



## **YEARLY STATUS REPORT - 2021-2022**

### **Part A**

#### **Data of the Institution**

|  |  |  |
|--|--|--|
| <b>1.Name of the Institution</b>                     |  | <b>INSTITUTE OF MANAGEMENT STUDIES</b> |
| • Name of the Head of the institution                |  | <b>PROF (DR) ARUN KUMAR SINGH</b>      |
| • Designation  |  | <b>PRINCIPAL</b>                       |
| • Does the institution function from its own campus? |  | <b>Yes</b>                             |
| • Phone no./Alternate phone no.                      |  | <b>01204980000</b>                     |
| • Mobile no  |  | <b>9711260678</b>                      |
| • Registered e-mail                                  |  | <b>director@imsuc.ac.in</b>            |
| • Alternate e-mail                                   |  | <b>naac@imsuc.ac.in</b>                |
| • Address  |  | <b>NH - 9, Adhyatmik Nagar</b>         |
| • City/Town  |  | <b>Ghaziabad</b>                       |
| • State/UT   |  | <b>Uttar Pradesh</b>                   |
| • Pin Code   |  | <b>201015</b>                          |
| <b>2.Institutional status</b>                        |  |  |
| • Affiliated /Constituent                            |  | <b>Affiliated</b>                      |
| • Type of Institution                                |  | <b>Co-education</b>                    |
| • Location   |  | <b>Rural</b>                           |
| • Financial Status                                   |  | <b>Self-financing</b>                  |

|   |   |                |                             |               |             |
|---|---|----------------|-----------------------------|---------------|-------------|
| • Name of the Affiliating University  | Ch. Charan Singh University, Meerut   |                |                             |               |             |
| • Name of the IQAC Coordinator  | Dr INDRANI BHATTACHARJEE  |                |                             |               |             |
| • Phone No.   | 01204980000   |                |                             |               |             |
| • Alternate phone No.   | 9711260678  |                |                             |               |             |
| • Mobile  | 9355133456  |                |                             |               |             |
| • IQAC e-mail address   | iqac@imsuc.ac.in  |                |                             |               |             |
| • Alternate Email address   | naac@imsuc.ac.in  |                |                             |               |             |
| 3.Website address (Web link of the AQAR (Previous Academic Year)  | <a href="https://www.naac.imsuc.ac.in/AQAR-2020-21.pdf">https://www.naac.imsuc.ac.in/AQAR-2020-21.pdf</a>   |                |                             |               |             |
| 4.Whether Academic Calendar prepared during the year?   | Yes   |                |                             |               |             |
| • if yes, whether it is uploaded in the Institutional website Web link:                                       | <a href="https://www.naac.imsuc.ac.in/2021-2022/1/1.1.2Academic-Calendar.pdf">https://www.naac.imsuc.ac.in/2021-2022/1/1.1.2Academic-Calendar.pdf</a> |                |                             |               |             |
| <b>5.Accreditation Details</b>  |   |                |                             |               |             |
| Cycle   | Grade   | CGPA           | Year of Accreditation       | Validity from | Validity to |
| Cycle 1   | C   | 1.85           | 2016                        | 19/01/2016    | 18/01/2021  |
| Cycle 2   | A   | 3.09           | 2021                        | 20/09/2021    | 19/09/2026  |
| 6.Date of Establishment of IQAC   |   |                | 20/01/2016                  |               |             |
| 7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc., |   |                |                             |               |             |
| Institutional/Department /Faculty   | Scheme  | Funding Agency | Year of award with duration | Amount        |             |
| 0   | 0   | 0              | 0                           | 0             |             |
| 8.Whether composition of IQAC as per latest NAAC guidelines   |   |                | Yes                         |               |             |
| • Upload latest notification of formation of IQAC   |   |                | <a href="#">View File</a>   |               |             |

|   |   |  |
|---|---|--|
| <b>9.No. of IQAC meetings held during the year</b>  | <b>6</b>  |  |
| <ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>      | <b>Yes</b>  |  |
| <ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>  | No File Uploaded  |  |
| <b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>   | <b>No</b>   |  |
| <ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>  |   |  |
| <b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>   |   |  |
| 1. Introduced Best Teacher Award to Recognize and Motivate Faculty Members.   |   |  |
| 2. Introduced Paper Less Admission Process on Campus.   |   |  |
| 3. Initiated IMS Today You Tube News Channel.   |   |  |
| 4. Established Research Cell and Revision of Research Policy.   |   |  |
| 5. Conducted "Kalam Ke Sipahi" Event to recognize and acknowledge the contribution of writers from various genre towards the society.                                       |   |  |
| <b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b> |   |  |
| Plan of Action  | Achievements/Outcomes   |  |
| To prepare AQAR for current Academic Year ; Re-accreditation of NAAC in 3rd Cycle; Objective: To adhere to the timeline for submission of AQAR                              | Systematic collection and organization of academic and administrative data Timely submission of AQAR                                  |  |
| Enriching the curriculum by augmenting the number of add-on courses; Objective: To update knowledge and skills of the students for better job opportunities                 | Launching of IMS Value added certification course on "Data Science" • Collaboration with Microsoft for Certification in Advance Excel |  |

|  |   |
|--|---|
| To improve students' academic performance and learner's outcome  | Bridge course for weak learners was continued • Guest lecture /Workshop for advanced learner • Mock exams for preparation of university examination • IMS, Ghaziabad (university Courses Campus) students got university merit position in the year 2021-22 |
| Student Induction Program  | Orientation programmes for newly admitted students were organized. The students were informed about the College facilities, Opportunities, and activities. The rules of discipline were explained   |
| To offer wide range of cocurricular and extra-curricular activities for the students Objective: • To bring Vertical and Horizontal development of the students • To produce interest in experiential learning • To promote life skills                                   | Participation in cultural fest and various club activities during the year 2021-22  |
| Strengthen the value-added courses across all the programs addressing the curriculum gaps and develop a strategic plan in consultation with the industry for the right skill to be imparted to the students sufficing with the latest happenings of the corporate arena. | On the basis of the feedback received from various stakeholders, necessary modifications were implemented under the supervision of the BoS  |
| Encourage publication of faculty and student research by emphasizing increased participation in conferences, seminars, workshops   | The Research Cell was strengthened by strengthening the research committee with more dedicated and committed research-oriented members  |
| 13. Whether the AQAR was placed before statutory body?   | No  |

- Name of the statutory body

| Name | Date of meeting(s) |
|------|--------------------|
| Nil  | Nil                |

#### 14. Whether institutional data submitted to AISHE

| Year    | Date of Submission |
|---------|--------------------|
| 2021-22 | 18/01/2023         |

#### 15. Multidisciplinary / interdisciplinary

The interdisciplinary teaching-learning process (IDT) integrates two or more disciplines and facilitates research of complex problems that cannot be tackled by a single discipline. The institute has a holistic multidisciplinary curriculum with a vision to equip the students with an overall knowledge on allied fields apart from the core subjects. For example, Bioinformatics applies computational techniques to handle the vast magnitude of information on molecular biology to analyse biological pathways and networks by combining the fields of computer sciences, molecular biology, biotechnology, statistics, and engineering. Business Management is an interdisciplinary field as it combines disciplines like accounting, economics, statistics, and psychology, IT to comprehend complex production and supply chain issues, manage customer satisfaction and take strategic business decisions.

Environmental education and value education is a part of the curriculum as a qualifying paper. Projects/activities community engagement and social service (blood donation camps, educating women in health & hygiene etc.) are undertaken every semester such as

The institute has an active research cell and Entrepreneurship cell in which students are involved in various research and entrepreneurial activities under the supervision of faculty mentors.

The Institute organizes an interdisciplinary international conference every year to promote a blending of different disciplines leading to the exchange of research ideas and knowledge on topics of overlapping domains. In 2022, the International Conference International Conference on Building Resilience and Sustainability for India for everchanging Turbulent World- A Vision for 2030 " was 21st-22nd, April.

|  |
|--|
| <b>16.Academic bank of credits (ABC):</b>  |
| Not Applicable   |
| <b>17.Skill development:</b>   |
| <p>NEP promotes moving away from the conventional content-heavy and rote learning practice towards holistic learning. NEP 2020 has given special emphasis on acquiring various skills to attain the goal of holistic development of the students and enhance their employability. The institute is already conducting the skill enhancement courses as designed by affiliating CCS University such as DBMS, OS, Molecular biology, biophysics, photography. The National Education Policy 2020 also recognizes the importance of soft skills such as communication, team work, problem solving, decision making, analytical thinking, resiliency, etc. as imperative life skills. The institute encourages the soft skill development of the students by arranging lectures by eminent persons from different fields also. Besides CBCS, the college provides Computer Training Courses and encourages entrepreneurship through different programmes in order to embrace skill development.</p> <p>The initiative works with an approach where academic knowledge is imparted. However, along with it, leadership skills are also inculcated amongst the students so that they can benefit ahead in their career trajectory.</p> |
| <b>18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b>   |
| Not Applicable   |
| <b>19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):</b>   |
| <p>Outcome-Based Education facilitates improvement of the quality of higher education and prepare the students to compete with their global counterparts. It is an educational approach and a learning philosophy, focusing and organizing the entire curriculum and instructional efforts around clearly defined 'outcomes' we want all students to demonstrate when they complete the program. It focuses on measuring student performances through outcomes - "what the students are capable of doing." It goes beyond usual 'structured tasks. It demands the students to actively engaged in the learning process and demonstrate his/her skills through more challenging tasks and higher order of thinking. There is clarity on what is to be achieved and that achievement (outcome) is pre-determined.</p>  |

Outcomes are usually expressed in terms of a mixture of knowledge, skills, abilities, attitudes and understanding that a student will attain as a result of his/her successful engagement in a particular set of higher education experience. OBE also provides a focus for assessment as well as employment.

In continuation of the implementation of Outcome-Based Education at IMS Ghaziabad (University Courses Campus), the attainment of outcomes was assessed for the batches and students who passed out in April, 2022. From the assessment of Course Outcomes, attainment of Programme Outcomes and Programme Specific Outcomes was calculated. The analysis reports were made available to all departments by IQAC.

## 20.Distance education/online education:

Not Applicable

## Extended Profile

### 1.Programme

|  |     |
|--|-----|
| 1.1  | 231 |
| Number of courses offered by the institution across all programs during the year |     |

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

### 2.Student

|                                    |      |
|------------------------------------|------|
| 2.1                                | 2376 |
| Number of students during the year |      |

| File Description                        | Documents                 |
|---|---------------------------|
| Institutional Data in Prescribed Format | <a href="#">View File</a> |

|  |     |
|--|-----|
| 2.2  | 604 |
| Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year |     |

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

|   |                           |
|---|---------------------------|
| 2.3   | 611                       |
| Number of outgoing/ final year students during the year           |                           |
| File Description  | Documents                 |
| Data Template   | <a href="#">View File</a> |
| <b>3.Academic</b>   |                           |
| 3.1   | 84                        |
| Number of full time teachers during the year                      |                           |
| File Description  | Documents                 |
| Data Template   | <a href="#">View File</a> |
| 3.2   | 62                        |
| Number of sanctioned posts during the year                        |                           |
| File Description  | Documents                 |
| Data Template   | <a href="#">View File</a> |
| <b>4.Institution</b>  |                           |
| 4.1   | 46                        |
| Total number of Classrooms and Seminar halls                      |                           |
| 4.2   | 1827.95                   |
| Total expenditure excluding salary during the year (INR in lakhs) |                           |
| 4.3   | 1558                      |
| Total number of computers on campus for academic purposes         |                           |

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

**Institute of Management Studies, Ghaziabad (IMS) Established in**



1994. The College follows Undergraduate and Post-graduate curriculum of CCS University, Meerut. IMS offers MIB, M.Sc. Biotechnology, BBA, BCA, BAJMC, B.Sc. (H) Biotechnology and B.Sc. (H) Microbiology. The college is the proud recipient of the recent eminent awards in the field of education.

The planning meeting is organized with IQAC & Academic Council, where the team looks after the university curriculum, and finds out the gaps. Academic council along with IQAC decides how to implement the knowledge, skills and right attitude. The team also looks into the specializations and value added courses required. For the effective curriculum delivery detailed lecture plan is designed by the faculty after the syllabuses, for each hour of delivery the faculty designs the learning templates as per the Time-Table.

For each course national seminars, conferences, guest lectures and topic specific workshops are organized by the institution. An academic daily report is made for all the classes. Over thousands of flip video are created by institute faculty on LMS a reservoir is created. Industry academia interfaces such as international and national internships, live projects are also provided

An online well structured feedback is taken from different stakeholders.

| File Description                    | Documents   |
|-------------------------------------|---|
| Upload relevant supporting document | <a href="#">View File</a>   |
| Link for Additional information     | <a href="https://www.imsuc.ac.in/flp/">https://www.imsuc.ac.in/flp/</a> |

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The institution adheres to the academic calendar including for the conduct of CIE. Academic calendar is prepared by HOD(s) of the respective departments well in advance before the commencement of the semester in consultation with IQAC. The head of the department finalizes the course allocation for the faculty members based on their choice and area of interest or expertise. The faculty members are prepares the Lecture Plan, Templates, Flip Videos before the commencement of semester. It is then, made available to the students. Students are informed about the continuous evaluation process, for university we take internal exams and for our specialization we take assessment and examinations. Timetable in-

charge of each department prepares the timetable. Time-table is shared via email and displayed on the respective department notice boards and through LMS. The Schedule of All Examinations is given in academic calendar .The slots of the Internal Examination-I, Internal Examination -II are mentioned in the academic calendar. The course teachers announce the syllabus and display question bank for Internal Examination-I , Internal Examination -II. The performance of the students is assessed on a continuous basis. In addition to the internal examination, assignments and mini-projects are also the part of learning.

| File Description                    | Documents   |
|-------------------------------------|---|
| Upload relevant supporting document | <a href="#">View File</a>   |
| Link for Additional information     | <a href="https://www.naac.imsuc.ac.in/2021-2022/1/1.1.2Academic-Calendar.pdf">https://www.naac.imsuc.ac.in/2021-2022/1/1.1.2Academic-Calendar.pdf</a> |

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.**

**Academic council/BoS of Affiliating University**

**Setting of question papers for UG/PG programs**

**Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**

**Assessment /evaluation process of the affiliating University**

**C. Any 2 of the above**

| File Description   | Documents                 |
|--|---------------------------|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |

## 1.2 - Academic Flexibility

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

00

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information                              | <a href="#">View File</a> |
| Minutes of relevant Academic Council/ BOS meetings      | <a href="#">View File</a> |
| Institutional data in prescribed format (Data Template) | <a href="#">View File</a> |

### 1.2.2 - Number of Add on /Certificate programs offered during the year

#### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

31

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| Brochure or any other document relating to Add on /Certificate programs | <a href="#">View File</a> |
| List of Add on /Certificate programs (Data Template )                   | <a href="#">View File</a> |

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

1384

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | <a href="#">View File</a> |

## 1.3 - Curriculum Enrichment

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

Faculty creates awareness in students about various cross cutting issues. In addition to curricular activity institute organizes various activities like tree plantation, Personal and environmental hygiene, blood donation camps, street play and wellness camp. etc.

All departments in the institute have courses in their curriculum by

university. Several activities integrates cross cutting issues relevant to gender, environment and sustainability, human values and professional ethics, are arranged by the institute which contributes to sensitizing students.

Professional ethics encompasses personal and corporate standards of behavior expected by professional. College has organized various personality development programs through Career Development Centre to increase the overall conduct of students.

The college is a co-education institution which makes it to remain vigilant about different issues related to gender.

The college has established a Grievance redressal cell and Women Cell to address the issues related to sexual harassment and other problem. College has anti ragging cell, and discipline committee to take care of human values.

Environment sensitivity is one of the key focus of all round development of students.

IMS Greens Club organizes activities to sensitize and motivate the students at regular intervals. Plantation drives, Cleanliness drives, Save electricity and water drives, Waste management drives.

