

ACADEMIC AUDIT PROFORMA

Academic Session: 2023-24

Institution Name: Jagannath International Management School, Vasant Kunj

Date of Audit: 07th November 2024

Members of the Academic Audit Committee:

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A. Institute Information		
Name of the Institution	: Jagannath International Management School	
Name of the Director	: Dr. Ravi K. Dhar	
Address	: OCF, Pocket 9, Sector B, Vasant Kunj, New DELHI - 10070	
	Mobile No. (Director)	: 9313222294
	Telephone No. (Institution)	: 40619300, 40619321
	Email ID	: director.vk1@jagannath.org , jims.vk@jagannath.org
	Institution website URL	: www.jimsd.org

B. Details of Academic Programmes								
(a)	Academic Programmes							
	S. No.	Programme	Start Year	Regulatory Body	Sanctioned Intake in the Assessment Year			Total Students (for all years)
					1 st Shift	2 nd Shift	Total	
	1.	BA(JMC) Shift 1	2003		60			360
	2.	BA(JMC) Shift 2	2009			60	120	
	3.	BCA Shift 1	2006		60			360
	4.	BCA Shift 2	2007			60	120	
	5.	BBA Shift 1	2006		120			720
	6.	BBA Shift 2	2007			120	240	
	7.	Total					480	1440
	8.							
(b)	Programme-wise list of faculty for the assessment year (to be uploaded under mandatory disclosures). (See Annexure B.b)							
(c)	Programme-wise Class-wise Time Table for the assessment year (to be uploaded under mandatory disclosures). (See Annexure B.c)							

1. Status of Accreditation			
1(a)	Applicability of Accreditation:		
	NBA Only	:	<input type="checkbox"/> No
	NAAC Only	:	<input checked="" type="checkbox"/> Yes A+ Grade with 3.43 marks
	NBA and NAAC	:	<input type="checkbox"/> No
1(b)	Status of Accreditation		
	NBA (Out of 25 scaled to 50, if only NBA accreditation applicable)	:	
	NAAC (Out of 25 scaled to 50, if only NAAC accreditation is applicable)	:	A+ Grade with 3.43 - See Annexure 1
	NBA and NAAC (Out of 50, if both NAAC & NBA accreditation are applicable and marks would be awarded as per availability of accreditations, out of total of '25' marks each for NBA and NAAC)	:	
			Marks (Max. Marks: 50)

2. Status of Teachers' Availability			
As per statutory body (UGC, AICTE, BCI, NCTE, COA, RCI, AYUSH, etc.) norms or to be assessed for UG as 1:20, PG as 1:15.			
2(a)	Total No. of Students		
	In UG	:	1440
	In PG	:	NA
2(b)	Number of Regular* Teachers		
	In UG	:	$57 + 9* + 8** = 74$
	In PG	:	NA
	In UG and PG	:	NA
	Total	:	$57 + 9* + 8** = 74$

Teachers' Ratio							
S. No.	Programme(s) and duration (in Years)	Sanctioned Intake x duration of the programme = total students (a)	No. of Required Teachers (b)	No. of Regular* Teachers Available			Teacher-Student Ratio (a/(c+d))
				Assistant Professor (Jr. Faculty) (c)	Associate Professor + Professors (Sr. Faculty) (d)	Cadre Ratio (d/c)	
1.	BA(JMC) Shift 1	60x3 = 180	9	6	3	1:2	1:20
2.	BA(JMC) Shift 2	60x3 = 180	9	5+2*	1+2**	1:2.3	1:18
3.	BCA Shift 1	60x3 = 180	9	7	3	1:2.3	1:18
4.	BCA Shift 2	60x3 = 180	9	4+2*+1**	1+1**	1:3.5	1:20
5.	BBA Shift 1	120X3=360	18	13	5	1:2.6	1:20
6.	BBA Shift 2	120X3=360	18	6+4*+2**	3+1*+2* *	1:2	1:20
7.							
Total							
Marks (Max. Marks: 100)							
*Morning Faculty taking extra work load in evening							
**Visiting Faculty (See Annexure 2)							
<p>Teacher who stayed for 90% of the time in a year. Marks be awarded proportionate to the status of the faculty, for Required vs. Available. Visiting / Adjunct Faculty shall be counted as per the norms. List of faculty should be uploaded on website under mandatory disclosures. If Student- Teacher Ratio is as per statutory body, give full 65 marks, else give proportionate marks and if less than 50% give 0 marks. If cadre ratio is as per statutory body, give full 50 marks, else give proportionate marks.</p>							

