



आईएफटीएम विश्वविद्यालय, मुरादाबाद, उत्तर प्रदेश
IFTM University, Moradabad, Uttar Pradesh
NAAC ACCREDITED

ACADEMIC
ADMINISTRATIVE AUDIT
2022-23



आईएफटीएम विश्वविद्यालय, मुरादाबाद, उत्तर प्रदेश
IFTM University, Moradabad, Uttar Pradesh
NAAC ACCREDITED

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- School of Business Management
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- School of Sciences
- School of Agricultural Sciences & Engineering
- School of Biotechnology
- School of Law

■ ACTION TAKEN REPORT

- School of Pharmaceutical Sciences and Pharmacy Academy
- School of Business Management
- School of Computer Science & Applications
- School of Engineering & Technology
- School of Social Sciences
- School of Sciences
- School of Agricultural Sciences & Engineering
- School of Biotechnology
- School of Law

IFTM UNIVERSITY MORADABAD
ACADEMIC ADMINISTRATIVE AUDIT

Name of School: Pharmacy Academy + School of Pharmaceutical Sciences
Academic Year: 2022-23
Audit Scheduled Date: November 16-30, 2023
Members of Audit Team: 03

S.N.	Name of Member	Designation
1	Prof. Rakesh Kumar Yadav	Professor
2	Prof. Arun Kumar Mishra	Professor
3	Prof. Sanjeev Agrawal	Professor

PART A – ACADEMIC AUDIT

1 – CURRICULAR ASPECT

1. Number of Programme:- 05
2. Number of new programme added:- Nil
3. Number of VAC programme:- 06
4. Number of students undergoing project:- 236

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Curriculum Design and Development	✓				
2	Academic Flexibility	✓				
3	Curriculum Enrichment	✓				
4	Feedback System	✓				

2 – TEACHING LEARNING AND EVALUATION

1. Total Teachers:- 82
2. Teachers with Ph.D.:- 25
3. Total Students:- 896
4. Number of ICT Tool Used:- 06

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Student Enrolment and Profile		✓			
2	Catering to Student Diversity	✓				
3	Teaching-Learning Process	✓				
4	Teacher Profile and Quality	✓				
5	Evaluation Process and Reforms	✓				
6	Student Performance and Learning Outcomes		✓			

3 – RESEARCH, INNOVATIONS AND EXTENSION

S.No.	Description	Nos. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Research Publications	67		✓			
2	Awards	13		✓			
3	Resource Mobilization for Research	01		✓			
4	Consultancy	02		✓			
5	Collaboration/MoUs				✓		
6	Extension Activities	01		✓			

7	Patents	28		✓			
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4 – INFRASTRUCTURE AND LEARNING RESOURCES

S.No.	Description	No. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Physical Facilities						
	Classrooms	13		✓			
	Labs	35		✓			
	Seminar Halls/Auditorium	02		✓			
2	Library as a Learning Resource – Departmental Library – Number of books	02		✓			
3	IT Infrastructure – At Departmental Level			✓			
4	Maintenance of Campus Infrastructure			✓			

5 – STUDENT SUPPORT AND PROGRESSION

1. Total number of Students Placed:- 195
2. Total Number of Awards Received by Students:- Nil
3. Total Number of Students Progressed to Higher Education:- 13

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Students benefited by career counseling and guidance for competitive examinations as offered by the Institution		✓			
2	Capacity development and skills enhancement initiatives are undertaken by the institution	✓				
3	Redressal of student grievances including sexual harassment, etc		✓			
4	Students qualifying in state/ national/ international level examinations		✓			
5	Placement of outgoing students		✓			
6	Progressed to higher education		✓			
7	Awards/medals won by students for outstanding performance in sports/cultural activities		✓			
8	Alumni Engagement		✓			

6 – GOVERNANCE, LEADERSHIP AND MANAGEMENT

S.No.	Description	No. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Teachers provided with financial support to attend conferences /workshops and towards membership fee of professional bodies.				✓		
2	Professional development / administrative training Programmes organized for teaching and non teaching staff				✓		
3	Teachers undergoing Faculty Development Programmes (FDP) (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).	05		✓			

Observation(s) of Audit Team:

Criterion Point	Observation
1- Curricular Aspect	Introduction of new programmes and value added courses shall be considered by the department which have contemporary nature.
2 - Teaching Learning and Evaluation	The faculty members who are yet to enrol for Ph.D are required to do the same on priority.
3 - Research, Innovations and Extension	The department shall focus on more collaboration/MoUs along with enhancing the extension activities.
4- Infrastructure and Learning Resources	The department shall focus on increasing the IT infrastructure facilities by enhancing the no. of computer system with latest hardware and software components.
5- Student Support and Progression	The department shall improve the count of progression of students to higher education programmes.
6 - Governance, Leadership and Management	The department shall encourage more faculty members to attend conferences/workshops, professional development/faculty development programmes.



PART B – ADMINISTRATIVE AUDIT

Utilities/ Essentials	Available (Nos. If applicable)	Not Available
Attendance Register	Yes	
White/ Chalk Board	Yes	
Lighting, Fans and ACs	Yes	
LCD Projection System	Yes	
Furniture	Yes	
Time Table (As per Curriculum)	Yes	
Resources		
Resources	Appropriate	Not Appropriate
Subject Teacher Allotments as per scheme	Yes	
Class Coordinator	Yes	
Mentor-Mentee Allocation	Yes	
Relevant Past Records		
Relevant Past Records	Available	Not Available
Results	Yes	
Analysis of the Results	Yes	
Record of Student's Achievements	Yes	
Record of Internships	Yes	
Record of Industry Visits	Yes	
Record of Invited Talks/ Seminars	Yes	
Other Facilities		
Other Facilities	Available (Nos. If applicable)	Not Available
CCTV Security	Yes	
Fire Extinguisher/Fire Alarm	Yes	
Medical facility	Yes	
Xerox Facility	Yes	
Drinking Water Facility with RO	Yes	
Girls Common Room	Yes	
Boys Common Room	Yes	
Lifts/Ramp	Yes	
Office	Yes	
Faculty/Staff rooms/Director Room	Yes	
Computer lab(s)	Yes	
Board Room	Yes	
Examination Control Room	Yes	
Printers	Yes	
Toilets (Students & Faculty Both)	Yes	

Observation(s) of Audit Team:

The water filtration facility (RO) available on one of the floors needs to be fixed by getting it repaired and cleaned. A regular maintenance schedule for the same shall be followed.

