



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution	Manipal University Jaipur
• Name of the Head of the institution	Gopalakrishna Prabhu
• Designation	Vice Chancellor
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01413999102
• Mobile no	9116613632
• Registered e-mail	registrar@jaipur.manipal.edu
• Alternate e-mail address	lucky.vijayvargiya@jaipur.manipal.edu
• City/Town	Jaipur
• State/UT	Rajasthan
• Pin Code	303007
2.Institutional status	
• University	Private
• Type of Institution	Co-education
• Location	Rural

- Name of the IQAC Co-ordinator/Director **Dr. Lucky Vijayvargiya**
- Phone no./Alternate phone no **01413999100**
- Mobile **7509777735**
- IQAC e-mail address **muj.qc@jaipur.manipal.edu**
- Alternate Email address **lucky.vijayvargiya@jaipur.manipal.edu**

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://jaipur.manipal.edu/content/dam/manipal/muj/documents/IOAC/AQAR-2/aqar1/1.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A+	3.28	2020	14/02/2020	13/02/2025

6. Date of Establishment of IQAC

15/11/2016

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
Manipal University Jaipur	NA	NA	NA	0

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9. No. of IQAC meetings held during the year

3

- The minutes of IQAC meeting and

Yes

compliance to the decisions have been uploaded on the institutional website. (Please upload, minutes of meetings and action taken report)

- (Please upload, minutes of meetings and action taken report) No File Uploaded

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? No

- If yes, mention the amount 0

11. Significant contributions made by IQAC during the current year (maximum five bullets)

NBA accreditation

NIRF participation and improvement in ranking

Academic Audit

Training sessions on academic delivery development such as digital teaching and learning, OBE, etc

Participation in private rankings

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
Application for NBA accreditation	Received accreditation for 5 programs for 3 years
Planned for NIRF rank improvement	NIRF rank improved
Planned for AICTE approval for all technical and professional programs	Approval obtained for all applied programs
Planned for equipping faculties for teaching learning process during covid	Training session conducted for online teaching learning and assessment
Defining the Key Performance Indicators for all the functional units of the University	Key Performance Indicators achieved and assessment completed

13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
Board of Management	08/11/2021

14. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to Assess the functioning? **Yes**

15. Whether institutional data submitted to AISHE

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• if yes, whether it is uploaded in the Institutional website Web link:					
5.Accreditation Details					
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• 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)			Yes		

<ul style="list-style-type: none"> (Please upload, minutes of meetings and action taken report) 	No File Uploaded
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NIRF participation and improvement in ranking	
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14. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to Assess the functioning?	Yes
15. Whether institutional data submitted to AISHE	
Year	Date of Submission
YES	28/03/2022
16. Multidisciplinary / interdisciplinary	
17. Academic bank of credits (ABC):	
18. Skill development:	
19. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
20. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):	
21. Distance education/online education:	
Extended Profile	
1. Programme	
1.1 Number of programmes offered during the year:	60

File Description	Documents
Data Template	No File Uploaded
1.2 Number of departments offering academic programmes	29
2.Student	
2.1 Number of students during the year	9109
File Description	Documents
Data Template	No File Uploaded
2.2 Number of outgoing / final year students during the year:	2011
File Description	Documents
Data Template	No File Uploaded
2.3 Number of students appeared in the University examination during the year	8310
File Description	Documents
Data Template	No File Uploaded
2.4 Number of revaluation applications during the year	2
3.Academic	
3.1 Number of courses in all Programmes during the year	2047
File Description	Documents
Data Template	No File Uploaded
3.2	463

Number of full time teachers during the year		
File Description	Documents	
Data Template	No File Uploaded	
3.3	520	
Number of sanctioned posts during the year		
File Description	Documents	
Data Template	No File Uploaded	
4.Institution		
4.1	57935	
Number of eligible applications received for admissions to all the Programmes during the year		
File Description	Documents	
Data Template	No File Uploaded	
4.2	20	
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		
File Description	Documents	
Data Template	No File Uploaded	
4.3	195	
Total number of classrooms and seminar halls		
4.4	2462	
Total number of computers in the campus for academic purpose		
4.5	12893.34	
Total expenditure excluding salary during the year (INR in lakhs)		
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

With the advancement of the best academic and intellectual talent accessible in academia, MUJ has sought to imbibe the best practices for developing and improving course curricula on a regular and consistent basis. First and foremost, it is vital to emphasize that curriculum revision is an iterative and extensive process that requires involvement from all stakeholders. For designing new curricula, as well as modifying and amending old ones on a regular basis, the University follows a set of detailed and standardized procedures. The following is the Board's structure for curriculum review: Board of management (BoM) --> Academic Council (AC)--> Faculty Board-->Board of Studies (BoS).

Providing Benefits Education, Legal Aid, General English, Environmental Studies, NSS, NCC, and YOGA are all required courses for students to learn about their social obligations. As a result, these courses assist students in developing empathy and dedication, which helps them develop a well-rounded personality.

The Academic Council is the competent apex body with the authority to recommend approval to the Board of Management. The Faculty Board, which is made up of the faculty, provides input to the Academic Council. Every school/department has its own Board of Studies inside the Faculty (BoS). There are representatives from academics, industry, and alumni on every Board of Trustees and Academic Council. Academic Council and Board of Trustees members guarantee that each program's curriculum is current and relevant to local, national, regional, and global developmental needs. The University invites domain specialists whenever it requires them; their useful inputs are discussed in meetings of the Academic Council and the Board of Trustees and are duly incorporated into the curriculum due to their value.

Through mandatory industrial training, students are exposed to current industry trends, discoveries, and the application of big data and artificial intelligence in regular industrial tasks. This approach to experiential education addresses both the country's general developmental needs and local/regional demands.

University offers work-integrated learning through its vast network of corporate partners.

Postgraduate programs emphasize research-academic synergy, evidence-based practice, and innovation.

Graduates have exhibited quantitative communication and critical thinking skills in accordance with international norms. Students are taught to think and investigate in a multidisciplinary and global approach. To solve personal, social, and collective difficulties, as well as recognize and analyze the effects of mental health disorders, we employ psychological principles.

The focus of our curriculum is on learning about a wide range of fascinating legalities. Following that, increasing abilities to comprehend, apply, and critique socio-legal principles. Thus, as part of the Law curriculum, students must complete a 20-week internship in any District/Sessional Court, High Court, Supreme Court, NGOs, and Consumer Forums, as well as Lok Adalats, where they will learn about the practical parts of the law. Local communities and people from lower socioeconomic backgrounds benefit from the free paralegal services provided by aspiring lawyers.

Foreign language classes, such as German and French, have been made a requirement in several programs and are now available as certificate and diploma programs. As a result, to promote other languages and make the language barrier, which can be a barrier at times, easier to overcome.

The Faculty is required to upgrade/revise the accessible curriculum at least once a year to guarantee that the most recent technological advancements are incorporated as needed.

With a significant number of electives, the university has introduced CBCS and OBE, as well as POs/PSOs/COs for all programs, which are published on the university's website and posted in each department, raising student awareness.

File Description	Documents
Upload relevant supporting document	View File

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

11

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

2047

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

216

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

60

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

Manipal University Jaipur ensures that issues of ethics, gender and human values, environment, and sustainability are integrated into the curriculum. Manipal University Jaipur's Academic council keeps implementing updates on these issues in the curriculum as recommended by various Boards of Studies across the university. Manipal University Jaipur Keeps organizing conferences, workshops, and invited lectures throughout the calendar year for a better understanding of these issues.

Some of the course which has a clear focus on cross-cutting issues pertaining to ethics, gender and human values, environment, and sustainability are as follows:

Category

Name of the course

Course Code

Relevance

Human Values & Professional Ethics

Labour Law I

LA2103

The course delivers about existing Legislatures secure just and humane conditions of work and for maternity relief.

Human Values & Professional Ethics

Labour Law II

LA2203

The course connotes a condition of well-being, happiness, satisfaction, conservation and development of human resource

Human Values & Professional Ethics

Professional Ethics and Bar Bench Relations

LA4206

The course delivers about professional ethics are accepted standards of personal and business behaviour, values and guiding principles

Human Values & Professional Ethics

Human Rights and International Conventions

LA5106

The course delivers about human rights law obliges governments to do some things and prevents them from doing others. Individuals also have responsibilities: in using their human rights, they must respect the rights of others.

Human Values & Professional Ethics

Legal Aid and Para-legal Services

LA4141

The course delivers about the right to a fair hearing is universally recognized and documented in national constitutions and regional and international human rights instrument

Gender

Labour Law I

LA2103

The course delivers about promoting decent and productive employment and income opportunities equally for women and men

Human Values & Professional Ethics

Labour Law II

LA2203

The course delivers about promoting gender mainstreaming strategy in employment promotion in line with the relevant International Labour Standards

Human Values & Professional Ethics

Human Rights and International Conventions

LA5106

The course delivers about international human rights treaties prohibit discrimination on the basis of gender and also require States to ensure the protection and realization of women's rights in all areas

Gender

Legal Aid and Para-legal Services

LA4141

The course delivers about legal services and aid is provided to the most vulnerable to exploited section especially women and children, which face violence, and abuse simply by virtue of their gender, age, and status in society

Gender

Woman, Child and the Law

LA4142

The course delivers about gender equality will not only empower women to claim their own rights but will also assist all children, families, communities and countries in the development process.

Environment & Sustainability

Environmental Studies and Law

LA2101

The course delivers about the Environment Act, the Central Government is empowered to take measures necessary to protect and improve the quality of the environment by setting standards for emissions and discharges of pollution

File Description	Documents
Upload relevant supporting document	View File

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

2099

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

30231

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

2153

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

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 taken and feedback available on website

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

3140

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

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

0

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

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

Through entrance tests such as the MUOET for engineering, the CAT/MAT for management degrees, and the CLAT for law, MUJ welcomes

students from all around India. Qualifying examination results are required for admission to programs in the Faculty of Science and Humanities.

