



IIMT
UNIVERSITY

Transforming Education System, Transforming Lives



EXTERNAL ACADEMIC AND ADMINISTRATIVE AUDIT REPORT



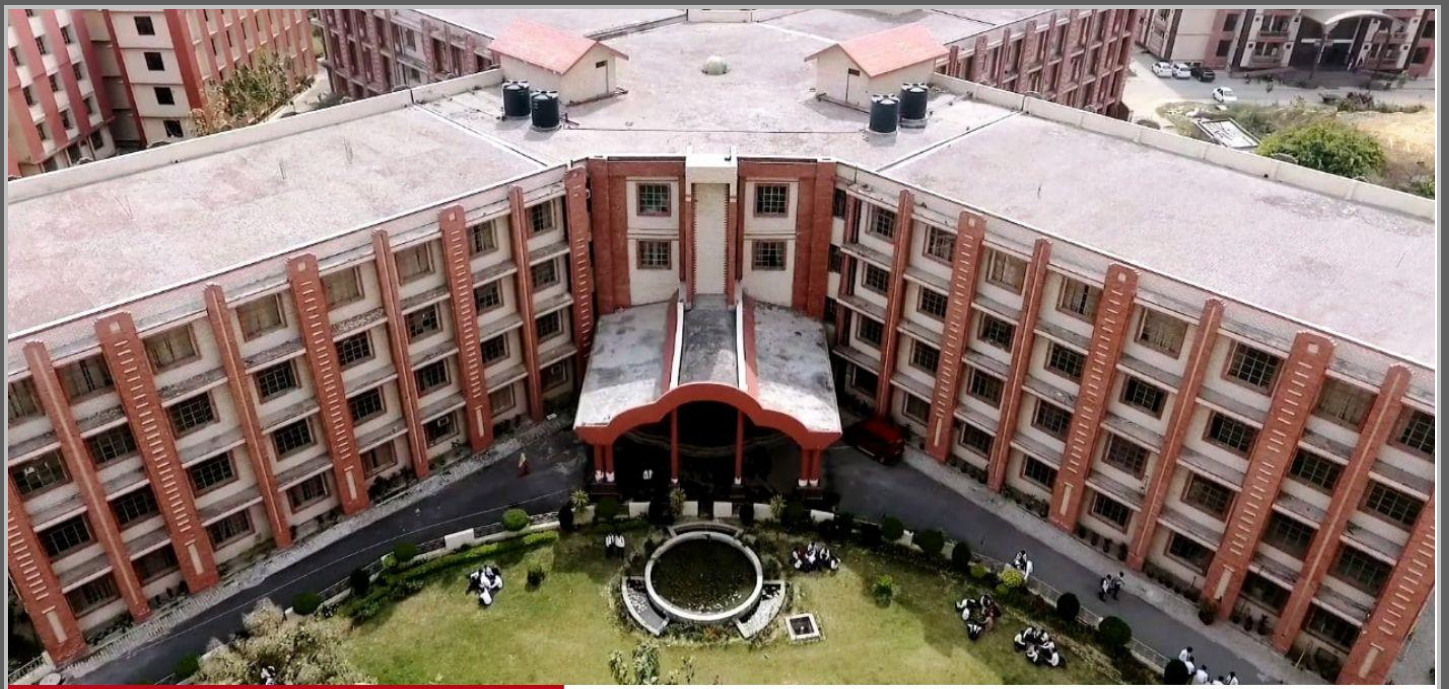
2022-2023

**PREPARED BY
INTERNAL QUALITY ASSURANCE CELL
IIMT UNIVERSITY, MEERUT**

**APPROVED BY
ACADEMIC COUNCIL**

INDEX

S.NO.	PARTICULARS	PAGE NO.
1	Forward	
2	Message from Vice Chancellor	
3	About IIMTU, Meerut	1
4	Overview on Academic & Administrative Audit	2-3
5	AAA Committee	4
6	Analysis of the AAA Committee Observations	5-10
7	Recommendations	11
8	Annexure (Filled AAA Formats)	12-31



FOREWORD

I am extremely pleased to present the Academic & Administrative Audit Report of the IIMT University, Meerut which is duly approved by Academic Council of the University.

It is perhaps noteworthy that the IIMT University has introduced a provision for internal quality assessment of all the academic and administrative sections of the University's since A.Y. 2020-2021. This is the first an external quality audit was conducted o under the supervision of Vice Chancellor Prof (Dr.) Deepa Sharma by constituting an academic and administrative audit committee which included External as well as Internal experts.

I record my appreciation and gratitude to Prof (Dr.) Deepa Sharma, Vice Chancellor, IIMT University for entrusting the team with the responsibility of carrying out the Academic and Administrative Audit of the University.

I wish to thank Prof. V P Rakesh, Registrar, for his leadership and meticulous support to provide the details in facilitating the audit process and have shown enormous care and fortitude in planning and arranging the Committee's site visit with precision. I thank other officials of the University, faculty members and non-teaching staff members who worked as a dedicated team to support the whole audit process.

IQAC enabled the audit process by providing information with candor and clarity. This report was compiled and analysed by the IQAC and then it was placed in Academic Council meeting to lay down the action plan based on the recommendation of AAA committee for ensuring the continuous quality improvement in all academic and as well as administrative processes.

By Dr. B. K. Das
Director, IQAC
IIMTU, MEERUT

MESSAGE FROM VICE CHANCELLOR

I AM DELIGHTED TO SHARE WITH YOU THE NEWS OF OUR SUCCESSFUL COMPLETION OF THE ACADEMIC AND ADMINISTRATIVE AUDIT AT IIMT UNIVERSITY, MEERUT. THIS COMPREHENSIVE EVALUATION WILL SURELY MARK A SIGNIFICANT MILESTONE IN OUR COMMITMENT TO EXCELLENCE AND CONTINUOUS IMPROVEMENT.