Signatures of Audit Team

1.  20/11/2023
2.  20.11.23
3. Sanjeev Arora
20/11/2023

IFTM UNIVERSITY MORADABAD
ACADEMIC ADMINISTRATIVE AUDIT

Name of School: *School of Business Management*

Academic Year: *2022-23*

Audit Scheduled Date: *November 16-30, 2023*

Members of Audit Team: *03*

S.N.	Name of Member	Designation
1	<i>Prof. Rakesh Kumar Yadav</i>	<i>Professor</i>
2	<i>Prof. Anun Kumar Mishra</i>	<i>Professor</i>
3	<i>Prof. Sanjeev Agrawal</i>	<i>Professor</i>

PART A – ACADEMIC AUDIT

1 – CURRICULAR ASPECT

1. Number of Programme:- 07
2. Number of new programme added:- Nil
3. Number of VAC programme:- 10
4. Number of students undergoing project:- 422

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Curriculum Design and Development	✓				
2	Academic Flexibility	✓				
3	Curriculum Enrichment	✓				
4	Feedback System	✓				

2 – TEACHING LEARNING AND EVALUATION

1. Total Teachers:- 47
2. Teachers with Ph.D.:- 18
3. Total Students:- 956
4. Number of ICT Tool Used:- 05

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Student Enrolment and Profile	✓				
2	Catering to Student Diversity		✓			
3	Teaching-Learning Process	✓				
4	Teacher Profile and Quality	✓				
5	Evaluation Process and Reforms	✓				
6	Student Performance and Learning Outcomes		✓			

3 – RESEARCH, INNOVATIONS AND EXTENSION

S.No.	Description	Nos. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Research Publications	23		✓			
2	Awards	07		✓			
3	Resource Mobilization for Research	01		✓			
4	Consultancy				✓		
5	Collaboration/MoUs				✓		
6	Extension Activities	08	✓				

7	Patents	11		✓			
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4 – INFRASTRUCTURE AND LEARNING RESOURCES

S.No.	Description	No. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Physical Facilities						
	Classrooms	17		✓			
	Labs	05		✓			
	Seminar Halls/Auditorium	01		✓			
2	Library as a Learning Resource – Departmental Library – Number of books	01		✓			
3	IT Infrastructure – At Departmental Level		✓				
4	Maintenance of Campus Infrastructure		✓				

5 – STUDENT SUPPORT AND PROGRESSION

1. Total number of Students Placed:- 198
2. Total Number of Awards Received by Students:- Nil
3. Total Number of Students Progressed to Higher Education:- 56

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Students benefited by career counseling and guidance for competitive examinations as offered by the Institution		✓			
2	Capacity development and skills enhancement initiatives are undertaken by the institution	✓				
3	Redressal of student grievances including sexual harassment, etc		✓			
4	Students qualifying in state/ national/ international level examinations		✓			
5	Placement of outgoing students		✓			
6	Progressed to higher education		✓			
7	Awards/medals won by students for outstanding performance in sports/cultural activities		✓			
8	Alumni Engagement		✓			

6 – GOVERNANCE, LEADERSHIP AND MANAGEMENT

S.No.	Description	No. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Teachers provided with financial support to attend conferences /workshops and towards membership fee of professional bodies.				✓		
2	Professional development / administrative training Programmes organized for teaching and non teaching staff	07		✓			
3	Teachers undergoing Faculty Development Programmes (FDP) (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).	12		✓			

Observation(s) of Audit Team:

Criterion Point	Observation
1- Curricular Aspect	More online course platforms such as SWAYAM/MOOCs/CSRBox shall be introduced and promoted among students to enrol into for skill enhancement.
2 - Teaching Learning and Evaluation	The use of ICT tools shall be increased by the faculty members. More faculty are required to enrol for pursuing their doctorate and complete it on priority.
3 - Research, Innovations and Extension	More of the consultancy, collaboration/ MoUs shall be focused upon by the department.
4- Infrastructure and Learning Resources	The department shall focus on increasing the no. of reference books available in the library.
5- Student Support and Progression	More students shall be encouraged to participate in different activities conducted by the department on several occasions.
6 - Governance, Leadership and Management	Faculty members shall be encouraged to attend workshops/conferences frequently.



PART B – ADMINISTRATIVE AUDIT

Utilities/ Essentials	Available (Nos. If applicable)	Not Available
Attendance Register	Yes	
White/ Chalk Board	Yes	
Lighting, Fans and ACs	Yes	
LCD Projection System	Yes	
Furniture	Yes	
Time Table (As per Curriculum)	Yes	
Resources		
Resources	Appropriate	Not Appropriate
Subject Teacher Allotments as per scheme	Yes	
Class Coordinator	Yes	
Mentor-Mentee Allocation	Yes	
Relevant Past Records		
Relevant Past Records	Available	Not Available
Results	Yes	
Analysis of the Results	Yes	
Record of Student's Achievements	Yes	
Record of Internships	Yes	
Record of Industry Visits	Yes	
Record of Invited Talks/ Seminars	Yes	
Other Facilities		
Other Facilities	Available (Nos. If applicable)	Not Available
CCTV Security	Yes	
Fire Extinguisher/Fire Alarm	Yes	
Medical facility	Yes	
Xerox Facility	Yes	
Drinking Water Facility with RO	Yes	
Girls Common Room	Yes	
Boys Common Room	Yes	
Lifts/Ramp	Yes	
Office	Yes	
Faculty/Staff rooms/Director Room	Yes	
Computer lab(s)	Yes	
Board Room	Yes	
Examination Control Room	Yes	
Printers	Yes	
Toilets (Students & Faculty Both)	Yes	

Observation(s) of Audit Team:

One of the projectors which was sent for maintenance shall be reinstalled in the allotted classrooms at the earliest.