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | <a href="#">View File</a> |

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

158

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| Programme / Curriculum/ Syllabus of the courses  | <a href="#">View File</a> |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | <a href="#">View File</a> |
| MoU's with relevant organizations for these courses, if any                                  | <a href="#">View File</a> |
| Institutional Data in Prescribed Format  | <a href="#">View File</a> |

### 1.3.3 - Number of students undertaking project work/field work/ internships

1384

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | <a href="#">View File</a> |

## 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders**  
**Students Teachers Employers Alumni**

**A. All of the above**

| File Description  | Documents   |
|---|---|
| URL for stakeholder feedback report   | <a href="https://www.imsuc.ac.in/naac/2021-2022/1/Feedback-Atr.pdf">https://www.imsuc.ac.in/naac/2021-2022/1/Feedback-Atr.pdf</a> |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | <a href="#">View File</a>   |
| Any additional information  | <a href="#">View File</a>   |

#### 1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

| File Description                  | Documents   |
|-----------------------------------|---|
| Upload any additional information | <a href="#">View File</a>   |
| URL for feedback report           | <a href="https://www.imsuc.ac.in/naac/2021-2022/1/Feeedback-Atr.pdf">https://www.imsuc.ac.in/naac/2021-2022/1/Feeedback-Atr.pdf</a> |

### TEACHING-LEARNING AND EVALUATION

#### 2.1 - Student Enrollment and Profile

##### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of students admitted during the year

992

| File Description                        | Documents                 |
|---|---------------------------|
| Any additional information              | <a href="#">View File</a> |
| Institutional data in prescribed format | <a href="#">View File</a> |

##### 2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

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

219

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information                                    | <a href="#">View File</a> |
| Number of seats filled against seats reserved (Data Template) | <a href="#">View File</a> |

#### 2.2 - Catering to Student Diversity

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

#### Methods of Assessment

Students we intake vary not only in terms of location and language, but also in comprehension level. We support students to grow academically as competent learners. Continual periodic evaluation is the method to assess students' levels of learning and classified as slow, average and advanced learners based on their strengths and weaknesses. Specific pedagogy is used to emphasise academic performance and values to help all students reach their potential.

**Advanced learners:** Advanced learners are

- Recommended with readings and online learning platforms to support students.
- Conferences, Seminars, Workshops, internships, live projects and publication of their works. Participation in various Club activities to develop problem-solving skills.
- Members of professional and governmental bodies like STUGMA (Students Ghaziabad Management Association), IIRS-ISRO.
- Appreciating their academic accomplishments during the Award Ceremony.

**Average and Slow learners:**

- Consultation classes, Buddy Mentoring program, Notes/course materials /flip videos, e-content, YouTube links, Reservoir, National Digital Library of India for assisting average and slow learners.
- Academic and personal counseling by the class counselors, subject teachers, faculty mentors, and the counseling cell.
- Bilingual explanations in Doubt Clearing sessions and solving previous Year University Question Papers.
- Special modules, Bridge courses, CDC programs etc. designed to help average and slow learners.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.imsuc.ac.in/naac/2/2022/2.2.1-Updated.pdf">https://www.imsuc.ac.in/naac/2/2022/2.2.1-Updated.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

| Number of Students | Number of Teachers |
|--------------------|--------------------|
| 2376               | 84                 |

| File Description           | Documents                 |
|----------------------------|---------------------------|
| Any additional information | <a href="#">View File</a> |

## 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institute has adopted teaching methodology that places a strong emphasis on a comprehensive comprehension of the disciplines in a creative and student-centered manner.

**Experiential learning:** The faculty prepares the detailed lecture plan supported with techniques such as Flip Videos, LMS, Case-based practical learning, Interactive lectures, Project-based learning, online Internship opportunities, and industry driven projects.

Seminars, Workshops, presentations, Webinars, guest lectures, Talk-series, Group discussion/Debate, Games, quizzes, 22 Student-driven to make learning more effective. The Life Skill and Enrichment Programs, The Emerging Tech Cell, Entrepreneurial Cell, The Research Cell to encourage student enhance their strengths.

**Participative Learning:** Participative teaching methods such as Group Assignment, Group Discussion, Group Presentations, Buddy mentoring.

IMS Radio, IMS Today newspaper, IMS youtube channels are other platforms. Earn While Learn Program (EWL) make student financially independent.

**Problem Solving Methodologies:** Special Tutorial Session, Doubt clarification sessions, Revision classes, The reservoir on the LMS portal of the Institute, National Digital Library of India, Swayam, Coursera, NPTEL, NISM to enables students to solve their problems. Individual counseling, Mentoring Program, Corporate & Alumni Mentors to provide a comprehensive support system to the students.

Specialization courses, Career Development Centre, Corporate Resource Centre, e- SEEDS sessions to provides opportunities in corporate arena.



| File Description                  | Documents   |
|-----------------------------------|---|
| Upload any additional information | <a href="#">View File</a>   |
| Link for additional information   | <a href="https://www.naac.imsuc.ac.in/2021-2022/2/2.3.1links.pdf">https://www.naac.imsuc.ac.in/2021-2022/2/2.3.1links.pdf</a> |

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

**Teachers use ICT-enabled tools for effective teaching-learning processes.**

**Institute of Management Studies, Ghaziabad, provides excellent education opportunities through various IT enabled techniques:**

- ICT-enabled classrooms (LCD projectors, multimedia speakers and screen are installed) and labs enabled with a provide 24/7 high-speed Wi-Fi system to
- Personal laptops and Desktops available in Computer labs also facilitate faculties.
- The media lab facility to create flip video lectures, YouTube videos, and another web links.
- Well-equipped Auditorium, Seminar halls for conducting various events
- Internal software to manage student record, along with email, website, LMS system and reservoir to manage and post course-related information, learning material, Lab manuals, assignments, etc.
- The CCTV installed across the campus to monitor the institutional activities
- Printer and scanner facility is also available in campus along with Photocopy machine for Xerox of study material.
- Digital library possesses e-recourses, access to National Digital Library of India NPTEL, CDs and DVDs with complete access to faculty and students.
- Zoom platform and Google Meet and various online tools like-whiteboard, etc. to teach students online.
- Online Exams are also conducted with the help of the Google platform for the effective evaluation process of students.

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | <a href="#">View File</a> |

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

84

| File Description   | Documents                 |
|--|---------------------------|
| Upload, number of students enrolled and full time teachers on roll | <a href="#">View File</a> |
| Circulars pertaining to assigning mentors to mentees               | <a href="#">View File</a> |
| Mentor/mentee ratio  | <a href="#">View File</a> |

### 2.4 - Teacher Profile and Quality

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

84

| File Description   | Documents                 |
|--|---------------------------|
| Full time teachers and sanctioned posts for year (Data Template) | <a href="#">View File</a> |
| Any additional information                                       | <a href="#">View File</a> |
| List of the faculty members authenticated by the Head of HEI     | <a href="#">View File</a> |

#### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

##### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

26

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template) | <a href="#">View File</a> |

### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

#### 2.4.3.1 - Total experience of full-time teachers

364

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | <a href="#">View File</a> |

## 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

**Information Mechanism:** During orientation programmes students are sensitized about internal assessment, paper patterns, and university examinations.

The information regarding is also circulated through Academic Calendar/Notices/E-mails/Circulars/LMS/Website and on the official WhatsApp group. Any changes in schedules, patterns, methods are also notified to the students through different e-channels and coordinators. A well-structured examination committee is constituted to coordinate the internal and external examination and to disseminate information to all.

**Examination Guidelines and internal assessment:** Institute follows the guidelines provided by the CCS University, Meerut, and attempts to improve the effectiveness of the assessment system. The internal assessment comprises of 1st internal examination after 50% syllabus followed by 2nd Internal Examination after 100% syllabus. Evaluated answer sheets are shown to the students. Results are declared within

two weeks and marks are communicated to the students. The final internal marks are verified by the subject faculty, and HOD's and duly signed and verified by the Director before sending & uploading to the University website.

**Evaluation Process in domain Specialization:** Each course offers specialization with different evaluation criteria which is communicated to students by the area specialization heads. On successful completion, a diploma is awarded to all the qualified students.

| File Description                | Documents   |
|---------------------------------|---|
| Any additional information      | <a href="#">View File</a>   |
| Link for additional information | <a href="https://naac.imsuc.ac.in/2021-2022/2/2.5.1-MIB.pdf">https://naac.imsuc.ac.in/2021-2022/2/2.5.1-MIB.pdf</a> |

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

**CCS University:** Each theory /practical carries 100 marks (75 marks university examinations and 25 marks sessional work) and Viva-voce examination (100 marks). Out of 25 marks for internal assessment 15 form 2 internal tests), 10 marks (quiz, assignment, attendance). The minimum passing marks shall be 40 (internal assessment and university examination). The minimum passing marks in aggregate shall be 50 marks in each semester. M.Sc. (MB) 50% (internal assessment) and 50% (University examination). MIB 75 marks (theory paper) and 25 marks (Internal Assessment). Specialisation In MIB- Post Graduate Diploma (PGD) the evaluation consists of Internal and External evaluation. External includes End term Examination (50%) and Internal (50%) out of which class test (25%) and quiz, Assignments, Presentations, Project Report etc (25%). In Biosciences evaluation comprises of Attendance (10%), Presentations (20%), Assignments (20%), Knowledge Assessment (20%) and Final Evaluation (30%). In Management the total weightage is of 100 Marks. 25 (attendance), 25 (Assignments/Test) and Project presentation (50 Marks). Students are awarded with A+, A, B+, B level Diploma and below 31% are not eligible for grades. In BCA 75% attendance is must. Both theory and practical exams are compulsory and at least 60% marks are required to qualify for diploma.

| File Description                | Documents   |
|---------------------------------|---|
| Any additional information      | <a href="#">View File</a>   |
| Link for additional information | <a href="https://naac.imsuc.ac.in/2021-2022/2/2.5.2-MIB.pdf">https://naac.imsuc.ac.in/2021-2022/2/2.5.2-MIB.pdf</a> |

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The faculty members at the commencement of the semester are given freedom in choosing to opt for a subject of their area of specialization. However, syllabus is prescribed by the CCS University Meerut. The faculty gives presentations to the panellist comprised of Faculty and Industry experts to introspect the feasibility of the subject. However, the focus is that the course outcome fulfils the learning requirements of the students. The POs, and LOs of all programmes and courses are clearly defined and mapped with the University curriculum and learning requirements of the students. The Academic Expert has written suitable COs in accordance to the learning level of students. Then, COs are mapped with PO through a rigorous review process with the faculty and Industry experts. For specialisation and electives, area heads prepare the lecture plan and discuss the same in Academic Review Meetings for further approval. The PO of each programme and COs of each course are printed and are available in each department, Library, and college website for ready reference. During this Pandemic, online classes were conducted with the help of Zoom and Google Meet. The E-Content is mailed to all the students for a better understanding of the subject.

| File Description  | Documents   |
|---|---|
| Upload any additional information                       | <a href="#">View File</a>   |
| Paste link for Additional information                   | <a href="https://www.naac.imsuc.ac.in/2021-2022/2/2.6.1links.pdf">https://www.naac.imsuc.ac.in/2021-2022/2/2.6.1links.pdf</a> |
| Upload COs for all Programmes (exemplars from Glossary) | <a href="#">View File</a>   |

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The Institute evaluates the PO and CO through multiple dimensions

and thereby improves on the same.

#### Program Outcomes:

- Knowledge, Skills, and Aptitude of students
- Domain and specific subject knowledge
- Critical thinking and Decision Making
- Social Awareness and Engagement
- Awareness of local, national, and Socio-Political issues
- Ethics and Responsible Citizenship.
- Sensitisation on Environment and Sustainability, Gender, Discrimination, Culture, etc.

**Evaluation Criteria:** All Program Outcomes are evaluated based on the Result analysis declared by CCS University, Meerut. Attainment and evaluation of PO, PSO, and CO following details can be mentioned: Focuses on the outbound learning of students and follows the industry-driven approach College organises Conferences, Seminars, Surveys, Presentations, Debates, Live-Projects, Internship etc NSS enhances the sense of Ethical and Responsible Citizenship amongst students' Political consciousness is achieved through Model United Nations. Students presented & published papers in journals of repute Various Students completed NPTEL Certification, NISM and other online courses IMS provide various training for competitive exams such as GATE, NET, CAT, MAT, IELTS E-Cell organises Entrepreneurship awareness camps. The students and Alumni give feedback.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for Additional information | <a href="https://www.naac.imsuc.ac.in/2021-2022/2/2.6.2links.pdf">https://www.naac.imsuc.ac.in/2021-2022/2/2.6.2links.pdf</a> |

### 2.6.3 - Pass percentage of Students during the year

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

611

| File Description   | Documents   |
|--|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | <a href="#">View File</a>   |
| Upload any additional information  | <a href="#">View File</a>   |
| Paste link for the annual report   | <a href="https://www.naac.imsuc.ac.in/2021-2022/2/2.6.3ANNUALREPORT.pdf">https://www.naac.imsuc.ac.in/2021-2022/2/2.6.3ANNUALREPORT.pdf</a> |

## 2.7 - Student Satisfaction Survey

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

<https://naac.imsuc.ac.in/2021-2022/2/SSS.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

**3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

00

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| e-copies of the grant award letters for sponsored research projects /endowments | <a href="#">View File</a> |
| List of endowments / projects with details of grants(Data Template)             | <a href="#">View File</a> |

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**

**3.1.2.1 - Number of teachers recognized as research guides**

00

| File Description                        | Documents                 |
|---|---------------------------|
| Any additional information              | <a href="#">View File</a> |
| Institutional data in prescribed format | <a href="#">View File</a> |

### 3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

#### 3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

| File Description  | Documents   |
|---|---|
| List of research projects and funding details (Data Template) | <a href="#">View File</a>   |
| Any additional information                                    | <a href="#">View File</a>   |
| Supporting document from Funding Agency                       | <a href="#">View File</a>   |
| Paste link to funding agency website                          | <a href="https://naac.imsuc.ac.in/2021-2022/3/Criterion3-Metric.pdf">https://naac.imsuc.ac.in/2021-2022/3/Criterion3-Metric.pdf</a> |

## 3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

**The college conducts different extension activities**  
**Student Social Responsibility Club:** The club organizes activities to encourage social and civic responsibility amongst students for strong nation building.

**National Service Scheme:** NSS management committee conducted various activities such as cleanliness, environmental awareness, blood donation camp and social awareness rallies organized constantly every year.

**Career Counselling Sessions:** For helping the students to make effective career decisions, the faculty, staff members and students visit schools in Tier 2 and Tier 3 cities to promote educational awareness.

**Swachta Drive:** Students of IMSUC strongly believe in "Swachh Bharat



Abhiyan". They went into neighborhood places and spread awareness about it. Apart from these, activities like women empowerment, jayanti's of Valmiki and B. R. Ambedkar are also celebrated. Volunteers from NGO regularly visit campus to discuss sensitive topics like rights of LGBT and many more. Students also join Toastmaster Club as outreach program.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="https://naac.imsuc.ac.in/2021-2022/3/Summary-3.2.1.pdf">https://naac.imsuc.ac.in/2021-2022/3/Summary-3.2.1.pdf</a> |

### **3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year**

#### **3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year**

16

| File Description   | Documents                 |
|--|---------------------------|
| Report of the event  | <a href="#">View File</a> |
| Any additional information                                     | <a href="#">View File</a> |
| List of workshops/seminars during last 5 years (Data Template) | <a href="#">View File</a> |

### **3.3 - Research Publications and Awards**

#### **3.3.1 - Number of Ph.Ds registered per eligible teacher during the year**

##### **3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

00

| File Description   | Documents   |
|--|---|
| URL to the research page on HEI website  | <a href="https://www.ijbre.com/">https://www.ijbre.com/</a> |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | <a href="#">View File</a>                                   |
| Any additional information   | <a href="#">View File</a>                                   |

### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

#### 3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

18

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| List of research papers by title, author, department, name and year of publication (Data Template) | <a href="#">View File</a> |

### 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

#### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

43

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| List books and chapters edited volumes/ books published (Data Template) | <a href="#">View File</a> |

### 3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Clubs Institute is having around 22 student driven clubs

E Cell provides opportunities to participate in entrepreneurial and

idea generation platforms to participants.

Emerging Tech Cell believes that technical knowledge should be shared and explored among the students Life Enrichment sessions are organized to enhance the social, emotional, spiritual, and cultural strength of the students.

Research Cell promotes research activities in the institute by promoting research culture. It has also launched the online International Open access Journal to facilitate research

EWL Cell is a platform for the students to earn while studying and trained in the field of content designing social media, SEO, video graphics, and analytics.

Flip Video Channels have created, rich online video lectures reservoir for students, Project Report submitted by final year students and shared Sharing at the knowledge resource center,

study material have been uploaded online for students Publications Initiatives like Newspaper IMS Today, Magazines Pulse and Kytos offer editorial opportunities to the students Various Radio Programs Regular Peer Review, Buddy Mentoring and Alumni Talk Series for students.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.imsuc.ac.in/nss-activities.php">https://www.imsuc.ac.in/nss-activities.php</a> |
| Upload any additional information     | <a href="#">View File</a>   |

### **3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**

#### **3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

03

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| Number of awards for extension activities in last 5 year (Data Template) | <a href="#">View File</a> |
| e-copy of the award letters  | <a href="#">View File</a> |

**3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

54

| File Description   | Documents                 |
|--|---------------------------|
| Reports of the event organized   | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template) | <a href="#">View File</a> |

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**

**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

1560

| File Description   | Documents                 |
|--|---------------------------|
| Report of the event  | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | <a href="#">View File</a> |

### 3.5 - Collaboration

### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

#### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

180

| File Description   | Documents                 |
|--|---------------------------|
| e-copies of related Document   | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Details of Collaborative activities with institutions/industries for research, Faculty | <a href="#">View File</a> |

### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

#### 3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

12

| File Description   | Documents                 |
|--|---------------------------|
| e-Copies of the MoUs with institution./ industry/corporate houses  | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | <a href="#">View File</a> |

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The adequate infrastructure at Institute of Management Studies, Ghaziabad provides a conducive ambience for stimulating learning experience. Total built up area of the institute is 18480 sqm. Academic campus building is of 5 story and every story has its own RO water purifier & separate hygienic bathrooms for boys and girls. Having 2130 (AY2019-20) Students in 7 departments, Institute has

adequate physical and academic infrastructure and all departments are fully air conditioned and Wi-Fi enabled. The Institute has One Auditorium, One-Seminar Hall, Two- Conference Room and Three Counselling rooms. The laboratories in various departments. Department of IT has 304 Computers in the different labs. The hostel mess and canteen are supervised by Chief Hostel Warden. The institute has Sports facilities like the Basket Ball Court, Badminton Court, Volleyball Court and a sports ground for Cricket and Football matches along with indoor games like Chess, Table Tennis, Carom etc. The following other facilities also exist in the campus.

