YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	INSTITUTE OF MANAGEMENT STUDIES
• Name of the Head of the institution	Dr. Manju Gupta
• Designation	Director In-Charge
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01204798800
• Mobile no	9818000018
• Registered e-mail	info@imsnoida.com
• Alternate e-mail	iqac@imsnoida.com
• Address	A-8B, IMS Campus, Sector-62, Noida
• City/Town	Gautam Buddha Nagar
• State/UT	Uttar Pradesh
• Pin Code	201303
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**Self-financing**
• Name of the Affiliating University	**Ch. Charan Singh University, Meerut**
• Name of the IQAC Coordinator	**Dr. Ruchi Tripathi**
• Phone No.	**01204798800**
• Alternate phone No.	
• Mobile	**9971483232**
• IQAC e-mail address	**iqac@imsnoida.com**
• Alternate Email address	**registrar@imsnoida.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://imsnoida.com/NAAC/
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://imsnoida.com/NAAC/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A**	**3.03**	**2015**	**25/06/2015**	**24/06/2020**

6.Date of Establishment of IQAC	**01/07/2015**

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
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File

9.No. of IQAC meetings held during the year	**4**
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**

• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
• If yes, mention the amount	

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

1. Knowledge Sharing 2. MoUs 3. ISO Surveillance Audit

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
ISO Surveillance Audit	**ISO Surveillance Audit was conducted**
Collection of feedback from stakeholders	**Feedback collected and analyzed and action taken, report shared to the departments**
Training program for Non Teaching Staff	**Training program /workshops were organized for Non Teaching staff**
Knowledge Sharing for faculty was planned	**Faculty members gained Information and knowledge about various aspects and diverse streams.**

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

Name	Date of meeting(s)
Management Committee of the Institute	07/12/2021

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2019-2020	05/03/2020

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

20.Distance education/online education:

Extended Profile

1.Programme

1.1   199

Number of courses offered by the institution across all programs
during the year

File Description	Documents
Data Template	View File

2.Student

2.1   1564

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2   **570**

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

File Description	Documents
Data Template	View File

2.3   **497**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **70**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **70**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1	199
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1564
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	570
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	497
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	70
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	70

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1 Total number of Classrooms and Seminar halls	57
4.2 Total expenditure excluding salary during the year (INR in lakhs)	1362.57
4.3 Total number of computers on campus for academic purposes	495

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

At IMS, Noida curriculum is effectively developed and implemented to address the challenges and opportunities of the dynamic needs of the Industry. Faculty members are kept up to date for the industry requirements and encourage to participate in various national and international level development programs, conferences, workshops, training programs, etc. This approach has help IMS to use the latest developments and changes in the fields of knowledge for appropriate curriculum development and in adopting a better pedagogy in curriculum delivery. Course outline: Every semester before the commencement all faculty members provide detailed course outlines for their lectures as lesson plans. These plans include course objectives, reading material, evaluation pattern and learning outcomes. Uniformity in Course Contents and Structures: Sometimes same course can be taught by multiple faculty members for different sections but the uniformity is maintained with respect to the common course outline and common end term examinations and common question papers to the all

sections. Pedagogy: IMS Noida follows various methods and styles for curriculum delivery such as classroom teaching term projects, role pays, case study, workshops, industrial visits, Anveshan Market Survey, HR Symposium, Seminar, Conferences, etc. for integrating academic and industry requirements for the courses. Every school / academic department has advisory board meeting as well as departmental meetings to discuss curriculum delivery as part of pedagogy the discussions ascertained around, class tests, team projects, presentations, group discussions, etc. as compulsory requirements in the implementation of various courses.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The Academic Calendar is prepared by the Ch. Charan Singh University (our affiliating university) well in advance. Based on that academic calendar we plan for conduction of Sessional Examinations, etc. and weadhere to that academic calendar. We also plan industrial visits, Workshops, Seminars, Master Classes, Guest Lectures, Buddy lecture, alumni session, coffee with the corporate, Marketing symposium, HR Symposium, Corporate Haat, French Fest, Personality development , Campus to corporate session, HR Meet, International Guest interaction, Case study and Caselet analysis survey, Market Analysis fest and other educational activities.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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	D. Any 1 of the above