The University has implemented the following decisive measures:

- A rigorous induction program for newly enrolled students to develop their social skills as well as their communication with teachers and workforce, rising in a clearer learning experience and acquainting to a new higher education setting.
- To promote successful learning, the university uses formative and summative assessment methods such as quizzes, classroom discussions, observations, and other instructional approaches, followed by end-of-unit examinations and letter grades.
- Compensatory courses/Flipped courses are designed for slow learners and provide them with individualized attention by delivering remedial lectures taught by senior students/faculty.
- Summer school is held each year in the months of June and July to prepare students to enter the mainstream during regular semesters.
- Faculty members can easily access needed material by uploading notes on classes, assignments, and presentations to the MS-Team platform.
- Facility for repetition of courses in the regular semester through re-registration and ensuring improvement in the grades in a particular course is made available.
- The university has adopted the UGC-recommended Choice Based Credit System, which allows students to work at their own speed and earn fewer or more credits as needed.
- Grievance/Class committee meetings are held to air student/faculty issues, which are promptly addressed.
- Make-up exams are held to give students the option to complete a course in a timely way.

Catering to the needs of students, university following additional academic facilities to help them develop the necessary abilities and strive for excellence:

- Credit exchange program that allows students to spend a semester studying at a reputable foreign university.
- The ability to enroll in MOOCs/Open Electives courses that can be used to gain additional credits.
- Fully supported Students' clubs and incubation centers to

encourage students to develop and engage in various competitive events

- Meritorious students can complete their final year project exclusively in the industry
- Reputable agencies/faculties on campus provide GATE/CAT/NET/JS and other competitive tests coaching.
- Special placement efforts in the form of training provided by recruiters and other top training organizations
- Internships at reputable industries/institutions for qualified students
- Interdisciplinary project facilities
- Access to research labs for student projects, and so on.
- Advanced learners are encouraged to take up research projects and publish research papers in collaboration with mentors.
- Field visits/hands-on activities/study tours/visits to discipline-related institutions/industries are organized.
- Advanced learners are also encouraged to present their ideas and findings of their project work in regional and national conferences and workshops.
- The University Health Centre further addresses the diversity of the students in terms of their physical health. A qualified Counsellor has been appointed for psychological support of the students and the group mentoring scheme is also practiced by the Departments.
- Employability Assessment of the advanced learners is taken up through the Directorate of Training and Placement office.

File Description	Documents
Upload relevant supporting document	View File
Link For Additional Information	https://jaipur.manipal.edu/content/dam/manipal/muj/documents/IQAC/AQAR-2/C2/221/1.pdf

2.2.2 - Student - Full time teacher ratio during the year

Number of Students	Number of Teachers
9109	463

File Description	Documents
Upload relevant supporting document	View File

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

Manipal University Jaipur's courses ensure that students are fundamentally sound, capable of applying concepts in practical situations, analyzing the outcomes of such practical application, and asking questions based on the analysis. The goal of such courses is to apply and evolve new techniques and procedures while seeking solutions to problems, thus the university has added a two-credit course called Experiential Learning to our curriculum to improve students' experiences.

Further, the teaching and learning methodologies adopted also supplement and complement the curriculum. The following measures are in place to ensure enhancement of learning experiences:

- The Syllabus is designed in a form that maintains the proper balance between conceptual and practical aspects of learning
- Mandatory industrial training/Internship for students as per the demand of program/course
- Industry and employability centric courses are offered in the curriculum
- Periodic Industrial visits
- The provision in the curriculum for open electives, program electives and MOOC courses, with academic credits
- Advanced level of experiments Industrial Training during the vacation period, with academic credits
- Minor projects Major projects carried out in industries Training imparted to the students by recruiters and renowned agencies
- Training imparted for higher studies and competitive exams- GATE/CAT/GRE/NET/Judicial Services
- To enhance programming skills, ELAB courses are offered
- Tutorial hours in courses to improve the problem-solving skills
- Classes for slow learners
- Mentorship/ Teacher-guardian relationship
- Laboratories equipped with scaled/real models and illustrative charts to enhance understanding
- Incubation center provides an opportunity for the students to learn through experimentation
- Major and minor project teams with a number of students not

exceeding three in every group take up socially relevant project work

- Every department organizes at least two expert lectures/workshops in a semester exposing the students to industrial practices
- Students are sponsored to participate in the state level, national and international competitions/conferences/workshops/ seminars
- 20 to 60% of Continuous assessment through weekly quizzes, tests, extemporaneous, group discussions, and assignments
- Student Feedback in every semester to resolve the gaps between knowledge delivery and learning.
- Inter-disciplinary competitions viz. debate, quiz, seminars, and workshops to enhance participative learning

File Description	Documents
Upload relevant supporting document	View File

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

Manipal University Jaipur believes in "survival of the fittest culture". All employees with 100% efficiency inculcate "digital pedagogy". When the Pandemic Covid 19 affected the entire academic across the globe, Manipal University Jaipur shifted to the complete online mode of Teaching and Learning. It started with "Edunext" an EdTech to deliver the course content by MUJ Faculty Members. Since 2020, MUJ shifted to "Microsoft Teams" and the university has been successfully imparting knowledge from time to time. The major ICT platforms which are used at Manipal University Jaipur are MS Teams, its own LMS system named DMS, Canvas, Digital White Boards, Digital Library, Canva, Google Classroom, and more.

E content developed on Canvas

Classroom with ICT facilities

File Description	Documents
Upload relevant supporting document	View File

2.3.3 - Ratio of students to mentor for academic and other related issues during the year	
2.3.3.1 - Number of mentors	
463	
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	
463	
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	
339	
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	
2330	
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	

45

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

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

Nil

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

16

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

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

2

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

For individual students' academic advancement as well as institutional integrity, a free and fair assessment system characterised by precision, timeliness, transparency, and resilience is a must. Manipal University Jaipur takes pride in not only following but also setting the standard for best conventions and practises in assessment systems, as well as quickly creating and adopting innovative ways of evaluation in examination processes as reforms. Fairest assessments are ongoing and verify not only students' comparative skills, but also how they

correspond with specific course outcomes and programme outcomes to fulfil institutional goals. The assessment method designed and diligently executed by the University has been most harmonious in synchronising this process from the bottom of the pyramid to its pinnacle.

Manipal University Jaipur believes in regular up-gradation and implementation of examination reforms. The Academic Calendar is synchronous with the Office of COE and once the calendar is announced it is faithfully followed in letter and spirit.

MUJ has been conducting online quiz exams and integrating students' scores in these exams with the continuous internal assessment component by using an IT-based Examination System. MUJ is moving forward in conducting paperless exams, online evaluations, showing evaluated answer scripts online further to declare the result at the earliest possible in a transparent process.

File Description	Documents
Upload relevant supporting document	View File

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	View File

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

Manipal University Jaipur ensures that learners are directed about the standards of outcome-based education at the beginning of the course. The University ensures that learners are explained the Course outcome, Program Outcome, and Program Specific Outcome in

every session. University provided all learners with an exclusive Course Handout which consists of the details of Course outcome, Program Outcome and Program Specific Outcome. A sample of the same can be found as:

<https://jaipur.manipal.edu/content/dam/manipal/muj/documents/course-handout-2019-20/IT%2019-20.pdf>

The syllabus is created based on the course's objectives, content, textbooks and references, lesson outlines, and evaluation method, among other things. The syllabus will be placed in the BoS meeting by all faculty members who are subject specialists for the course in question. The syllabus will be distributed to the appropriate members of faculty when it has been approved by the Board of Studies and the Academic Council. The information and expected outcomes are then shared with all of them. Later, at the introductory session at the start of the course, the same curriculum will be presented to the students. Students are also informed about the expected course outcomes, as well as the testing and evaluation process. Students have access to copies of the curriculum via the Learning Management System (LMS).

The course outcomes are developed and structured to encompass the full curriculum as well as the skills/competencies that have been allocated. Each course outcome is split into two or three-course indicators. The course outcome indicators represent the abilities that students will demonstrate or perform as a result of the knowledge gained in the course.

Based on these indicators the assessment pattern and model are designed for both internal and external examinations. The outcome indicators describe specific understanding and capabilities that students should demonstrate consistently. During the examination, we ensure that the students attempt all the pre-planned outcomes. If choices are given, they belong only within the course outcome. The internal tests are conducted at the end of every identified course outcome.

File Description	Documents
Upload relevant supporting document	View File

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

For the award of its degree and the purpose of monitoring outcome attainment, MUJ uses Continuous Assessment (2 Mid-Term Exams and an End-Term Exam) in combination with summative assessments (Quizzes, Home Assignments, and In-Class Assignments). Question papers/assignments are particularly developed in compliance with COs, POs, and PSOs to ensure that stipulated COs, POs, and PSOs are met. Each question has a CO assigned to it. The evaluations are also set up in such a way that all COs are treated equally. For each course, a threshold value is established, and course outcomes are determined if students achieve marks equal to or more than the threshold value.

Attainment Level

Attainment Nomenclature

Course Outcome Based

Program Outcome Based on Course outcomes

0

No Attainment

Marks % < 60 %

Courses % < 60 %

1

Low

Marks % < 61-70 %

Courses % < 61-70 %

2

Moderate

Marks % < 71-80 %

Courses % < 71-80 %

3

Substantial

Marks % < 81-100 %

Courses % < 81-100 %

Course Outcome Attainment is classified in 4 levels namely 0, 1, 2 & 3 as explained below:

- Attainment Level 0 (No Attainment) - If the percentage of students who have obtained marks equal to or higher than the threshold value is less than 60%
- Attainment Level 1 (Low Attainment) - If the percentage of students who have obtained marks equal to or higher than the threshold value is between 61% and 70%.
- Attainment Level 2 (Moderate Attainment) - If the percentage of students who have obtained marks equal to or higher than the threshold value is between 71% and 80%.
- Attainment Level 3 (Substantial Attainment)- If the percentage of students who have obtained marks equal to or higher than the threshold value is more than 81%.