**EXPRESSION STUDIO:**

**AUDITORIUM & GREEN ROOM:**

**SEMINAR HALL:**

**ATRIUM:**

**GYMNASIUM:**

**COMMON ROOMS:**

**CONFERENCE ROOMS (Two):**

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="https://www.imsuc.ac.in/naac/4/4.1.1Infrastructure.pdf">https://www.imsuc.ac.in/naac/4/4.1.1Infrastructure.pdf</a> |

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

### **Sports Amenities**

The team of Coordinators Sports Committee, Sports Officer, Administrative Officers and Chief Hostel Warden ensures that every student, faculty and staff members have access to Sports facilities. These office bearers ensure for the long term viability and the asset maintenance. They regularly make inspections, repairs, and replacement of materials or infrastructure to ensure the facility is maintained. With the help of sports coordinators, sports officer

organizes various physical events on weekly and fortnightly basis to enhance the physical fitness of students. Gymnasium Separate gymnasium for boys and girls are provided in the hostel. Gymnasium and Recreation Room for yoga & meditation are also provided for maintaining a healthy lifestyle. Hostler students use gymnasium facilities on regular basis. The Expression Studio is under the supervision of Departmental Head who provide its entire student to have access to the technical knowledge. The studio is equipped with designing software and modern equipment.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="https://www.imsuc.ac.in/imsuc_virtual_tour/">https://www.imsuc.ac.in/imsuc_virtual_tour/</a> |

#### 4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

46

| File Description  | Documents  |
|---|--|
| Upload any additional information   | <a href="#">View File</a>  |
| Paste link for additional information   | <a href="https://www.imsuc.ac.in/naac/ictfacilities.html">https://www.imsuc.ac.in/naac/ictfacilities.h<br/>tml</a> |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | <a href="#">View File</a>  |

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

76.04

| File Description   | Documents                 |
|--|---------------------------|
| Upload any additional information  | <a href="#">View File</a> |
| Upload audited utilization statements  | <a href="#">View File</a> |
| Upload Details of budget allocation, excluding salary during the year (Data Template | <a href="#">View File</a> |

## 4.2 - Library as a Learning Resource

### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

IMS UCC Ghaziabad, the library is automated by using the LSEase LMS (LIBSYS). Library is fully automated and very versatile. Since the library is fully automated, the holdings of the library could be searched using OPAC.

**Nature of Automation: Fully Automated**

**Version: LSEASE**

**Academic Year**

**Name of ILMS**

**Nature of Automation (Fully/Partially)**

**Version**

**2021-22**

**LIBSYS Web OPAC**

**Fully**

**LSEase**

The library has the internet facility through which the eresources could be accessed.



Library is also a member of DELNET which give access to E-Books and E-Journals both National and International.

Library also maintains Journals, Project Reports, Question Papers, and Syllabus etc.

LIBSYS is Multilingual, Multiuser and Multitasking software, which not only helps to effectively manage a library but also helps in reducing the overhead cost. LIBSYS is used for following:

1. Classification of Members
2. Book Acquisition Maintenance
3. Cataloguing i.e. management of accession number system
4. Web OPAC
5. Issue/Return or Renewals from single window
6. Book listing

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for Additional Information | <a href="https://www.imsuc.ac.in/online-library.php">https://www.imsuc.ac.in/online-library.php</a> |

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**      **A. Any 4 or more of the above**

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | <a href="#">View File</a> |

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

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

6.54

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| Audited statements of accounts   | <a href="#">View File</a> |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | <a href="#">View File</a> |

#### 4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)

##### 4.2.4.1 - Number of teachers and students using library per day over last one year

349

| File Description                                  | Documents                 |
|---|---------------------------|
| Any additional information                        | <a href="#">View File</a> |
| Details of library usage by teachers and students | <a href="#">View File</a> |

#### 4.3 - IT Infrastructure

##### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The campus is well equipped with a high class Next Generation Network (NGN) Wi Fi facility. In the campus Cisco brand latest technology enabled Wi Fi devices are installed. Campus have main WLC+ (Wi Fi LAN Controller) model AIR-CT3504-series K9 having capacity almost to control fifty (50) ( Wi Fi devices simultaneously.

Total twenty eight (28) numbers Cisco brand access point model AIR-AP18521-D K9 already installed. It has 1 GB RAM and 256 MB Flash, device category is 802.11ac, Wave 2 access Point. From ground floor to top floor, including faculty cubicles, total campus is Wi Fi enabled. Users either students or faculty and staff members are allow to access internet through Wi Fi facility.

The bandwidth of the Institute is 500 mbps. In Campus we have Forty Five Class rooms, all are well equipped with Projectors for Faculties as a teaching tool. Four (4) more Projectors are installed in Four (4) Computer Labs, 1 each in IQAC Room, Conference Room, Auditorium & Seminar Hall. 234 CCTV are installed in the campus and in hostel additional 32 cameras are installed. The classrooms have CCTV with audio video facility.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="http://www.imsuc.ac.in/naac/ictfacilities.html/">http://www.imsuc.ac.in/naac/ictfacilities.html/</a> |

#### 4.3.2 - Number of Computers

1600

| File Description                  | Documents                 |
|-----------------------------------|---------------------------|
| Upload any additional information | <a href="#">View File</a> |
| List of Computers                 | <a href="#">View File</a> |

#### 4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

| File Description   | Documents                 |
|--|---------------------------|
| Upload any additional Information  | <a href="#">View File</a> |
| Details of available bandwidth of internet connection in the Institution | <a href="#">View File</a> |

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support

facilities) excluding salary component during the year (INR in Lakhs)

#### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1221

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Audited statements of accounts  | <a href="#">View File</a> |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | <a href="#">View File</a> |

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The state of art infrastructure at IMS provides a conducive ambience for stimulating learning experience. The campus is Wi-Fi enabled and centrally air-conditioned. All the classrooms are equipped with a projector and computer system with internet connectivity. Online library resources and digital learning platform provides a wide array of information to enhance the student's intellect. These classrooms are used exclusively for lectures during the examination. The computers in the different IT Labs are used by the academic staff and the students. The college canteen and Maggie Hotspot are monitored by Administrative Officers. The hostel mess and canteen function on lease basis. The institute has created facilities like the Basket Ball Court and the outdoor/indoor Badminton Court. Further the administrative heads i.e Building Maintenance Officer, Administrative Officer 2nd -House Keep info & Store, and Chief Hostel Warden report to the Director of the Institute towards organizing the workforce and infrastructure's efficiency and it's working condition, observations on electrical, plumbing, and housekeeping related issues/complaints, duty charts of all individuals assigned to them, leave etc.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="https://www.imsuc.ac.in/academic-facilities.php">https://www.imsuc.ac.in/academic-facilities.php</a> |

**STUDENT SUPPORT AND PROGRESSION****5.1 - Student Support****5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

52

| File Description   | Documents                 |
|--|---------------------------|
| Upload self attested letter with the list of students sanctioned scholarship   | <a href="#">View File</a> |
| Upload any additional information  | <a href="#">View File</a> |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | <a href="#">View File</a> |

**5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year****5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

874

| File Description   | Documents                 |
|--|---------------------------|
| Upload any additional information  | <a href="#">View File</a> |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | <a href="#">View File</a> |

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills  
Language and communication skills Life skills  
(Yoga, physical fitness, health and hygiene)  
ICT/computing skills**

**A. All of the above**

| File Description  | Documents   |
|---|---|
| Link to Institutional website   | <a href="https://naac.imsuc.ac.in/2021-2022/5/5.1.3.pdf">https://naac.imsuc.ac.in/2021-2022/5/5.1.3.pdf</a> |
| Any additional information  | <a href="#">View File</a>   |
| Details of capability building and skills enhancement initiatives (Data Template) | <a href="#">View File</a>   |

#### **5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**3541**

##### **5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**3541**

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template) | <a href="#">View File</a> |

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

**A. All of the above**

| File Description   | Documents                 |
|--|---------------------------|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | <a href="#">View File</a> |
| Upload any additional information  | <a href="#">View File</a> |
| Details of student grievances including sexual harassment and ragging cases  | <a href="#">View File</a> |

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

216

| File Description   | Documents                 |
|--|---------------------------|
| Self-attested list of students placed                        | <a href="#">View File</a> |
| Upload any additional information                            | <a href="#">View File</a> |
| Details of student placement during the year (Data Template) | <a href="#">View File</a> |

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

75

| File Description                                   | Documents                 |
|--|---------------------------|
| Upload supporting data for student/alumni          | <a href="#">View File</a> |
| Any additional information                         | <a href="#">View File</a> |
| Details of student progression to higher education | <a href="#">View File</a> |

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

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

5

| File Description   | Documents                 |
|--|---------------------------|
| Upload supporting data for the same  | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | <a href="#">View File</a> |

**5.3 - Student Participation and Activities**

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

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

9

| File Description   | Documents                 |
|--|---------------------------|
| e-copies of award letters and certificates   | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template) | <a href="#">View File</a> |

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

IMS Ghaziabad (University Courses Campus) is an eminent institute that has always promoted inclusive management and decentralization of authority aimed at the healthy and constructive growth of the



College.

The clubs provide a forum for our students to express their multidimensional skills - artistic, literary, management etc. We are delighted to introduce IMSUC Speaker's Genesis Toastmasters Club. Toastmasters education is comprised of traditional education program, the Pathways learning experience, the Youth Leadership Program, the Interpersonal Communication Program and the Speech Craft Program. The major objectives of these clubs can be stated as

1. Leadership Skill - Student develop leadership skills within an environment of their peers. Students are able to learn from their colleagues and establish their leadership abilities through planning and implementing different activities and events
2. Personal Development - Students get the opportunity to meet a diverse population of people that allow them to expand their thinking and interest. Networking Opportunities - Networking provides a student with an opportunity to meet other students and professionals with common goals and interest while being into several activities of the club
3. Organization and Management Skills - Students learn skills like management skill by experiencing corporate- environment through these clubs

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.imsuc.ac.in/clubs-cells-ims-ghaziabad.php">https://www.imsuc.ac.in/clubs-cells-ims-ghaziabad.php</a> |
| Upload any additional information     | <a href="#">View File</a>   |

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

18

| File Description   | Documents                 |
|--|---------------------------|
| Report of the event  | <a href="#">View File</a> |
| Upload any additional information  | <a href="#">View File</a> |
| Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template) | <a href="#">View File</a> |

## 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni involvement in supporting, endorsing and providing financial backups is essential for sustaining and extending institute's growth. By building networks that can foster closer ties between students, graduates, and the institute, it has a significant positive impact on improving the educational experience for students. Our alumni assist their peers by mentoring them on their business ventures and offering admission platforms for students, either in realistic learning or in the institutions where they live. Our alumni are the great source of networking opportunities, lifelong learning and rich experience. Our alumni are more connected by participating in different activities for eg:

1. Extensive Alumni talks & workshops for all graduate and undergraduate courses.
2. Enhance attempts for recruiting students in various organizations.
3. Regular Alumni visits students for guiding the opportunities and assist them for competitive examinations preparation as well.

The role of the alumni in the institute's growth and student growth is very crucial. Alumni support teachers, graduates, colleges and culture in multiple ways. Our Alumni actively work on the excellence and efficacy of the education, science and industry sector in many areas, domestically or globally. The greater the impact of the graduates on their jobs, the greater the gratitude of the institute.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://alumni.imsgroup.ac.in/">https://alumni.imsgroup.ac.in/</a> |
| Upload any additional information     | <a href="#">View File</a>   |

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

| File Description                  | Documents                 |
|-----------------------------------|---------------------------|
| Upload any additional information | <a href="#">View File</a> |

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

**Vision:** To Impart Vibrant, Innovative and Global Education to Make IMS the World Leader in Terms of Excellence in Education, & Research.

**Mission:** To Develop the Institution into a World Class Center for Management / IT / Biosciences / Journalism & International Business Which Inspires its students to realize their Full Potential and Contribute to the Development of the Society.

With a legacy of 32 years, the institute has always focused on meeting new challenges by carrying forth the ideals of progress and opportunities through education in the areas of Management, International Business, IT, Mass Communication & Journalism and Biosciences. It has carved a niche for providing quality innovative programs and industry-oriented professional erudition.

The institute possess intellectual community consisting of eminent, dedicated and highly experienced faculty mentors renowned for having rich academic & corporate experience and possessing high standards of moral and ethical values.

The academic council in sync with IQAC undertakes a gap analysis in view of the university curriculum and recommends all the academic activities so as to bring sustainability into the curriculum.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.imsuc.ac.in/mission-and-vision.php">https://www.imsuc.ac.in/mission-and-vision.php</a> |
| Upload any additional information     | <a href="#">View File</a>   |

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

The Institute follows a developed & immensely decentralized process for implementing various decisions. The decision-making authority is widely spread across, in order to facilitate constructive growth & Teamwork in functioning of the Institute. The roles & responsibilities are elaborately distributed in order to avoid roles conflicts & thereby focus on effective & participative management.

The stated is one such major practice undertaken:

Clubs at Institute of Management Studies, Ghaziabad (University Courses Campus):

Campus life at the Institute is vital and active with a myriad of student clubs. The clubs emphasize on activities that enable the students to grab opportunities for their holistic development. The club members constitute President, Vice President, Secretary. The members of each club are further selected by respective faculty coordinators through Personal Interview.

They lead by example, by exhibiting integrity, impeccable work ethics and upholding morale of the clubs and events organized in the college.

The major objectives of these clubs can be stated as:

- To develop organization and management Skills
- Develop leadership skills within an environment of their peers.
- Networking opportunities
- Personal Development
- Social Opportunity

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.imsuc.ac.in/clubs-ims-ghaziabad.php">https://www.imsuc.ac.in/clubs-ims-ghaziabad.php</a> |
| Upload any additional information     | <a href="#">View File</a>   |

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The IQAC of IMS in sync with the Executive Council and Academic Council every year takes initiative to prepare the institutional deployment plan keeping in mind the vision and mission of the institute. The Strategic plan of the institute is multi-layered which focuses on expansion with excellence with a step-by-step approach to fulfill its vision and mission. The plan is divided into three parts:

#### Short Term Plan (Upto March, 2022)

1. Strengthen the value-added courses across all the programs addressing the curriculum gaps and develop a strategic plan in consultation with the industry for the right skill to be imparted to the students sufficing with the latest happenings of the corporate arena.
2. Encourage publication of faculty and student research by emphasizing increased participation in conferences, seminars, workshops.
3. Incorporation of Digital library to enhance the exposure to e-journals and database of international repute.
4. Employment opportunities to be generated for the students through increased industry collaborations.
5. Hiring of more faculty members with rich experience of teaching, industry and research.
6. Strengthening the innovation and entrepreneurial culture
7. Steering efforts for registration of Alumni Society and nurturing bond with alumni for generating funds and employment opportunities.

#### Medium Term Plan (Upto March-2026)

1. Launch of new courses (Vocational courses, and skill based short-term courses).
2. Launch Incubation center

3. Taking in-house journal IJBRE to Scopus/UGC Care indexed list.
4. Initiating activities for community development

#### Long Term Objectives (Up to March, 2032)

1. To be an Autonomous campus under CCS University.
2. Expanding campus infrastructure.
3. Planning for a research centre and launch Doctoral programs.

| File Description                                       | Documents   |
|--|---|
| Strategic Plan and deployment documents on the website | <a href="#">View File</a>   |
| Paste link for additional information                  | <a href="https://www.naac.imsuc.ac.in/2021-2022/6/6.2.1Institutional-Deployment-Plan.pdf">https://www.naac.imsuc.ac.in/2021-2022/6/6.2.1Institutional-Deployment-Plan.pdf</a> |
| Upload any additional information                      | <a href="#">View File</a>   |

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

Institute of Management Studies, Ghaziabad (University Courses Campus) has a clearly defined organizational structure to support decision-making processes that are clear and consistent with its purposes and supports effective decision making. The organizational structure lends itself to sustaining institutional capacity and education effectiveness through involvement of stakeholders.