3. Quality of Teachers and Teaching									
		No.	Details						Marks
3(a)	No. of teachers with Ph. D. (Details as per annex 3.a)	33	Course	Designation	Regular (Shift 1+Shift 2)	Shift 1 Teaching in Shift2	Visiting	Total	
			BBA	Professor	3	--	--	3	
			BBA	Assoc. Prof	6	2	1	09	

				Assista nt Prof.	5	1	--	6	
			Total		14	3	1	18	
			BCA	Profess or	1	--	--	1	
				Assoc. Prof	3	--	1	4	
				Assista nt Prof.	3	2	-	5	
			Total		7	2	1	10	
			BA(J MC)	Profess or	2		--	2	
				Assoc. Prof	2	--	1	3	
				Assista nt Prof.		--	--		
			Total		4	0	1	5	
			G.Tot al		25	5	3	33	
3(b) i	No. of publications in WoS/SCOPUS/PuBmED(UGC-CARE Category-II) listed journals in the assessment year(List to be uploaded under mandatory disclosures) P1	15	Details in Annexure 3(b.(i))						
ii	No. of publications in UGC-CARE (Category-II) listed journals in the assessment year (List to be uploaded under mandatory disclosures) P2	3	Details in Annexure 3(b.(ii))						
iii	No. of publications in any referred journal other than the above (with ISSN No.) in the assessment year(List to be uploaded under mandatory disclosures) P3	1	Details in Annexure 3(b.(iii))						
3(c)	(i) No. of publications in conferences in the assessment year(List to be uploaded under mandatory disclosures) (Details in Annexure 3(c))								
	• Indexed by WoS/SCOPUS	3							
	• With ISBN Number	5							
	• Any other								
	• No. of Patents Published/Granted	5+1 copyright							
3(d)	No. of Books/Edited Books / Book Chapters published with ISBN (List to be uploaded under mandatory disclosures)	14	Details in Annexure 3(d)						

3(e)	Course/teaching plan with details of number of lectures on each unit of curriculum, in the assessment year	129	Details in Annexure 3(e)	
3(f)	No. of courses on Learning Management System (LMS) Software other than youtube,pptetc (List to be uploaded under mandatory disclosures)	123	Details in Annexure 3(f)	
3(g)	Classrooms available with mounted projectors and ICT facilities (Geo tagged photos should be uploaded and available under mandatory disclosures)	12	Details in Annexure 3(g)	
3(h)	Percentage of teachers using ICT for teaching (having PPTs, Videos, etc.)	100%	Details in Annexure 3(h)	
				Marks (Maximum Marks: 100)
List of Total number of publications for the assessment year to be uploaded at the Website under mandatory disclosures				

4. Institutional Support for Faculty Development				
			Details	Mark s
4(a)	Documentary evidence of awards like best teacher/best researcher with implementation(upload report).	:	Yes, Best Research Award See Annexure 4(a)	
4(b)	Documentary evidence of mechanism for grant of study leave to teachers with full pay for faculty to pursue higher studies at other institutions (upload report with list).	:	Yes, See Annexure 4(b)	
4(c)	Documentary evidence of grant of funds to teachers to attend conferences, or seminars, or FDP, or workshops, etc. including registration fee, TA/DA, and grant of special casual leave or duty leave for this purpose. (upload report with list).		42, See Annexure 4 (c)	
4(d)	Individual computing facilities provided to teachers	:	Computing facility provided to all faculty members. See Annex. 4 (d)	
				Marks (Maximum Marks: 40)

5. Framework for Students' Grievance Redressal Mechanism				
			Details	Marks
5(a)	Availability of Students' Grievance Redressal Committee (SGRC) and complies with UGC's Regulations 2012. (upload list with notification).	:	Yes (See annexure 5 (a))	
5(b)	Whether the Grievance Redressal Committee has elected students representative	:	Yes (See annexure 5 (b))	
5(c)	Whether meticulous and verifiable documentations of the proceedings of Students' Grievance Redressal Committee is maintained(upload relevant minutes).	:	Yes (See annexure 5 (c))	
5(d)	Availability of Psychiatrist, Psychologist and professional studentscounsellors. (upload list with schedule and notification).	:	Yes (See annexure 5 (d))	
5(e)	Whether the institute has published/notified prominently the details of SGRC on website and admission prospectus	:	Yes (See annexure 5 (e))	
5(f)	Whether students are satisfied with the effectiveness of the SGRC	:	Yes (See annexure 5 (f))	
5(g)	Whether reports of the proceedings of SGRC is sent to the University every semester	:	Yes (See annexure 5 (g))	
Marks (Maximum Marks: 100)				