By using this technique, MUJ ensures that if a CO's achievement level is poor, prompt corrective action is performed to ensure that the attainment level improves in future assessments. At the end of each academic semester, the levels of achievement in various courses are recorded in an in-house tool that calculates the PO and PSO attainments at the program level. As mentioned below, program attainments are divided into four levels: 0, 1, 2, and 3.

- Attainment Level 0 - If the percentage of courses that have attained their targets is less than 60%.
- Attainment Level 1 - If the percentage of courses that have attained their targets is between 61% and 70%.
- Attainment Level 2 - If the percentage of courses that have attained their targets is between 71% and 80%.
- Attainment Level 3 - If the percentage of courses that have

attained their targets is higher than 81%.

At the end of the semester, a complete study is conducted to determine how the POs and PSOs defined were achieved and at what levels. At MUJ, 3 is the preferred level of achievement for both courses and programs. The analysis also looks into how particular courses have contributed to PO and PSO attainment, and if necessary, the syllabus, course design, and course delivery tactics are adjusted to ensure that the attainment levels improve year after year.

- [https://jaipur.manipal.edu/content/dam/manipal/muj/foa/Document/CourseHandOut/BA%20\(Hons\)%20English%202020-21.pdf](https://jaipur.manipal.edu/content/dam/manipal/muj/foa/Document/CourseHandOut/BA%20(Hons)%20English%202020-21.pdf)

File Description	Documents
Upload relevant supporting document	View File

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

2011

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

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)

<https://jaipur.manipal.edu/content/dam/manipal/muj/documents/IOAC/AOAR-2/C2/271/1.pdf>

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

Manipal University Jaipur ensures that a healthy Research practice is promoted and established across disciplines. The institute floats policies pertaining to research promotion schemes and incentivization from time to time. The below-mentioned links are a substantial endorsement of the proof.

<https://jaipur.manipal.edu/content/dam/manipal/muj/documents/Guide%20Lines%20FAIR.pdf>

<https://jaipur.manipal.edu/content/dam/manipal/muj/documents/Guidelines%20PRAISE.pdf>

<https://jaipur.manipal.edu/content/dam/manipal/muj/documents/Guidelines%20Dr%20Ramdas%20Pai%20Scholarship.pdf>

File Description	Documents
Upload relevant supporting document	View File

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

39.21

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

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

21

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

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

20

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	A. Any 4 or more 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	
7	
File Description	Documents
Upload the data template	View File
Upload relevant supporting document	View File
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)	
76.94	
File Description	Documents
Upload the data template	View File
Upload relevant supporting document	View File
3.2.2 - Grants for research projects sponsored by the government agencies during the year (INR in Lakhs)	
166.26	

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

11

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

1. Manipal University Jaipur possesses many talented students and academic members. The University has established itself among the who's who of Technology and Engineering to the extent that the Atal Innovation Mission, NITI Aayog, Government of India has approved the development of an Atal Incubation Centre in MUJ. The Rajasthan Department of Science and Technology has identified the Manipal University Jaipur, as a Technological and Training Center, recognizing it as a Center of Excellence. Through both centers, which focus on harnessing the potential of existing information capital, the school provides multiple forums for students to model their creative ideas into sustainable, market-ready solutions. The students have demonstrated their determination by competing in national hackathons and earning prizes.
2. MUJ's E Cell incubates start-ups to encourage students to become entrepreneurs. Proposals are accepted throughout the year to encourage students to come up with unique ideas. The responsible committee meets on a regular basis to examine student ideas and grant them pre-incubation or incubation status based on the applications received.
3. Since 2016, the E-Cell at MUJ has organized a three-day festival to foster and highlight new talent from the university and other institutions. There are B Plan

competitions, Intern fairs, Innovriti, speaking sessions, IPL auctions, networking events, B - plan making seminars, and other activities. It also hosts Rajasthan Department of Science and Technology-sponsored workshops and seminars on Intellectual Property Rights and Geographical Indications. These kind of exercises and interactive seminars help students become more aware of entrepreneurial opportunities while also motivating and educating them to pursue such endeavors on their own.

4. E-Cell was founded by the University in 2014 to satisfy the needs of stakeholders and to expand the innovation ecosystem. Since 2014, E-Cell has been transforming student ideas into commercially viable products. To name a few, E-Cell guides the CSI student branch, ACM student chapter, IEEE student branch, IEI Civil, RPM, DIY, WINGS, Tractrix, IMechi, Robotics, Innovaders, Science Club, and Panecea. Furthermore, as a change agent, the E-Cell incorporates and disseminates information on government policies by cooperating with government institutions like the NSDC and others to incubate student ideas.

Link to the entrepreneurship policy is as follows:

<https://jaipur.manipal.edu/content/dam/manipal/muj/documents/Entrepreneurship%20Policy.pdf>

File Description	Documents
Upload relevant supporting document	View File

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

Nil

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

70

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

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

59

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

3.4 - Research Publications and Awards

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

3.4.1.1 - The institution has a stated Code of Ethics for research and the implementation of which is ensured through the following

1. Inclusion of research ethics in the research methodology course work
2. Presence of institutional Ethics committees (Animal, chemical, bio-ethics etc)
3. Plagiarism check
4. Research Advisory Committee

A. All of the above

File Description	Documents
Upload relevant supporting document	View File

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

B. Any 3 of the above

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

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**

42

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

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**

54

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

3.4.5 - Number of research papers per teacher in the Journals notified on UGC website during the year

481

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

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**

578

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	View File
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	View File
Upload relevant supporting document	View File
3.4.8 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed	
Scopus	Web of Science
Nil	Nil
File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	No File Uploaded
3.4.9 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University	
Scopus	Web of Science
Nil	Nil
File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	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

Manipal University Jaipur encourages its faculty and staff members to actively engage themselves in Consultancy. The University is committed to supporting and promoting external engagements that facilitate knowledge and technology transfer, contributing to economic and social impact with anticipated and transformative effects in academia, industry, and society. The policy guideline issued as MUJ/REGR/Policy/1850 allows its employees to engage a third party on a personal fee-to-service basis for the primary basis of obtaining the benefit of personal knowledge, skills, and expertise. However, the university also enforces an ethical approach towards the process by having a conflict resolution committee, in case required.

https://jaipur.manipal.edu/content/dam/manipal/muj/documents/IQAC/Relevant-Documents/Criteria3/3-5-1/351_1.pdf

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)

151.58

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

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

All aesthetic activities are inspired by one singular thought that the society around the University premises has been forthcoming and embraced it with open arms. It's now the University's social obligation to reciprocate and the best way ahead is to ameliorate

the region's ambiance, surroundings, etc. The various activities are undertaken by the university and their impact are listed below:

-

In the academic year university has conducted various programs some of them are as follows:

FIT India movement, Ek Bharat Shrestha Bharat, An awareness camp for Health heart and Health Lifestyle, Post-pandemic awareness program. Central Vigilance week and Jan Andolan for Covid 2019.

These programs have served various awareness and understanding in nearby villages by student-driven programs. The outcome of these events can be seen as that students are not only passionate about community service but it also lead them to make better citizens as per various program objectives of their education.

Tree Plantation in the university and schools of adopted villages were performed to understand the sustainability environmental issues.

A Cleanliness drive has been spearheaded by the tender yet committed students of Manipal University Jaipur. The university MIS wings supplied Face masks, broomsticks, dustpans, gloves, dustbins etc. MUJ students were lively and invigorating in their participation. The message of sensitizing the community regarding the virtues of cleanliness was effectively communicated, followed by presentations on Health and Hygiene.

The surrounding schools don't have enough notebooks, books, and stationery. MUJ students collected books and went for a hostel-wide cloth donation drive. Donation boxes were also set up in locations like the common room, at the entry gate of all the blocks, and in the mess. Huge piles of old books, clothes, shoes, and miscellaneous other items were collected and sorted considering their condition and usability & then distributed among the students because students here are told that sharing is caring.

File Description	Documents
Upload relevant supporting document	View File

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

6

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

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)

36

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

1711

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

744

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

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

127

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.

Manipal University Jaipur is regarded as one of Rajasthan's most prestigious academic institutions, boasting world-class infrastructure. Since its founding, the University has kept up with the ever-increasing demands on its teaching-learning resources. Keeping academic demands in mind, the institution has made significant efforts to construct and enhance facilities on a regular basis. It has built the necessary infrastructure to ensure the seamless operation of teaching and learning activities on its premises. The academic period is structured in such a way that the classrooms and laboratories are fully occupied from morning to evening, ensuring optimal resource usage. Our auditoriums and activity rooms are used throughout the year thanks to regular campus activities. Campus activities help to ensure that Our auditoriums and activity rooms are used throughout the year thanks to regular campus activities. With one Administrative Block and one Academic Block, MUJ began campus operations. Academic Block 2 was afterward built to suit the regulatory authorities' needs. All constituent units now have enough space, classrooms, laboratories, and computers to meet their needs. The university has already made significant investments in classrooms, laboratories, and teaching and learning materials.

File Description	Documents
Upload relevant supporting document	View File

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

Sporting ability is at the core of a youthful mind and body, and it is the secret to all winning methods in life. Discipline, teamwork, sacrifice, sportsmanship, winning and losing graciously, and reaching goals are just a few of the wonderful lessons that sports can teach us. At MUJ, athletic skill and spirit are valued and kept on par with academic achievement at all levels of competition and performance. Through sports and teamwork, MUJ believes that a human spirit equipped to face life's challenges may be developed. As a result, MUJ takes pride in preserving and creating quality sports infrastructure. Individual coaches for all sports are provided by MUJ, as well as financial aid and the required equipment to achieve world standards. Manipal University in Jaipur has received widespread acclaim.

The University has introduced a bachelor's degree program in Physical Education to actively promote Sports & Physical Education for individual skill growth and national welfare, with the goal of improving the standard of sports in India as a whole and in Rajasthan particularly. To encourage sportsmanship, Manipal University Jaipur has hosted a variety of sports tournaments, conferences, yoga seminars, fitness programmes, and faculty sports events.