THE ENTIRE PROCESS HAS BEEN A COLLABORATIVE EFFORT, INVOLVING FACULTY MEMBERS, ADMINISTRATIVE STAFF, STUDENTS, AND VARIOUS STAKEHOLDERS. I EXTEND MY HEARTFELT APPRECIATION TO EACH ONE OF YOU FOR YOUR DEDICATION, HARD WORK, AND ENTHUSIASM THROUGHOUT THIS AUDIT. YOUR COLLECTIVE EFFORTS HAVE CONTRIBUTED TO THE SUCCESSFUL CONDUCTION OF THE AUDIT, REFLECTING OUR SHARED COMMITMENT TO MAINTAINING THE HIGHEST STANDARDS OF QUALITY IN EDUCATION AND ADMINISTRATION.

THE CONSTRUCTIVE FEEDBACK AND RECOMMENDATIONS OF EXPERTS WILL SERVE AS A FOUNDATION FOR STRATEGIC PLANNING AND INITIATIVES AIMED AT FURTHER ELEVATING THE ACADEMIC AND ADMINISTRATIVE EXCELLENCE OF IIMT UNIVERSITY, MEERUT.

ONCE AGAIN, CONGRATULATIONS TO THE ENTIRE IIMT FAMILY ON THIS ACHIEVEMENT. I APPRECIATE THE EFFORTS TAKEN BY IQAC TO COORDINATE WITH THE SUCCESSFUL CONDUCTION OF AAA.

PROF. (DR.) DEEPA SHARMA
VICE CHANCELLOR
IIMTU, MEERUT

ABOUT IIMTU MEERUT



IIMT University is a young driven student-centered university of 2f and 12 B u/s UGC Act 1956, which embraces the core values of academic excellence while keeping pace with fast changing landscape of higher education. Established in 2016, through a private university Act under Govt. of Uttar Pradesh, IIMTU takes pride in its commitment to push the boundaries of knowledge challenge conventional practices and create leaders of tomorrow. The university distinguished itself through its numerous undergraduate, post graduate and doctoral programmes across engineering, management, sciences, liberal arts, law, nursing, pharmacy and health science and education disciplines. The Academic environment sharply focuses on research pre-eminence and teaching excellence to firmly complement each other in the creation of new knowledge with an impact on society for the greater period. As a vibrant university, IIMT University also provides a diverse inclusive and entrepreneurial ambience to stimulate the spirit of futuristic thinking. To that end the university has national and international collaboration engagements to strengthen curricula, research facility and student exchange to create a world class learning ecosystem.

VISION AND MISSION

Vision

To be a world- class university for quality education and providing an excellent learning through research & innovation to meet the aspirations of world community.

Mission

In congruence with its Vision, the Mission of the University is to:

- Encourage the learning, keeping in view the concern for Access, Equity Quality significance and Value Based Education.
- Be a focus for brilliant students and to train them to compete in facing global challenges
- Foster global competencies among students
- Inculcate a value system among students.
- Explore for highly talented and innovative teachers and supporting staff and provide them with congenial work environment to retain them.
- Carry out and promote basic and applied research.
- Support a dynamic, decentralized and transparent Governance System.



OVERVIEW ON ACADEMIC & ADMINISTRATIVE AUDIT

Academic and Administrative Audit is a commonly used approach to improve the quality of higher education institutions. AAA is a methodical and scientific approach to evaluating the quality of academic and administrative processes within an institution. This evaluation process aims to enhance the overall quality of the services and education offered by the higher education institution.

What is an Academic Audit?

Academic Audit is a mechanism to examine and enhance the quality of academic aspects of institutions of Higher Education. It emphasizes on reviewing the performance of the academic inputs with respect to quality assurance. Academic audit collects evidence of processes by which an institution makes assessments of the quality of teaching or student learning. It traces the interaction between an institution's quality assurance policies and the activities of its academic units.

What is an Administrative Audit?

Administrative Auditing is the process of examining the efficiency and effectiveness of a HEI's administrative procedures. It covers the evaluation of policies, plans, and functions of various administrative departments, as well as overall administrative system supervision. It is a means of evaluating the efficiency and effectiveness of the administrative procedures, policies, decision-making authorities and functionaries, strategies, processes, feedback, and control mechanisms, among other things. If effectively implemented to assess the overall strength and weakness of the operating system, as well as where the function is stagnant and impaired, and where special attention, is required.



Aims and Objectives of AAA

Aims:

- **Setting and maintenance of academic standards.**
- **Quality of students' learning opportunities.**
- **Need for greater integration between academic planning, research assessment and quality assurance.**
- **Recognition and use of the outcomes from professional association activities.**
- **Recognition of the importance of quality enhancement.**

Objectives:

- **To understand the existing system and assess the strengths and weaknesses of the Academic Departments and Administrative Units, and to suggest methods for improvement by leveraging the strengths and overcoming the weaknesses.**
- **To identify the issues in the existing administrative mechanisms for utilizing the opportunities for academic reforms, administrative reforms and examination reforms**
- **To evaluate the optimum utilization of financial and other resources.**
- **To suggest the methods for continuous improvement of quality as suggested by accrediting agencies.**

Why to conduct Academic and Administrative Audit?