The Academic council and faculty members play an important role in executing the curricular, co- curricular and extra-curricular Programmes. Class Counselors are assigned for each class to ensure

personal care, guidance, counseling, evaluation and assessment of each student in the class. The Grievance Redress, Anti-ragging Cell, & Anti-sexual Harassment Cell work for the well-being of

students.

#### Various committees:

Management Committee Academic Council

Internal Quality Assurance Cell (IQAC)

Research Cell

Hostel Supervision Committee

Library Development Committee

National Service Scheme (NSS)

Anti-Ragging Committee

Students' Discipline and Monitoring Committee

Examination Committee

Women Cell SC/ST Cell

Grievance Redressal Committee

| File Description                              | Documents   |
|---|---|
| Paste link for additional information         | <a href="https://www.imsuc.ac.in/naac/6/Service- Rule- book.pdf">https://www.imsuc.ac.in/naac/6/Service- Rule- book.pdf</a>     |
| Link to Organogram of the institution webpage | <a href="https://www.imsuc.ac.in/naac/6/Orgnogram- structure.html">https://www.imsuc.ac.in/naac/6/Orgnogram- structure.html</a> |
| Upload any additional information             | <a href="#">View File</a>   |

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

**A. All of the above**

| File Description   | Documents                 |
|--|---------------------------|
| ERP (Enterprise Resource Planning) Document  | <a href="#">View File</a> |
| Screen shots of user inter faces   | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Details of implementation of e-governance in areas of operation, Administration etc(Data Template) | <a href="#">View File</a> |

### 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The Institute of Management Studies, Ghaziabad (University Courses Campus) provides both statutory and non-statutory welfare measures for the benefit of the faculty and supporting staff. They are:

- Institute provides study leave for PhD. Course Work classes, attending to participate and present papers in seminars
- 50% Tuition Fee waived off for children of faculty & staff members for pursuing Programme from the Institute.
- Free Group Medical Insurance.
- Book Bank and Digital Library services are available for teachers pursuing higher studies
- Free transport facility for all employees.
- Gratuities (wherever applicable), Provident Fund (wherever applicable), and all other Government welfare schemes and measures are given.
- Subsidized food facility at mess.
- 20 days of Casual leave, 21 Days Summer Break Leave, 7 Days Winter Break Leave, 2 Short Leaves, 2 Restricted Holiday Leaves (RH), Study Leave (Examination, Evaluation) facility per year to the teaching staff (wherever applicable)
- 20 days of Casual leave, 15 Earned Leave (annually), 2 Short Leaves, 2 Restricted Holiday Leaves (RH), Study Leave (Examination, Evaluation) facility per year to the non - teaching staff (wherever applicable)
- On-Duty leaves facility to staff members to attend various Training Programmes.
- Maternity Leave for females faculty & staff members.



| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.imsuc.ac.in/naac/6/Service- Rule- book.pdf">https://www.imsuc.ac.in/naac/6/Service- Rule- book.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

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

#### **6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

1

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | <a href="#">View File</a> |

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

#### **6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

8

| File Description   | Documents                 |
|--|---------------------------|
| Reports of the Human Resource Development Centres (UGCASC or other relevant centres).  | <a href="#">View File</a> |
| Reports of Academic Staff College or similar centers   | <a href="#">View File</a> |
| Upload any additional information  | <a href="#">View File</a> |
| Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template) | <a href="#">View File</a> |

#### **6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

##### **6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

19

| File Description  | Documents                 |
|---|---------------------------|
| IQAC report summary   | <a href="#">View File</a> |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers)              | <a href="#">View File</a> |
| Upload any additional information   | <a href="#">View File</a> |
| Details of teachers attending professional development programmes during the year (Data Template) | <a href="#">View File</a> |

#### **6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff**

##### **Faculty Members:**

**Step 1: The faculty submits an annual self-appraisal report in the prescribed Proforma. The report is submitted at the end of every academic year, within the stipulated time. The submission happens through the Chairperson.**

**Step 2:** The filled faculty self-appraisal form is forwarded to Director level by the Chairperson. Director and Chairperson conduct faculty meeting individually to discuss their contributions, opportunities and plan by giving them feedback.

**Step3:** Based on comprehensive self-appraisal form, comments of Chairperson and outcomes of personal interaction with faculty; Director recommends all the cases to the Management Committee. The Management Committee approves the annual appraisal for the year.

#### **Staff Members:**

**Step 1:** The staff submits an annual self-appraisal report in the prescribed Proforma. The report is submitted to the HOD.

**Step 2:** The filled staff self-appraisal form is forwarded to Director level by the HOD. Director and HOD conduct staff meeting individually to discuss their contributions, opportunities and plans by giving them feedback.

**Step3:** Based on comprehensive self-appraisal form, comments of HOD and outcomes of personal interaction with staff member the Management Committee approves the annual appraisal for the year.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.imsuc.ac.in/naac/6/Service- Rule- book.pdf">https://www.imsuc.ac.in/naac/6/Service- Rule- book.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

## **6.4 - Financial Management and Resource Mobilization**

**6.4.1 - Institution conducts internal and external financial audits regularly** Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

**Institute of Management Studies, Ghaziabad (University Courses Campus)** has a mechanism for internal and external audits. The institute has appointed Qualified Internal & External Auditors from external resources. The internal audit is an ongoing continuous process and ANDROS & Co. (Chartered Accountants) conducts internal audits on a monthly basis. Similarly, an external audit is also carried out in an elaborate way on a quarterly basis by Maheshwari R

& Associates LLP (Chartered Accountants).

The external auditors to verify and certify the entire Income and Expenditure and the Capital Expenditure of the Institute each year. They are provided with a team of staff under them to do a thorough check and verification of all vouchers of the transactions that are carried out in each financial year. The institutional accounts are audited regularly by both Internal and statutory audits. The institute regularly follows the Internal external financial audit system.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://naac.imsuc.ac.in/2021-2022/6/Auditors-Certificate.pdf">https://naac.imsuc.ac.in/2021-2022/6/Auditors-Certificate.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

#### 6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

##### 6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

| File Description  | Documents                 |
|---|---------------------------|
| Annual statements of accounts   | <a href="#">View File</a> |
| Any additional information  | <a href="#">View File</a> |
| Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template) | <a href="#">View File</a> |

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The Management Committee, constituted as per the guidelines, meets regularly and prepares strategy for resource mobilization with the consent of the Management.

The Management Committee decides the fee structure for the Programmes offered by the college. Through the rationalization of student's admission fee structure, the institute has been able to meet the requirements of recurring expenses. The fund generated in

this manner is utilized for general development of the college. The institute utilizes these funds to meet the requirements for construction, up gradation and other basic infrastructure.

Fee receipts and other resources are planned to be utilized rather judiciously on the advice of the Management Committee.

The fund for international conferences was generated from registration amount received from participants across the country.

Also the Institute generates funds in terms of the fees received from participants of NISM certification course offered by Institute of Management Studies, Ghaziabad in collaboration with National Institute of Securities Markets (An educational initiative of SEBI).

These funds are further utilized for payment of salary to assigned faculty members and conduction of the certification program.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://naac.imsuc.ac.in/2021-2022/6/6.4.1Balance-Sheet.pdf">https://naac.imsuc.ac.in/2021-2022/6/6.4.1Balance-Sheet.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Institute IQAC meets regularly and prepares, evaluates, and recommends the following for approval by the relevant Institute authorities:

- Annual Quality Assurance Report (AQAR)
- Self-Study Reports of various accreditation bodies (ISO 9001:2015, UGC 12B, NAAC, NIRF, ARIIA)
- Performance Based Appraisal System for Career Advancement. Best teacher award was introduced to recognize
- Stakeholders' feedback Analysis was done regarding the opinion and advice received from all stakeholders and the information shared with all concerned about its outcome for correction.

•End term academic audit was conducted for vetting the process performance & its conformity

•Action Taken Reports

•In line with the New Education policy 2020, steps were taken to emphasize on Outcome based education (OBE), curriculum were aligned to Skill development through experiential learning

•Focus on interdisciplinary teaching-learning process was emphasized.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.naac.imsuc.ac.in/2021-2022/1/Fee_dback-Atr.pdf">https://www.naac.imsuc.ac.in/2021-2022/1/Fee_dback-Atr.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The Institute has developed several quality assurance mechanisms under Academic Monitoring Committee as under: -

•Academic Audit performed as per the guidelines.

•Display and discussion of the Answer Scripts.

•Mentoring and counselling of students (Monthly) for continuous handling towards performance improvement.

•Getting updated on latest information on various quality parameters of higher education through various articles & institutes visit.

•Analysis about the feedback, opinion and advices received from all stakeholders and the information shared with all concerned about its outcome for correction.

•Documentation of the various programs /activities leading to quality improvement.

•Collection, maintenance and analysed documents are prepared and maintained on institute website.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://naac.imsuc.ac.in/2021-2022/6/IOAC-Report-Summary.pdf">https://naac.imsuc.ac.in/2021-2022/6/IOAC-Report-Summary.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**A. All of the above**

| File Description   | Documents   |
|--|---|
| Paste web link of Annual reports of Institution                                    | <a href="https://www.naac.imsuc.ac.in/2021-2022/2/2.6.3ANNUALREPORT.pdf">https://www.naac.imsuc.ac.in/2021-2022/2/2.6.3ANNUALREPORT.pdf</a> |
| Upload e-copies of the accreditations and certifications                           | <a href="#">View File</a>   |
| Upload any additional information  | <a href="#">View File</a>   |
| Upload details of Quality assurance initiatives of the institution (Data Template) | <a href="#">View File</a>   |

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

The college is a co-education institution, which makes it to remain vigilant about different issues related to gender. Several steps and initiatives are taken for gender sensitization and treat all human as an equal entity. Institute of Management Studies, Ghaziabad has the credit of creating gender sensitive environment. The academic ambience promotes sensitivity and respect for each other. All academic and non-academic programmes offered are common to all-irrespective of genders without any bias or reservation. In addition, workshop /training programmes are conducted on rights,

protection from domestic/social violence, and gender sensitivity to all the students at the college.

College ensures the participation of women students in intra and inter-institutional competitions and cultural activities. They are active members of cultural and sports committee of Institution, participate in all cultural festivals and sports competitions, etc.

The institute has established a Grievance Redressal Cell and Women Cell to address the issues related to sexual harassment and other problems.

Institution shows gender sensitivity in providing facilities such as

a) Safety and Security

b) Counselling

c) Common Room

d) Transport Facility

Common Room:

There is common room facility for boys and girls in the campus. The common room are equipped with wi-fi facility, various in-house entertainment games like chess, carom, etc.

Transport Facility:

A fleet of 18 buses are available for both boys and girls. All parts of Delhi NCR are covered without any charges. This gives an additional safety and security to both boys & girls. 7.1.1

| File Description   | Documents   |
|--|---|
| Annual gender sensitization action plan  | <a href="https://www.imsuc.ac.in/naac/2021-2022/7/GENER-SENSITIZATION.pdf">https://www.imsuc.ac.in/naac/2021-2022/7/GENER-SENSITIZATION.pdf</a>           |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | <a href="https://www.naac.imsuc.ac.in/2021-2022/7/7.1.1safety-and-security.pdf">https://www.naac.imsuc.ac.in/2021-2022/7/7.1.1safety-and-security.pdf</a> |



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

**B. Any 3 of the above**

| File Description               | Documents                 |
|--------------------------------|---------------------------|
| Geo tagged Photographs         | <a href="#">View File</a> |
| Any other relevant information | <a href="#">View File</a> |

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

**Solid Waste & Garbage collection:**

Garbage collection bins has been placed all over the campus at strategic locations to collect garbage and helps in keeping campus clean and green.

Garbage Disposal system: Segregation of garbage into different categories with classification for paper, Cloth, Plastic & Food waste and disposing.

**Liquid waste management/Sewage Treatment Plant water recycle**

The Institute is having a Sewage Treatment Plant, as per the process wastewater and sewage are supplied to the primary tank, where the solids and liquids disperse. The resulting liquor flows into the bio zone chamber. In the chamber, a pump airs the waste and encourages friendly bacteria to condense the organic matter. This breaks down and purifies the result.

As it leaves the final waste chamber, the waste leftover is 95% clean and ready for dispersal into Plants.

**E-waste Management & Hazardous Waste Management:**

Maintenance and admin department takes care of waste material such as computers, laptops etc. E-waste is handed over to Artronix Pvt. Ltd. (HSPCB/2020/7469817EWREF00), which is processed by them as per norms.

**Waste recycling system:**

The institute has installed Sanitary Napkins Disposal Machine where as per the process, the used napkins are continuously putted in the machine and door is closed. After some time, machine heater cut off automatically when reaches the set point but burning process continues to take few minutes as it's chimney exhausts of fumes and finally it is converted into least possible ash.

| File Description  | Documents                 |
|---|---------------------------|
| Relevant documents like agreements / MoUs with Government and other approved agencies | <a href="#">View File</a> |
| Geo tagged photographs of the facilities  | <a href="#">View File</a> |

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

**B. Any 3 of the above**

| File Description                                  | Documents                 |
|---|---------------------------|
| Geo tagged photographs / videos of the facilities | <a href="#">View File</a> |
| Any other relevant information                    | <a href="#">View File</a> |

**7.1.5 - Green campus initiatives include**

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

**A. Any 4 or All of the above**

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

| File Description   | Documents                 |
|--|---------------------------|
| Geo tagged photos / videos of the facilities                       | <a href="#">View File</a> |
| Various policy documents / decisions circulated for implementation | <a href="#">View File</a> |
| Any other relevant documents                                       | <a href="#">View File</a> |

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

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following**  
**1.Green audit 2. Energy audit**  
**3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**A. Any 4 or all of the above**

| File Description  | Documents                 |
|---|---------------------------|
| Reports on environment and energy audits submitted by the auditing agency | <a href="#">View File</a> |
| Certification by the auditing agency                                      | <a href="#">View File</a> |
| Certificates of the awards received                                       | <a href="#">View File</a> |
| Any other relevant information  | <a href="#">View File</a> |

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**  
**Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**A. Any 4 or all of the above**

| File Description   | Documents                 |
|--|---------------------------|
| Geo tagged photographs / videos of the facilities                        | <a href="#">View File</a> |
| Policy documents and information brochures on the support to be provided | <a href="#">View File</a> |
| Details of the Software procured for providing the assistance            | <a href="#">View File</a> |
| Any other relevant information   | <a href="#">View File</a> |

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

Institution is continuously working towards betterment of society by carrying out many social programmes which inculcate tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. Some of these activities are

- Cultural Programmes: Various cultural programmes including singing, dance, dramas, were conducted by various Club Members.
- Awareness programs like, garbage disposal, health and hygiene, water borne diseases, importance of education were conducted by NSS Volunteers.
- The Program for increasing awareness amongst the volunteers through Online Poster Slogan making competition in following themes:

1. Personal and environmental hygiene

2. Literacy

3. Tree Plantation

- Sports Activity called "Arms wrestling competition" were organized by sports club. <https://www.naac.imsuc.ac.in/2021-2022/7/ARMWRESTLING-COMPETITION.pdf>
- Tree Plantation on environment day by NSS: <https://www.imsuc.ac.in/naac/2021-2022/7/NSS-REPORT-2021-2022.pdf>
- Swachchhata Drivie Organised by NSS: <https://www.imsuc.ac.in/naac/2021-2022/7/NSS-REPORT-2021-2022.pdf>
- Guest Lecture on Girl's Mental and Physical Health of the

**Students:**

<https://www.imsuc.ac.in/naac/2021-2022/7/Girls-health-Club.pdf>

- Music Melody-a solo singing competition:  
<https://www.imsuc.ac.in/event-info.php?id=2262>
- Open mike competition on Hindi diwas:  
<https://www.imsuc.ac.in/naac/2021-2022/7/open-mic-comp.pdf>
- Solo act competition: <https://www.imsuc.ac.in/event-info.php?id=2229>
- 3 Days Yoga Camp was organized on the occasion of International Yoga Day:  
<https://www.imsuc.ac.in/naac/2021-2022/7/Yoga-Report.pdf>

World Hepatitis day: Talk series: <https://www.imsuc.ac.in/event-info.php?id=2071>

| File Description   | Documents                 |
|--|---------------------------|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | <a href="#">View File</a> |
| Any other relevant information   | <a href="#">View File</a> |

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

Various activities are undertaken to sensitize students and employees to the constitutional values, rights, duties, and responsibilities that emphasizes the development of fundamental values among the youth, faculty, staff members and extension communities.

Some of the awareness programs organized under various operational clubs such as :

1. National Voter's Day, National Youth Day, Cloth Distribution to underprivileged etc.
2. Guest Lecture on Girl's Mental and Physical Health, addressing the importance of mental and physical health for women.
3. A talk session on Hepatitis day to enhance awareness: an

inflammation of the liver that causes a range of health problems, including severe liver cancer was organized on 27.07.2021.

4. The institute is in the practice of celebrating Independence Day, Republic Day and birthdays of all eminent social reformers and freedom fighters.