6. Institutional Support for University Examinations (during the Assessment Year)				
			Details	Marks
6(a)	Percentage of faculty participation in university examinations as evaluators / university representatives	:	73% See Annexure 6 (a)	
Marks (Maximum Marks: 30)				

7. Status of Library							
7(a)	Books						
	S. No.	Programme	Title (a)	Volume (b)	Score	Details	Marks
	1.	BBA	1451	5061		See Annexure 7 (a)	
	2.	BCA	1161	3993			
	3.	BA(JMC)	1744	3704			
	4.	Total	4356	12758			
	5.						
	6.						
	7.						

	8.						
	9.						
	10.						
	11.						
	12.						
	Total Score						
	Marks (Maximum Marks: 70)						
7(b)	Journals						
	S. No.	Type of Journal	No. of Journals	Ratio (Cap to 1)	Details		Marks
	1.	Indian	a=31 BBA: 16 BCA: 08 BA(JMC): 07	$a/12 = 31/12 = 2.58$	See Annexure 7 (b)		
	2.	International	b=12 BBA: 04 BCA: 04 BA(JMC): 04	$b/3 = 12/3 = 4$			
	Marks (Max. Marks: 30)						
	Total Marks [9(a) + 9(b)] (Max. Marks: 100)						

8. Status of Laboratories							
				Details			Marks
8(a)	Status of Laboratories other than Computer Lab (as required by statutory body)		No.		See Annexure 8(a.i), 8(a.ii), 8(a.iii) 8(a.iv) Upload the images of the labs with list under mandatory disclosures. (Seeannexure 8(a.iv))		
	(i)	Number of Labs	4 Annex 8 (a.i)				
	(ii)	Status of Instruments / Equipment's	All are in good condition & working Annex 8(a.ii)				
	(iii)	Up-gradation as per new technological developments and requirements of the course curriculum(Provide Details)	Annex 8(a.iii)				
	Marks (Max. Marks: 50)						
8(b)	Status of Computer Labs (UG: 1 per 6 students across all years; PG: 1 per 3 students across all years)						
	(i)	Total Number of computers available in labs (4 Computer Labs	121	See Annexure 8 (b(i))			

	(ii)	Total number of available licensed software required as per course curriculum (as required by statutory body)	14	SeeAnnexure 8 (b(ii))	
	(iii)	Quality of Internet connectivity	100 Mbps Leased Line	SeeAnnexure 8 (b(iii))	
				Marks (Max. Marks: 50)	
				Total Marks [10(a) + 10(b)] (Max. Marks: 100)	

9. Co-Curricular Activities Conducted by the Institution (Assessment Year)					
9(a)	Conferences Organized (Brochures, Proceeding, Resource Persons/Sessions/Session Chairs to be provided under disclosures)		No.	Details	Marks
	International / National Conferences	:	01	International Conference on Sustainable Innovation, Management & Development and Amritam Awards on 10.12.2023 at Jawaharlal Nehru University, New Delhi. See Annexure (9.a)	
	Proceedings are indexed with WoS/SCOPUS / UGC-CARE (Category-I)	:	<input type="checkbox"/> No		
	Proceedings are indexed with UGC-CARE (Category-II)	:	<input type="checkbox"/> No		
	Proceedings have ISBN Only	:	<input type="checkbox"/> Yes	Yes, ISBN No. 9786-205520857 Annexure 9A ISBN- SeeAnnexure (9.a)	
	Proceedings do not have ISBN	:	<input type="checkbox"/> No		
9(b)	Seminars Organized (02 Half Day Seminars may be considered as One Full Day Seminar) (Brochures, Proceeding, Resource Persons/Sessions/Session Chairs to be provided under disclosures) Guest Lectures not to be included				
	No. of One Day Seminar	:	7	SeeAnnexure 9 (b)	
	No. of Half Day Seminar	:			
9(c)	Faculty / Management Development Programme Organized (of at least one week/5days duration)(Details to be provided Brochures, Resource Persons under disclosures) Guest Lectures not to be included				
	FDP/MDP	:	2	SeeAnnexure 9 (c)	
9(d)	Workshops Organized (Details to be provided with Brochures, Resource Persons etc. under disclosures) Guest Lectures not to be included				
	No. of Workshop	:	26	See Annexure 9 (d)	
9(e)	Short Term / Value Added Programmes Conducted (Details to be provided with Brochures, participants etc under disclosures)				
	No. of Programme	:	9	SeeAnnexure 9 (e)	