- **To confirm that the arrangements for quality assurance are fit for purpose and conform to the institution's role and mission.**
- **To provide assurance that the standards of higher education (at degree level and above) align with expectations.**
- **To ensure that students have access to appropriate learning opportunities through taught provision, private study and supported learning.**
- **To promote and enhance high quality teaching and learning.**
- **To confirm that students are fully supported in their academic and personal development.**
- **To advance the highest possible levels of student achievement.**
- **To encourage strategic developments that enriches the curriculum and enhances students' opportunities for employment and career development.**



ACADEMIC AND ADMINISTRATIVE AUDIT COMMITTEE

The IIMTU has taken a pioneering initiative towards the Academic and Administrative Audit in its true spirit. For this purpose, an Academic Administrative and Audit Committee was constituted consisting of the following external and internal members.

External Members

- Prof. (Dr.) H.S. Singh, Vice Chancellor, Maa Shakumbari University, Saharanpur.
- Prof. (Dr.) P. K Mittal,
- Dr. Asif Ali Syed, Dept. of Business Administration, FMSR, Aligarh Muslim University, Aligarh.
- Dr. Neetu Panwar, Director, IQAC, Swami Vivekanand Subharti University, Meerut

Internal Members

- Prof. (Dr.) Aniruddha Ram, Dean, College of Law, IIMT University, Meerut
- Prof. (Dr.) Mukesh Kumar, Dean, IIMT College of Medical Sciences (Allied Health Sciences), IIMT University, Meerut
- Dr. B. K. Das, IQAC Director, IIMT University, Meerut

The IIMT University conducted 2 internal Academic and Administrative Audit during A.Y. 2020-2021 & 2021-2022 respectively. The terms of the reference of the committee consisted of comprehensive and detailed assessment of the present Academic, Administrative processes of the university.

The Internal Quality Assurance Cell (IQAC) has compiled all the collected data. The AAA Committee has submitted a detailed report to the Vice-Chancellor, IIMT University on the last day of the visit in order to place it before the Academic Council for action taken based on the recommendations of experts.



ANALYSIS OF THE AAA COMMITTEE OBSERVATIONS

Date of AAA Conduction: 05/05/2023-06/05/2023

Name of the Audited Schools/Colleges/Administrative Units

IIMT College of Medical Sciences-Nursing
Allied Health Sciences
School of Agriculture Sciences
School of Education
School of Media, Film & Television Studies
School of Basic Science & Technology
College Hospital of Naturopathy & Yogic Sciences
School of Commerce & Management
School of Engineering & Technology
School of Life Science & Technology
School of Computer Science & Application
IIMT College of Medical Sciences (Pharmacy)
School of Hotel Management & Catering Tourism
IIMT Ayurvedic Medical College and Hospital
School of Arts and Humanities
School of Law

BENCHMARKS OF QUALITY IMPROVEMENT	OBSERVATIONS OF AAA COMMITTEE MEMBERS
<p>Curriculum Enhancement and Enrichment</p>	<ul style="list-style-type: none"> • University has adopted CBCS in 2018-2019 across all the programmes. • From 2021-2022, all the programmes have been revised as per NEP 2020 guidelines. • All the programmes have regular updation as per the guidelines of concerned statutory bodies like UGC, PCI, INC, BCI, SMC, AYUSH, NCISM and NCTE as well as incorporating the latest developments, technology integrated curricular development with innovative student-centric, teaching-learning and assessment methods for achieving global competencies. • IIIMTU has been undertaking revision of programmes curriculum at all levels at regular intervals incorporating the skill-based courses meeting the need of emerging industries. • Courses addressing emerging and contemporary issues have also been added for the overall holistic development of students. • All the UG and PG Programmes have the mandatory provision to have the component and courses of field projects / research projects / internships. • University has an effective feedback mechanism process to collect the stakeholders feedback on curriculum which is analyzed and action plan has been prepared for implementation at each school/college level.
<p>Teaching-Learning and Evaluation</p>	<ul style="list-style-type: none"> • IIIMTU has been maintained with good Faculty-Student ratio which is 1:16 and fulfilling the norms of all regulatory bodies. • Mentoring process is effectively implemented and record of regular meeting with mentees and Mentor-Mentee Logbook is maintained properly. • Slow Performers and Advanced Learners mechanism is existing and regular identification of SP and AL based on their performance is being done along with the introduction of special programme to improve their performance. • The number of Ph.D. Faculty members as well as experienced faculty members has improved. • All Schools/Colleges are regularly organizing student centric intra-curricular as well as extracurricular activities to enhance the real-life experiences of the students.

BENCHMARKS OF QUALITY IMPROVEMENT	OBSERVATIONS OF AAA COMMITTEE MEMBERS
<p>Research, Innovations and Extension</p>	<ul style="list-style-type: none"> • IIMTU has initiated several best practices to promote research culture among the faculty members and students. such as Seedmoney grant, Abdul Kalam Fellowship for Ph.D. Scholars, establishment and expansion of research infrastructures, awards and recognition to the faculty members for research contribution • University has well-defined and duly approved Research Promotion Policy. • IIMTU has received funds/grants for consultancy work, research projects from Government and Non-government organizations. • A large no. of Filed/Published/Granted patents, designs and copyrights. of the faculty members . • Under the recognition of MSME and Govt. of Uttar Pradesh, An Incubator viz. Center for Innovation, Incubation and Entrepreneurship was established to facilitate support for Startups, Innovation and Entrepreneurship development ideas of students, alumni and Faculty Members. A total of 21 startups has been mentored so far and commercialized successfully. • University has received Awards and Recognition from IIC-MHRD, NIRF, ARIIA, R-World Ranking in the field of innovation and research. • Research papers in UGC CARE/SCOPUS is being published by the faculty members and have acknowledged growth in this year. More emphasis need to be given to increase the no. of publications in upcoming years. • Memorandums of Understanding (MOUs) with reputed organisations and institutions are existing and functional incorporating student/faculty exchange and academic activities. Collaborative activities focusing cultural /sport exchange, participation in PDP, research must be enhanced. • Extension and Outreach activities are being conducted on regular basis in surrounding communities engaging the students and faculty members.