Every year on June 21, "International Yoga Day," MUJ hosts a yoga session with all Faculty members and Deans in attendance, as well as a large number of student participation.

Manipal University Jaipur hosts the 'Run for Fitness' Marathon every year on August 29th to honor the legendary sports personality Major Dhyhan Chand (National Sports Day)

Details of Sport Facilities are placed below:-

Sports Facility & Arena

Following sports facilities are available: -

1. MUJ Outdoor Sports Facilities

S.No.

Sports /Game

Description

Unit

Dimension

01

Cricket

Lavish green field with turf wicket along with 2 Practice Pitch

01

75 Diameter

02

Football

Lush Green Field

01

90X50M

03

Basketball

International 4court(2Tile Flooring & 2 Synthetic Court)

04

36X19 M

04

Kabaddi

Standard Court

02

10X13M

05

Volleyball

StandardCourt(2 Astroturf,2 Synthetic Court)

04

18X9M

06

Tennis

International standard synthetic Court

04

36X18M

07

Kho-Kho

Standard Field

01

29X16 M

08

Track & Field

400 mt. Running Track with 6 lanes,1 Shotput,1Javelin,1 Hammer
Throw field

01

600M

09

Archery

Standard Field

02

30 to 60 M

1. Hostel (GoodHost)Outdoor Sports Facilities

S.No.

Sports /Game

Description

Unit

Dimension

01

Cricket

Lavish green field with 2 Practice Pitch

01

75X50M

02

Football

Lush Green Field

01

80X50M

03

Basketball

Standard 4court(2Tile Flooring & 2 Synthetic Court)

04

19X16 M

04

Volleyball

Standard Court

02

18X9M

05

Tennis

International standard synthetic Court

01

36X18M

06

Track & Field

200 mt. Running Track

01

200M

07

Badminton

Standard Court

05

13.40X6.10M

1. MUJ IndoorSports Facilities

S.No.

Sports /Game

Description

Unit

Dimension

01

Table-Tennis

Standard TT Table

02

2.74X1.525M

1. Hostel (GoodHost)Outdoor Sports Facilities

S.No.

Sports /Game

Description

Unit

Dimension

01

Gymnasium

Standard Gym & Yoga Hall

01

1540.00Sq.Mt.

02

Squash**International Wooden Flooring Standard Court****05****9.80X6.40M****03****Table-Tennis****Standard TT Table****04****2.74X1.525M**

File Description	Documents
Upload relevant supporting document	View File

4.1.3 - Availability of general campus facilities and overall ambience

The campus is surrounded by lush greenery and has clean, wide internal roadways with enough lighting. The on-campus housing facilities for faculty members is a major helper in their academic careers. Campus cleanliness is a kind of objective that everyone must adhere to. The University's labs, dormitories, and other places have first-aid facilities. An ambulance is stationed on campus 24 hours a day, 7 days a week. A medical officer is specifically assigned to the hostel. Both boys and girls have access to adequate bathroom facilities. The toilets are kept clean on a regular basis by a dedicated cleaning crew. At all entry and exit locations, there are signboards for the entire campus. Each floor features a depiction of the building's floor layout. Different academic, administrative, and amenity locations within the university are recognized by appropriate signage. The laboratories are divided into working spaces, preparation rooms, and rooms for managing teaching and non-teaching employees, all of which are well marked. Similarly, there are several types of

libraries and reading hall facilities, such as stacking, reference, and e-library. Corrosive/inflammable chemicals, hazardous chemicals, solvents, active medications, and alcohol are all stored separately in the central storage facility. All of them may be found thanks to well-placed signage. University has various dedicated sports grounds on the campus, ramps for "Divyangjans", a lift facility installed in all academic and administrative blocks for all the floors, rainwater harvesting system installed at strategic locations. University has installed Solar Panels in all buildings and generated energy from it and Manipal University Jaipur is contributing as a pioneer in the field of energy-saving. ICICI Bank's ATM facility provides on-campus services to both staff and students. Several food establishments are strategically located throughout the campus. A reverse osmosis (RO) plant is available as a supplementary purification option. AMC works with certified contractors to maintain the water purification system on a regular basis. The coolers are cleaned on a regular basis, and RO cartridges are replaced according to the AMC

File Description	Documents
Upload relevant supporting document	View File

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

12893.34

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

4.2 - Library as a Learning Resource

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

I. Physical Infrastructure:

Manipal University is a university in Manipal, India. The Central Library in Jaipur is the university's hub for academic information services and a key learning and resource center. The Central Library, with its 2319 square meters of space, emanates a serene study environment. The library has a sitting capacity of 450 people and is entirely air-conditioned. The Central Library

features several parts, including a circulation desk, a technical section, a reference section, a book stack area for engineering, a book stack area for non-engineering, a periodical section, and five meeting rooms. There is also a Digital Library, a Back Volumes part, a Project Reports area, a Thesis section, a Research Wing, a Competitive Exam section, and an Open Reading Hall at the Library. The Chief Librarian, Librarian, and Assistant Librarian each have their own cabin.

II. Library Collection:

The Library has a collection of 57800 books with 14500 titles on various subjects and over 5000 reference books covering atlases, biographies, dictionaries, directories, encyclopaedias, handbooks, manuals, yearbooks, as well as other reference books. It subscribes to about 300 national and 100 international print journals and holds over 450 project reports and 45 Ph.D. Thesis.

Library e-Resources: The Digital Library has 15 computers and subscribed 20 E-Resources include 13863 e-journals, manuals, reports, standards, and other information from ASCE, ASME, EBSCO Art & Architecture Complete, EBSCO Business Elite, EBSCO Hospitality & Tourism Complete, Emerald Premier e-journals, Taylor and Francis, DELNET-Proquest, DELNET-INFOTRAC, IEEE, SIAM Journals, LexisNexis, Manupatra, Supreme Court Cases, AIR online, EPW India Times, McGraw-Hill Science & Engineering Access, Science Direct, and World E-Books. The Digital library holds nearly 2500 CDs and DVDs.

ICT Enabled Library Services of the library are exclusive featuring: RFID & CCTV Surveillance System; Automated Library with Koha: LMS; OPAC / Web OPAC and Online Renewal; Remote Access and Mobile App Technology; Digital Library with Multimedia; institutional Repository with DSpace: OSS; NPTEL; Access to National Digital Library.

III. Library Services: The Library is kept open from 8 a.m. to 11 p.m on weekdays and from 9 a.m. to 5 p.m. on Saturday, Sunday, and other holidays. The UG and PG Students can borrow 3 books for the period of 15 days. The Research Scholars and faculty can borrow 8 books for the period of 3 months. The Central Library extends photocopying and printing service of a few pages of books, journal articles, and previous years' University question papers at a nominal charge. The Central Library has established an Institutional Repository using Dspace: A Digital Library Software. The Central Library provides off-campus access to all of its

subscribed contents to the students, faculty, and research scholars through username and password using nimbus software. The Central Library extends research support to the researchers and faculty by providing Turnitin: A Plagiarism checking software.

IV. Institutional Member: The Central Library is a Member of DELNET, INFLIBNET, e-ShodhSindhu, ShodhGanga, British Council Library, Current Science, and Indian Academy of Social Sciences.

V. Library Automation and Security

The central Library employs RFID technology for access control, automatic issue and return of library documents, and stock verification of library holdings.

a) Name of the ILMS software: The library has Koha: An Open Source Library Management

b) Nature of automation (fully or partially): Fully Automated with RFID technology

c) Version: Koha 18.11

d) Year of automation: 2011

VI. Enrichment of Library during 2012-2021

The library had automation with Barcode using LIBSYS Library Module and the Digital Library had 15 computers for access of E-Resources. The Library provided services like Reference Service, Photocopying Service, Digital Library Service, Resource Sharing (Inter Library Loan) Service, Web OPAC, and newspaper clipping services were initiated during 2012-13. During 2013-14, the Library developed a Separate Library web portal that connects E-Journals, E-Books, Databases, etc. Library provided Institutional Repository services using DSpace: A Digital Library software and all the documents published in the University are made available in the digital form. Library conducted an International Conference on Knowledge Organization in Academic Libraries (I-KOAL 2015) during 2-3 January 2015 and published edited conference proceedings with ISBN. Library enhanced to provide quality Library services using ICT and provides RFID Security and Surveillance Systems from the year 2018. Check-in, searching for titles, issues and check-outs are automated with RFID Library Management System. Further, the Library provides Off-Campus access to e-resources

using Knimbus and a digital library section has been set up for accessing video content and a facility is available to conduct video conferencing, etc.

File Description	Documents
Upload relevant supporting document	View File

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	View File

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

109.99

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

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

1666

File Description	Documents
Upload relevant supporting document	View File

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

195

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

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

Manipal University Jaipur has adequate facilities for IT-Infra. The university has well-defined policies in pen and practice. These policies ensure that all stakeholders of MUJ are taken care of and served with the best experience.

The University has specific policies for 'E-Waste Management', 'Bulk Email-Policy', 'Policy for IT Device allocation', 'Internet Security Policy' and 'Mobile reimbursement policy'.

Manipal University Jaipur has specific Capex and Opex for the budget utilization for every year.

University has 1251 no of computers which are specifically in use for students. Manipal University Jaipur has 165 IT-enabled classrooms, and these classes have a 1.5 GBPS bandwidth. The same speed is provided to all faculty and staff members for their functional requirements.

File Description	Documents
Upload relevant supporting document	View File

4.3.3 - Student - Computer ratio during the year

Number of students	Number of Computers available to students for academic purposes
9109	2462

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

• 1 GBPS

File Description	Documents
Upload relevant supporting document	View File

4.3.5 - Institution has the following Facilities

A. All of the above

for e-content development Media centre
Audio visual centre Lecture Capturing
System(LCS) Mixing equipment's and
softwares for editing

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

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

4947.44

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

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.