9(f)	Webinars / Online Extension Lectures Conducted (Details to be provided under disclosures)			
	No. of Lectures	:	07	See Annexure 9 (f)
				Marks (Max. Marks: 100)

10. Publications of the Institutions					
10(a)	Publication of Journal(s)		No.	Details	Marks
	International / National Journal	:	2		<p>The institute has been publishing two international Journals on a quarterly basis. These are :</p> <p>1. JIMS 8M : The Journal of Indian Management & Strategy</p> <p>2. Mass Communicator : International Journal of Communication Studies.</p> <p>See Annexure 10 (a)</p>
	Frequency	:	Quarterly		
	Publisher	:	8M	Mass Communicator	
			Manish Gupta	Amit Gupta	
	Indexed at WoS/SCOPUS	:	8M	Mass Communicator	
			Yes	No	
	Indexed in UGC-CARE	:	8M	Mass Communicator	
			Yes	No	
Any other Indexing (please specify)	:	8M		Mass Communicator	
		J-Gate, EBSCO Discovery, Summon (Proquest), Google Scholar, Indian Science Abstracts, Indian Citation Index (RIIO.016), Info Base Index (IB Factor 2016-2.6) SJIF Factor 2016-4.756, Cosmos Impact Factor, Emerging Sources Citation Index (Thomson Reuters), Web of Science, UGC-Care (Group-1)		J-Gate, EBSCO Discovery, Summon (Proquest), Google Scholar, Indian Science Abstracts, Indian Citation Index, Info Base Index (IB Factor 2016-2.2) SJIF Factor (2016-4.159)	
No indexing	:	No			
10(b)	Publication of Newsletters and Magazines				<p>See Annexure 10 (b) https://jimsd.org/TeacherDaySpecial2024/</p>
	Magazine	:			
	Frequency	:			
	Publication Type	:			
	Newsletter	:	JIMS NEWS		
	Frequency	:	Monthly		
Publication Type	:	Online			
				Marks (Max. Marks: 40)	

11. Students' Personality Development Activities					
11(a)	Activities like mock interview, role play, group discussions, quizzes, workshops, competitions, etc.				
	Activities		No.	Details	Marks
	Mock Interview	:	7	Also, 12 Aptitude Test conducted(SeeAnnexure 11 (a(MI)))	
	Role Play	:	4	SeeAnnexure 11 (a(RP))	
	Group Discussion	:	44	SeeAnnexure 11 (a(GD))	
	Workshop	:	8+7(Career Counselling session)	SeeAnnexure 11 (a.(W))	
	Competition	:	38	SeeAnnexure 11 (a.(C))	
11(b)	Personality development labs, Provisions for trained faculty to conduct practical sessions and existence of qualified student counsellors				
	Personality development labs	:	YES	Resume attached, See annexure 11.b.1 Yes, See annexure 11.b.2	
	Availability of trained faculty to conduct practical sessions	:	YES		
	Existence of NSS/NCC Technical and Cultural Club and Societies	:	YES		
11(c)	Sports facilities in the Institutions – SeeAnnexure 11 (c)				
	Indoor facilities	:	YES	Ludo, Carom,Table Tennis, Treadmill,Chess	
	Outdoor facilities	:	YES	Booking of Sports Complex as per tournaments: <ul style="list-style-type: none"> • Vasant Kunj Sports complex for: <ul style="list-style-type: none"> • Badminton • Basketball • Table Tennis • Cricket Ground • Football Ground • Saket Sports Complex <ul style="list-style-type: none"> • Badminton • Volleyball 	
	Sports Equipment	:	YES	<ul style="list-style-type: none"> • Table Tennis Racket • Tennis Balls • Badminton Shuttlecock • Badminton Racket • Cricket Red Balls • Basket Balls • Volleyball 	
				Marks (Max. Marks: 30)	

12. Status of Placement - SeeAnnexure 12								
				No.	Details		Marks	
(i)	Total No. of Students having Passed out (in that Assessment Year)	:			BBA 205	BCA 96	BA(JMC) 105	
(ii)	Total No. of Students, who are eligible and have registered for Placements (a)	:		77	70	61		
(iii)	Total No. of students going for Higher Education (b)	:		29 (79 in Progress)	53(14 in progress)	20 (43 in progress)		
(iv)	Total No. of Students having been placed (c)	:		65+32 in Business	28+1 Business	40+2 Business		
(v)	Total No. of Students placed + Higher Education (d=b+c)	:		205	96	105		
(vi)	Total Percentage (%age) of Placements + Higher Education {e= (d/a) * 100}	:						
(vii)	No. of companies visited the campus	:		47	15	22		
(viii)	Average salary offered	:		4.3 LPA	3.91 LPA	3.28 LPA		
(ix)	Existence of training and placement office	:		Yes	Yes	Yes		
(x)	No of Entrepreneur activities conducted with any startups (provide details)	:	9					
							Marks (Max. Marks: 50)	
Note: Eligible and registered students shall be considered as total count of students to be placed								