BENCHMARKS OF QUALITY IMPROVEMENT	OBSERVATIONS OF AAA COMMITTEE MEMBERS
<p>Infrastructure and Learning Resources development</p>	<ul style="list-style-type: none"> • Library, audio-visual, internet access, appropriate software and hardware and other academic services are adequate for the effective delivery of curricula. • Facilities for smart class rooms / virtual rooms / conference rooms / furnished staff cabin / New laboratories are existing. • Facilities for cultural activities, yoga and sports are well established and other facilities such as hostel, transport, canteen, gym, common rooms are also available within the campus. • Student - Computer ratio is 1:4 and available bandwidth of internet is 1 GBPS. • E-Governance effectively implemented in Admission, Administration, Finance and Accounts & Examination system and LMS. • The university enables Wi-Fi and Internet facilities for all the students, Faculty and other staff members. • A well-equipped central library, consisting a huge database of textbooks, reference books, digital learning materials, e-books and also have subscribed online databases i.e. DELNET, EBESCO, IEEE & J-GATE etc. • Facilities for e-content development has been established and faculty members have been encouraged to upload the developed content on LMS and other online platforms regularly. • Budget is properly allocated for all the academic as well as academic processes at the starting of academic year.
<p>Student Support Schemes and Student Performance</p>	<ul style="list-style-type: none"> • More than 60% of the students are getting benefited by scholarships from under various government and institutional schemes. • Students are being benefited under the Capacity development, skills enhancement and preparation for Competitive examinations programs. • Committees specific to Redressal of student grievances / ragging / Sexual harassment are well in place and actively working as per the UGC guidelines. • Placement of outgoing students is more than 70% which is satisfactory and have great opportunity to showcase in future with growth. • Data on Progression to higher education need to be fetched and maintained systematically.

BENCHMARKS OF QUALITY IMPROVEMENT	OBSERVATIONS OF AAA COMMITTEE MEMBERS
<p>Student Support Schemes and Student Performance</p>	<ul style="list-style-type: none"> • University has active Student Council which has its representation in various sports, cultural and club activities. • Students have been encouraged to represent themselves in various sports and cultural activities across the states/ country to win the award and recognition. • University as well as the constituent schools/colleges are regularly organizing Sports and cultural events / competitions for the overall holistic development of the students. • University has a registered and functional alumni association. About 9613 alumni have registered themselves through IIMTU Alumni Connect Portal. They have significant financial contribution also. • Alumni Coordination Committee is fully function and organises online/offline guest lectures, workshops, symposium, interview sessions, Alumni meet or any other activities engaging alumni.
<p>Governance, Strategic Planning and Policies</p>	<ul style="list-style-type: none"> • University has 2F and 12B UGC status. • All the Statutory committee are constituted as per the University STATUTE and held periodic meetings. • Performance appraisal system, Faculty and staff welfare measures, decentralisation of powers as per the hierarchy structure is existing. • University has structures its' new 5 years Institutional Development Strategic Plan (2023-2027) in continuation of previous Strategic Plan (2018-2022) which will be deployed from 2023-2024 onwards. • IQAC is well established and actively working for catalytic and continuous improvement in all aspects. • All the Policies of the University has been framed to ensure the perspective outcomes of the academic and administrative processes. • Financial support to attend conferences / workshops and membership fee of professional bodies are being provided to the faculty members as a part of research promotion.

BENCHMARKS OF QUALITY IMPROVEMENT	OBSERVATIONS OF AAA COMMITTEE MEMBERS
Inclusive Practices	<ul style="list-style-type: none"> • University has NCC, NSS, UBA, USR, Student Clubs which are actively working focusing the contemporary issues of the society by engaging students as well as faculty members. • Emphasising the women safety and security concerns various committees such as ICC, Women empowerment Committee, Student Grievance Cell, Anti-ragging Cell has been constituted for timely resolutions. • Campus is equipped with outstanding security measures including 1000+ CCTV cameras, well-trained security personnel, biometric attendance, limited access for vehicles, and a system of gate passes for entry and exit purposes. • Quality Audits have been conducted i.e. ISO (9001:2015 & 14001: 2015), Energy Audit, Environment Audit, Green Audit. • University has well defined Divyangjan Policy with all the supporting facilities created for divyangjan like Disable friendly website, washrooms, ramps, lifts, wheelchairs, reserved parking, brail facilities and human assistance etc. • University has Plastic-free eco-friendly campus and sustained with rainwater harvesting system, Sewage Treatment Plant, E-Waste facility, Biogas Plant, Energy conservation measures etc.



RECOMMENDATIONS OF AAA COMMITTEE

SUGGESTIONS AND RECOMMENDATIONS

- **More value added courses and online courses must be offered to the students.**
- **Documentation of all the activities need to be further updated.**
- **Percentage of PhD Faculty to be increased.**
- **Overall research profile of the faculty and University to be improved.**
- **All Schools/Colleges must identify their best practice and enhance the outcome**
- **Alumni engagement at school/college level need to be strengthened.**
- **IQAC should also conduct periodical internal audits to the administrative sections to ensure the effective implementation of all processes and quality of the documents.**
- **All School/Colleges should be periodically evaluated through intra departmental audits to improve the quality of documents.**
- **SWOC analysis should be done every year for all the Units of the University.**
- **More training sessions to be organized for Administrative staff members to improve their interpersonal skills.**
- **Number of extension and outreach activities to be enhanced in surrounding communities addressing the contemporary issues involving NSS, UBA, NCC, USR units of the university.**
- **Activities under collaboration with industry and academic institutions to be increased.**