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	

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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

3

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

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)

16

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

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

725

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	**No File Uploaded**

1.3 - Curriculum Enrichment

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

The institute has been working for the development of the students. The various programmes are implemented towards Gender Equality, Sustainability, Human Values and Ethics. The teachers engage the students in various activities through Special lectures by renowned professionals, interactions with industry stalwarts, workshops on various themes etc. The environmental issues are not even dealt in detail in the classroom but also through outside visits and drives. They learn practical aspects from their study tours and field visits. We have a syllabus on development communication in course BJMC, fifth and MJMC, third semester and also a subject on Value education in BJMC, first semester, Through which we engage them to learn about societal responsibility and development, values, culture, ethics and gender sensitization. Said subjects are compulsory for our journalism and mass-communication students. Apart from this Environmental Studies is also a compulsory non-credit course, which is offered by the affiliating University for BBA and BCA students. Apart from above, various departments organize the lectures on Human Values, especially on Gender Equality, Women Empowerment, and Skill Development for the students of the college. Accordingly the students are made aware of the contemporary issues. The students are also engaged in value added programmes to make them aware of responsibilities and the professional ethics. Even, we have not noticed till this date any major issues of Ragging and complaints from students about their harassments.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

53

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

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

743

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

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	**Nil**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

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	**No File Uploaded**
URL for feedback report	**Nil**

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

778

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	<u>View File</u>

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

284

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

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

The students admitted in our college are coming from various economic sections and communities of the society. The college is very much aware about their overall growth and social upliftment in the society. The Institute has a fair system for admission process. After the completion of admission process regular classes commence as per the college time table. After admissions college adopts a process to identify slow and advance learners among students. Advanced learners and slow learners are identified on as per their responses in the class and performance in theinternal examinations. After knowing slow and advanced learners, the teachers prepare separate list of slow and advance learners and conduct extra lectures for weaker students. The teachers observe that whether the student are easily understanding the lesson. If they fail to understand the topic or teaching of a teacher, the same was having been explained again in a easy way. This isthe informal way to complete the teaching-learning process and it is also convenient to both teacher and students. Advanced learners are encouraged to ask their concern freely and frequently with the teachers, in a formal way. Students are encouraged to refer advanced textbooks, journals and for their advanced studies.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
1564	**70**

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

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

IMS Noida believes in the adoption of students centric methods to enhance student involvement as a part of participative learning and problem solving methodology. Role Plays, Team works, Debates, Seminar Quizzes and case studies Specifically Students centric Teaching Methods are reflected in project work, Field Visit, Industrial visit& guest lectures. Specifically the students centric methodology include Experiential Learning: 1. Project work: Project work is organized in two phases 1)Mini project and 2)Major Projects this is an essential element of each programme and Internship or Field Projects in industry 2. Participation in competition at various level: For Real time exposure students are encouraged to participated at National and International Level

Field Visits:

1. Industrial Visits 2. Guest Lecture

Team work:

All Departments organize students activities to promote the spirit of Team work The activities and Camp of NSS, institutional social responsibility through Red Cross ,Village Adoption, Tree plantation . Swatchh Bharat and Health awareness camp to help the students t to learn Art of living in a team for Social and community welfare.