Signatures of Audit Team

1.  22/11/23
2.  22.11.23
3. Sanjeev Agrawal
22/11/2023

IFTM UNIVERSITY MORADABAD
ACADEMIC ADMINISTRATIVE AUDIT

Name of School: *School of Computer Science & Applications*
Academic Year: *2022-23*
Audit Scheduled Date: *November 16-30, 2023*
Members of Audit Team: *03*

S.N.	Name of Member	Designation
1	<i>Prof. Rakesh Kumar Yadav</i>	<i>Professor</i>
2	<i>Prof. Arun Kumar Mishra</i>	<i>Professor</i>
3	<i>Prof. Sanjeev Agrawal</i>	<i>Professor</i>

PART A – ACADEMIC AUDIT

1 – CURRICULAR ASPECT

1. Number of Programme:- 04
2. Number of new programme added:- Nil
3. Number of VAC programme:- 02
4. Number of students undergoing project:- 260

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Curriculum Design and Development		✓			
2	Academic Flexibility	✓				
3	Curriculum Enrichment	✓				
4	Feedback System	✓				

2 – TEACHING LEARNING AND EVALUATION

1. Total Teachers:- 51
2. Teachers with Ph.D.:- 11
3. Total Students:- 1577
4. Number of ICT Tool Used:- 07

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Student Enrolment and Profile	✓				
2	Catering to Student Diversity		✓			
3	Teaching-Learning Process		✓			
4	Teacher Profile and Quality	✓				
5	Evaluation Process and Reforms	✓				
6	Student Performance and Learning Outcomes		✓			

3 – RESEARCH, INNOVATIONS AND EXTENSION

S.No.	Description	Nos. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Research Publications	14		✓			
2	Awards	06		✓			
3	Resource Mobilization for Research				✓		
4	Consultancy	04		✓			
5	Collaboration/MoUs				✓		
6	Extension Activities				✓		

7	Patents	03		✓			
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4 – INFRASTRUCTURE AND LEARNING RESOURCES

S.No.	Description	No. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Physical Facilities						
	Classrooms	19		✓			
	Labs	06	✓				
	Seminar Halls/Auditorium	02		✓			
2	Library as a Learning Resource – Departmental Library – Number of books	01		✓			
3	IT Infrastructure – At Departmental Level		✓				
4	Maintenance of Campus Infrastructure		✓				

5 – STUDENT SUPPORT AND PROGRESSION

1. Total number of Students Placed:- 201
2. Total Number of Awards Received by Students:- 01
3. Total Number of Students Progressed to Higher Education:- 53

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Students benefited by career counseling and guidance for competitive examinations as offered by the Institution		✓			
2	Capacity development and skills enhancement initiatives are undertaken by the institution		✓			
3	Redressal of student grievances including sexual harassment, etc		✓			
4	Students qualifying in state/ national/ international level examinations		✓			
5	Placement of outgoing students		✓			
6	Progressed to higher education		✓			
7	Awards/medals won by students for outstanding performance in sports/cultural activities		✓			
8	Alumni Engagement		✓			

6 – GOVERNANCE, LEADERSHIP AND MANAGEMENT

S.No.	Description	No. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Teachers provided with financial support to attend conferences /workshops and towards membership fee of professional bodies.				✓		
2	Professional development / administrative training Programmes organized for teaching and non teaching staff				✓		
3	Teachers undergoing Faculty Development Programmes (FDP) (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).	13		✓			

Observation(s) of Audit Team:

Criterion Point	Observation
1- Curricular Aspect	The number of Value Added Course (VAC) is low so the same needs to be increased by the department.
2 - Teaching Learning and Evaluation	The count of faculty members with Ph.D is low and the same is required to be focused upon and more faculty members are to be encouraged to enrol..
3 - Research, Innovations and Extension	There should be focused efforts for resource mobilization for research and collaboration/MoUs and more extension activities are needed to be performed.
4- Infrastructure and Learning Resources	Better focus is required to increase the no. of books available for reference in the departmental library.
5- Student Support and Progression	Improvement in the count of progression of students to higher education programmes is required.
6 - Governance, Leadership and Management	More faculty members should be encouraged to attend conferences/ workshops, professional development/ faculty development programmes.



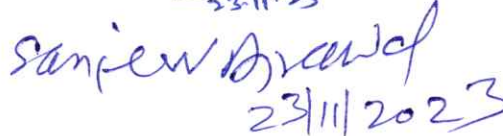
PART B – ADMINISTRATIVE AUDIT

Utilities/ Essentials	Available (Nos. If applicable)	Not Available
Attendance Register	Yes	
White/ Chalk Board	Yes	
Lighting, Fans and ACs	Yes	
LCD Projection System	Yes	
Furniture	Yes	
Time Table (As per Curriculum)	Yes	
Resources		
Resources	Appropriate	Not Appropriate
Subject Teacher Allotments as per scheme	Yes	
Class Coordinator	Yes	
Mentor-Mentee Allocation	Yes	
Relevant Past Records		
Relevant Past Records	Available	Not Available
Results	Yes	
Analysis of the Results	Yes	
Record of Student's Achievements	Yes	
Record of Internships	Yes	
Record of Industry Visits	Yes	
Record of Invited Talks/ Seminars	Yes	
Other Facilities		
Other Facilities	Available (Nos. If applicable)	Not Available
CCTV Security	Yes	
Fire Extinguisher/Fire Alarm	Yes	
Medical facility	Yes	
Xerox Facility	Yes	
Drinking Water Facility with RO	Yes	
Girls Common Room	Yes	
Boys Common Room	Yes	
Lifts/Ramp	Yes	
Office	Yes	
Faculty/Staff rooms/Director Room	Yes	
Computer lab(s)	Yes	
Board Room	Yes	
Examination Control Room	Yes	
Printers	Yes	
Toilets (Students & Faculty Both)	Yes	

Observation(s) of Audit Team:

The cleaning schedule should be pasted at the doors to ensure proper cleaning of rooms & offices.

Signatures of Audit Team

1. 
23/11/23
2. 
23-11-23
3. 
23/11/2023

IFTM UNIVERSITY MORADABAD
ACADEMIC ADMINISTRATIVE AUDIT

Name of School: *School of Engineering & Technology*
Academic Year: *2022-23*
Audit Scheduled Date: *November 16-30, 2023*
Members of Audit Team: *03*

S.N.	Name of Member	Designation
1	<i>Prof. Rakesh Kumar Yadav</i>	<i>Professor</i>
2	<i>Prof. Arun Kumar Mishra</i>	<i>Professor</i>
3	<i>Prof. Sanjeev Agrawal</i>	<i>Professor</i>

PART A – ACADEMIC AUDIT

1 – CURRICULAR ASPECT

1. Number of Programme:- 08
2. Number of new programme added:- Nil
3. Number of VAC programme:- 02
4. Number of students undergoing project:- 199

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Curriculum Design and Development	✓				
2	Academic Flexibility	✓				
3	Curriculum Enrichment	✓				
4	Feedback System	✓				

2 – TEACHING LEARNING AND EVALUATION

1. Total Teachers:- 81
2. Teachers with Ph.D.:- 14
3. Total Students:- 774
4. Number of ICT Tool Used:- 05

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Student Enrolment and Profile		✓			
2	Catering to Student Diversity		✓			
3	Teaching-Learning Process	✓				
4	Teacher Profile and Quality	✓				
5	Evaluation Process and Reforms	✓				
6	Student Performance and Learning Outcomes		✓			