ANNEXURES



Academic and Administrative Audit Format

CATEGORIES	DESCRIPTION	Yes/No	Remarks of Experts
Approvals and Recognitions	2F Status	Y	
	12-B Status	Y	
	Ranking and Rating	Y	
	Adherence of statutory guidelines	Y	
Curricular Design and Development	Syllabus majorly revised once in 3 years with minor revisions every year.	Y	twice revised since 2017
	Syllabus is prepared by subject co-coordinator in consultation with experts, taking inputs from external and internal faculty.	Y	
	Choice-based credit system (CBCS) and National Education Policy are initiated in the institution	Y	
	VAC - Value Added Courses made compulsory and regularly been offered to students	N	not compulsory selected as per choice
	Foreign language classes are being conducted	-	Not for all programmes
	Corporate internships is mandatory	Y	
	Subject teachers identify the industry needs while preparing lesson plans.	Y	
	Feedback mechanism i.e. Feedback from students, alumni, industry, teachers is existing	Y	
Teaching-learning	Transparency in the Admission process - admissions are made as per the predetermined Criteria.	Y	
	Students from disadvantaged community/Women/Physically Challenged/ Economically weaker sections/Sports personnel.	Y	
	Institution ensures due representation from different strata gender to locale.	Y	
	Number of qualified and competent teachers	Y	Retention is low
	Student teacher ratio	-	Satisfactory
	Percentage of teachers with Ph.D. Qualification		need to increase Ph.D. faculty
	Adherence to UGC / State Government /University norms with reference to teacher qualifications for recruitment	Y	
	The institutions facilitates the effective conduct of the teaching-	Y	

	learning processes		
	The institution has provision for use of ICT in the enhancement of teaching process.	Y	Training on use of ICT tools is required
	Student-centered learning Environment	Y	
	Use laboratory equipment / field experiences effectively to maximize the teaching - learning process	Y	
	The institution has a well-conceived plan for continuously monitoring student progress with necessary action taken	Y	
	Existence of mentoring system	Y	
	The institution has an effective mechanism to recruit adequate qualified faculty	Y	
	Evaluation processes/methods of the institution and ensures transparency of the processes	Y	
	Mechanism for redressal of grievances regarding evaluation	Y	
	Security of the evaluation system is ensured	Y	
	The teachers have opportunities for continued academic growth and professional development	Y	
	The institution has an open and participative mechanism for evaluation of teaching and promoting work satisfaction of the faculty.	Y	
	Library resources are effectively used to augment teaching - learning	Y	
Research Promotion	Formation of Research Committee to facilitate and monitor research activity.	Y	
	Institution facilitates faculty to undertake research by providing research funds (seed money)	Y	more seed projects to be granted
	Provision in the institutional budget for research and development	Y	
	Major research facilities developed and available in the campus	Y	
	Encourage and promote research culture (eg.: Teaching work load remission, opportunities for attending conference, incentives for research work etc.)	Y	
	Significant number of research papers, books published in National/International referred journals	-	Ratio per faculty need to increase
	Significant number of major and minor research projects	-	need to increase
	The institution has received research recognition and awards (including patents)	Y	
	University provides consultancy services to industries	-	to be strengthened
	Organize society need-based extension and outreach programs	-	to be increased

	Participation of the students and faculty in extension activities (NSS, NCC, UBA and USR etc.).	Y	
	Establish partnerships with industry, community and NGOs for extension activities	Y	to be increase
	MOU signed with Academic institutions/Industry/other agencies.	Y	
Infrastructure	Availability of infrastructure for academic purpose, administrative purpose and co-curricular activities	Y	
	Infrastructural facilities are augmented from time to time and are being are being utilized optimally	Y	
	Appropriate faculties for differently- abled student	Y	
	Full automation of library	Y	
	Access, use and security of library materials	Y	
	Purchase and use of current titles, important journals and other reading materials, percent of budget and amount spent on new books and journals	Y	
	LAN and WiFi facility to students and all staff	Y	
	No. of Computers and its use/ Has adequate / up to date computer facilities	Y	
	Common facilities are available in university i.e. Staff room, Day care center, Common room for students, Health Centre, Vehicle Parking, Guest House, Canteen, Hostels (Boys + Girls), transport, faculty residence etc.	Y	
	Student Support and Services	University provides clear information to students about admission, the fee-structure and refund policies; financial aid and student support services.	Y
University provision/schemes for student welfare (insurance, special diets, family counseling support, earn while you learn scheme etc.).		Y	
Complaint management process-ensure that complaints are resolved promptly		Y	
Progression to higher studies/ Progression to research/ Progression to employment		Y	
Placement and counseling services available to the students.		Y	
Committee for Grievance redressal , Anti-ragging and prevention/action against sexual harassment of women students issues addressed existing		Y	
Student council and representation of students in various committees		Y	
Registered Alumni Association and its activities.		Y	engagement of alumni to increase.
Governance and	University has cleared vision and mission and a well-defined institutional development strategic plan.	Y	

Institutional Values	Vision and mission of the institution is in tune with the objectives of the Higher Education Policies of the nation	Y	
	Institution has sustainable good practices for governance and leadership.	Y	
	Organization Structure, Power and Functions of the Functionaries is as per the statutory guidelines	Y	
	The functions of the institution and its academic and administrative units are governed by the principles of participation and transparency.	Y	
	Welfare measures for the staff and faculty.	Y	
	Conducts performance appraisal regularly of teaching and Non-teaching staff	Y	
	Regularity of audited - internal and external audit <i>of all section'</i>	Y	
	Internal Quality Assurance Cell is functional to carry out in the quality enhancement of the institution.	Y	
	Special efforts made to achieve gender balance amongst students and staff.	Y	
	University has adopted the green initiatives i.e. energy conservation, waste water management, water conservation, green campus etc.	Y	
	Energy, Environment and Green Audit conducted	Y	
	ISO certification	Y	
	Identified Best Practices of the University	Y	