- The office of CO (GS & A) is entrusted with the responsibility of Engg.& Maint. of all facilities, infrastructure as well as coordinating central facilities like allotment and maintenance of Auditorium and allotment & maintenance of Transport.
- The University has dedicated labs, classrooms, and adequate sports facilities which are free for all to utilize. The coordinating instructions are issued only when there are University/Inter-varsity tournaments. The policy and marginal charges are levied on usages of state of the art 'Gym' and use of indoor squash court complex located in the Hostel Complex.
- The university has an appointment of Director Academics who allocates classrooms as per semester curricular/extra co-curricular activities. It includes not only the allotment of classrooms but also the allotment of tutorial rooms and the allotment of computer labs.
- CO (GS & A) office has a dedicated pool of Electricians, Plumber, Mason, who attend complaints registered at the help desk.

- The central facilities like two auditoriums, two amphitheatres, and space for events are allotted by the CO (GS & A) office. The university not only facilitates space for events but also extends support for the organization of events by different schools and departments. The varsity also extends administrative support to deploy additional security and housekeeping staff, depending on the nature and scale of the event. There are nearly 3000 chairs in the central pool which are shifted to augment the sitting space as per nature of the event.

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)

402

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

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

5737

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)

A. All of the above

Awareness of trends in technology	
File Description	Documents
Upload the data template	View File
Upload relevant supporting document	View File
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	View File
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	
39	
File Description	Documents
Upload the data template	View File
Upload relevant supporting document	View File
5.2.2 - Total number of placement of outgoing students during the year	
1116	

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

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

298

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

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

17

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

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

Our students actively participate in the operation of the university through the Student Council. The University's rules and guidelines govern student representation in Student Council. Students are voted to the Student Council through general body elections and self-nomination as Class Representatives. Once elected, CRs choose and vote for the President, Secretary, and other Student Council officials.

The student has representation in various functional bodies of the university as being one of the prominent stakeholders of the university including IQAC. Information from the College administration and other committees is disseminated to all students via Student Council and elected Class Representatives.

They help teachers plan, organize, and carry out a variety of student-centered activities. They serve as liaisons between students and teachers, allowing them to share, debate, and resolve any issues that arise, and they have unrestricted access to the Director, DSW.

Students also enthusiastically support the university's innovative and best practices, such as participation in activities related to gender awareness, gender equity, and various skill development courses such as foreign language courses. MUJ is also proud of its commitment to provide students with value-added courses that assist in the development of socially and morally responsible citizens. Exhibitions, study tours, industrial visits, and Social Volunteer events are all organized by students with equal zeal. The Council members also work as responsible citizens by increasing environmental awareness through the development of programs and activities.

File Description	Documents
Upload relevant supporting document	View File

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

52

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

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

Manipal University Jaipur Alumni Association was established to foster a supportive and involved alumni community. It has a significant influence on the university's future. The society registration act is in the process of registering the organization, soon. For a closer connection of alumni with the institution, bylaws have been drafted and the Directorate of Alumni Relations has been founded in the Manipal University Jaipur Campus. The chapters have begun to operate. A separate webpage for alumni has been built, which has gotten a positive reaction from

alumni, with over 10136 registrations. Many alumni hold prominent positions and contribute to their alma mater.

The association's members contribute in the following ways: Curriculum feedback, teaching and learning processes, and bridging the gap between industry and academia, Important recommendations for changing company and industry trends, Guest lectures to the current year's group of students, Interaction with pupils and mentoring, Alumni have contributed more significant financial and non-financial contributions during the last five years.

Alumni meetings are held on a regular basis for the purpose of networking, building social ties, and exchanging expertise with students for project help, internships, and competitive examinations. Alumni are also involved in placement assistance and research initiatives. Alumni aid in the promotion of invention and patenting, as well as improving the University's industry interface.

File Description	Documents
Upload relevant supporting document	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
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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

Response

VISION

- Global Leadership in Higher Education and Human Development.

MISSION

- Be the most preferred University for Innovation and

Interdisciplinary learning

- Foster academic research and professional excellence in all domains
- Transferring young minds into competent professionals with good human values

The vision of the MUJ is focused on human development through education and being a leader in the segment. The mission promotes research and excellence also promotes students for being innovators through interdisciplinary learning. The said objective is accomplished through its well-defined administrative structure.

To transform young minds and develop them into professionals University follows the curriculum developed by the various committees through their joint effort.

The University offers multi-disciplinary programs and is redefining academic excellence in the region. The University provides excellent ambiance to enhance the teaching-learning experience and to promote creativity and innovation.

Keeping in focus the overall vision of metamorphosing into a Global Leader in Higher Education and Human Development, the leadership has emphasized excellence in education and research which is supported by national and international academic partnerships with reputed higher education institutions and industrial setups. To promote students' competencies, the University lays stress on skill development through professional education. The skill development programs are integrated into the curriculum by faculty for the overall professional learning of the students. With its mission of becoming the most preferred University for innovative and inter-disciplinary learning, it has not only adopted the best practices from reputed Institutions but also initiated some innovative ones, in order to keep ahead of the competition and to provide excellence in higher education. The process is further facilitated by MUJ being a New Age University enabling it to leverage technology in a big way.

MUJ being a progressive and developing university, the leadership has attuned itself along with operational skills towards achieving the vision and mission. MUJ follows best practices to inculcate leadership skills in the staff by empowering them with decision-making in their areas.

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

MUJ always develops practices focused on inclusivity and participation. Such practices develop confidence in employees to make decisions on various issues including administration, governing, and day-to-day affairs. It also leads to developing a feeling of belongingness and motivates to take part proactively in all University affairs. As we understand decentralization and participative management are hallmarks of a progressive institution. This not only helps the institution to move ahead but also helps the employees develop themselves by taking decisions on strategic administrative issues, governing the overall development of the University.

Manipal University Jaipur is an exemplar of astute, completely decentralized, most democratic, and participatory management practices, which give all stakeholders like students, faculty members at all positions, and non-teaching administrative staff an opportunity to not only contribute to the growth of the University but also realize their true potential. The expanse and magnitude of MUJ, have to have a decentralized model of administration. The formation of numerous committees, the appointment of coordinators, right from the office of the HoDs to the office of the Directors, Deans and Registrar., ensure that all stakeholders get ample opportunity to display their administrative acumen and smoothen academic processes. The University, being a well-envisioned institution, has coordinators at the Department level who passionately and independently govern various activities like academic matters, curriculum designing, allocation of courses for an academic semester, examination coordination, research activities, running various students' clubs, organizing conferences, seminars, symposiums, workshops, guest lectures, conducting labs, field visits, and wardenship. All these activities are steered and guided by Deans, Directors, HoDs and supported by the administrative staff, ensuring absolute autonomy at the same time. Wherever finances are involved, MUJ has the best practices of accrual-based accounting in place, ensuring excellent and transparent financial administration. The administrative practices of MUJ agars well with the institutions of national repute and as well as international Universities.

The visionary leadership of the University has come up with a unique concept of 'Nucleus Centres'. Around thirty centers of administration have been identified. All faculty members have been invited to become part of these nucleus centers and contribute directly to the administration at the department as well as the directorate, registrar level. Faculty members can without any prejudice associate themselves with any of the administrative offices of their choice, ranging from, academics, research, international collaborations, internships, training and placements, sports, alumni relations, e-cell, incubation center, etc., and add to their experience. The philosophy behind this innovative administrative experiment is to create a sense of belongingness amongst the MUJ fraternity and strengthen one's skills for assuming bigger responsibilities in the future.

The university has a Unique concept of functional Directorates to cater to the different administrative work and facilitate the functioning of the university. Also, the motive to create such directorates is to develop a leadership culture. The structure of the Directorates gives opportunity to Faculties in different roles like Director, Deputy Director, Assistant Director.

MUJ is a storehouse of knowledge that is growing exponentially and fast disseminating and proliferating knowledge to more than 10,000 students at a time. A colossal and humungous setup of such magnitude requires perfect and harmonious coordination with absolute and complete transparency. The administrative structure of MUJ ensures efficacy and adds strength to the effort of its employees. All stakeholders including faculty and non-teaching administrative staff can vouch for its effective administration. MUJ is a dynamic and vibrant Institution that ensures effective feedback for all academic and administrative processes and always looks for innovative ideas to promote the well-being of its students and faculty.

File Description	Documents
Upload relevant supporting document	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic plan is effectively deployed

Manipal University Jaipur has strategically planned and implemented the steps to achieve its goals.

University divided the action plan into 7 thrust areas and have executed it accordingly.

1

Examination and evaluation

1. In the Covid era, there was an Online Convocation in 2020.
2. MeritTrac was used to administer the end-of-term examination in July 2020.
3. MS Teams were used as a management tool for all mid-term and end-of-term exams.
4. Purchased 150 headphones for use in online invigilation.
5. Question Papers are moderated online before being uploaded to the cloud.
6. Exam videos and answer copies have been uploaded to the cloud.
7. The moderation of grades and the compilation of results were both done online.
8. All sorts of application formats for certificates have been uploaded to the website.
9. Fees management and certification issue was handled digitally.

2

Human Resource Management

Human Resources (HR) is a place where all of an organization's personnel breathe in through its rules and facilities. The Manipal University in Jaipur is a destination where all of personal demands and qualifications are taken into account. The HR department has implemented a Bio Matrics attendance system to track all of its employees' attendance. During this pandemic, all personnel is kept secure in order to maintain social distance through the Bio Matric system.

Nexuba, an online platform for all employees, has been introduced, where attendance and all forms of leaves are registered in a highly transparent manner. It is through this online platform that all employees can gain simple access to their personal records, including their financial records.

3

Curriculum Development

Steps were taken to stress the outcome-based teaching-learning process in order to widen the vision and mission of the academic curriculum. On certain important factors, all course outcomes were aligned with program outcomes. On the basis of the curriculum conclave, Manipal University Jaipur conducted course revision.