Debates

Group work

Case studies

Quizzes

Research Activities

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

IMS Noidaencourages intensive use of ICT enabled tools including online resources for effective teaching and learning process. Faculty members are using ICT tools and resources available on its campuses; They used LCD Projectors, Video Conferencing,Google Classroom, MOOCS and other e-learning technology. A separate e-learning centre is established where resources by Leased line, Multimedia Projectors, Public address system, camera, Computers, Laptop, Wifi ,LAN connected system, are also used by the faculty. The Computer Labs, Seminar Halls,Auditorium and Conference Rooms are well equipped with ICT facilities. There are 6 Labs and Seminar Halls. E-Learning centre helps the teachers in developing e-content in different subjects. Around 75% faculty members are using ICT techniques in Institute. Special lectures and technical talk are also arranged by inviting experts from the industry.Library also offers a wide range of e-resources through consortium which are extended 24*7 services via remote access facilities to all. General ICT Tools are Using by IMS faculties are Desktop, Laptops, Projector, Digital Cameras, Printer, Photocopier, Tablets, Pen Drive, Scanners, Microphones, Interactive White Board, DVDs and CDs, etc.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

70

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
Mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

70

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<u>View File</u>
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

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

33

File Description	Documents
Any additional information	**No File Uploaded**
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)	<u>View File</u>

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

273

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File](#)

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.

The Institute ensures that all students are aware of the Internal Assessment through the Induction Program offered to students before commencement of new semester (i.e. first semester) by the respective HOD and also a notice is issued to all the students by the Registrar regarding Internal Assessment process. Head of Department monitors the delivery of Course schedule distributed to students for each subject (theory and practical) by the respective Class Coordinator to be taught in their respective department at the beginning of the session.

Two Internal Exams are conducted in a semester as per guidelines in offline mode. For schedule of exams, Academic Calendar is strictly followed. Exam dates for the Internal Examinations are notified by the Registrar at least 15 days in advance, who is responsible for the conduct of Semester Examinations. After the exam, the faculty evaluates the answer sheets, the sheets are then shown to students in the class to maintain complete transparency in evaluation. The complete internal marks are compiled and submitted to Registrar Office by the respective Head of Deptts.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	**Nil**

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

There is complete transparency in the internal assessment. The criteria are as follows:

- At the beginning of the semester a notification issue to the students regarding Internal Assessment process and guidelines. Thefaculty members also inform the students about the various components in the assessment process during the semester.
- The internal assessment test schedules are prepared as per the university and communicated to the students well in advance.
- To ensure proper conduct of formative tests, two invigilators are assigned to each hall. Evaluation is done by the course handling faculty members within seven days from the date of examination.
- The corrected answer scripts at random are verified by HOD to ensure the standard evaluation process.
- The corrected answer papers of the students are distributed to them for the verification by the students and any grievance is redressed immediately. The marks obtained by the students in Internal Examination are displayed on the department notice board.
- The marks obtained by the students in Internal Examination are uploaded on the Institute's ERP along with their attendance.
- Day to day performance of the students is assessed for every experiment which includes regularity, performance, viva and the promptness in submitting the record.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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 learning effectiveness of any programme and course depends on the Program Outcomes and Course Outcomes.The vision and mission statements are displayed on the college website and at various key positions in the college building and they emphasize on promoting value education through motivated and trained faculty to prepare the students to accept the challenges of globalization and prepare the future managers. The college has developed its POs and COs taking into consideration the mission and goals of the programmes.

The syllabi of all the departments with the programme outcomes and the course outcomes of all the individual courses offered by the departments are displayed on the College website. The COs of all the courses offered by a department are displayed on the department page on the main website. At the beginning of the academic year during the Orientation Programme students and parents are briefed about the PO. At the end of every semester, all the departments evaluate POs and COs by using tools like tutorial and mid-term results, and this time on-line exam, course end survey feedback and yearly alumni meet and feedback etc. The Institute has well defined learning outcomes, program outcomes and course outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://imsnoida.com/po-pso-co/
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The College is committed to quality education which is reflected in their programme outcomes and course outcomes. To achieve the POs and COs the management focuses on development of human capital.Performance in first and second internals, assignments and attendance are evaluated and the marks are calculated based on them. Considering the performance of students, teachers can modify the teaching pedagogy for the overall development of students and to achieve the programme Outcomes. Highly qualified, experienced faculty is recruited and is encouraged to update their subject knowledge and keep pace with changing trends in teaching methodology and delivery by participating in faculty development programmes , webinars, workshops, conferences and seminars as it enhances effective attainment of POs and COs. Experiential learning techniques like seminars, workshops, field visits and internship are included along with traditional chalk and talk teaching technique which are used to evaluate students' organizational and leadership skills which are a component of PO attainment. Infrastructure is another focus for attainment of POs and COs. The classrooms are ICT enabled, wi-fi enabled campus, and modern computer labs have been established as these are vital for enhancing the teaching learning effectiveness and outcome attainment.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**