Signature of Experts:

1. Prof. (Dr.) H.S. Singh

2. Dr. Asif Ali Syed


3. Dr. Neetu Panwar

4. Prof. (Dr.) Aniruddha Ram

5. Prof. (Dr.) Mukesh Kumar

6. Dr. B. K. Das

Date: 06/03/2023


Registrar
IIMT University, Meerut
U.P. Act No. 32 of 2016




College: College of Medical Science - Nursing
Date: 05 May 2023
Time: 9:30 am

Sr. No.		Remark
1	Ordinance of the programmes	As per INC. - ok.
2	Vision Mission of School/College	Well defined + displayed
3	Board of Studies meeting records	Record maintained
4	Student File	As per checklist
5	Teacher Course Files	Record maintained
6	Teachers Personal Files	Complete
7	Feedback file	In record with HWR
8	Mentoring Record	Mentoring record available
9	Equipment File and stock maintenance register	Record maintained
10	Research Record of Faculty	Updated record
11	Research Guide and scholar details	Available
12	Student activities records	Record maintained
13	Student achievements records	- maintained
14	Seminar/workshop/training/conference etc. records	need to improve the record database

Checked by:


05/05/23


Registrar
IIMT University, Meerut
U.P. Act No. 32 of 2016


05/05/2023




College: School of Agriculture Science

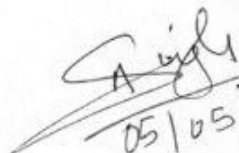
Date: 05/05/2023

Time: 10:00 AM

Sr. No.		Remark
1	Ordinance of the programmes	Recorded
2	Vision Mission of School/College	Available
3	Board of Studies meeting records	Regularly Recorded
4	Student File	maintained in school
5	Teacher Course Files	maintained as per batch
6	Teachers Personal Files	OK
7	Feedback file	Filled forms samples to add
8	Mentoring Record	Available
9	Equipment File and stock maintenance register	Stock register to update
10	Research Record of Faculty	to be updated regularly
11	Research Guide and scholar details	OK
12	Student activities records	to be updated
13	Student achievements records	to be updated
14	Seminar/workshop/training/conference etc. records	Activity data to be recorded.

Checked by:


Registrar
IIMT University, Meerut
U.P. Act No. 32 of 2016


05/05/2023




College:.....*College Hospital of Naturopathy + Yogic Sciences*

Date:.....*05 May 2023*

Time:.....*10:30 AM*

Sr. No.		Remark
1	Ordinance of the programmes	<i>In record</i>
2	Vision Mission of School/College	<i>Available</i>
3	Board of Studies meeting records	<i>Updated</i>
4	Student File	<i>OK</i>
5	Teacher Course Files	<i>OK</i>
6	Teachers Personal Files	<i>OK</i>
7	Feedback file	<i>forms to be placed</i>
8	Mentoring Record	<i>meeting records needed</i>
9	Equipment File and stock maintenance register	<i>OK</i>
10	Research Record of Faculty	<i>to be updated</i>
11	Research Guide and scholar details	<i>OK</i>
12	Student activities records	<i>OK</i>
13	Student achievements records	<i>to be updated</i>
14	Seminar/workshop/training/conference etc. records	<i>OK</i>

Checked by:


Registrar
IIMT University, Meerut
U.P. Act No. 32 of 2016





College: Allred Health Science

Date: 02/ May/ 2023

Time: 11:00 AM

Sr. No.		Remark
1	Ordinance of the programmes	ok
2	Vision Mission of School/College	Displayed
3	Board of Studies meeting records	Regularly filed
4	Student File	Checklist prepared & maintained accordingly
5	Teacher Course Files	All course record available
6	Teachers Personal Files	All documents available
7	Feedback file	No ATR available
8	Mentoring Record	Mentor-Mentee booklet to maintain
9	Equipment File and stock maintenance register	ok
10	Research Record of Faculty	to be updated
11	Research Guide and scholar details	ok
12	Student activities records	updated
13	Student achievements records	updated
14	Seminar/workshop/training/conference etc. records	in record.

Checked by:

[Handwritten signature]
02/05/23

[Handwritten signature]
Registrar
IIMT University, Meerut
U.P. Act No. 32 of 2016

[Handwritten signature]



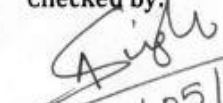
College: School of Education


Date: 05.05.2023


Time: 11:00 AM

Sr. No.		Remark
1	Ordinance of the programmes	Ready
2	Vision Mission of School/College	Displayed
3	Board of Studies meeting records	Regularly maintained
4	Student File	As per record
5	Teacher Course Files	Maintained
6	Teachers Personal Files	Maintained
7	Feedback file	Sample feedback forms to attach
8	Mentoring Record	Meeting record to add
9	Equipment File and stock maintenance register	—
10	Research Record of Faculty	Maintained
11	Research Guide and scholar details	Available
12	Student activities records	Available
13	Student achievements records	to update
14	Seminar/workshop/training/conference etc. records	In record

Checked by:


05/05/2023


Registrar
IIMT University, Meerut
U.P. Act No. 32 of 2016


05/05/23



College: College of Law

Date: 05/07/23

Time: 11:20 AM

Sr. No.	Particulars	Remark
1	Ordinance of the programmes	Prepared
2	Board of Studies meeting records	In record
3	Student File	Well maintained
4	Teacher Course File/Time able/Work Diary	Prepared
5	Teachers Personal File	prepared
6	Feedback file	thoroughly analyzed with responses.
7	Mentoring Record	maintained
8	Equipment File and stock maintenance register	maintained
9	Research Record of Faculty	in record
10	Research Guide and scholar details	in record
11	Student activities record	in record
12	Student achievements record	in record
13	Seminar/workshop/training/conference etc. records	in record

Checked by:

Registrar
IIMT University, Meerut
U.P. Act No. 32 of 2016



College: School of Media, Film & Television Studies

Date: 05/05/2023

Time: 12:30 PM

Sr. No.		Remark
1	Ordinance of the programmes	Available
2	Vision Mission of School/College	Displayed in college.
3	Board of Studies meeting records	Available
4	Student File	to update with missing document
5	Teacher Course Files	Available
6	Teachers Personal Files	Available
7	Feedback file	Sample forms to add
8	Mentoring Record	Updated
9	Equipment File and stock maintenance register	In record.
10	Research Record of Faculty	OK.
11	Research Guide and scholar details	available.
12	Student activities records	In record
13	Student achievements records	In record
14	Seminar/workshop/training/conference etc. records	Report details to be updated

Checked by:

Singh
05/05/2023


Registrar
IIMT University, Meerut
U.P. Act No. 32 of 2016



College: SCHOOL OF PHARMACEUTICAL SCIENCES


Date: 05/05/2023

Time: 02:00 PM

Sr. No.		Remark
1	Ordinance of the programmes	OKAY
2	Vision Mission of School/College	AVAILABLE
3	Board of Studies meeting records	PROPERLY RECORDED
4	Student File	PROPERLY RECORDED
5	Teacher Course Files	MAINTAINED
6	Teachers Personal Files	MAINTAINED
7	Feedback file	AVAILABLE
8	Mentoring Record	TO BE UPDATED
9	Equipment File and stock maintenance register	TO BE UPDATED
10	Research Record of Faculty	AVAILABLE
11	Research Guide and scholar details	AVAILABLE
12	Student activities records	TO BE UPDATED
13	Student achievements records	TO BE UPDATED
14	Seminar/workshop/training/conference etc. records	AVAILABLE

Checked by:




Registrar
IIMT University, Meerut
U.P. Act No. 32 of 2016






College: School of Engineering and Technology
Date: 05th May '23
Time: 02:00 pm

Sr. No.		Remark
1	Ordinance of the programmes	Maintained
2	Vision Mission of School/College	Displayed
3	Board of Studies meeting records	Maintained
4	Student File	Maintained
5	Teacher Course Files	Updated
6	Teachers Personal Files	To be updated
7	Feedback file	Maintained
8	Mentoring Record	To be updated
9	Equipment File and stock maintenance register	To be updated
10	Research Record of Faculty	Maintained
11	Research Guide and scholar details	Maintained
12	Student activities records	Available
13	Student achievements records	Available
14	Seminar/workshop/training/conference etc. records	Maintained

Checked by:




Registrar
IIMT University, Meerut
U.P. Act No. 32 of 2016





College: School of Life Science + Technology

Date: 05/05/23

Time: 3:00PM

Sr. No.		Remark
1	Ordinance of the programmes	Prepared
2	Vision Mission of School/College	prepared + displayed
3	Board of Studies meeting records	Regularly held
4	Student File	available
5	Teacher Course Files	All records maintained
6	Teachers Personal Files	available
7	Feedback file	Action taken not recorded
8	Mentoring Record	meeting record missing
9	Equipment File and stock maintenance register	All maintained
10	Research Record of Faculty	Updated till date
11	Research Guide and scholar details	to be recorded
12	Student activities records	to be recorded
13	Student achievements records	available in file
14	Seminar/workshop/training/conference etc. records	Attendance record to be placed.

Checked by:



Registrar
IIMT University, Meerut
U.P. Act No. 32 of 2016





College: School of Arts & Humanities


Date: 05/05/2023

Time: 4:00 PM

Sr. No.		Remark
1	Ordinance of the programmes	Available
2	Vision Mission of School/College	Available & displayed
3	Board of Studies meeting records	regularly conducted
4	Student File	All documents available
5	Teacher Course Files	Maintained
6	Teachers Personal Files	Maintained
7	Feedback file	ATR to be placed
8	Mentoring Record	Updated
9	Equipment File and stock maintenance register	—
10	Research Record of Faculty	need to update
11	Research Guide and scholar details	available
12	Student activities records	available
13	Student achievements records	need to update
14	Seminar/workshop/training/conference etc. records	document to be updated

Checked by:




Registrar
IIMT University, Meerut
U.P. Act No. 32 of 2016



College: School of Commerce & Management


Date: 06/05/2023

Time: 10:00 AM

Sr. No.		Remark
1	Ordinance of the programmes	Recorded
2	Vision Mission of School/College	Displayed
3	Board of Studies meeting records	Maintained
4	Student File	Updated
5	Teacher Course Files	Updated
6	Teachers Personal Files	Updated
7	Feedback file	Forms recorded properly
8	Mentoring Record	To be updated
9	Equipment File and stock maintenance register	To be updated
10	Research Record of Faculty	Maintained
11	Research Guide and scholar details	Maintained
12	Student activities records	To be updated
13	Student achievements records	To be updated
14	Seminar/workshop/training/conference etc. records	Maintained

Checked by:




Registrar
IIMT University, Meerut
U.P. Act No. 32 of 2016


College: School of Hotel Management, Catering & Tourism

Date: 06-05-2023

Time: 10:00 A.M.