13. General Parameters about the Institution						
Upload pictures under mandatory disclosures on the website				Details		Marks
(i)	Individual seating arrangements for faculty with suitable furniture	:	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes, See Annexure 13 (i)		
(ii)	Institution Website URL	:	<input type="checkbox"/> Yes <input type="checkbox"/> No	www.jimsd.org SeeAnnexure13(ii)		
(iii)	Common rooms for girls (separate)	:	<input type="checkbox"/> Yes <input type="checkbox"/> No	See Annexure 13 (iii)		
(iv)	Cleanliness of toilets	:	<input type="checkbox"/> Good <input type="checkbox"/> Bad	GoodAnnexure 13 (iv)		

	(v)	Students' canteen and drinking water arrangements	:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Yes, 2 canteens (1 Nescafe canteen + 1 Local vendor) are available for the Students, Faculty & Staff. RO Available and Water Filters Coolers are available on all the floors. See Annexure 13 (v)	
						Marks (Max. Marks: 30)

14. Other Facilities Available in the Institute (Based on Feedback)						
14(a)					Details	Marks
		Feedback from the Faculty/Employers Collected: Analysed: Action taken: (on parameters like salary as per norms, leaves, research facility, recognition of their contributions, their respect, promotions, and overall academic environment)	:	<input type="checkbox"/> Yes <input type="checkbox"/> Yes <input type="checkbox"/> Yes	See Annexure 14(a)	
		Feedback from the Students/Alumni Collected: Analysed: Action taken: (on parameters like teaching environment, regularity of classes, availability of teachers outside classes, support for conducting extra – curricular activities such as field visits, cultural festivals etc., administrative support, career guidance, counselling, support for training and placements, and student's interaction with experts from industry and academia)	:	<input type="checkbox"/> Yes <input type="checkbox"/> Yes <input type="checkbox"/> Yes	See Annexure 14(b)	
						Marks (Max. Marks: 50)

15. Removal / Completions of Identified Deficiencies						
Removal / Completions of deficiencies, as identified in previous Academic Audit (If last year, there was no audit, then no marks to be awarded, and the maximum marks component of this parameter not to be counted in total marks). Only deficiencies, as deviations from the standard norms, to be considered.						
				No.	Details	Marks
	(i)	No. of deficiencies identified in last report (a)	:	3	See Annexure 15 (i)	

	(ii)	No of deficiencies removed / completed (b)	:	3	See Annexure 15(ii)	
						Marks (Max. Marks: 50)

16. Summary of Marks				
S. No.	Name of the parameters	Maximum Marks	Marks Obtained	Remarks
1.	Status of Accreditation	50		
2.	Status of Teachers' Availability	100		
3.	Quality of Teachers and Teaching	100		
4.	Institutional Support for Faculty Development	50		
5.	Framework for Students' Grievance Redressal Mechanism	100		
6.	Institutional Support for University Examinations	50		
7.	Status of Library	100		
8.	Status of Laboratories	100		
9.	Co-Curricular Activities Conducted by the Institution	100		
10.	Publications of the Institutions	40		
11.	Students' Personality Development Activities	30		
12.	Status of Placement	50		
13.	General Parameters about the Institution	30		
14.	Other Facilities Available in the Institute	50		
15.	Removal / Completions of Identified Deficiencies	50		
	Total Marks	1000		
	Percentage (%age) Obtained			

17. Adherence of Time Schedule		
Adherence of time schedule for 1 st and 2 nd Shift Programmes	<input type="checkbox"/> Yes <input type="checkbox"/> <input type="checkbox"/> No	For institutions, not adhering to schedule, ask for written explanations.

18. Deficiencies Identified (only deviations from the standard norms, to be mentioned here):	
S. No.	Details of the identified deficiencies
1.	
2.	
3.	
4.	
5.	
6.	
7.	

19. Overall Observations and Recommendations	
S. No.	Observations and Recommendations
1.	
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Name and Signature of the Members of Academic Audit Committee

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