3 – RESEARCH, INNOVATIONS AND EXTENSION

S.No.	Description	Nos. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Research Publications	05		✓			
2	Awards				✓		
3	Resource Mobilization for Research				✓		
4	Consultancy				✓		
5	Collaboration/MoUs				✓		
6	Extension Activities				✓		

7	Patents	02		✓			
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4 – INFRASTRUCTURE AND LEARNING RESOURCES

S.No.	Description	No. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Physical Facilities						
	Classrooms	54	✓				
	Labs	41	✓				
	Seminar Halls/Auditorium	02		✓			
2	Library as a Learning Resource – Departmental Library – Number of books	01		✓			
3	IT Infrastructure – At Departmental Level		✓				
4	Maintenance of Campus Infrastructure		✓				

5 – STUDENT SUPPORT AND PROGRESSION

1. Total number of Students Placed:- 166
2. Total Number of Awards Received by Students:- Nil
3. Total Number of Students Progressed to Higher Education:- 18

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Students benefited by career counseling and guidance for competitive examinations as offered by the Institution		✓			
2	Capacity development and skills enhancement initiatives are undertaken by the institution	✓				
3	Redressal of student grievances including sexual harassment, etc		✓			
4	Students qualifying in state/ national/ international level examinations			✓		
5	Placement of outgoing students		✓			
6	Progressed to higher education		✓			
7	Awards/medals won by students for outstanding performance in sports/cultural activities		✓			
8	Alumni Engagement		✓			

6 – GOVERNANCE, LEADERSHIP AND MANAGEMENT

S.No.	Description	No. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Teachers provided with financial support to attend conferences /workshops and towards membership fee of professional bodies.				✓		
2	Professional development / administrative training Programmes organized for teaching and non teaching staff				✓		
3	Teachers undergoing Faculty Development Programmes (FDP) (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).	04		✓			

Observation(s) of Audit Team:

Criterion Point	Observation
1- Curricular Aspect	New value added courses having contemporary nature should be introduced by the department.
2 - Teaching Learning and Evaluation	More teachers are required to enrol for their doctorate and finish their Ph.D. at the earliest
3 - Research, Innovations and Extension	The department should focus on mobilization of resources for research, more awards, MoUs/collaborations, Extension Activities and consultancy.
4- Infrastructure and Learning Resources	The department should increase the number of computer with latest software thereby enhancing their infrastructure facilities.
5- Student Support and Progression	The department should focus to improve the student progression count to higher education programmes.
6 - Governance, Leadership and Management	The department should encourage the staff members to attend more workshops/conferences, professional development / administrative training programmes.



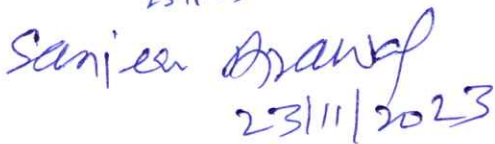
PART B – ADMINISTRATIVE AUDIT

Utilities/ Essentials	Available (Nos. If applicable)	Not Available
Attendance Register	Yes	
White/ Chalk Board	Yes	
Lighting, Fans and ACs	Yes	
LCD Projection System	Yes	
Furniture	Yes	
Time Table (As per Curriculum)	Yes	
Resources		
Resources	Appropriate	Not Appropriate
Subject Teacher Allotments as per scheme	Yes	
Class Coordinator	Yes	
Mentor-Mentee Allocation	Yes	
Relevant Past Records		
Relevant Past Records	Available	Not Available
Results	Yes	
Analysis of the Results	Yes	
Record of Student's Achievements	Yes	
Record of Internships	Yes	
Record of Industry Visits	Yes	
Record of Invited Talks/ Seminars	Yes	
Other Facilities		
Other Facilities	Available (Nos. If applicable)	Not Available
CCTV Security	Yes	
Fire Extinguisher/Fire Alarm	Yes	
Medical facility	Yes	
Xerox Facility	Yes	
Drinking Water Facility with RO	Yes	
Girls Common Room	Yes	
Boys Common Room	Yes	
Lifts/Ramp	Yes	
Office	Yes	
Faculty/Staff rooms/Director Room	Yes	
Computer lab(s)	Yes	
Board Room	Yes	
Examination Control Room	Yes	
Printers	Yes	
Toilets (Students & Faculty Both)	Yes	

Observation(s) of Audit Team:

For ensuring proper cleaning of offices and washrooms, the cleaning schedules should be pasted on doors.

Signatures of Audit Team

1. 
23/11/2023
2. 
23.11.23
3. 
23/11/2023

IFTM UNIVERSITY MORADABAD
ACADEMIC ADMINISTRATIVE AUDIT

Name of School: *School of Social Sciences*

Academic Year: *2022-23*

Audit Scheduled Date: *November 16-30, 2023*

Members of Audit Team: *03*

S.N.	Name of Member	Designation
1	<i>Prof. Rakesh Kumar Yadav</i>	<i>Professor</i>
2	<i>Prof. Avin Kumar Mishra</i>	<i>Professor</i>
3	<i>Prof. Sanjeev Agrawal</i>	<i>Professor</i>

PART A – ACADEMIC AUDIT

1 – CURRICULAR ASPECT

1. Number of Programme:- 16
2. Number of new programme added:- Nil
3. Number of VAC programme:- 06
4. Number of students undergoing project:- 444

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Curriculum Design and Development		✓			
2	Academic Flexibility	✓				
3	Curriculum Enrichment	✓				
4	Feedback System	✓				

2 – TEACHING LEARNING AND EVALUATION

1. Total Teachers:- 72
2. Teachers with Ph.D.:- 22
3. Total Students:- 1228
4. Number of ICT Tool Used:- 05

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Student Enrolment and Profile	✓				
2	Catering to Student Diversity		✓			
3	Teaching-Learning Process		✓			
4	Teacher Profile and Quality	✓				
5	Evaluation Process and Reforms	✓				
6	Student Performance and Learning Outcomes		✓			

3 – RESEARCH, INNOVATIONS AND EXTENSION

S.No.	Description	Nos. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Research Publications	38		✓			
2	Awards	10		✓			
3	Resource Mobilization for Research				✓		
4	Consultancy				✓		
5	Collaboration/MoUs				✓		
6	Extension Activities				✓		

7	Patents	01			✓		
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4 – INFRASTRUCTURE AND LEARNING RESOURCES

S.No.	Description	No. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Physical Facilities						
	Classrooms	25		✓			
	Labs	03		✓			
	Seminar Halls/Auditorium	NA			✓		
2	Library as a Learning Resource – Departmental Library – Number of books				✓		
3	IT Infrastructure – At Departmental Level		✓				
4	Maintenance of Campus Infrastructure		✓				