5. The institute has 22 operational clubs which are completely run by students.

6. International Yoga Day is celebrated every year on 21 June in which distinguished celebrities of the domain are invited. 3 days Yoga Workshop was organized from 15th, 16th and 21st June 2022. This invigorates the importance of yoga in our daily lives.

7. World Water Day and World Environment Day were celebrated on 22nd March, 2022 and 5th June, 2022 respectively. This is a step to make youth responsible towards environment ecosystem.

Last but not the least, the day at IMSUC starts with the National Anthem at 9:15 A.M.

| File Description  | Documents   |
|---|---|
| Details of activities that inculcate values; necessary to render students into responsible citizens | <a href="https://www.imsuc.ac.in/more-event.php">https://www.imsuc.ac.in/more-event.php</a>                         |
| Any other relevant information  | <a href="https://www.naac.imsuc.ac.in/2021-2022/7/7.1.9.pdf">https://www.naac.imsuc.ac.in/2021-2022/7/7.1.9.pdf</a> |

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

**4. Annual awareness programmes on Code of Conduct are organized**

| File Description   | Documents                 |
|--|---------------------------|
| Code of ethics policy document   | <a href="#">View File</a> |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | <a href="#">View File</a> |
| Any other relevant information   | <a href="#">View File</a> |

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

Every year, Institute of Management Studies, Ghaziabad celebrates Days of National Importance like Independence Day and Republic day with fervour and festivity. Important Days of National and International events like International women's Day, International Yoga Day, including festivals like Holi, Diwali are also celebrated meaningfully. The institution celebrates these days of national importance to recall the events or contribution of our leaders in building the nation and to induce the feeling of social cohesion and national solidarity.

NSS wing of college is regularly involved in leadership development and motivating the students for social work. This has become evident by participation and carrying out of Republic Day programme by college's NSS cadets.

The Institute is very active on social media and propagates regular messages on all the National & International commemorative days, events, and festivals.

| File Description  | Documents                 |
|---|---------------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | <a href="#">View File</a> |
| Geo tagged photographs of some of the events  | <a href="#">View File</a> |
| Any other relevant information  | <a href="#">View File</a> |

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

### Career Development Centre

#### Objectives of the Practice

- To enable students, self-discover their traits and abilities
- To inculcate grooming practices and etiquette
- To enhance employability
- To provide career guidance for long-term success

#### Context

Nurturing students in the areas related to career trajectory, personality enhancement and workplace etiquette.

#### The Practice

Classroom and group teaching focuses on honing a professional skill set, individual sessions focus on micro-handling related to self-development and career aspirations. The CDC team invites industrial experts for hands-on experience.

#### Evidence of Success

Positive feedback from the students & CRC and successful initiatives managed by students.

#### Problems Encountered and Resources Required

The time involved in following up with external resource persons for sessions. Identify the right slot to avoid overlapping training programs with academic teaching. Sharing feedback after college hours sometimes affects the work-life balance.

### Earn While Learn(EWL)

#### Objectives of the Practice

To provide a platform to give immense opportunities to learn, get



trained along professionals and earn money while they are learning.

#### Context

EWL is to craft its members with the motive of inculcate the students with several technical and management skills to be working in the corporate.

#### The\_Practice

The program is designed that works for the institute in photography, videography, video editing, graphic designing, and content writing.

#### Evidence\_of\_Success

Our alumni base, includes Professional Photographers, Graphic Designers, Editors, etc., is a evidence of successful strengthening.

#### Problems Encountered and Resources Required

Finding balance between academics and EWL.

<https://naac.imsuc.ac.in/2021-2022/7/EWL.pdf>

| File Description                            | Documents   |
|---|---|
| Best practices in the Institutional website | <a href="https://www.imsuc.ac.in/career-development-centre.php">https://www.imsuc.ac.in/career-development-centre.php</a>   |
| Any other relevant information              | <a href="https://www.imsuc.ac.in/images/pdf/ims-at-a-glance.pdf">https://www.imsuc.ac.in/images/pdf/ims-at-a-glance.pdf</a> |

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

#### Use of Flip Channel for effective teaching

The state-of-the-art infrastructure at the IMS, Ghaziabad provides world-class education with the motive of learning-by-doing approach that leads to holistic development of students.

The IMSUC Flip Channel provides a strong support for all these requirements. The Flip Channel is an innovation in teaching

methodology. Some of the objectives fulfilled are:

- Making customized teaching content available;
- Preparing students for skills required in the future;
- Increasing awareness about the latest developments;
- Making the classes more interactive and student-participation friendly.
- Taking the time to conduct discussions during classes using interactive pedagogy.

Some of these benefits are as follows:

- The learning time inside the classroom has gone outside the classroom and the discussion time outside the class has come into the classroom. So, the participative and interactive learning could take place.
- Weak students specifically have ready-made contents, which facilitate more effective learning style to the students.

1. Number of Flip Videos: 1015 (public videos) 2. Subscribers:17,750  
3. Viewing Time:78.6K (watch time hours) 4. Total Views:2,873,360 5. Impressions:20.3M

6. Views from impressions: 2.9M

The IMSUC Flip Channel has proved itself a boon to the student community and teaching fraternity at large during the pandemic COVID-19 lockdowns.

Flip Channel <https://www.imsuc.ac.in/flp/>

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Institute of Management Studies, Ghaziabad (IMS) Established in 1994. The College follows Undergraduate and Post-graduate curriculum of CCS University, Meerut. IMS offers MIB, M.Sc. Biotechnology, BBA, BCA, BAJMC, B.Sc. (H) Biotechnology and B.Sc. (H) Microbiology. The college is the proud recipient of the recent eminent awards in the field of education.

The planning meeting is organized with IQAC & Academic Council, where the team looks after the university curriculum, and finds out the gaps. Academic council along with IQAC decides how to implement the knowledge, skills and right attitude. The team also looks into the specializations and value added courses required. For the effective curriculum delivery detailed lecture plan is designed by the faculty after the syllabuses, for each hour of delivery the faculty designs the learning templates as per the Time-Table.

For each course national seminars, conferences, guest lectures and topic specific workshops are organized by the institution. An academic daily report is made for all the classes. Over thousands of flip video are created by institute faculty on LMS a reservoir is created. Industry academia interfaces such as international and national internships, live projects are also provided

An online well structured feedback is taken from different stakeholders.

| File Description                    | Documents   |
|-------------------------------------|---|
| Upload relevant supporting document | <a href="#">View File</a>   |
| Link for Additional information     | <a href="https://www.imsuc.ac.in/flp/">https://www.imsuc.ac.in/flp/</a> |

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The institution adheres to the academic calendar including for

the conduct of CIE. Academic calendar is prepared by HOD(s) of the respective departments well in advance before the commencement of the semester in consultation with IQAC. The head of the department finalizes the course allocation for the faculty members based on their choice and area of interest or expertise. The faculty members are prepares the Lecture Plan, Templates, Flip Videos before the commencement of semester. It is then, made available to the students. Students are informed about the continuous evaluation process, for university we take internal exams and for our specialization we take assessment and examinations. Timetable in-charge of each department prepares the timetable. Time-table is shared via email and displayed on the respective department notice boards and through LMS. The Schedule of All Examinations is given in academic calendar .The slots of the Internal Examination-I, Internal Examination -II are mentioned in the academic calendar. The course teachers announce the syllabus and display question bank for Internal Examination-I , Internal Examination -II. The performance of the students is assessed on a continuous basis. In addition to the internal examination, assignments and mini-projects are also the part of learning.

| File Description                    | Documents   |
|-------------------------------------|---|
| Upload relevant supporting document | <a href="#">View File</a>   |
| Link for Additional information     | <a href="https://www.naac.imsuc.ac.in/2021-2022/1/1.1.2Academic-Calendar.pdf">https://www.naac.imsuc.ac.in/2021-2022/1/1.1.2Academic-Calendar.pdf</a> |

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.**  
**Academic council/BoS of Affiliating University**  
**Setting of question papers for UG/PG programs**  
**Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**  
**Assessment /evaluation process of the affiliating University**

**C. Any 2 of the above**

| File Description   | Documents                 |
|--|---------------------------|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |

## 1.2 - Academic Flexibility

### 1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

#### 1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

00

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information                              | <a href="#">View File</a> |
| Minutes of relevant Academic Council/ BOS meetings      | <a href="#">View File</a> |
| Institutional data in prescribed format (Data Template) | <a href="#">View File</a> |

#### 1.2.2 - Number of Add on /Certificate programs offered during the year

##### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

31

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| Brochure or any other document relating to Add on /Certificate programs | <a href="#">View File</a> |
| List of Add on /Certificate programs (Data Template )                   | <a href="#">View File</a> |

#### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

1384

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | <a href="#">View File</a> |

### 1.3 - Curriculum Enrichment

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

Faculty creates awareness in students about various cross cutting issues. In addition to curricular activity institute organizes various activities like tree plantation, Personal and environmental hygiene, blood donation camps, street play and wellness camp. etc.

All departments in the institute have courses in their curriculum by university. Several activities integrates cross cutting issues relevant to gender, environment and sustainability, human values and professional ethics, are arranged by the institute which contributes to sensitizing students.

Professional ethics encompasses personal and corporate standards of behavior expected by professional. College has organized various personality development programs through Career Development Centre to increase the overall conduct of students.

The college is a co-education institution which makes it to remain vigilant about different issues related to gender.

The college has established a Grievance redressal cell and Women Cell to address the issues related to sexual harassment and other problem. College has anti ragging cell, and discipline committee to take care of human values.

Environment sensitivity is one of the key focus of all round development of students.

IMS Greens Club organizes activities to sensitize and motivate the students at regular intervals. Plantation drives, Cleanliness drives, Save electricity and water drives, Waste management drives.

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | <a href="#">View File</a> |

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

158

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| Programme / Curriculum/ Syllabus of the courses  | <a href="#">View File</a> |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | <a href="#">View File</a> |
| MoU's with relevant organizations for these courses, if any                                  | <a href="#">View File</a> |
| Institutional Data in Prescribed Format  | <a href="#">View File</a> |

### 1.3.3 - Number of students undertaking project work/field work/ internships

1384

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | <a href="#">View File</a> |

## 1.4 - Feedback System

|   |                     |
|---|---------------------|
| 1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution | A. All of the above |
|---|---------------------|

from the following stakeholders Students  
Teachers Employers Alumni

| File Description  | Documents   |
|---|---|
| URL for stakeholder feedback report   | <a href="https://www.imsuc.ac.in/naac/2021-2022/1/Feedback-Atr.pdf">https://www.imsuc.ac.in/naac/2021-2022/1/Feedback-Atr.pdf</a> |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | <a href="#">View File</a>   |
| Any additional information  | <a href="#">View File</a>   |

**1.4.2 - Feedback process of the Institution may be classified as follows**

**A. Feedback collected, analyzed and action taken and feedback available on website**

| File Description                  | Documents   |
|-----------------------------------|---|
| Upload any additional information | <a href="#">View File</a>   |
| URL for feedback report           | <a href="https://www.imsuc.ac.in/naac/2021-2022/1/Feedback-Atr.pdf">https://www.imsuc.ac.in/naac/2021-2022/1/Feedback-Atr.pdf</a> |

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of students admitted during the year

**992**

| File Description                        | Documents                 |
|---|---------------------------|
| Any additional information              | <a href="#">View File</a> |
| Institutional data in prescribed format | <a href="#">View File</a> |

#### 2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

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



219

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information                                    | <a href="#">View File</a> |
| Number of seats filled against seats reserved (Data Template) | <a href="#">View File</a> |

## 2.2 - Catering to Student Diversity

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

### Methods of Assessment

Students we intake vary not only in terms of location and language, but also in comprehension level. We support students to grow academically as competent learners. Continual periodic evaluation is the method to assess students' levels of learning and classified as slow, average and advanced learners based on their strengths and weaknesses. Specific pedagogy is used to emphasise academic performance and values to help all students reach their potential.

**Advanced learners:** Advanced learners are

- Recommended with readings and online learning platforms to support students.
- Conferences, Seminars, Workshops, internships, live projects and publication of their works. Participation in various Club activities to develop problem-solving skills.
- Members of professional and governmental bodies like STUGMA (Students Ghaziabad Management Association), IIRS-ISRO.
- Appreciating their academic accomplishments during the Award Ceremony.

**Average and Slow learners:**

- Consultation classes, Buddy Mentoring program, Notes/course materials /flip videos, e-content, YouTube links, Reservoir, National Digital Library of India for assisting average and slow learners.
- Academic and personal counseling by the class counselors, subject teachers, faculty mentors, and the counseling cell.
- Bilingual explanations in Doubt Clearing sessions and solving previous Year University Question Papers.

- Special modules, Bridge courses, CDC programs etc. designed to help average and slow learners.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.imsuc.ac.in/naac/2/2022/2.2.1-Updated.pdf">https://www.imsuc.ac.in/naac/2/2022/2.2.1-Updated.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

| Number of Students | Number of Teachers |
|--------------------|--------------------|
| 2376               | 84                 |

| File Description           | Documents                 |
|----------------------------|---------------------------|
| Any additional information | <a href="#">View File</a> |

### 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institute has adopted teaching methodology that places a strong emphasis on a comprehensive comprehension of the disciplines in a creative and student-centered manner.

**Experiential learning:** The faculty prepares the detailed lecture plan supported with techniques such as Flip Videos, LMS, Case-based practical learning, Interactive lectures, Project-based learning, online Internship opportunities, and industry driven projects.

Seminars, Workshops, presentations, Webinars, guest lectures, Talk-series, Group discussion/Debate, Games, quizzes, 22 Student-driven to make learning more effective. The Life Skill and Enrichment Programs, The Emerging Tech Cell, Entrepreneurial Cell, The Research Cell to encourage student enhance their strengths.

**Participative Learning:** Participative teaching methods such as Group Assignment, Group Discussion, Group Presentations, Buddy mentoring.

IMS Radio, IMS Today newspaper, IMS youtube channels are other platforms. Earn While Learn Program (EWL) make student financially independent.

**Problem Solving Methodologies:** Special Tutorial Session, Doubt clarification sessions, Revision classes, The reservoir on the LMS portal of the Institute, National Digital Library of India, Swayam, Coursera, NPTEL, NISM to enables students to solve their problems. Individual counseling, Mentoring Program, Corporate & Alumni Mentors to provide a comprehensive support system to the students.

Specialization courses, Career Development Centre, Corporate Resource Centre, e- SEEDS sessions to provides opportunities in corporate arena.

| File Description                  | Documents   |
|-----------------------------------|---|
| Upload any additional information | <a href="#">View File</a>   |
| Link for additional information   | <a href="https://www.naac.imsuc.ac.in/2021-2022/2/2.3.1links.pdf">https://www.naac.imsuc.ac.in/2021-2022/2/2.3.1links.pdf</a> |

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

**Teachers use ICT-enabled tools for effective teaching-learning processes.**

Institute of Management Studies, Ghaziabad, provides excellent education opportunities through various IT enabled techniques:

- ICT-enabled classrooms (LCD projectors, multimedia speakers and screen are installed) and labs enabled with a provide 24/7 high-speed Wi-Fi system to
- Personal laptops and Desktops available in Computer labs also facilitate faculties.
- The media lab facility to create flip video lectures, YouTube videos, and another web links.
- Well-equipped Auditorium, Seminar halls for conducting various events
- Internal software to manage student record, along with email, website, LMS system and reservoir to manage and post course-related information, learning material, Lab manuals, assignments, etc.

- The CCTV installed across the campus to monitor the institutional activities
- Printer and scanner facility is also available in campus along with Photocopy machine for Xerox of study material.
- Digital library possesses e-recourses, access to National Digital Library of India NPTEL, CDs and DVDs with complete access to faculty and students.
- Zoom platform and Google Meet and various online tools like- whiteboard, etc. to teach students online.
- Online Exams are also conducted with the help of the Google platform for the effective evaluation process of students.

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | <a href="#">View File</a> |

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

84

| File Description   | Documents                 |
|--|---------------------------|
| Upload, number of students enrolled and full time teachers on roll | <a href="#">View File</a> |
| Circulars pertaining to assigning mentors to mentees               | <a href="#">View File</a> |
| Mentor/mentee ratio  | <a href="#">View File</a> |

### 2.4 - Teacher Profile and Quality

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

84

| File Description   | Documents                 |
|--|---------------------------|
| Full time teachers and sanctioned posts for year (Data Template) | <a href="#">View File</a> |
| Any additional information                                       | <a href="#">View File</a> |
| List of the faculty members authenticated by the Head of HEI     | <a href="#">View File</a> |

#### **2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**

##### **2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

**26**

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template) | <a href="#">View File</a> |

#### **2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**

##### **2.4.3.1 - Total experience of full-time teachers**

**364**

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | <a href="#">View File</a> |

#### **2.5 - Evaluation Process and Reforms**

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

**Information Mechanism:** During orientation programmes students are sensitized about internal assessment, paper patterns, and university examinations.

