covid - 19 pandemic, the cell members were unable to arrange a blood donation camp in 2021.

Cancer Awareness 5K Marathon - A 5 km marathon was organised for the students of IIFT, Kolkata to spread awareness regarding Cancer during February, 2020. The activity has been on hold ever since the onset of Covid -19 pandemic.

Nukkad Naatak Competition - A Nukkad Naatak competition on topics based on Social Awareness has been organised during February, 2020, as a part of Advait in the Open Air Theatre. The idea was to spread awareness among students and faculty members regarding various social issues and ways of overcoming them.

Joy of Giving week - A two - day event was organised during February, 2020 which included Tree Plantation drives, Make-a-Wish Campaigns, Health Camps in Orphanages and Old Age homes. The Cell coordinator also hosted a show for the kids in IIFT, Kolkata Campus, in collaboration with the Anand Math.

Clothes and Books Donation Drive - The cell members organised for a Clothes and Books Donation drive in the IIFT, Kolkata Campus during February 10-14, 2020 for donating clothes and books to the different non-profit and social organizations.

Cleanliness Drive - During January-March, 2020, a cleanliness drive in collaboration with the Swachh Bharat Mission was organised by the cell members wherein the students of IIFT, Kolkata cleaned the college premises followed by a visit to the streets of Kolkata to spread awareness on cleanliness among the local people.

Udbhav - Social Entrepreneur Interviews - Koshish, in collaboration with the E-Cell: The Entrepreneurship cell of IIFT started Udbhav - the social entrepreneurship interview series in

2020, that illustrates the journey of some of the stalwarts of the social entrepreneurship fraternity and the life lessons that they have learned on their way to success. The inaugural episode of Udbhav honored the presence of Mr. Anshu Gupta, founder-director at Goonj and popularly known as the "Clothing Man". He is one of the regular speakers in many parts of the world on innovation, leadership, and social entrepreneurship.

Acumen Series: Koshish came up with the new knowledge series, Acumen in 2020, which deals with the different social, environmental and economic topics across the world at a granular level. Some of the concerned topics that Acumen have come up with its series include articles on emissions Trading, Impact of Fake news on Society, Gender gap, ESG Factors and investing and so on.

The Social Symposium - Beside these activities, Koshish also organised the "The Social Symposium" -an evening talk aimed at raising awareness and inculcate the value of social responsibility among the students of IIFT, Kolkata at the annual business summit - "Vivaan 6.0" in 2020. It had the proud privilege to host Ms. Srichandana Nagoji, APAC Programs Manager, Global Philanthropy and Engagement at Salesforce, as a distinguished speaker in the evening talk series. Ms. Nagoji talked about the top three values - Freedom, Impact and Learning, how the technology for the social impact is important and how Salesforce gives back 1% equity to the society. She is a person who believes that it is more important to invest in a god teacher rather than investing in the repairs of the building. She also interacted with the students on how as a young professional, one can contribute by choosing an organisation that mattered, continuing to volunteer, making small donations, staying humble and sharing experiences to motivate others.

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on Code of Conduct are organized

Any 3 of the above

File Description	Documents
Upload relevant supporting document	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

IIFT Delhi and Kolkata regularly celebrate national and international commemorative days, events, festivals like Republic Day, Independence Day, Saraswatti Puja, Holi, Dipawali, International Yoga Day, Swachh Bharat Abhiyan Day, IIFT Kolkata

Foundation Day, Vishwakarma Puja, etc. In addition, various other activities like Health Checkup camps, Eye Check-up camps, Covid vaccination drives are conducted for the welfare of students, faculties and employees. A formal email and announcement is made before conducting these events for mass awareness. In few cases, small committees are formed in collaboration with faculties, employees and students who can form a team and manage the activities in a smooth way. Prasad, sweets and free lunch is provided to all the students, faculties and staff. The respective budget is appropriated for each activity and the bills/vouchers are accounted and audited properly.

Students take an active part in organising the Independence Day and Republic Day celebrations. On both these days, our national flag is hoisted with full honour and the national anthem is sung by all the attendees. Besides, students in coordination with faculties and staff conduct various students event like Vivaan, TedX events wherein, students from all the leading IIMs/IITs are invited to participate in the event. This inculcates inter-students relationship/bonding and IIFT branding among premium institutes all over India. In addition, students celebrate Fresher's Welcome and Farewell party under the guidance and supervision of faculty and staff.

Due to the covid pandemic, the institute is closed for students. However, still, efforts have been made to conduct various important events either through skeletal staff or on virtual mode. IIFT Kolkata takes pride in organising all the important national events irrespective of any bias towards caste, creed or religion.

File Description	Documents
Upload relevant supporting document	View File

7.2 - Best Practices

7.2.1 - Describe one best practice successfully implemented by the Institution as per NAAC format provided in the Manual

Title of the practice: Establishment of Export Clinics

The Context that required the initiation of the practice:

IIFT is known for its specialization in terms of trade which comprises export and import. Since export from the country is considered to be of utmost importance to enhance the country's economic progress. IIFT was at the forefront in conducting research studies, training programmes and symposiums for the enhancement of export from the country. With the incorporation of the Act East and Look East policy, the Government of India is focusing on the development of the eastern region of India. Many new, young, budding and potential entrepreneurs from different districts of West Bengal and other NE states have been trying to indulge in cross-border trade or international export business. In fact, the different states and their districts have a requisite

number of budding or existing exporters whose market reach can be increased, though they lack the basic knowledge about export. IIFT's path-breaking activities in this direction have always been appreciated by the different stakeholders, but off late the IIFT think-tank felt the necessity and disseminated its path-breaking research outputs amongst the exporting communities of the country. Therefore, IIFT has set up a 24*7 Export Facilitation Centre to connect academic research with exporters through the setting-up of Export Clinics.