5 – STUDENT SUPPORT AND PROGRESSION

1. Total number of Students Placed:- 150
2. Total Number of Awards Received by Students:- Nil
3. Total Number of Students Progressed to Higher Education:- 21

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Students benefited by career counseling and guidance for competitive examinations as offered by the Institution	✓				
2	Capacity development and skills enhancement initiatives are undertaken by the institution	✓				
3	Redressal of student grievances including sexual harassment, etc		✓			
4	Students qualifying in state/ national/ international level examinations		✓			
5	Placement of outgoing students		✓			
6	Progressed to higher education		✓			
7	Awards/medals won by students for outstanding performance in sports/cultural activities			✓		
8	Alumni Engagement		✓			

6 – GOVERNANCE, LEADERSHIP AND MANAGEMENT

S.No.	Description	No. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Teachers provided with financial support to attend conferences /workshops and towards membership fee of professional bodies.				✓		
2	Professional development / administrative training Programmes organized for teaching and non teaching staff				✓		
3	Teachers undergoing Faculty Development Programmes (FDP) (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).	24		✓			

Observation(s) of Audit Team:

Criterion Point	Observation
1- Curricular Aspect	More value added course having contemporary nature should be considered by the department for introduction.
2 - Teaching Learning and Evaluation	The number of teachers enrolled for Ph.D needs to be enhanced and the teachers already enrolled need to complete their doctorate soon.
3 - Research, Innovations and Extension	The efforts of extensive level are needed for mobilization of resources for research. More focus is needed for consultancy, collaboration of MoUs. The number of patents need to be increased.
4- Infrastructure and Learning Resources	Facility of seminar halls/auditoriums should be provided along with a functioning departmental library.
5- Student Support and Progression	Progression of students to higher education programmes should be focused upon. The students should also be encouraged to prepare for and qualify competitive exams.
6 - Governance, Leadership and Management	More teachers should attend workshops/conference and professional development programmes. Administrative training programmes should also be conducted regularly for non-teacher staff.

PART B – ADMINISTRATIVE AUDIT

Utilities/ Essentials	Available (Nos. If applicable)	Not Available
Attendance Register	Yes	
White/ Chalk Board	Yes	
Lighting, Fans and ACs	Yes	
LCD Projection System	Yes	
Furniture	Yes	
Time Table (As per Curriculum)	Yes	
Resources		
Resources	Appropriate	Not Appropriate
Subject Teacher Allotments as per scheme	Yes	
Class Coordinator	Yes	
Mentor-Mentee Allocation	Yes	
Relevant Past Records		
Relevant Past Records	Available	Not Available
Results	Yes	
Analysis of the Results	Yes	
Record of Student's Achievements	Yes	
Record of Internships	Yes	
Record of Industry Visits	Yes	
Record of Invited Talks/ Seminars	Yes	
Other Facilities		
Other Facilities	Available (Nos. If applicable)	Not Available
CCTV Security	Yes	
Fire Extinguisher/Fire Alarm	Yes	
Medical facility	Yes	
Xerox Facility	Yes	
Drinking Water Facility with RO	Yes	
Girls Common Room	Yes	
Boys Common Room	Yes	
Lifts/Ramp	Yes	
Office	Yes	
Faculty/Staff rooms/Director Room	Yes	
Computer lab(s)	Yes	
Board Room	Yes	
Examination Control Room	Yes	
Printers	Yes	
Toilets (Students & Faculty Both)	Yes	

Observation(s) of Audit Team:

The cleaning schedule of students' toilets should be pasted on the doors so that cleanliness of the washroom and hygiene can be maintained invariably.

Signatures of Audit Team

1.

[Signature]
28/11/23

2.

[Signature]
20.11.23

3.

[Signature]
28/11/2023

IFTM UNIVERSITY MORADABAD
ACADEMIC ADMINISTRATIVE AUDIT

Name of School: *School of Sciences*
Academic Year: *2022-23*
Audit Scheduled Date: *November 16-30, 2023*
Members of Audit Team: *03*

S.N.	Name of Member	Designation
1	<i>Prof. Rakesh Kumar Yadav</i>	<i>Professor</i>
2	<i>Prof. Anil Kumar Mishra</i>	<i>Professor</i>
3	<i>Prof. Sanjeev Agrawal</i>	<i>Professor</i>

PART A – ACADEMIC AUDIT

1 – CURRICULAR ASPECT

1. Number of Programme:- 14
2. Number of new programme added:- Nil
3. Number of VAC programme:- 12
4. Number of students undergoing project:- 110

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Curriculum Design and Development		✓			
2	Academic Flexibility	✓				
3	Curriculum Enrichment	✓				
4	Feedback System	✓				

2 – TEACHING LEARNING AND EVALUATION

1. Total Teachers:- 73
2. Teachers with Ph.D.:- 48
3. Total Students:- 1240
4. Number of ICT Tool Used:- 05

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Student Enrolment and Profile	✓				
2	Catering to Student Diversity		✓			
3	Teaching-Learning Process	✓				
4	Teacher Profile and Quality	✓				
5	Evaluation Process and Reforms	✓				
6	Student Performance and Learning Outcomes		✓			

3 – RESEARCH, INNOVATIONS AND EXTENSION

S.No.	Description	Nos. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Research Publications	30		✓			
2	Awards	03		✓			
3	Resource Mobilization for Research	01		✓			
4	Consultancy	01		✓			
5	Collaboration/MoUs				✓		
6	Extension Activities				✓		

7	Patents	13	✓			
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4 – INFRASTRUCTURE AND LEARNING RESOURCES

S.No.	Description	No. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Physical Facilities Classrooms	25		✓			
	Labs	17		✓			
	Seminar Halls/Auditorium	01		✓			
2	Library as a Learning Resource – Departmental Library – Number of books				✓		
3	IT Infrastructure – At Departmental Level			✓			
4	Maintenance of Campus Infrastructure			✓			

5 – STUDENT SUPPORT AND PROGRESSION

1. Total number of Students Placed:- 128
2. Total Number of Awards Received by Students:- Nil
3. Total Number of Students Progressed to Higher Education:- 32

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Students benefited by career counseling and guidance for competitive examinations as offered by the Institution		✓			
2	Capacity development and skills enhancement initiatives are undertaken by the institution		✓			
3	Redressal of student grievances including sexual harassment, etc		✓			
4	Students qualifying in state/ national/ international level examinations		✓			
5	Placement of outgoing students		✓			
6	Progressed to higher education		✓			
7	Awards/medals won by students for outstanding performance in sports/cultural activities		✓			
8	Alumni Engagement		✓			