The information regarding is also circulated through Academic Calendar/Notices/E-mails/Circulars/LMS/Website and on the official WhatsApp group. Any changes in schedules, patterns, methods are also notified to the students through different e-channels and coordinators. A well-structured examination committee is constituted to coordinate the internal and external examination and to disseminate information to all.

**Examination Guidelines and internal assessment:** Institute follows the guidelines provided by the CCS University, Meerut, and attempts to improve the effectiveness of the assessment system. The internal assessment comprises of 1st internal examination after 50% syllabus followed by 2nd Internal Examination after 100% syllabus. Evaluated answer sheets are shown to the students. Results are declared within two weeks and marks are communicated to the students. The final internal marks are verified by the subject faculty, and HOD's and duly signed and verified by the Director before sending & uploading to the University website.

**Evaluation Process in domain Specialization:** Each course offers specialization with different evaluation criteria which is communicated to students by the area specialization heads. On successful completion, a diploma is awarded to all the qualified students.

| File Description                | Documents   |
|---------------------------------|---|
| Any additional information      | <a href="#">View File</a>   |
| Link for additional information | <a href="https://naac.imsuc.ac.in/2021-2022/2/2.5.1-MIB.pdf">https://naac.imsuc.ac.in/2021-2022/2/2.5.1-MIB.pdf</a> |

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

**CCS University:** Each theory /practical carries 100 marks (75 marks university examinations and 25 marks sessional work) and Viva-voce examination (100 marks). Out of 25 marks for internal assessment 15 form 2 internal tests), 10 marks (quiz, assignment, attendance). The minimum passing marks shall be 40 (internal assessment and university examination). The minimum passing marks in aggregate shall be 50 marks in each semester. M.Sc. (MB) 50%

(internal assessment) and 50% (University examination). MIB 75 marks (theory paper) and 25 marks (Internal Assessment). Specialisation In MIB-Post Graduate Diploma (PGD) the evaluation consists of Internal and External evaluation. External includes End term Examination (50%) and Internal (50%) out of which class test (25%) and quiz, Assignments, Presentations, Project Report etc (25%). In Biosciences evaluation comprises of Attendance (10%), Presentations (20%), Assignments (20%), Knowledge Assessment (20%) and Final Evaluation (30%). In Management the total weightage is of 100 Marks. 25 (attendance), 25 (Assignments/Test) and Project presentation (50 Marks). Students are awarded with A+, A, B+, B level Diploma and below 31% are not eligible for grades. In BCA 75% attendance is must. Both theory and practical exams are compulsory and at least 60% marks are required to qualify for diploma.

| File Description                | Documents   |
|---------------------------------|---|
| Any additional information      | <a href="#">View File</a>   |
| Link for additional information | <a href="https://naac.imsuc.ac.in/2021-2022/2/2.5.2-MIB.pdf">https://naac.imsuc.ac.in/2021-2022/2/2.5.2-MIB.pdf</a> |

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The faculty members at the commencement of the semester are given freedom in choosing to opt for a subject of their area of specialization. However, syllabus is prescribed by the CCS University Meerut. The faculty gives presentations to the panellist comprised of Faculty and Industry experts to introspect the feasibility of the subject. However, the focus is that the course outcome fulfils the learning requirements of the students. The POs, and LOs of all programmes and courses are clearly defined and mapped with the University curriculum and learning requirements of the students. The Academic Expert has written suitable COs in accordance to the learning level of students. Then, COs are mapped with PO through a rigorous review process with the faculty and Industry experts. For specialisation and electives, area heads prepare the lecture plan and discuss the same in Academic Review Meetings for further approval. The PO of each programme and COs of each course are printed and are available in each department, Library, and college website for ready reference. During this Pandemic, online classes were

conducted with the help of Zoom and Google Meet. The E-Content is mailed to all the students for a better understanding of the subject.

| File Description  | Documents   |
|---|---|
| Upload any additional information                       | <a href="#">View File</a>   |
| Paste link for Additional information                   | <a href="https://www.naac.imsuc.ac.in/2021-2022/2/2.6.1links.pdf">https://www.naac.imsuc.ac.in/2021-2022/2/2.6.1links.pdf</a> |
| Upload COs for all Programmes (exemplars from Glossary) | <a href="#">View File</a>   |

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The Institute evaluates the PO and CO through multiple dimensions and thereby improves on the same.

**Program Outcomes:**

- Knowledge, Skills, and Aptitude of students
- Domain and specific subject knowledge
- Critical thinking and Decision Making
- Social Awareness and Engagement
- Awareness of local, national, and Socio-Political issues
- Ethics and Responsible Citizenship.
- Sensitisation on Environment and Sustainability, Gender, Discrimination, Culture, etc.

**Evaluation Criteria:** All Program Outcomes are evaluated based on the Result analysis declared by CCS University, Meerut. Attainment and evaluation of PO, PSO, and CO following details can be mentioned: Focuses on the outbound learning of students and follows the industry-driven approach College organises Conferences, Seminars, Surveys, Presentations, Debates, Live-Projects, Internship etc NSS enhances the sense of Ethical and Responsible Citizenship amongst students' Political consciousness is achieved through Model United Nations. Students presented & published papers in journals of repute Various Students completed



NPTEL Certification, NISM and other online courses IMS provide various training for competitive exams such as GATE, NET, CAT, MAT, IELTS E-Cell organises Entrepreneurship awareness camps. The students and Alumni give feedback.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for Additional information | <a href="https://www.naac.imsuc.ac.in/2021-2022/2/2.6.2links.pdf">https://www.naac.imsuc.ac.in/2021-2022/2/2.6.2links.pdf</a> |

### 2.6.3 - Pass percentage of Students during the year

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

611

| File Description   | Documents   |
|--|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | <a href="#">View File</a>   |
| Upload any additional information  | <a href="#">View File</a>   |
| Paste link for the annual report   | <a href="https://www.naac.imsuc.ac.in/2021-2022/2/2.6.3ANNUALREPORT.pdf">https://www.naac.imsuc.ac.in/2021-2022/2/2.6.3ANNUALREPORT.pdf</a> |

### 2.7 - Student Satisfaction Survey

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

<https://naac.imsuc.ac.in/2021-2022/2/SSS.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

##### 3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

##### 3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

00

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| e-copies of the grant award letters for sponsored research projects /endowments | <a href="#">View File</a> |
| List of endowments / projects with details of grants(Data Template)             | <a href="#">View File</a> |

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)****3.1.2.1 - Number of teachers recognized as research guides**

00

| File Description                        | Documents                 |
|---|---------------------------|
| Any additional information              | <a href="#">View File</a> |
| Institutional data in prescribed format | <a href="#">View File</a> |

**3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year****3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

00

| File Description  | Documents   |
|---|---|
| List of research projects and funding details (Data Template) | <a href="#">View File</a>   |
| Any additional information                                    | <a href="#">View File</a>   |
| Supporting document from Funding Agency                       | <a href="#">View File</a>   |
| Paste link to funding agency website                          | <a href="https://naac.imsuc.ac.in/2021-2022/3/Criterion3-Metric.pdf">https://naac.imsuc.ac.in/2021-2022/3/Criterion3-Metric.pdf</a> |

**3.2 - Innovation Ecosystem****3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and**

transfer of knowledge

The college conducts different extension activities. Student Social Responsibility Club: The club organizes activities to encourage social and civic responsibility amongst students for strong nation building.

National Service Scheme: NSS management committee conducted various activities such as cleanliness, environmental awareness, blood donation camp and social awareness rallies organized constantly every year.

Career Counselling Sessions: For helping the students to make effective career decisions, the faculty, staff members and students visit schools in Tier 2 and Tier 3 cities to promote educational awareness.

Swachta Drive: Students of IMSUC strongly believe in "Swachh Bharat Abhiyan". They went into neighborhood places and spread awareness about it. Apart from these, activities like women empowerment, jayanti's of Valmiki and B. R. Ambedkar are also celebrated. Volunteers from NGO regularly visit campus to discuss sensitive topics like rights of LGBT and many more. Students also join Toastmaster Club as outreach program.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="https://naac.imsuc.ac.in/2021-2022/3/Summary-3.2.1.pdf">https://naac.imsuc.ac.in/2021-2022/3/Summary-3.2.1.pdf</a> |

### **3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year**

#### **3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year**

16

| File Description   | Documents                 |
|--|---------------------------|
| Report of the event  | <a href="#">View File</a> |
| Any additional information                                     | <a href="#">View File</a> |
| List of workshops/seminars during last 5 years (Data Template) | <a href="#">View File</a> |

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

00

| File Description   | Documents   |
|--|---|
| URL to the research page on HEI website  | <a href="https://www.ijbre.com/">https://www.ijbre.com/</a> |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | <a href="#">View File</a>                                   |
| Any additional information   | <a href="#">View File</a>                                   |

#### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

##### 3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

18

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| List of research papers by title, author, department, name and year of publication (Data Template) | <a href="#">View File</a> |

#### 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

##### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

43

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| List books and chapters edited volumes/ books published (Data Template) | <a href="#">View File</a> |

### 3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Clubs Institute is having around 22 student driven clubs

E Cell provides opportunities to participate in entrepreneurial and idea generation platforms to participants.

Emerging Tech Cell believes that technical knowledge should be shared and explored among the students Life Enrichment sessions are organized to enhance the social, emotional, spiritual, and cultural strength of the students.

Research Cell promotes research activities in the institute by promoting research culture. It has also launched the online International Open access Journal to facilitate research

EWL Cell is a platform for the students to earn while studying and trained in the field of content designing social media, SEO, video graphics, and analytics.

Flip Video Channels have created, rich online video lectures reservoir for students, Project Report submitted by final year students and shared Sharing at the knowledge resource center,

study material have been uploaded online for students Publications Initiatives like Newspaper IMS Today, Magazines Pulse and Kytos offer editorial opportunities to the students Various Radio Programs Regular Peer Review, Buddy Mentoring and Alumni Talk Series for students.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.imsuc.ac.in/nss-activities.php">https://www.imsuc.ac.in/nss-activities.php</a> |
| Upload any additional information     | <a href="#">View File</a>   |

### **3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**

#### **3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

03

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| Number of awards for extension activities in last 5 year (Data Template) | <a href="#">View File</a> |
| e-copy of the award letters  | <a href="#">View File</a> |

### **3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

#### **3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

54

| File Description   | Documents                 |
|--|---------------------------|
| Reports of the event organized   | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template) | <a href="#">View File</a> |

### **3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**

#### **3.4.4.1 - Total number of Students participating in extension activities conducted in**

**collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

**1560**

| File Description   | Documents                 |
|--|---------------------------|
| Report of the event  | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | <a href="#">View File</a> |

### **3.5 - Collaboration**

**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year**

**3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

**180**

| File Description   | Documents                 |
|--|---------------------------|
| e-copies of related Document   | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Details of Collaborative activities with institutions/industries for research, Faculty | <a href="#">View File</a> |

**3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year**

**3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year**

**12**

| File Description   | Documents                 |
|--|---------------------------|
| e-Copies of the MoUs with institution./ industry/corporate houses  | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | <a href="#">View File</a> |

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The adequate infrastructure at Institute of Management Studies, Ghaziabad provides a conducive ambience for stimulating learning experience. Total built up area of the institute is 18480 sqm. Academic campus building is of 5 story and every story has its own RO water purifier & separate hygienic bathrooms for boys and girls. Having 2130 (AY2019-20) Students in 7 departments, Institute has adequate physical and academic infrastructure and all departments are fully air conditioned and Wi-Fi enabled. The Institute has One Auditorium, One-Seminar Hall, Two- Conference Room and Three Counselling rooms. The laboratories in various departments. Department of IT has 304 Computers in the different labs. The hostel mess and canteen are supervised by Chief Hostel Warden. The institute has Sports facilities like the Basket Ball Court, Badminton Court, Volleyball Court and a sports ground for Cricket and Football matches along with indoor games like Chess, Table Tennis, Carom etc. The following other facilities also exist in the campus.

EXPRESSION STUDIO:

AUDITORIUM & GREEN ROOM:

SEMINAR HALL:

ATRIUM:

GYMNASIUM:

COMMON ROOMS:



**CONFERENCE ROOMS (Two):**

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="https://www.imsuc.ac.in/naac/4/4.1.1Infrastructure.pdf">https://www.imsuc.ac.in/naac/4/4.1.1Infrastructure.pdf</a> |

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

**Sports Amenities**

The team of Coordinators Sports Committee, Sports Officer, Administrative Officers and Chief Hostel Warden ensures that every student, faculty and staff members have access to Sports facilities. These office bearers ensure for the long term viability and the asset maintenance. They regularly make inspections, repairs, and replacement of materials or infrastructure to ensure the facility is maintained. With the help of sports coordinators, sports officer organizes various physical events on weekly and fortnightly basis to enhance the physical fitness of students. Gymnasium Separate gymnasium for boys and girls are provided in the hostel. Gymnasium and Recreation Room for yoga & meditation are also provided for maintaining a healthy lifestyle. Hostler students use gymnasium facilities on regular basis. The Expression Studio is under the supervision of Departmental Head who provide its entire student to have access to the technical knowledge. The studio is equipped with designing software and modern equipment.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="https://www.imsuc.ac.in/imsuc_virtual_tour/">https://www.imsuc.ac.in/imsuc_virtual_tour/</a> |

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

46

| File Description  | Documents   |
|---|---|
| Upload any additional information   | <a href="#">View File</a>   |
| Paste link for additional information   | <a href="https://www.imsuc.ac.in/naac/ictfacilities.html">https://www.imsuc.ac.in/naac/ictfacilities.html</a> |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | <a href="#">View File</a>   |

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

76.04

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Upload audited utilization statements   | <a href="#">View File</a> |
| Upload Details of budget allocation, excluding salary during the year (Data Template) | <a href="#">View File</a> |

#### 4.2 - Library as a Learning Resource

##### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

IMS UCC Ghaziabad, the library is automated by using the LSEase LMS (LIBSYS). Library is fully automated and very versatile. Since

the library is fully automated, the holdings of the library could be searched using OPAC.

Nature of Automation: Fully Automated

Version: LSEASE

Academic Year

Name of ILMS

Nature of Automation (Fully/Partially)

Version

2021-22

LIBSYS Web OPAC

Fully

LSEase

The library has the internet facility through which the eresources could be accessed.

Library is also a member of DELNET which give access to E-Books and E-Journals both National and International.

Library also maintains Journals, Project Reports, Question Papers, and Syllabus etc.

LIBSYS is Multilingual, Multiuser and Multitasking software, which

not only helps to effectively manage a library but also helps in reducing the overhead cost. LIBSYS is used for following:

1. Classification of Members
2. Book Acquisition Maintenance
3. Cataloguing i.e. management of accession number system
4. Web OPAC
5. Issue/Return or Renewals from single window

**6. Book listing**

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for Additional Information | <a href="https://www.imsuc.ac.in/online-library.php">https://www.imsuc.ac.in/online-library.php</a> |

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**A. Any 4 or more of the above**

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | <a href="#">View File</a> |

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

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

**6.54**

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| Audited statements of accounts   | <a href="#">View File</a> |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | <a href="#">View File</a> |

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)**

**4.2.4.1 - Number of teachers and students using library per day over last one year**

349

| File Description                                  | Documents                 |
|---|---------------------------|
| Any additional information                        | <a href="#">View File</a> |
| Details of library usage by teachers and students | <a href="#">View File</a> |

### 4.3 - IT Infrastructure

#### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The campus is well equipped with a high class Next Generation Network (NGN) Wi Fi facility. In the campus Cisco brand latest technology enabled Wi Fi devices are installed. Campus have main WLC+ (Wi Fi LAN Controller) model AIR-CT3504-series K9 having capacity almost to control fifty (50) Wi Fi devices simultaneously. Total twenty eight (28) numbers Cisco brand access point model AIR- AP18521-D K9 already installed. It has 1 GB RAM and 256 MB Flash, device category is 802.11ac, Wave 2 access Point. From ground floor to top floor, including faculty cubicles, total campus is Wi Fi enabled. Users either students or faculty and staff members are allow to access internet through Wi Fi facility.