Faculty members incorporated essential key topics such as skills and employability when preparing any course handout. The OBE matrices were set up to produce the desired outcomes.

4

Research & Development

The Directorate of Research uses a Research Management System (RMS) to keep track of all research updates in one place. It is updated in accordance with the requirements to make the data collection and analysis process easier. To make the system more user-friendly, the system has combined all the academicians', research scholars', and students' Professional Development Allowances (PDA).

This Research Management System provides all the fine information. The Intellectual Property Rights (IPR) rules, which are a product of human intelligence, are another action that has been taken. This RMS system provides incentives to faculty and students. Expert lectures are given to all stakeholders to broaden their understanding of IPR.

5

Library, ICT & Physical facilities

All users of the library are channeled via particular stages such as issuing books, borrowing books, returning books, journals, periodicals, and providing internet access. Turnitin software is available in the library for plagiarism detection. For maximum benefit, all classrooms and laboratories are equipped with all ICT tools. The university has a highly effective IT department that manages all IT services. In this pandemic setting, where dealing with the online mode of delivery of classes has become vital for all of its users, the IT Department has also supplied Microsoft teams training to all of its faculty members in the student domain.

The University has a separate estate office that manages the

physical infrastructure, including labs, libraries, sports complexes, computers, and classrooms, as well as other physical assets, furniture provisioning and maintenance, and utility services like water and electricity.

6

Industry Interaction

Any organization's stakeholders believe in the system that makes its stakeholders employable. All efforts are made to utilize all the company's stakeholders in all areas of expertise. Several industrial and academic lectures/discussions are planned to equip all students with the relevant skills. Various national and regional companies are contacted and invited to the campus for interviews. The university collaborates with several academic and industrial groups, and most students complete their internships, training, and final year projects in these organizations.

8

Teaching & Learning

At specified cycles, the Directorate of Academics (DoA) uses extensive and standardized procedures to establish and adapt curricula and teaching-learning methods. A feedback approach involving all stakeholders aids in the identification of potential areas for development in our curricula and teaching methods. Any changes or amendments to the curricula are analyzed at various hierarchical levels before being fine-tuned in Academic conclaves, which are held on a regular basis. DoA is also working hard to ensure that ICT tools and new technologies are effectively integrated into our teaching and learning techniques. All of the faculty members have received training in online teaching and learning approaches.

Manipal has also implemented MOOCs with proctored assessments.

In times of extreme weather, online/virtual laboratories have proven to be a useful way to promote distance learning.

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.

Manipal University Jaipur is established as a State Private University under Act 21 of 2011 of the State of Rajasthan. It follows an organizational structure as per the of the Act.

University has the following officers:

Chairperson: The Chairperson is the head of the University. The Chairperson presides at the meetings of the Board of Management and Convocation.

President: The President is the principal executive and academic officer of the University and exercises general superintendence and control over the affairs of the University.

Pro-President: The Pro-President assists the President in matters assigned to him by the President from time to time and performs such functions.

Registrar: All documents and records are authenticated by the Registrar on behalf of the University. The Registrar is Member Secretary of the Executive Committee, Board of Management, and Academic Council. The Registrar exercises such other powers and performs other duties as are prescribed by the Statute.

Dean of Faculty: The University has five Faculties of Learning and each is administratively headed by a Dean. They coordinate the functional activities of the Schools Concerned.

Provost / Proctor: The Provost /Proctor ensures discipline in the University and keeps the faculty and employees well-advised and aware of the various policies and practices in the University.

The University has the following administrative bodies

Board of Management:

The BoM exercises full autonomy over academic and administrative affairs. The Board meets at least three times in a calendar year. All the academic-related matters such as reforms in the teaching-learning process, evaluation, etc. are discussed.

Academic Council:

The Academic Council exercises general supervision over the academic policies of the University. The Academic Council meets twice in a year.

Faculty Board:

The Board coordinates the teaching and research activities of schools assigned to the faculty and provides for interdisciplinary teaching and research. It forwards recommendations of the Board of Studies to Academic Council for consideration.

Board of Studies:

BoS structures and reviews the syllabi of the various courses whenever necessary and recommends the Academic Council for approval.

Besides the above committees, the University has from time to time constituted additional committees for smooth operation.

Service Rules

The University has well-defined service rules for all faculty and staff. The service rules provide details about the job description, the code of conduct, leave rules, attendance, secrecy code.

Recruitment Policy:

The University has a recruitment policy to achieve the talent acquisition plans in line with the objectives of the organization. Stress is laid on recruiting maximum Ph.D. candidates who can facilitate in imparting quality teaching and research activities

Promotion Policy

The University has a streamlined promotion policy both for teaching and non-teaching staff.

Grievance Handling Mechanism

The Grievance Handling Mechanism has been structured around the ideology of providing a free and fair grievance handling mechanism and facilitating the resolution of any conflicts/hardship arising in the course of employment and education.

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

Manipal University Jaipur is unwaveringly committed to the cause of felicity and up-gradation of its talented workforce. The teaching and non-teaching staff, selected after thorough scrutiny and vigorous analysis, is already the crème de la crème of the academic and administrative fraternity. Synchronously, the concern and attention expended towards the well-being of employees are also meticulous and magnanimous. Some of the pivotal schemes to ensure the holistic well-being of all teaching and non-teaching staff include-

Statutory benefits:

- Employees' Provident Fund
- PF Linked Pension Fund (EPS)
- Employees' Deposit Linked Insurance (EDLI)
- Gratuity
- Employees State Insurance Scheme (ESI)
- National Pension Scheme (NPS)

University provided benefits:

- Medical Insurance
- Medical facilities (Concession) Card
- Group Term Life Insurance (GTLI)
- Group Personal Accident Insurance Scheme
- Earned Leave

- Higher Education Policy
- Subscription to Professional Societies and organizations
- Institutional accommodation (being developed)
- Laptop to all faculty

- Conference facilities
- Incentives for Excellence in Teaching and Research
- Scholarship on course fee for employees' spouse/children
- The school fee reimbursement for employee's children
- Leave Facilities - As per rules
- Leave Travel Concession
- Close User Group mobile plan

Besides the cardinal necessities of life, the intellectual stimulus is one of the most important needs to keep the staff invigorated and contented. Towards this aim of keeping the intellectual barometer continuously active and constantly upgrading the subject-related and concomitant skills, Manipal University Jaipur (MUJ) regularly organizes faculty development programs for its teaching and non-teaching staff. This is further facilitated by the research-oriented policy of the University under which every teaching faculty member can attend professional development programs, seminars, conferences, workshops that are relevant to the parent department in which the faculty is working. Annual monetary support of Rs.60,000/- is being paid to each faculty under the rules applicable for attending FDPs and participating in a variety of academic endeavors. Through this facility, every faculty, irrespective of his/her rank and cadre, is provided with the opportunity to enhance his/her professional prowess.

Further, MUJ organizes periodic in-house training on various aspects of people handling skills such as Communication Skills Training, effective communication skills, teaching skills, especially for the newly recruited faculty. In the Departments, the junior faculty are also groomed by the senior faculty with respect to skillful honing of teaching skills. These sessions are held periodically, in batches, without disturbing the Academic involvement of the faculty members. MUJ has a dedicated functional Directorate named MUJ TEC which is purely established to sharpen

the skills of teaching staff and train them with the advanced way of teaching and technology. MUJ TEC through workshops/ sessions develops a skillset on contemporary pedagogical skills like High Impact Teaching Skills. Different schemes like SMILE and PVP are regularly organized for faculties to grow them to the next level in leadership.

The HR Office regularly organizes orientation programs for the newly recruited faculty for providing adequate insight into the policies and regulations of the institute, professional expectations, and inculcation of a set of professional skills indispensable for their efficient functioning. During the three-day orientation process, the new faculty members are apprised with the nuances of academic spheres such as Academic, Syllabus coverage, Examination and evaluation, Results and students' vacation, Research, and Innovation, Research incentives, Student Welfare, General services, Gender sensitization, practice on handling ESP independently, Infrastructure and campus facilities. Briefings on benefit matrices such as Publication incentive, leave benefits, Performance Management Schemes which link the annual grades for the purpose of the Performance Incentives and such other vital information are also given. The technical hardware-related requirements are fulfilled by giving a laptop to each faculty member.

Non-teaching staff members are periodically provided with in-house Communication Training including specific training on English speaking sessions, Office skills, Correspondence handling, basic etiquette, benefits of punctuality, ergonomics, Computer handling skills, and such other skills that are important and vital for day to day office administration. HR organizes all such activities under LEAP a program that gives a platform for supporting staff to grow in their career.

MUJ also follows the reward and recognition policy and always promotes achievers in the best possible ways. Schemes like Department of the Month, Researcher of the month, etc are platforms given to staff to shine.

File Description	Documents
Upload relevant supporting document	View File

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

234

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

37

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

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)

463

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

6.4 - Financial Management and Resource Mobilization

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

The process of mobilization of funds at MUJ is primarily undertaken through the following instruments-

1. Domestic student fee
2. International student fee
3. Interest on Corpus Fund
4. Projects/ Research endowments from agencies like UGC, ICSSR, DST

5. Earnings from consultancy provided by Faculty

6. Attempt to garner Alumni support by offering the establishment of scholarships for meritorious students/SAP category scholars, research fellowships, research centers, gold medals, etc.

7. Other earnings from training or workshops

8. Organization of sponsored seminars, conferences, and symposiums

The strategies for optimal utilization of resources include planned procedures executed through the Investment Committee, which has been constituted by the Board of Management, are -

1. All decisions related to investment are reviewed and approved by the Investment Committee.

2. The Investment Committee reviews the provisions as laid down in the Investment Policy on a periodic basis for the efficient functioning of the treasury.

3. All surplus is invested in Debt Mutual Fund schemes and Long-Term Equity funds thereby ensuring sturdy financial stability throughout the year.

4. The core objective of the investment is to conserve capital for utilization in the operation and to generate maximum returns over a short-term period not exceeding 18 months.