6 – GOVERNANCE, LEADERSHIP AND MANAGEMENT

S.No.	Description	No. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Teachers provided with financial support to attend conferences /workshops and towards membership fee of professional bodies.				✓		
2	Professional development / administrative training Programmes organized for teaching and non teaching staff				✓		
3	Teachers undergoing Faculty Development Programmes (FDP) (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).	01		✓			

Observation(s) of Audit Team:

Criterion Point	Observation
1- Curricular Aspect	More students should be encouraged to take up Value Added course for their holistic development and professional enhancement.
2 - Teaching Learning and Evaluation	The department should encourage the better utilization of the available ICT tools.
3 - Research, Innovations and Extension	Better focus is required for more Collaborative MoUs and enhancement in the extension activities by the department.
4- Infrastructure and Learning Resources	At the school level, a departmental library should be maintained.
5- Student Support and Progression	The participation of students in various activities conducted by the department need to be enhanced.
6 - Governance, Leadership and Management	The teachers should attend more workshops/ conference alongwith Professional Development programmes. A few administrative training programmes should be organised for the non-teaching staff.




PART B – ADMINISTRATIVE AUDIT

Utilities/ Essentials	Available (Nos. If applicable)	Not Available
Attendance Register	Yes	
White/ Chalk Board	Yes	
Lighting, Fans and ACs	Yes	
LCD Projection System	Yes	
Furniture	Yes	
Time Table (As per Curriculum)	Yes	
Resources		
Resources	Appropriate	Not Appropriate
Subject Teacher Allotments as per scheme	Yes	
Class Coordinator	Yes	
Mentor-Mentee Allocation	Yes	
Relevant Past Records		
Relevant Past Records	Available	Not Available
Results	Yes	
Analysis of the Results	Yes	
Record of Student's Achievements	Yes	
Record of Internships	Yes	
Record of Industry Visits	Yes	
Record of Invited Talks/ Seminars	Yes	
Other Facilities		
Other Facilities	Available (Nos. If applicable)	Not Available
CCTV Security	Yes	
Fire Extinguisher/Fire Alarm	Yes	
Medical facility	Yes	
Xerox Facility	Yes	
Drinking Water Facility with RO	Yes	
Girls Common Room	Yes	
Boys Common Room	Yes	
Lifts/Ramp	Yes	
Office	Yes	
Faculty/Staff rooms/Director Room	Yes	
Computer lab(s)	Yes	
Board Room	Yes	
Examination Control Room	Yes	
Printers	Yes	
Toilets (Students & Faculty Both)	Yes	

Observation(s) of Audit Team:

The computer monitor and a lab equipment sent for repairing should be reinstalled back in the department labs at the earliest.

Signatures of Audit Team

1. 
28/11/2023
2. 
20.11.23
3. 
28/11/2023

IFTM UNIVERSITY MORADABAD
ACADEMIC ADMINISTRATIVE AUDIT

Name of School: *School of Agricultural Sciences and Engineering*
Academic Year: *2022-23*
Audit Scheduled Date: *November 16-30, 2023*
Members of Audit Team: *03*

S.N.	Name of Member	Designation
1	<i>Prof. Rakesh Kumar Yadav</i>	<i>Professor</i>
2	<i>Prof. Anun Kumar Mishra</i>	<i>Professor</i>
3	<i>Prof. Sanjeev Agrawal</i>	<i>Professor</i>

PART A – ACADEMIC AUDIT

1 – CURRICULAR ASPECT

1. Number of Programme:- 08
2. Number of new programme added:- Nil
3. Number of VAC programme:- 02
4. Number of students undergoing project:- 249

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Curriculum Design and Development	✓				
2	Academic Flexibility		✓			
3	Curriculum Enrichment	✓				
4	Feedback System	✓				

2 – TEACHING LEARNING AND EVALUATION

1. Total Teachers:- 38
2. Teachers with Ph.D.:- 22
3. Total Students:- 992
4. Number of ICT Tool Used:- 05

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Student Enrolment and Profile	✓				
2	Catering to Student Diversity		✓			
3	Teaching-Learning Process	✓				
4	Teacher Profile and Quality	✓				
5	Evaluation Process and Reforms	✓				
6	Student Performance and Learning Outcomes		✓			

3 – RESEARCH, INNOVATIONS AND EXTENSION

S.No.	Description	Nos. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Research Publications	08		✓			
2	Awards	05		✓			
3	Resource Mobilization for Research	01		✓			
4	Consultancy	03	✓				
5	Collaboration/MoUs				✓		
6	Extension Activities	08		✓			

7	Patents	01		✓			
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4 – INFRASTRUCTURE AND LEARNING RESOURCES

S.No.	Description	No. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Physical Facilities						
	Classrooms	13		✓			
	Labs	05		✓			
	Seminar Halls/Auditorium	01		✓			
2	Library as a Learning Resource – Departmental Library – Number of books				✓		
3	IT Infrastructure – At Departmental Level		✓				
4	Maintenance of Campus Infrastructure		✓				

5 – STUDENT SUPPORT AND PROGRESSION

1. Total number of Students Placed:- 104
2. Total Number of Awards Received by Students:- Nil
3. Total Number of Students Progressed to Higher Education:- 22

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Students benefited by career counseling and guidance for competitive examinations as offered by the Institution		✓			
2	Capacity development and skills enhancement initiatives are undertaken by the institution	✓				
3	Redressal of student grievances including sexual harassment, etc		✓			
4	Students qualifying in state/ national/ international level examinations			✓		
5	Placement of outgoing students		✓			
6	Progressed to higher education		✓			
7	Awards/medals won by students for outstanding performance in sports/cultural activities			✓		
8	Alumni Engagement		✓			

6 – GOVERNANCE, LEADERSHIP AND MANAGEMENT

S.No.	Description	No. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Teachers provided with financial support to attend conferences /workshops and towards membership fee of professional bodies.				✓		
2	Professional development / administrative training Programmes organized for teaching and non teaching staff				✓		
3	Teachers undergoing Faculty Development Programmes (FDP) (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).	02		✓			

Observation(s) of Audit Team:

Criterion Point	Observation
1- Curricular Aspect	The count of value added course needs to be increased for the professional development and holistic advancement of students.
2 - Teaching Learning and Evaluation	The teachers who are pursuing or yet to enrol for the doctorate need to complete or enrol for the Ph.D programme as soon as possible
3 - Research, Innovations and Extension	More focus is required at the department level for collaborations/MOUs. The number of publication of patents is required to be improved.
4- Infrastructure and Learning Resources	Departmental library should also be maintained at school level with appropriate count of books for reference.
5- Student Support and Progression	The students should be motivated to participate and qualify competitive examinations. They also need to perform in cultural/sports activities often.
6 - Governance, Leadership and Management	The count of faculty members attending conferences/workshops and professional development programmes is required to be increased.