The bandwidth of the Institute is 500 mbps. In Campus we have Forty Five Class rooms, all are well equipped with Projectors for Faculties as a teaching tool. Four (4) more Projectors are installed in Four (4) Computer Labs, 1 each in IQAC Room, Conference Room, Auditorium & Seminar Hall. 234 CCTV are installed in the campus and in hostel additional 32 cameras are installed. The classrooms have CCTV with audio video facility.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="http://www.imsuc.ac.in/naac/ictfacilities.html/">http://www.imsuc.ac.in/naac/ictfacilities.html/</a> |

#### 4.3.2 - Number of Computers

1600

| File Description                  | Documents                 |
|-----------------------------------|---------------------------|
| Upload any additional information | <a href="#">View File</a> |
| List of Computers                 | <a href="#">View File</a> |

**4.3.3 - Bandwidth of internet connection in the Institution****A. ? 50MBPS**

| File Description   | Documents                 |
|--|---------------------------|
| Upload any additional Information  | <a href="#">View File</a> |
| Details of available bandwidth of internet connection in the Institution | <a href="#">View File</a> |

**4.4 - Maintenance of Campus Infrastructure****4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)****1221**

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Audited statements of accounts  | <a href="#">View File</a> |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | <a href="#">View File</a> |

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The state of art infrastructure at IMS provides a conducive ambience for stimulating learning experience. The campus is Wi-Fi enabled and centrally air-conditioned. All the classrooms are equipped with a projector and computer system with internet connectivity. Online library resources and digital learning platform provides a wide array of information to enhance the student's intellect. These classrooms are used exclusively for

lectures during the examination. The computers in the different IT Labs are used by the academic staff and the students. The college canteen and Maggie Hotspot are monitored by Administrative Officers. The hostel mess and canteen function on lease basis. The institute has created facilities like the Basketball Court and the outdoor/indoor Badminton Court. Further the administrative heads i.e. Building Maintenance Officer, Administrative Officer 2nd -House Keep info & Store, and Chief Hostel Warden report to the Director of the Institute towards organizing the workforce and infrastructure's efficiency and its working condition, observations on electrical, plumbing, and housekeeping related issues/complaints, duty charts of all individuals assigned to them, leave etc.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="https://www.imsuc.ac.in/academic-facilities.php">https://www.imsuc.ac.in/academic-facilities.php</a> |

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

52

| File Description   | Documents                 |
|--|---------------------------|
| Upload self attested letter with the list of students sanctioned scholarship   | <a href="#">View File</a> |
| Upload any additional information  | <a href="#">View File</a> |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | <a href="#">View File</a> |

#### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year****874**

| File Description   | Documents                 |
|--|---------------------------|
| Upload any additional information  | <a href="#">View File</a> |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | <a href="#">View File</a> |

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**A. All of the above**

| File Description  | Documents   |
|---|---|
| Link to Institutional website   | <a href="https://naac.imsuc.ac.in/2021-2022/5/5.1.3.pdf">https://naac.imsuc.ac.in/2021-2022/5/5.1.3.pdf</a> |
| Any additional information  | <a href="#">View File</a>   |
| Details of capability building and skills enhancement initiatives (Data Template) | <a href="#">View File</a>   |

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year****3541****5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year****3541**



| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template) | <a href="#">View File</a> |

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

**A. All of the above**

| File Description   | Documents                 |
|--|---------------------------|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | <a href="#">View File</a> |
| Upload any additional information  | <a href="#">View File</a> |
| Details of student grievances including sexual harassment and ragging cases  | <a href="#">View File</a> |

## **5.2 - Student Progression**

### **5.2.1 - Number of placement of outgoing students during the year**

#### **5.2.1.1 - Number of outgoing students placed during the year**

**216**

| File Description   | Documents                 |
|--|---------------------------|
| Self-attested list of students placed                        | <a href="#">View File</a> |
| Upload any additional information                            | <a href="#">View File</a> |
| Details of student placement during the year (Data Template) | <a href="#">View File</a> |

## 5.2.2 - Number of students progressing to higher education during the year

### 5.2.2.1 - Number of outgoing student progression to higher education

75

| File Description                                   | Documents                 |
|--|---------------------------|
| Upload supporting data for student/alumni          | <a href="#">View File</a> |
| Any additional information                         | <a href="#">View File</a> |
| Details of student progression to higher education | <a href="#">View File</a> |

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

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

5

| File Description   | Documents                 |
|--|---------------------------|
| Upload supporting data for the same  | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | <a href="#">View File</a> |

## 5.3 - Student Participation and Activities

### 5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as

one) during the year

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

9

| File Description   | Documents                 |
|--|---------------------------|
| e-copies of award letters and certificates   | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template) | <a href="#">View File</a> |

**5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )**

**IMS Ghaziabad (University Courses Campus) is an eminent institute that has always promoted inclusive management and decentralization of authority aimed at the healthy and constructive growth of the College.**

**The clubs provide a forum for our students to express their multidimensional skills - artistic, literary, management etc. We are delighted to introduce IMSUC Speaker's Genesis Toastmasters Club. Toastmasters education is comprised of traditional education program, the Pathways learning experience, the Youth Leadership Program, the Interpersonal Communication Program and the Speech Craft Program. The major objectives of these clubs can be stated as**

- 1. Leadership Skill - Student develop leadership skills within an environment of their peers. Students are able to learn from their colleagues and establish their leadership abilities through planning and implementing different activities and events**
- 2. Personal Development - Students get the opportunity to meet a diverse population of people that allow them to expand their thinking and interest. Networking Opportunities - Networking provides a student with an opportunity to meet**

other students and professionals with common goals and interest while being into several activities of the club

**3. Organization and Management Skills - Students learn skills like management skill by experiencing corporate-environment through these clubs**

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.imsuc.ac.in/clubs-cells-ims-ghaziabad.php">https://www.imsuc.ac.in/clubs-cells-ims-ghaziabad.php</a> |
| Upload any additional information     | <a href="#">View File</a>   |

### **5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

#### **5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

18

| File Description  | Documents                 |
|---|---------------------------|
| Report of the event   | <a href="#">View File</a> |
| Upload any additional information   | <a href="#">View File</a> |
| Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template) | <a href="#">View File</a> |

### **5.4 - Alumni Engagement**

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni involvement in supporting, endorsing and providing financial backups is essential for sustaining and extending institute's growth. By building networks that can foster closer ties between students, graduates, and the institute, it has a significant positive impact on improving the educational experience for students. Our alumni assist their peers by mentoring them on their business ventures and offering admission platforms for students, either in realistic learning or in the institutions

where they live. Our alumni are the great source of networking opportunities, lifelong learning and rich experience. Our alumni are more connected by participating in different activities for eg:

1. Extensive Alumni talks & workshops for all graduate and undergraduate courses.
2. Enhance attempts for recruiting students in various organizations.
3. Regular Alumni visits students for guiding the opportunities and assist them for competitive examinations preparation as well.

The role of the alumni in the institute's growth and student growth is very crucial. Alumni support teachers, graduates, colleges and culture in multiple ways. Our Alumni actively work on the excellence and efficacy of the education, science and industry sector in many areas, domestically or globally. The greater the impact of the graduates on their jobs, the greater the gratitude of the institute.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://alumni.imsgroup.ac.in/">https://alumni.imsgroup.ac.in/</a> |
| Upload any additional information     | <a href="#">View File</a>   |

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

**E. <1Lakhs**

| File Description                  | Documents                 |
|-----------------------------------|---------------------------|
| Upload any additional information | <a href="#">View File</a> |

## **GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

**Vision: To Impart Vibrant, Innovative and Global Education to Make IMS the World Leader in Terms of Excellence in Education, & Research.**

**Mission:** To Develop the Institution into a World Class Center for Management / IT / Biosciences / Journalism & International Business Which Inspires its students to realize their Full Potential and Contribute to the Development of the Society.

With a legacy of 32 years, the institute has always focused on meeting new challenges by carrying forth the ideals of progress and opportunities through education in the areas of Management, International Business, IT, Mass Communication & Journalism and Biosciences. It has carved a niche for providing quality innovative programs and industry-oriented professional erudition.

The institute possess intellectual community consisting of eminent, dedicated and highly experienced faculty mentors renowned for having rich academic & corporate experience and possessing high standards of moral and ethical values.

The academic council in sync with IQAC undertakes a gap analysis in view of the university curriculum and recommends all the academic activities so as to bring sustainability into the curriculum.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.imsuc.ac.in/mission-and-vision.php">https://www.imsuc.ac.in/mission-and-vision.php</a> |
| Upload any additional information     | <a href="#">View File</a>   |

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

The Institute follows a developed & immensely decentralized process for implementing various decisions. The decision-making authority is widely spread across, in order to facilitate constructive growth & Teamwork in functioning of the Institute. The roles & responsibilities are elaborately distributed in order to avoid roles conflicts & thereby focus on effective & participative management.

The stated is one such major practice undertaken:

**Clubs at Institute of Management Studies, Ghaziabad (University Courses Campus):**

Campus life at the Institute is vital and active with a myriad of student clubs. The clubs emphasize on activities that enable the students to grab opportunities for their holistic development. The club members constitute President, Vice President, Secretary. The members of each club are further selected by respective faculty coordinators through Personal Interview.

They lead by example, by exhibiting integrity, impeccable work ethics and upholding morale of the clubs and events organized in the college.

The major objectives of these clubs can be stated as:

- To develop organization and management Skills
- Develop leadership skills within an environment of their peers.
- Networking opportunities
- Personal Development
- Social Opportunity

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.imsuc.ac.in/clubs-ims-ghaziabad.php">https://www.imsuc.ac.in/clubs-ims-ghaziabad.php</a> |
| Upload any additional information     | <a href="#">View File</a>   |

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The IQAC of IMS in sync with the Executive Council and Academic Council every year takes initiative to prepare the institutional deployment plan keeping in mind the vision and mission of the institute. The Strategic plan of the institute is multi-layered which focuses on expansion with excellence with a step-by-step approach to fulfill its vision and mission. The plan is divided into three parts:

Short Term Plan (Upto March, 2022)

1. Strengthen the value-added courses across all the programs addressing the curriculum gaps and develop a strategic plan in consultation with the industry for the right skill to be imparted to the students sufficing with the latest happenings of the corporate arena.
2. Encourage publication of faculty and student research by emphasizing increased participation in conferences, seminars, workshops.
3. Incorporation of Digital library to enhance the exposure to e-journals and database of international repute.
4. Employment opportunities to be generated for the students through increased industry collaborations.
5. Hiring of more faculty members with rich experience of teaching, industry and research.
6. Strengthening the innovation and entrepreneurial culture
7. Steering efforts for registration of Alumni Society and nurturing bond with alumni for generating funds and employment opportunities.

#### Medium Term Plan (Upto March-2026)

1. Launch of new courses (Vocational courses, and skill based short-term courses).
2. Launch Incubation center
3. Taking in-house journal IJBRE to Scopus/UGC Care indexed list.
4. Initiating activities for community development

#### Long Term Objectives (Up to March, 2032)

1. To be an Autonomous campus under CCS University.
2. Expanding campus infrastructure.
3. Planning for a research centre and launch Doctoral programs.

| File Description                                       | Documents   |
|--|---|
| Strategic Plan and deployment documents on the website | <a href="#">View File</a>   |
| Paste link for additional information                  | <a href="https://www.naac.imsuc.ac.in/2021-2022/6/6.2.1Institutional-Deployment-Plan.pdf">https://www.naac.imsuc.ac.in/2021-2022/6/6.2.1Institutional-Deployment-Plan.pdf</a> |
| Upload any additional information                      | <a href="#">View File</a>   |



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

Institute of Management Studies, Ghaziabad (University Courses Campus) has a clearly defined organizational structure to support decision-making processes that are clear and consistent with its purposes and supports effective decision making. The organizational structure lends itself to sustaining institutional capacity and education effectiveness through involvement of stakeholders.

The Academic council and faculty members play an important role in executing the curricular, co- curricular and extra-curricular Programmes. Class Counselors are assigned for each class to ensure

personal care, guidance, counseling, evaluation and assessment of each student in the class. The Grievance Redress, Anti-ragging Cell, & Anti-sexual Harassment Cell work for the well-being of students.

Various committees:

Management Committee Academic Council

Internal Quality Assurance Cell (IQAC)

Research Cell

Hostel Supervision Committee

Library Development Committee

National Service Scheme (NSS)

Anti-Ragging Committee

Students' Discipline and Monitoring Committee

Examination Committee

Women Cell SC/ST Cell

**Grievance Redressal Committee**

| File Description                              | Documents   |
|---|---|
| Paste link for additional information         | <a href="https://www.imsuc.ac.in/naac/6/Service-Rule-book.pdf">https://www.imsuc.ac.in/naac/6/Service-Rule-book.pdf</a>       |
| Link to Organogram of the institution webpage | <a href="https://www.imsuc.ac.in/naac/6/Orgnogram-structure.html">https://www.imsuc.ac.in/naac/6/Orgnogram-structure.html</a> |
| Upload any additional information             | <a href="#">View File</a>   |

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination****A. All of the above**

| File Description   | Documents                 |
|--|---------------------------|
| ERP (Enterprise Resource Planning) Document  | <a href="#">View File</a> |
| Screen shots of user inter faces   | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Details of implementation of e-governance in areas of operation, Administration etc(Data Template) | <a href="#">View File</a> |

**6.3 - Faculty Empowerment Strategies****6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff**

**The Institute of Management Studies, Ghaziabad (University Courses Campus) provides both statutory and non-statutory welfare measures for the benefit of the faculty and supporting staff. They are:**

- Institute provides study leave for PhD. Course Work classes, attending to participate and present papers in seminars
- 50% Tuition Fee waived off for children of faculty & staff members for pursuing Programme from the Institute.
- Free Group Medical Insurance.
- Book Bank and Digital Library services are available for

teachers pursuing higher studies

- Free transport facility for all employees.
- Gratuities (wherever applicable), Provident Fund (wherever applicable), and all other Government welfare schemes and measures are given.
- Subsidized food facility at mess.
- 20 days of Casual leave, 21 Days Summer Break Leave, 7 Days Winter Break Leave, 2 Short Leaves, 2 Restricted Holiday Leaves (RH), Study Leave (Examination, Evaluation) facility per year to the teaching staff (wherever applicable)
- 20 days of Casual leave, 15 Earned Leave (annually), 2 Short Leaves, 2 Restricted Holiday Leaves (RH), Study Leave (Examination, Evaluation) facility per year to the non - teaching staff (wherever applicable)
- On-Duty leaves facility to staff members to attend various Training Programmes.
- Maternity Leave for females faculty & staff members.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.imsuc.ac.in/naac/6/Service-Rule-book.pdf">https://www.imsuc.ac.in/naac/6/Service-Rule-book.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

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

#### **6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

**1**

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | <a href="#">View File</a> |

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

**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year****8**

| File Description   | Documents                 |
|--|---------------------------|
| Reports of the Human Resource Development Centres (UGCASC or other relevant centres).  | <a href="#">View File</a> |
| Reports of Academic Staff College or similar centers   | <a href="#">View File</a> |
| Upload any additional information  | <a href="#">View File</a> |
| Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template) | <a href="#">View File</a> |

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)****6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year****19**

| File Description  | Documents                 |
|---|---------------------------|
| IQAC report summary   | <a href="#">View File</a> |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers)              | <a href="#">View File</a> |
| Upload any additional information   | <a href="#">View File</a> |
| Details of teachers attending professional development programmes during the year (Data Template) | <a href="#">View File</a> |

**6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff**

**Faculty Members:**

Step 1: The faculty submits an annual self-appraisal report in the prescribed Proforma. The report is submitted at the end of every academic year, within the stipulated time. The submission happens through the Chairperson.

Step 2: The filled faculty self-appraisal form is forwarded to Director level by the Chairperson. Director and Chairperson conduct faculty meeting individually to discuss their contributions,

opportunities and plan by giving them feedback.

Step3: Based on comprehensive self-appraisal form, comments of Chairperson and outcomes of personal interaction with faculty; Director recommends all the cases to the Management Committee. The Management Committee approves the annual appraisal for the year.

**Staff Members:**

Step 1: The staff submits an annual self-appraisal report in the prescribed Proforma. The report is submitted to the HOD.

Step 2: The filled staff self-appraisal form is forwarded to Director level by the HOD. Director and HOD conduct staff meeting individually to discuss their contributions, opportunities and plans by giving them feedback.

Step3: Based on comprehensive self-appraisal form, comments of HOD and outcomes of personal interaction with staff member the Management Committee approves the annual appraisal for the year.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.imsuc.ac.in/naac/6/Service-Rule-book.pdf">https://www.imsuc.ac.in/naac/6/Service-Rule-book.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

**6.4 - Financial Management and Resource Mobilization**

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various

internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Institute of Management Studies, Ghaziabad (University Courses Campus) has a mechanism for internal and external audits. The institute has appointed Qualified Internal & External Auditors from external resources. The internal audit is an ongoing continuous process and ANDROS & Co. (Chartered Accountants) conducts internal audits on a monthly basis. Similarly, an external audit is also carried out in an elaborate way on a quarterly basis by Maheshwari R & Associates LLP (Chartered Accountants).

The external auditors to verify and certify the entire Income and Expenditure and the Capital Expenditure of the Institute each year. They are provided with a team of staff under them to do a thorough check and verification of all vouchers of the transactions that are carried out in each financial year. The institutional accounts are audited regularly by both Internal and statutory audits. The institute regularly follows the Internal external financial audit system.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://naac.imsuc.ac.in/2021-2022/6/Auditors-Certificate.pdf">https://naac.imsuc.ac.in/2021-2022/6/Auditors-Certificate.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

#### **6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**

##### **6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

0

| File Description  | Documents                 |
|---|---------------------------|
| Annual statements of accounts   | <a href="#">View File</a> |
| Any additional information  | <a href="#">View File</a> |
| Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template) | <a href="#">View File</a> |

**6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources**

The Management Committee, constituted as per the guidelines, meets regularly and prepares strategy for resource mobilization with the consent of the Management.