Best Practices for utilization of resources: The University has streamlined processes with limits fixed by the Finance Committee for recurring and non-recurring expenditure for a year which may not be exceeded.

1. There is special emphasis on ensuring that money is expended on the purposes for which it is budgeted and not diverted to other spheres, thereby confirming that there is not even the slightest diversion of funds lending opacity to financial processes. No expenditure, recurring/non-recurring may be incurred by the University in excess of the limits fixed by the Finance Committee and Board of Management, without prior approval of the Board of Management.

2. Every year, annual accounts are prepared and audited, and presented to the Finance Committee for adoption. Estimated budgets for the next year are presented to Finance Committee for

discussion and approval.

3. The University regularly monitors monthly, quarterly, half-yearly, and annual cash flow statements for ensuring optimal utilization of financial resources.

4. In the case of all research grants received, a separate ledger account is opened for each project to facilitate close monitoring and utilization of funds.

File Description	Documents
Upload relevant supporting document	View File

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)

0

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)

0

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

6.4.4 - Institution conducts internal and external financial audits regularly

MUJ follows the principles of values and ethics in all its practices. Since its inception in the year 2011, the University has meticulously conducted independent external audits (statutory audits). Currently, the audit is conducted by Chaturvedi & Shah LLP, 714-715, TULSIANI CHAMBERS, 212, NARIMAN POINT, Mumbai City, Maharashtra, 400021. The timelines for the same are stringently adhered to and executed with the necessary due diligence. Statutory audit is done once a year as per the regulatory body

norms. In order to retain transparency and upgradations in the system, Statutory auditors are appointed under the regulations of the University which conducts the external audit in accordance with generally accepted auditing standards prescribed by the Institute of Chartered Accountants of India. They conduct the audit procedures to obtain reasonable assurance about whether the financial statements are free from material misstatement and give a true and fair view of the state of affairs at the year-end. The external auditors also review the status of procedural and transactional compliance in all financial transactions of the University largely conducted through ERP.

All audit objections are being monitored through a Follow-Up tracker for early resolution before signing of financial statements and audit reports. The audit objections are settled through various procedures ensuring uniform compliance.

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

As per the guidelines of the regulatory bodies like UGC and NAAC, Manipal University Jaipur has established the IQAC. MUJ believes that quality is an ongoing journey and has always chances of betterment. IQAC has become an integral part of the MUJ's system and processes. IQAC at MUJ ensures the effectiveness and efficiency of the process and works in coordination with all stakeholders to achieve the set goals as per the strategic road map. It ensures to attain excellence in all areas of operations. MUJ reviews its teaching and learning process at regular intervals through meetings and audits.

There are many initiatives led by IQAC for institutionalization quality assurance in areas like-

- Outcome-Based Education- Curriculum and syllabus of all University programs.
- Vision for 5 years from 2021 has been strategized and a document is developed with deployment plans.
- Key performance indicators for all heads are identified and

mapped to achieve NAAC, NIRF, and other rankings.

- Participated in various media rankings.
- Revision of Career Advancement Scheme for all Teaching Staff.
- Participation in Swachta Ranking 2021 organized by AICTE.
- Orientation program for staff for quality improvement.
- Participation in ARIIA Rankings.

The two practices to be shared for institutionalization quality assurance can be summed up

NBA Accreditation

In line with the vision of the University and a quality initiative towards the strengthening of existing system and processes, measure the existing Teaching-learning deliverables and outcomes, IQAC initiated the accreditation process for the National Board of Accreditation (NBA) a year back in 2020, March. The five undergraduate (UG) Engineering programs that went for the NBA process are

1. B.Tech - Electronics & Communication Engineering
2. B.Tech - Computer Science and Engineering
3. B.Tech - Information Technology
4. B.Tech - Mechanical Engineering
5. B.Tech - Mechatronics

The NBA team visited for 3 days to MUJ from 16 July to 18 July 2021. The all-proposed 5 engineering programs are accredited for 3 years by NBA ie. till 2024.

NIRF Rankings

The National Institutional Ranking Framework (NIRF) is a methodology adopted by the Ministry of Education, Government of India, to rank institutions of higher education in India. The top institutes and universities of India are judged on the basis of certain predetermined factors for the NIRF Rankings. MUJ has been participating in this ranking for the last four years and was in the rank band of 151-200.

IQAC MUJ went with the strategy to improve the rankings for the year and made a significant improvement in its ranking and attained its status in the band of 101 - 150. Overall, MUJ applied for the individual categories of "Engineering" and "Management" for the very first time and secured good rankings in the top 100

in the first attempt.

Sl. No.

Ranking Category

NIRF Rankings 2021

1

Overall

151-200

2

University

101-150

3

Engineering

84

4

Management

76-100

File Description	Documents
Upload relevant supporting document	View File

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

A. Any 5 or all of the above

audit recognized by state, national or international agencies (ISO Certification, NBA)

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

Incremental improvements made for the preceding during the year with regard

1. Strengthening of Outcome-Based Education

As a quality measure, MUJ has strengthened the concept of OBE in all its campus-based regular program curricula. Though the University was following this since its initiation but post accreditation and as a part of the vision, it focused more on bringing the NBA accreditation for all its eligible programs phase-wise. In the first phase, MUJ planned for 5 Under Graduate engineering programs Electronics & Communication Engineering, Computer Science & Engineering, Information Technology, Mechanical Engineering, and Mechatronics. With the strong foundation of the process and quality measures, MUJ received NBA accreditation for all 5 programs for 3 years.

2. Initiation of Online Education

Post NAAC accreditation MUJ entered into the online education vertical as per its eligibility and successfully started online programs like MBA, MCA, M.Com, MA-JMC, BBA, and BCom. It has successfully obtained the approval of regulatory bodies like UGC and AICTE for all respective programs.

3. AICTE Approval for all Technical and Professional Program

As a quality and trust-building measure, MUJ planned to go ahead with AICTE approval for all its technical and professional programs which falls under the ambit of AICTE. Today MUJ offers more than 30 Programs that are approved by AICTE.

4. Participation in Media Rankings

MUJ to review its quality on several parameters participates in various media rankings organized by the premier media house of the nation. MUJ has secured good ratings and rankings in Outlook ICARE, India Today, Career 360, The WEEK, CSR, etc.

5. Collaborations

MUJ has also focused on increasing National and International collaboration with eminent industries and academic institutions. All collaborations are focused on resource exchanges to improve research, cultural exchange, learning, and skills.

6.NIRF Rankings

MUJ has been participating in this ranking for the last four years and was in the rank band of 151-200. IQAC MUJ went with the strategy to improve the rankings for the year and made a significant improvement in its ranking and attained its status in the band of 101 - 150. Overall, MUJ applied for the individual categories of "Engineering" and "Management" for the very first time and secured good rankings in the top 100 in the first attempt.

File Description	Documents
Upload relevant supporting document	View File

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

Manipal University Jaipur conducts various activities on promotion of Gender Equity,

- Self Defence workshop for females by NCC
- Focus Group Discussion on Gender Sensitization
- International Women's Day
- Session on Sexual Harassment at Workplace
- Gender awareness & Gender Sensitization
- Gender Inequalities: Past Issues and Future Possibilities
- Raising awareness about sexual harassment at Workplace
- Changing Perspectives of Women Empowerment
- Preventing and Combating Violence against Women
- Gender Discrimination at Workplace
- Gender Equality and Gender Justice

File Description	Documents
Upload relevant supporting document	View File
Annual gender sensitization action plan(s)	Regular awareness programs on POSH for Students, Teaching and Non Teaching staff
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	a. Safety and security b. Counselling c. Common rooms d. Daycare Centre

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	A. Any 4 or All of the above
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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

1. Solid waste management:

Waste management & recycling helps the campus to achieve its goal to reduce the amount of waste production. There are more than 740 recycling bins on the campus that are used to collect paper, plastic, and aluminum cans, newspaper and cardboard waste, for recycling. Although, the university diverts more than 70% of its waste to landfills. MUJ has got a compost pit to convert the waste into manure and is further utilized it as MUJ looks towards the sustainable approach. At Manipal University Jaipur, environmental sustainability is considered one of the top priorities. Due to its location and the size of operations, such initiatives make it resource-efficient and financially smart. The campus adopted an integrated approach towards sustainability.

MUJ recognizes the importance of its role in working with its supply chain and others, which can help to avoid or minimize waste generation by working with the waste collection authorities. The university is committed to best practices in reducing and managing waste effectively and innovatively and integrating this policy within all departments, at all levels. The average values for the last five years.

2. Liquid waste management

2.1 Water Management

The wastewater generated on campus is treated and reused for irrigation purpose. The irrigation schedule is administrated by an advanced automated central control system based on historical irrigation practices. Overnight leak tests, by taking meter reading before and after a period of occupancy is done to identify any leaks or overflows occurring in the building. The specification and design of all water systems enable the management staff to monitor the system by remote means. While good design of water systems will reduce the amount of water used at MUJ, the habits of the students and staff at the university are critical and instrumental to bring about transformational change. University operates an irrigation monitoring program, specifically designed to conserve water and reduce runoff from the campus.

2.2 Wastewater treatment

The waste-water treatment process facilitates the treatment of existing contaminants in the water or reduces the concentration of such contaminants so that the water becomes fit for the desired use.

The average waste water generated on the campus is 1837 KLD. The average wastewater treated in the 4 STPs (1850 KLD Plant) is 1670 KLD. The entire treated water is used for toilet flushing, watering the gardens, and maintaining lawns on the campus. The sludge settled in the STPs is removed four times a month and is composted and used as manure for the gardens. Thus, the entire wastewater which is generated on the campus is treated and used.

3. Biomedical Waste Management

Manipal University Jaipur has a 4 Bed hospital on campus and students are treated by the full-time doctors available on University Campus. At MUJ medical center, waste is generated

during the diagnosis and treatment of students or staff members. Though the quantity is very less and is segregated in 3 to 4 different dustbins at the center itself and is disposed of later as per standard norms.