PART B – ADMINISTRATIVE AUDIT

Utilities/ Essentials	Available (Nos. If applicable)	Not Available
Attendance Register	Yes	
White/ Chalk Board	Yes	
Lighting, Fans and ACs	Yes	
LCD Projection System	Yes	
Furniture	Yes	
Time Table (As per Curriculum)	Yes	
Resources		
Resources	Appropriate	Not Appropriate
Subject Teacher Allotments as per scheme	Yes	
Class Coordinator	Yes	
Mentor-Mentee Allocation	Yes	
Relevant Past Records		
Relevant Past Records	Available	Not Available
Results	Yes	
Analysis of the Results	Yes	
Record of Student's Achievements	Yes	
Record of Internships	Yes	
Record of Industry Visits	Yes	
Record of Invited Talks/ Seminars	Yes	
Other Facilities		
Other Facilities	Available (Nos. If applicable)	Not Available
CCTV Security	Yes	
Fire Extinguisher/Fire Alarm	Yes	
Medical facility	Yes	
Xerox Facility	Yes	
Drinking Water Facility with RO	Yes	
Girls Common Room	Yes	
Boys Common Room	Yes	
Lifts/Ramp	Yes	
Office	Yes	
Faculty/Staff rooms/Director Room	Yes	
Computer lab(s)	Yes	
Board Room	Yes	
Examination Control Room	Yes	
Printers	Yes	
Toilets (Students & Faculty Both)	Yes	

IFTM UNIVERSITY MORADABAD
ACADEMIC ADMINISTRATIVE AUDIT

Name of School: *School of Biotechnology*
Academic Year: *2022-23*
Audit Scheduled Date: *November 16-30, 2023*
Members of Audit Team: *03*

S.N.	Name of Member	Designation
1	<i>Prof. Rakesh Kumar Yadav</i>	<i>Professor</i>
2	<i>Prof. Anshu Kumar Mishra</i>	<i>Professor</i>
3	<i>Prof. Sanjeev Agrawal</i>	<i>Professor</i>

PART A – ACADEMIC AUDIT

1 – CURRICULAR ASPECT

1. Number of Programme:- 08
2. Number of new programme added:- Nil
3. Number of VAC programme:- 02
4. Number of students undergoing project:- 183

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Curriculum Design and Development	✓				
2	Academic Flexibility	✓				
3	Curriculum Enrichment	✓				
4	Feedback System	✓				

2 – TEACHING LEARNING AND EVALUATION

1. Total Teachers:- 42
2. Teachers with Ph.D.:- 08
3. Total Students:- 684
4. Number of ICT Tool Used:- 06

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Student Enrolment and Profile	✓				
2	Catering to Student Diversity		✓			
3	Teaching-Learning Process	✓				
4	Teacher Profile and Quality	✓				
5	Evaluation Process and Reforms		✓			
6	Student Performance and Learning Outcomes	✓				

3 – RESEARCH, INNOVATIONS AND EXTENSION

S.No.	Description	Nos. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Research Publications	11		✓			
2	Awards	01		✓			
3	Resource Mobilization for Research	01		✓			
4	Consultancy	01		✓			
5	Collaboration/MoUs	01		✓			
6	Extension Activities	02		✓			

7	Patents				✓		
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4 – INFRASTRUCTURE AND LEARNING RESOURCES

S.No.	Description	No. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Physical Facilities			✓			
	Classrooms	18		✓			
	Labs	11	✓				
	Seminar Halls/Auditorium	01		✓			
2	Library as a Learning Resource – Departmental Library – Number of books				✓		
3	IT Infrastructure – At Departmental Level		✓				
4	Maintenance of Campus Infrastructure		✓				

5 – STUDENT SUPPORT AND PROGRESSION

1. Total number of Students Placed:- 66
2. Total Number of Awards Received by Students:- 17
3. Total Number of Students Progressed to Higher Education:- 22

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Students benefited by career counseling and guidance for competitive examinations as offered by the Institution		✓			
2	Capacity development and skills enhancement initiatives are undertaken by the institution	✓				
3	Redressal of student grievances including sexual harassment, etc		✓			
4	Students qualifying in state/ national/ international level examinations		✓			
5	Placement of outgoing students		✓			
6	Progressed to higher education		✓			
7	Awards/medals won by students for outstanding performance in sports/cultural activities			✓		
8	Alumni Engagement		✓			

6 – GOVERNANCE, LEADERSHIP AND MANAGEMENT

S.No.	Description	No. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Teachers provided with financial support to attend conferences /workshops and towards membership fee of professional bodies.				✓		
2	Professional development / administrative training Programmes organized for teaching and non teaching staff	06		✓			
3	Teachers undergoing Faculty Development Programmes (FDP) (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).	05		✓			

Observation(s) of Audit Team:

Criterion Point	Observation
1- Curricular Aspect	The department should increase the number of value added courses offered in the department
2 - Teaching Learning and Evaluation	More faculty members should enrol and complete their Ph.D as soon as possible.
3 - Research, Innovations and Extension	The department should concentrate on enhancing the number of patents.
4- Infrastructure and Learning Resources	A departmental library should be set up with the assistance of central library.
5- Student Support and Progression	More students should participate in cultural / sports activities. The department should increase the student progression as well.
6 - Governance, Leadership and Management	The number of teachers attending workshops / conferences should be enhanced.



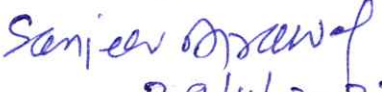
PART B – ADMINISTRATIVE AUDIT

Utilities/ Essentials	Available (Nos. If applicable)	Not Available
Attendance Register	Yes	
White/ Chalk Board	Yes	
Lighting, Fans and ACs	Yes	
LCD Projection System	Yes	
Furniture	Yes	
Time Table (As per Curriculum)	Yes	
Resources		
Resources	Appropriate	Not Appropriate
Subject Teacher Allotments as per scheme	Yes	
Class Coordinator	Yes	
Mentor-Mentee Allocation	Yes	
Relevant Past Records		
Relevant Past Records	Available	Not Available
Results	Yes	
Analysis of the Results	Yes	
Record of Student's Achievements	Yes	
Record of Internships	Yes	
Record of Industry Visits	Yes	
Record of Invited Talks/ Seminars	Yes	
Other Facilities		
Other Facilities	Available (Nos. If applicable)	Not Available
CCTV Security	Yes	
Fire Extinguisher/Fire Alarm	Yes	
Medical facility	Yes	
Xerox Facility	Yes	
Drinking Water Facility with RO	Yes	
Girls Common Room	Yes	
Boys Common Room	Yes	
Lifts/Ramp	Yes	
Office	Yes	
Faculty/Staff rooms/Director Room	Yes	
Computer lab(s)	Yes	
Board Room	Yes	
Examination Control Room	Yes	
Printers	Yes	
Toilets (Students & Faculty Both)	Yes	

Observation(s) of Audit Team:

The department should maintain and replenish the medical-aid box regularly to ensure that only non-expired items are available in the box.