Sr. No.		Remark
1	Ordinance of the programmes	Properly Recorded
2	Vision Mission of School/College	Displayed Properly
3	Board of Studies meeting records	Available
4	Student File	Updated
5	Teacher Course Files	Properly Recorded
6	Teachers Personal Files	Properly Recorded
7	Feedback file	Maintained
8	Mentoring Record	Will be updated
9	Equipment File and stock maintenance register	Will be updated
10	Research Record of Faculty	Properly Recorded
11	Research Guide and scholar details	Properly Recorded
12	Student activities records	Will be updated
13	Student achievements records	Will be updated
14	Seminar/workshop/training/conference etc. records	Maintained

Checked by:



Registrar
IIMT University, Meerut
U.P. Act No. 32 of 2016



College: School of Basic Science & Technology


Date: 06/05/23

Time: 11:00 AM

Sr. No.		Remark
1	Ordinance of the programmes	Available
2	Vision Mission of School/College	displayed on wall in school
3	Board of Studies meeting records	Regularly conducted
4	Student File	File is maintained
5	Teacher Course Files	All records available
6	Teachers Personal Files	Updated regularly
7	Feedback file	Forms / Action Plan / HR available
8	Mentoring Record	properly maintained
9	Equipment File and stock maintenance register	available in file
10	Research Record of Faculty	to see updated
11	Research Guide and scholar details	available
12	Student activities records	to see updated
13	Student achievements records	to see updated
14	Seminar/workshop/training/conference etc. records	data base to maintain accordingly.

Checked by:




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IIMT University, Meerut
U.P. Act No. 32 of 2016





College:.....*School of Computer Science + Application*

Date:.....*06/05/2023*

Time:.....*11:30 AM*

Sr. No.		Remark
1	Ordinance of the programmes	<i>Prepared</i>
2	Vision Mission of School/College	<i>displayed</i>
3	Board of Studies meeting records	<i>regularly conducted</i>
4	Student File	<i>As per checklist</i>
5	Teacher Course Files	<i>All doc. available</i>
6	Teachers Personal Files	<i>maintained</i>
7	Feedback file	<i>Analysis record missing</i>
8	Mentoring Record	<i>updated</i>
9	Equipment File and stock maintenance register	<i>—</i>
10	Research Record of Faculty	<i>to be updated</i>
11	Research Guide and scholar details	<i>to be updated</i>
12	Student activities records	<i>maintained</i>
13	Student achievements records	<i>maintained.</i>
14	Seminar/workshop/training/conference etc. records	<i>Certificate, news release to be placed.</i>

Checked by:



Registrar
IIMT University, Meerut
U.P. Act No. 32 of 2016






College:..... IIMT Ayurvedic Medical College & Hospital

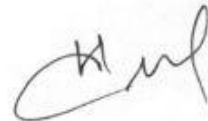
Date:..... 06/05/23

Time:..... 12:00 P.M.

Sr. No.		Remark
1	Ordinance of the programmes	Available
2	Vision Mission of School/College	- Available
3	Board of Studies meeting records	Record available
4	Student File	Updated
5	Teacher Course Files	All batches record available
6	Teachers Personal Files	Updated
7	Feedback file	need to update
8	Mentoring Record	All documents available
9	Equipment File and stock maintenance register	updated
10	Research Record of Faculty	to be updated
11	Research Guide and scholar details	available in record.
12	Student activities records	to be updated
13	Student achievements records	to be updated
14	Seminar/workshop/training/conference etc. records	Sample certificate to be placed.

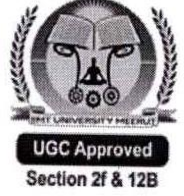
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IIMT UNIVERSITY, MEERUT

Transforming Education System, Transforming Lives



Ref. No: IIMT/R.O./Cir./AAA/2023/3018(a)

Date:02.05.2023

CIRCULAR

This is to inform you all that as per the directives of the competent authority, an “Academic and Administrative Audit (AAA) Committee” comprising internal as well as external members has been constituted at University level to review the processes of all academic and administrative activities to ensure the quality input and outcomes.

The composition of the AAA committee is as follows:

External Members:

S. No.	Name of the Members	Designation
1	Prof. (Dr.) Alka Chaudhary, Principal – KLM Post Graduate College, Meerut	Chairperson
2	Dr. Asif Ali Syed, Dept. of Business Administration, FMSR, Aligarh Muslim University, Aligarh	Member
3	Dr. Neetu Panwar, IQAC Director, Swami Vivekanand Subharti University, Meerut	Member

Internal Members:

- Prof. (Dr.) Aniruddha Ram, Dean, College of Law, IIMT University, Meerut
- Prof. (Dr.) Mukesh Kumar, Dean, IIMT College of Medical Sciences (Allied Health Sciences), IIMT University, Meerut
- Dr. B. K. Das, IQAC Director, IIMT University, Meerut

The External AAA of the University is scheduled from **05/05/2023** to **06/05/2023**. All the Deans/Directors/Administrative Officers of the University have been directed to prepare their respective sections for the scheduled audit.

This circular is being issued with the prior approval of competent authority.

To : All above members.

(Dr. V. P. Rakesh)

REGISTRAR

Copy to :-

1. P.S. to Hon'ble Chancellor Sir for his kind information.
2. P.S. to Hon'ble Pro Chancellor/Managing Director Sir IIMT Group for his kind information.
3. Hon'ble Vice – Chancellor Ma'am .
4. Finance Controller/CoE/DSW/Chief Proctor/Dir. Admin./Off. Dir. IQAC/Dir.HR
5. All Deans/Directors/Principals/HoDs.

Registrar
IIMT University, Meerut
U.P. Act No. 32 of 2016