The disposal is dealt with by professionals with utmost care.

4. E-Waste management

Manipal University Jaipur understands that improper dismantling and processing of e-waste is dangerous to human health and our ecosystem. Therefore, MUJ has adopted the best practice to manage e-waste. E-waste is disposed of as per Govt guidelines through authorized vendors registered as per Govt guidelines. At MUJ the e-waste is collected at the site is transferred to a store where all the electronic waste is kept. Further, the material is taken away by the vendor periodically. At the same time, students are encouraged to dispose of any unwanted electronics with IT Dept.

The Electronic waste taken up MUJ are TVs, computer monitors, printers, scanners, keyboards, mics, cables, television tubes (CTRs), Kitchen equipment (toasters, coffee maker, microwave ovens) Laboratory equipment.

5. Waste Recycling System

As part of the integrated approach, waste management plays an important role to maintain cleanliness and hygiene on the campus. MUJ has been cautious from an environmental point of view and looks towards a sustainable approach.

The following strategies are followed for managing the waste on the campus.

- As mentioned in the water management section, all wastewater generated on the campus is treated and reused for irrigation and flushing.
- The campus follows a source waste segregation policy. Hence three (Red, Green, and Blue) waste collection bins are placed in various locations on the campus; for organic, inorganic, and hazardous wastes.
- A separate waste collection system is in place for collecting wastes from the Labs.
- Dry organic waste goes to compost for organic manure. Food wastes are handled separately in the compost.
- All toilets are cleaned in hourly intervals (7-8 times a

day) during operational hours, to ensure hygiene and cleanliness.

- To instill the value of hygiene and cleanliness, the university organizes cleanliness drives, where students participate in large numbers. It makes the whole process participatory and inclusive.

6. Hazardous chemicals and radioactive waste management

MUJ deals carefully with hazardous chemicals and uses professional services for the disposal of such waste. The wastes like used batteries, lubricant oils, medical waste etc are collected at source and are disposed through outsourced authorized agencies.

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: <ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities 	A. Any 4 or all of the above
File Description	Documents
Upload relevant supporting document	View File
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.	A. Any 4 or all of the above
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)	
<p>Human Development is an eternal part of the MUJ vision. The MUJ approach has always been the holistic development of the students. MUJ practices various activities which leads to giving an inclusive environment to its stakeholder which develops diverse behavior. MUJ celebrates most of the National and International days and festivals for students and staff which brings harmony</p>	

tolerance and socio-economic diversity among them. It also expands the activity in the vicinity for inclusivity. MUJ has adopted nearby villages under unnat Bharat Abhiyan.

To celebrate diversity MUJ celebrates regional festivals like Diwali, Holi, Karnatka Rajyautsav, Rajasthan Diwas, New Year, etc, and national festivals like Independence Day, Republic day, Ekta Diwas, Parakram Diwas, Gandhi Jayanti, etc on the campus. It also organizes other activities on issues like Nutrition Fitness and Health

File Description	Documents
Upload relevant supporting document	View File

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

Manipal University Jaipur makes numerous measures by arranging various programs to raise awareness of the constitutional obligation: Values, Rights, Duties, and Responsibilities of the State citizens. The institution commemorated Constitution Day on November 26th, various delegates of the judiciary told the students about Citizens' fundamental rights, duties, values, and obligations, as expressed in the Constitution of the Republic of India. They urged everyone to remember the struggle for freedom and to treat the National Flag with respect. The national anthem is played. Our constitution guarantees human dignity, equality, social justice, and human rights. In the national context, rights and freedoms, the rule of law, equality and respect, and the supremacy of the constitution are all important.

Manipal University offers regular credit courses on Human Values and Ethics, Value governance, and labor laws to sensitize students for the sensitization of the students.

Manipal University Jaipur celebrates Republic Day every year rigorously to showcase the value of rights and duties in practice.

<https://jaipur.manipal.edu/muj/news-events/news-list/Celebration-of-Constitution-Day.html>

<https://jaipur.manipal.edu/muj/news-events/events-list/72nd-Republic-Day.html>

7.1.10 - The Institution has a prescribed code | All of the above

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

File Description	Documents
Upload relevant supporting document	View File

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

Human Development is an eternal part of the MUJ vision. The MUJ approach has always been the holistic development of the students. MUJ practices various activities which leads to giving an inclusive environment to its stakeholder which develops diverse behavior. MUJ celebrates most of the National and International days and festivals for students and staff which brings harmony tolerance and socio-economic diversity among them. It also expands the activity in the vicinity for inclusivity.

To celebrate diversity MUJ celebrates regional festivals like Diwali, Holi, Karnatka Rajyautsav, Rajasthan Diwas, New Year, etc, and national festivals like Independence Day, Republic day, Ekta Diwas, Parakram Diwas, Gandhi Jayanti, etc on the campus. It also organizes other activities on issues like Nutrition Fitness and Health

Some sample Lips:

<https://jaipur.manipal.edu/muj/news-events/events-list/webinar-on-Art-of-Mind-Control.html>

<https://jaipur.manipal.edu/muj/news-events/events-list/Fitness-India-Movement.html>

<https://jaipur.manipal.edu/muj/news-events/events-list/72nd-Republic-Day.html>

<https://jaipur.manipal.edu/muj/news-events/events-list/social->

justice-day.html

<https://jaipur.manipal.edu/muj/news-events/events-list/essay-competition-on-400th-prakash-parab-samaroh-of-shri-guru-te.html>

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

1. Title of the Topic-Digital Pedagogy and Flipped Learning through Teacher Empowerment Center

2. Objectives / intended outcome/ outcome/ principal outcome

Digital Engagement: Supplement online teaching/learning using Digital Graphic Tablets along with MS Teams give a feel of classroom. It covered the curriculum in timely manner.

Digitalization of Facilitators:All Faculty members were trained and equipped with Laptops, Digital Tabs, and access to e resources for their advancement of knowledge sharing.

3. Context

During the pandemic, there was a rapid shift from teaching-learning in traditional classrooms to online systems and remote teaching-learning. MUJ-TEC took the lead in training, equipping, and assisting each University faculty member in adapting to the digital way of teaching and learning.

Supplement online teaching/learning using Digital Graphic Tablets along with MS Teams give a feel of classroom. Teaching/Learning is the fundamental process involving teachers and students in any educational institution. During current pandemic times, MUJ aspired to deliver the same quality of teaching/learning as happened in campus, without any compromise to the engagement through online teaching. When considering alternatives for traditional teaching, one of the most important factors to consider is how much time a student has each day to devote to academics. Manipal University Jaipur (MUJ) strived to empower the faculty to be more efficient with their time to enrich the

learning atmosphere for students.

4. The Practice

- To provide a feeling of physical classroom teaching using blackboard, MUJ equipped all the faculty with a digital graphic tablet so that they can do a better job of explanation apart from slides with animation and video clips. MUJ deployed the campus-wide Microsoft 365 cloud and the tools like Teams, Forms, and Assignments for online delivery. Usage of MS Teams to engage online classes as scheduled meetings increased productivity by making all the collaborations, conversations, chats, online meetings, shared files, tasks etc. available in one single interface.
- Before the beginning of a new session, every course instructor had to create a team group which represents a class and add all the lecture contents were uploaded into the teams prior to the class engagement. Since Teams is integrated with office365 all the features available in it can be easily used through Teams for effective teaching. Through the MS Teams app, all the essential needs for Teaching/learning like Lecture delivery, Assignments, quizzes, interaction with students etc. becomes simple.

5. Limitations:

- **Cost effectiveness:** With all such benefits there is always limitations as well. Such installations are expensive. So, it is not bearable for everyone.
- **Enough internet speed and memory of laptops are needed:** Such software require demand of enough memory only then the maximum benefit can be obtained.
- **Technical training:** dealing with such technical mechanism, a training is also needed to make the service smoothly functional.

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)

Research and quality education.

Research has and quality education has been the key areas for Manipal University Jaipur since its inception. Once the university got accredited by NAAC in 2020, it ensured that all the best practices for research will be incorporated in Manipal University

Jaipur. Simultaneously, the university also ensured that it leaves no stone untouched in delivering quality education. University introduced many steps to implement the framework of quality education and research which resulted in the accreditation of 5 engineering programs by the National Board of Accreditation. The Accreditation supported the claim of the university that we are consistently trying to deliver quality.

Further, Manipal University Jaipur has significantly improved its band in NIRF overall university Rankings by grabbing the band of 101-150 from 150-200. Manipal University Jaipur's Faculty of Engineering was ranked 84th in the entire nation in NIRF Engineering instituted category. Manipal University Jaipur's Tapmi School of Business was also successful in securing the 75th rank in the Management category in NIRF rankings.

Manipal University Jaipur introduced Research incentivization Scheme for faculty members and it has made an impact very effectively where the total count of Scopus Publication to date has reached 2706 publications and various other accolades like patent, external research funding.

University has ensured that there is no discrimination based on caste, gender, and creed and significant supportive programs have been in practice throughout the year. Students from weaker sections of the society, economically weaker, all have been provided with a scholarship opportunity to have Manipal Experience.

When the world was affected by pandemics and the majority of the institutes in Rajasthan were in the planning stage only Manipal University Jaipur was the first to execute the academic delivery completely through the digital platform. It was an effort of all the stakeholders of the university that always kept the standards high.

These efforts significantly show that Manipal University Jaipur not only believes in planning but also in the execution of its best practices in pen and spirit.

7.3.2 - Plan of action for the next academic year

Plan of action for the next academic year :

1. Student engagement in value-added and skill development course

2. Empowering Faculty by promoting FDPs, development of online courses, enhanced PDA for attending conferences and workshops
3. Deployment of Vision 2025 as planned.
4. Deployment of New KPI for the University Leadership team (head of the department; School Director and Functional director).
5. Implementation of new Career Advancement Scheme guidelines for the teaching staff.
6. Implementation of revised Performance Management System for MUJ teaching staff.
7. implementation of 9 box evaluation tool for assesement.