Objectives of the Practice: The basic objective of the Export Clinic is to provide export services to the exporters of the country through one-to-one counselling or counselling in the online mode on the different problems being faced by the export community of the country.

The Practice: In recent years IIFT has opened and started operations of two export cells which are discussed below:

- i. The first Export Clinic has been set up at Kolkata in collaboration with West Bengal Industrial Development Corporation (WBIDC). IIFT started functioning with its own exclusive web portal launched in the WBIDC server.
- ii. IIFT set up the second Export Assistance Cell at Guwahati, Assam in collaboration with the Directorate of Industries & Commerce, Government of Assam. The Export Assistance Cell is catering to the requirement of the export community in the state of Assam and has taken a premier spot in developing the exporters' community throughout the state.

Obstacles faced and strategies adopted to overcome them:

Over the years various problems have not allowed exporters of the country to expand. One of the major deterrents at the district level for the exporters has been lack of proper information regarding external exportable market and matchmaking of the potential products, product standard, pricing, the export process, process of documentation and logistics, sanitary and phytosanitary measures, Technical Barriers to Trade (TBT), etc. Ironically, though various Export Promotion Councils are operating in the State, their efforts of providing information are only limited to their members and have not percolated down to general entrepreneurs of various districts of the eastern part of the country. Hence locating an appropriate location to set up an export clinic to help the local entrepreneurs of the state has not been easy.

Impact of the practice:

Now, with the help of Export Cells in West Bengal and Assam, any exporter located in those states can connect to the respective Export Clinics to get a solution to their problem through consultation with the Export Councillors placed at those export Cells by IIFT. IIFT feels that this type of service is going to

enhance the export from West Bengal, Assam and from other Eastern regions of the country. IIFT plans to open up more Export Assistance Cells in the country especially in the Northeastern states in the coming years to make the University-exporters relationship to flourish so that the latest understanding can be passed on to the exporters' community of our country. IIFT is also planning to open up exclusive sectoral export cells in West Bengal for sectors like Gems & Jewellery and Textiles in this year.

Resources required:

The Export Cells are set-up with the help of the local state governments of the respective states.

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Since its inception, the IIFT has developed a distinctive mission with a focus in international business that is elaborated through its vision, values and strategies. IIFT is held in high regard by all stakeholder groups nation-wide for its distinctive, strong position achieved. The mission carries through to programs and courses as well as intellectual contributions. A broad range of both internal and external stakeholders contributed to developing the mission, which is communicated widely and effectively through multiple channels. Discussions with students, faculty and staff as well as numerous sponsored applied research projects reflect the mission's attractiveness to key stakeholders. IIFT achieves apparently strong, continuous impact in various mission-relevant domains. The school has been pursuing its mission and executing its strategy for 2019-24 with apparent success and it is in the process of leveraging its entrepreneurial drive further with ongoing expansions in terms of campus space and subsequent planned growth in student numbers.

In addition to teaching and providing policy input, IIFT has been increasingly aiming at high-quality scholarship, particularly in mission-driven research domains. The IIFT has adopted quality rankings of publication outlets and systematically monitors and supports research output, resulting in a noticeable move from quantity to quality in research. Competitive research grants support a host of applied research projects in support of the school's mission and generate policy impact. The alignment of intellectual contributions with the Institute's mission/vision is explained.

IIFT appears to have more than adequate financial resources to support its current and intended future activities. Major new initiatives are identified along with their funding sources. The core operations of the IIFT is self-financed through revenues. Select capital expenditures aiming at major expansions as well as capital and operational expenditures of several centers are financed from government funds.

IIFT's engagement with the business community includes extensive executive education programs, in-company projects for students and faculty, etc. Three specialized centers, fully funded by the Ministry of Commerce and Industry, Government of India, provide input for policy making by government and provide capacity-building for various organizations in South Asia on WTO and Regional Trade Agreement related matters. The Centre for North Eastern Studies at the Kolkata Campus, funded by the North Eastern Council and other NE states, provides handholding support to the entrepreneurs of the North Eastern states and undertakes research and analysis on developmental issues related to international trade and business. The Centre for Trade Facilitation and Logistics developed a Logistics Index for the country.

There are several examples of the school's innovation. The curricula themselves are prime examples. The IIFT Kolkata conducted a Twining Program with SAS to offer a course on 'Predictive Modelling & Big Data Challenges' to MBA (IB)-Full time Students. IIFT's International Port visit is a unique program offered to executive students, which blends international exposure and an opportunity for networking with international business associations to learn from their best practices. Noteworthy is the curricular integration of the cooperation with NGO's.

7.3.2 - Plan of action for the next academic year

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