Signatures of Audit Team

1. 
29/11/2023
2. 
29.11.23
3. 
29/11/2023

IFTM UNIVERSITY MORADABAD
ACADEMIC ADMINISTRATIVE AUDIT

Name of School: *School of Law*

Academic Year: *2022-23*

Audit Scheduled Date: *November 16-30, 2023*

Members of Audit Team: *03*

S.N.	Name of Member	Designation
1	<i>Prof. Rakesh Kumar Yadav</i>	<i>Professor</i>
2	<i>Prof. Anil Kumar Mishra</i>	<i>Professor</i>
3	<i>Prof. Sanjeev Aglawal</i>	<i>Professor</i>

PART A – ACADEMIC AUDIT

1 – CURRICULAR ASPECT

1. Number of Programme:- 04
2. Number of new programme added:- Nil
3. Number of VAC programme:- 02
4. Number of students undergoing project:- 39

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Curriculum Design and Development	✓				
2	Academic Flexibility	✓				
3	Curriculum Enrichment		✓			
4	Feedback System	✓				

2 – TEACHING LEARNING AND EVALUATION

1. Total Teachers:- 32
2. Teachers with Ph.D.:- 09
3. Total Students:- 697
4. Number of ICT Tool Used:- 04

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Student Enrolment and Profile		✓			
2	Catering to Student Diversity		✓			
3	Teaching-Learning Process	✓				
4	Teacher Profile and Quality	✓				
5	Evaluation Process and Reforms	✓				
6	Student Performance and Learning Outcomes		✓			

3 – RESEARCH, INNOVATIONS AND EXTENSION

S.No.	Description	Nos. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Research Publications	05		✓			
2	Awards	02		✓			
3	Resource Mobilization for Research				✓		
4	Consultancy				✓		
5	Collaboration/MoUs				✓		
6	Extension Activities				✓		

7	Patents				✓		
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4 – INFRASTRUCTURE AND LEARNING RESOURCES

S.No.	Description	No. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Physical Facilities						
	Classrooms	13		✓			
	Labs	01		✓			
	Seminar Halls/Auditorium	01		✓			
2	Library as a Learning Resource – Departmental Library – Number of books				✓		
3	IT Infrastructure – At Departmental Level			✓			
4	Maintenance of Campus Infrastructure			✓			

5 – STUDENT SUPPORT AND PROGRESSION

1. Total number of Students Placed:- 37
2. Total Number of Awards Received by Students:- Nil
3. Total Number of Students Progressed to Higher Education:- 03

S.No.	Description	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Students benefited by career counseling and guidance for competitive examinations as offered by the Institution		✓			
2	Capacity development and skills enhancement initiatives are undertaken by the institution	✓				
3	Redressal of student grievances including sexual harassment, etc		✓			
4	Students qualifying in state/ national/ international level examinations			✓		
5	Placement of outgoing students		✓			
6	Progressed to higher education		✓			
7	Awards/medals won by students for outstanding performance in sports/cultural activities		✓			
8	Alumni Engagement		✓			

6 – GOVERNANCE, LEADERSHIP AND MANAGEMENT

S.No.	Description	No. (if applicable)	Highly Satisfied	Satisfied	Average	Dis-satisfied	Highly Dissatisfied
1	Teachers provided with financial support to attend conferences /workshops and towards membership fee of professional bodies.				✓		
2	Professional development / administrative training Programmes organized for teaching and non teaching staff				✓		
3	Teachers undergoing Faculty Development Programmes (FDP) (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).				✓		

Observation(s) of Audit Team:

Criterion Point	Observation
1- Curricular Aspect	The count of value added course should be enhanced by the department.
2 - Teaching Learning and Evaluation	The teachers enrolled in Ph.D programme should focus on completing the doctorate at the earliest.
3 - Research, Innovations and Extension	Concentrated efforts are required for resource mobilization for research, consultancy, MoUs/collaborations, extension activities and number of patents.
4- Infrastructure and Learning Resources	Departmental library shall be set up with the assistance from the Central Library to help faculty members with the references.
5- Student Support and Progression	The number of progression of students do higher education programme needs to be improved.
6 - Governance, Leadership and Management	The count of teachers attending conferences/workshops, professional/faculty development programmes needs to increased.



PART B – ADMINISTRATIVE AUDIT

Utilities/ Essentials	Available (Nos. If applicable)	Not Available
Attendance Register	Yes	
White/ Chalk Board	Yes	
Lighting, Fans and ACs	Yes	
LCD Projection System	Yes	
Furniture	Yes	
Time Table (As per Curriculum)	Yes	
Resources		
Resources	Appropriate	Not Appropriate
Subject Teacher Allotments as per scheme	Yes	
Class Coordinator	Yes	
Mentor-Mentee Allocation	Yes	
Relevant Past Records		
Relevant Past Records	Available	Not Available
Results	Yes	
Analysis of the Results	Yes	
Record of Student's Achievements	Yes	
Record of Internships	Yes	
Record of Industry Visits	Yes	
Record of Invited Talks/ Seminars	Yes	
Other Facilities		
Other Facilities	Available (Nos. If applicable)	Not Available
CCTV Security	Yes	
Fire Extinguisher/Fire Alarm	Yes	
Medical facility	Yes	
Xerox Facility	Yes	
Drinking Water Facility with RO	Yes	
Girls Common Room	Yes	
Boys Common Room	Yes	
Lifts/Ramp	Yes	
Office	Yes	
Faculty/Staff rooms/Director Room	Yes	
Computer lab(s)	Yes	
Board Room	Yes	
Examination Control Room	Yes	
Printers	Yes	
Toilets (Students & Faculty Both)	Yes	

Observation(s) of Audit Team:

The medical box available in the department needs maintenance and replenishment time to time to ensure availability of non-expired items.

Signatures of Audit Team

1. 
30/11/2023
2. 
30.11.23
3. Sanjeev Arora
30/11/2023