The Management Committee decides the fee structure for the Programmes offered by the college. Through the rationalization of student's admission fee structure, the institute has been able to meet the requirements of recurring expenses. The fund generated in this manner is utilized for general development of the college. The institute utilizes these funds to meet the requirements for construction, up gradation and other basic infrastructure.

Fee receipts and other resources are planned to be utilized rather judiciously on the advice of the Management Committee.

The fund for international conferences was generated from registration amount received from participants across the country.

Also the Institute generates funds in terms of the fees received from participants of NISM certification course offered by Institute of Management Studies, Ghaziabad in collaboration with National Institute of Securities Markets (An educational initiative of SEBI).

These funds are further utilized for payment of salary to assigned faculty members and conduction of the certification program.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://naac.imsuc.ac.in/2021-2022/6/6.4.1 Balance-Sheet.pdf">https://naac.imsuc.ac.in/2021-2022/6/6.4.1 Balance-Sheet.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

**6.5 - Internal Quality Assurance System**

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Institute IQAC meets regularly and prepares, evaluates, and recommends the following for approval by the relevant Institute

**authorities:**

- Annual Quality Assurance Report (AQAR)
- Self-Study Reports of various accreditation bodies (ISO 9001:2015, UGC 12B, NAAC, NIRF, ARIIA)
- Performance Based Appraisal System for Career Advancement. Best teacher award was introduced to recognize
- Stakeholders' feedback Analysis was done regarding the opinion and advice received from all stakeholders and the information shared with all concerned about its outcome for correction.
- End term academic audit was conducted for vetting the process performance & its conformity
- Action Taken Reports
- In line with the New Education policy 2020, steps were taken to emphasize on Outcome based education (OBE), curriculum were aligned to Skill development through experiential learning
- Focus on interdisciplinary teaching-learning process was emphasized.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.naac.imsuc.ac.in/2021-2022/1/Feedback-Atr.pdf">https://www.naac.imsuc.ac.in/2021-2022/1/Feedback-Atr.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The Institute has developed several quality assurance mechanisms under Academic Monitoring Committee as under: -

- Academic Audit performed as per the guidelines.
- Display and discussion of the Answer Scripts.
- Mentoring and counselling of students (Monthly) for continuous



handling towards performance improvement.

- Getting updated on latest information on various quality parameters of higher education through various articles & institutes visit.

- Analysis about the feedback, opinion and advices received from all stakeholders and the information shared with all concerned about its outcome for correction.

- Documentation of the various programs /activities leading to quality improvement.

- Collection, maintenance and analysed documents are prepared and maintained on institute website.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://naac.imsuc.ac.in/2021-2022/6/IQAC-Report-Summary.pdf">https://naac.imsuc.ac.in/2021-2022/6/IQAC-Report-Summary.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**A. All of the above**

| File Description   | Documents   |
|--|---|
| Paste web link of Annual reports of Institution                                    | <a href="https://www.naac.imsuc.ac.in/2021-2022/2/2.6.3ANNUALREPORT.pdf">https://www.naac.imsuc.ac.in/2021-2022/2/2.6.3ANNUALREPORT.pdf</a> |
| Upload e-copies of the accreditations and certifications                           | <a href="#">View File</a>   |
| Upload any additional information  | <a href="#">View File</a>   |
| Upload details of Quality assurance initiatives of the institution (Data Template) | <a href="#">View File</a>   |

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

The college is a co-education institution, which makes it to remain vigilant about different issues related to gender. Several steps and initiatives are taken for gender sensitization and treat all human as an equal entity. Institute of Management Studies, Ghaziabad has the credit of creating gender sensitive environment. The academic ambience promotes sensitivity and respect for each other. All academic and non-academic programmes offered are common to all- irrespective of genders without any bias or reservation. In addition, workshop /training programmes are conducted on rights, protection from domestic/social violence, and gender sensitivity to all the students at the college.

College ensures the participation of women students in intra and inter-institutional competitions and cultural activities. They are active members of cultural and sports committee of Institution, participate in all cultural festivals and sports competitions, etc.

The institute has established a Grievance Redressal Cell and Women Cell to address the issues related to sexual harassment and other problems.

Institution shows gender sensitivity in providing facilities such as

#### a) Safety and Security

**b) Counselling****c) Common Room****d) Transport Facility****Common Room:**

There is common room facility for boys and girls in the campus. The common room are equipped with wi-fi facility, various in-house entertainment games like chess, carom, etc.

**Transport Facility:**

A fleet of 18 buses are available for both boys and girls. All parts of Delhi NCR are covered without any charges. This gives an additional safety and security to both boys & girls.7.1.1

| File Description   | Documents   |
|--|---|
| Annual gender sensitization action plan  | <a href="https://www.imsuc.ac.in/naac/2021-2022/7/GENDER-SENSITIZATION.pdf">https://www.imsuc.ac.in/naac/2021-2022/7/GENDER-SENSITIZATION.pdf</a>         |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | <a href="https://www.naac.imsuc.ac.in/2021-2022/7/7.1.1safety-and-security.pdf">https://www.naac.imsuc.ac.in/2021-2022/7/7.1.1safety-and-security.pdf</a> |

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

**B. Any 3 of the above**

| File Description               | Documents                 |
|--------------------------------|---------------------------|
| Geo tagged Photographs         | <a href="#">View File</a> |
| Any other relevant information | <a href="#">View File</a> |

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

**Solid Waste & Garbage collection:**

Garbage collection bins has been placed all over the campus at strategic locations to collect garbage and helps in keeping campus clean and green.

**Garbage Disposal system:** Segregation of garbage into different categories with classification for paper, Cloth, Plastic & Food waste and disposing.

**Liquid waste management/Sewage Treatment Plant water recycle**

The Institute is having a Sewage Treatment Plant, as per the process wastewater and sewage are supplied to the primary tank, where the solids and liquids disperse. The resulting liquor flows into the bio zone chamber. In the chamber, a pump airs the waste and encourages friendly bacteria to condense the organic matter. This breaks down and purifies the result.

As it leaves the final waste chamber, the waste leftover is 95% clean and ready for dispersal into Plants.

**E-waste Management & Hazardous Waste Management:**

Maintenance and admin department takes care of waste material such as computers, laptops etc. E-waste is handed over to Artronix Pvt. Ltd. (HSPCB/2020/7469817EWREF00), which is processed by them as per norms.

**Waste recycling system:**

The institute has installed Sanitary Napkins Disposal Machine where as per the process, the used napkins are continuously putted in the machine and door is closed. After some time, machine heater cut off automatically when reaches the set point but burning process continues to take few minutes as it's chimney exhausts of fumes and finally it is converted into least possible ash.

| File Description  | Documents                 |
|---|---------------------------|
| Relevant documents like agreements / MoUs with Government and other approved agencies | <a href="#">View File</a> |
| Geo tagged photographs of the facilities  | <a href="#">View File</a> |

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

**B. Any 3 of the above**

| File Description                                  | Documents                 |
|---|---------------------------|
| Geo tagged photographs / videos of the facilities | <a href="#">View File</a> |
| Any other relevant information                    | <a href="#">View File</a> |

**7.1.5 - Green campus initiatives include**

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

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

**A. Any 4 or All of the above**

| File Description   | Documents                 |
|--|---------------------------|
| Geo tagged photos / videos of the facilities                       | <a href="#">View File</a> |
| Various policy documents / decisions circulated for implementation | <a href="#">View File</a> |
| Any other relevant documents                                       | <a href="#">View File</a> |

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

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the**

**A. Any 4 or all of the above**

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

| File Description  | Documents                 |
|---|---------------------------|
| Reports on environment and energy audits submitted by the auditing agency | <a href="#">View File</a> |
| Certification by the auditing agency                                      | <a href="#">View File</a> |
| Certificates of the awards received                                       | <a href="#">View File</a> |
| Any other relevant information  | <a href="#">View File</a> |

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment  
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**A. Any 4 or all of the above**

| File Description   | Documents                 |
|--|---------------------------|
| Geo tagged photographs / videos of the facilities                        | <a href="#">View File</a> |
| Policy documents and information brochures on the support to be provided | <a href="#">View File</a> |
| Details of the Software procured for providing the assistance            | <a href="#">View File</a> |
| Any other relevant information   | <a href="#">View File</a> |

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

Institution is continuously working towards betterment of society by carrying out many social programmes which inculcate tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. Some of these activities are

- Cultural Programmes: Various cultural programmes including singing, dance, dramas, were conducted by various Club Members.
- Awareness programs like, garbage disposal, health and hygiene, water borne diseases, importance of education were conducted by NSS Volunteers.
- The Program for increasing awareness amongst the volunteers through Online Poster Slogan making competition in following themes:

1. Personal and environmental hygiene

2. Literacy

3. Tree Plantation

- Sports Activity called "Arms wrestling competition" were organized by sports club. <https://www.naac.imsuc.ac.in/2021-2022/7/ARMWRESTLING-COMPETITION.pdf>
- Tree Plantation on environment day by NSS: <https://www.imsuc.ac.in/naac/2021-2022/7/NSS-REPORT-2021-2022.pdf>
- Swachchhata Drive Organised by NSS: <https://www.imsuc.ac.in/naac/2021-2022/7/NSS-REPORT-2021-2022.pdf>
- Guest Lecture on Girl's Mental and Physical Health of the Students:

<https://www.imsuc.ac.in/naac/2021-2022/7/Girls-health-Club.pdf>

- Music Melody-a solo singing competition: <https://www.imsuc.ac.in/event-info.php?id=2262>
- Open mike competition on Hindi diwas: <https://www.imsuc.ac.in/naac/2021-2022/7/open-mic-comp.pdf>
- Solo act competition: <https://www.imsuc.ac.in/event-info.php?id=2229>
- 3 Days Yoga Camp was organized on the occasion of International Yoga Day: <https://www.imsuc.ac.in/naac/2021-2022/7/Yoga-Report.pdf>

World Hepatitis day: Talk series: <https://www.imsuc.ac.in/event->

[info.php?id=2071](#)

| File Description   | Documents                 |
|--|---------------------------|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | <a href="#">View File</a> |
| Any other relevant information   | <a href="#">View File</a> |

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

Various activities are undertaken to sensitize students and employees to the constitutional values, rights, duties, and responsibilities that emphasizes the development of fundamental values among the youth, faculty, staff members and extension communities.

Some of the awareness programs organized under various operational clubs such as :

1. National Voter's Day, National Youth Day, Cloth Distribution to underprivileged etc.

2. Guest Lecture on Girl's Mental and Physical Health, addressing the importance of mental and physical health for women.

3. A talk session on Hepatitis day to enhance awareness: an inflammation of the liver that causes a range of health problems, including severe liver cancer was organized on 27.07.2021.

4. The institute is in the practice of celebrating Independence Day, Republic Day and birthdays of all eminent social reformers and freedom fighters.

5. The institute has 22 operational clubs which are completely run by students.

6. International Yoga Day is celebrated every year on 21 June in which distinguished celebrities of the domain are invited. 3 days Yoga Workshop was organized from 15th, 16th and 21st June 2022. This invigorates the importance of yoga in our daily lives.



7. World Water Day and World Environment Day were celebrated on 22nd March, 2022 and 5th June, 2022 respectively. This is a step to make youth responsible towards environment ecosystem.

Last but not the least, the day at IMSUC starts with the National Anthem at 9:15 A.M.

| File Description   | Documents   |
|--|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | <a href="https://www.imsuc.ac.in/more-event.php">https://www.imsuc.ac.in/more-event.php</a>                         |
| Any other relevant information   | <a href="https://www.naac.imsuc.ac.in/2021-2022/7/7.1.9.pdf">https://www.naac.imsuc.ac.in/2021-2022/7/7.1.9.pdf</a> |

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

A. All of the above

| File Description   | Documents                 |
|--|---------------------------|
| Code of ethics policy document   | <a href="#">View File</a> |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | <a href="#">View File</a> |
| Any other relevant information   | <a href="#">View File</a> |

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

Every year, Institute of Management Studies, Ghaziabad celebrates Days of National Importance like Independence Day and Republic day with fervour and festivity. Important Days of National and International events like International women's Day, International Yoga Day, including festivals like Holi, Diwali are also celebrated meaningfully. The institution celebrates these days of national importance to recall the events or contribution of our leaders in building the nation and to induce the feeling of social cohesion and national solidarity.

NSS wing of college is regularly involved in leadership development and motivating the students for social work. This has become evident by participation and carrying out of Republic Day programme by college's NSS cadets.

The Institute is very active on social media and propagates regular messages on all the National & International commemorative days, events, and festivals.

| File Description  | Documents                 |
|---|---------------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | <a href="#">View File</a> |
| Geo tagged photographs of some of the events  | <a href="#">View File</a> |
| Any other relevant information  | <a href="#">View File</a> |

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

### Career Development Centre

#### Objectives of the Practice

- To enable students, self-discover their traits and abilities
- To inculcate grooming practices and etiquette

- To enhance employability
- To provide career guidance for long-term success

#### Context

Nurturing students in the areas related to career trajectory, personality enhancement and workplace etiquette.

#### The Practice

Classroom and group teaching focuses on honing a professional skill set, individual sessions focus on micro-handling related to self-development and career aspirations. The CDC team invites industrial experts for hands-on experience.

#### Evidence of Success

Positive feedback from the students & CRC and successful initiatives managed by students.

#### Problems Encountered and Resources Required

The time involved in following up with external resource persons for sessions. Identify the right slot to avoid overlapping training programs with academic teaching. Sharing feedback after college hours sometimes affects the work-life balance.

#### Earn While Learn(EWL)

##### Objectives of the Practice

To provide a platform to give immense opportunities to learn, get trained along professionals and earn money while they are learning.

#### Context

EWL is to craft its members with the motive of inculcate the students with several technical and management skills to be working in the corporate.

#### The Practice

The program is designed that works for the institute in photography, videography, video editing, graphic designing, and

content writing.

#### Evidence\_of\_Success

Our alumni base, includes Professional Photographers, Graphic Designers, Editors, etc., is a evidence of successful strengthening.

#### Problems Encountered and Resources Required

Finding balance between academics and EWL.

<https://naac.imsuc.ac.in/2021-2022/7/EWL.pdf>

| File Description                            | Documents   |
|---|---|
| Best practices in the Institutional website | <a href="https://www.imsuc.ac.in/career-development-centre.php">https://www.imsuc.ac.in/career-development-centre.php</a>   |
| Any other relevant information              | <a href="https://www.imsuc.ac.in/images/pdf/ims-at-a-glance.pdf">https://www.imsuc.ac.in/images/pdf/ims-at-a-glance.pdf</a> |

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

#### Use of Flip Channel for effective teaching

The state-of-the-art infrastructure at the IMS, Ghaziabad provides world-class education with the motive of learning-by-doing approach that leads to holistic development of students.

The IMSUC Flip Channel provides a strong support for all these requirements. The Flip Channel is an innovation in teaching methodology. Some of the objectives fulfilled are:

- Making customized teaching content available;
- Preparing students for skills required in the future;
- Increasing awareness about the latest developments;
- Making the classes more interactive and student-participation friendly.
- Taking the time to conduct discussions during classes using interactive pedagogy.

Some of these benefits are as follows:

- The learning time inside the classroom has gone outside the classroom and the discussion time outside the class has come into the classroom. So, the participative and interactive learning could take place.
- Weak students specifically have ready-made contents, which facilitate more effective learning style to the students.

1. Number of Flip Videos: 1015 (public videos) 2. Subscribers:17,750 3. Viewing Time:78.6K (watch time hours) 4. Total Views:2,873,360 5. Impressions:20.3M

6. Views from impressions: 2.9M

The IMSUC Flip Channel has proved itself a boon to the student community and teaching fraternity at large during the pandemic COVID-19 lockdowns.

Flip Channel <https://www.imsuc.ac.in/flp/>

| File Description                             | Documents                 |
|--|---------------------------|
| Appropriate web in the Institutional website | <a href="#">View File</a> |
| Any other relevant information               | <a href="#">View File</a> |

#### 7.3.2 - Plan of action for the next academic year

1. Academic and Administrative Audit
2. ISO 14001:2015 Certification (Environmental Management System Certification.)
3. NIRF India Ranking Participation
4. ARIIA Participation
5. Collation of data and reports of AISHE, AQAR, NIRF for various purposes of ranking and accreditation
6. Feedbacking Mechanism of all stakeholders to be improvised
7. Participation in AISHE Survey
8. Faculty Development Programmes
9. Staff Development Programmes
10. Quality Audits/Energy Audit/Water Audit
11. Student Induction/Orientation Programme
12. Mentor-Mentee Programme
13. Initiatives on IPR
14. Capacity Building Programmes
15. Initiatives for Research Promotion

16. Meetings of IQAC, Academic Council
17. Stock Verification and documentation of various assets of the departments
18. Department evaluation at the end of the academic year