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

418

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

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://imsnoida.com/student-satisfaction-survey-sss/

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)

223164

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	View File

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	**No File Uploaded**

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

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

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

Institute is having separate R&D cell. The R&D cell comprises of faculty members from various departments of the institute. The

main aim of R&D cell is to inculcate the spirit and culture of research amongst faculty and students. This R&D cell also enhance cooperation and interaction between researchers for interdisciplinary and multidisciplinary work. The Research and Development Cell of our institution to motivate the student and faculty members extends scopes to explore their new ideas in the field of research and development. It also helps to create research culture among faculty members and students.

To promoting An Entrepreneurial Mindset, institution has an entrepreneurship development cell (MDIF CLUB), that encourage forging a relationship between the industry and the institution. Individual department interacts with industry to ascertain its needs to fill the gap in curriculum. The gap is filled by arranging workshops addressed by industry personals. Industry institution relationship works in the following areas: Industrial visits for students and faculties. Field and site visits of students. Consultancy and sponsored projects. Faculty members regularly interact with the industry to understand functional challenges through applied research or student projects. Project conceived by the students are used as case study in few industry.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

35

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

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

0

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**

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

45

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

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

35

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

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

The Extension activities are carried out in the neighbourhood community, sensitizing students to social issues, for their holistic development. IMS inculcates the social awareness among the students who serve for the upliftment of the society. There are several Extension activities which are carried out for the holistic development of students and college which is the major strength of IMS to ensure that the students become responsible citizens by teaching the moral values. The aim of these extension activities isto create confident, dedicated ,honest and upright individuals who become an asset to the society. The college management always motivates the students' social participation and also thrives to achieve its goal of creating equitable society with ethical values. The activities conducted are as follows: Swachh Bharat Abhiyan (Cleanliness Drive), activities on Women Empowerment, Main Kuch Bhi Karsa kti Hoon, Voter Awareness Program Election Commission of India, Women's Day activities, activities on World Environment Day, International Child Right's Day, International World Youth Day , Participation in Community development programmes, Health and Hygiene Awareness Programmes, and Environmental Awareness Programmes.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

19

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

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

16

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<u>View File</u>

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

607

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<u>View File</u>

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

363

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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.

IMS Noida has a campus over an area of about 35000 sq meters covering 20,000 square meters as campus aread and 15000 square meters as builtup area on environment friendly piece of land. It has different Academic Building with Computer Labs, Sports facilities, Playground, Gymnasium, Residential facilities, Cafeteria, etc. IMS Noida has three computer labs equiped with 180 computers with LAN / Wi Fi facility. IMS Noida ensures that all the academic buildings, machines and equipments related to the production and other key functions in the Institute are maintained and function properly. There is a Library Advisory Committee in the IMS Noida. The Library occupies six sections consisting of Management Section, Periodical Section, IT Section, Journalism

Section, Reading Section (Students) and Faculty Section. It follows the Open Access System whire the users of the Library have the freedom to enter into the stack area and search for their required books. Computerization is the part of Library Automation. Library uses computer based technologies such as adminitrative work, acquisition, cataloguing, circulation, serial control, OPAC etc know as library computerization. IMS Library has LIBSYS the integrated library management system. The main module of this software is Calaloguing and Circulation.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

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

IMS Noida has Sports facilities, Playground, Gymnasium, etc. IMS Noida has the following Sportss and Cultural Clubs: 1. Master Blaster Cricket Club 2. FIFA Fever Football Club 3. Cross Fire Volleyball Club 4. Uppercut Boxing & Self Defence Club 5. Brave Heart Running & Fitness Club 6. Theatre Shakespeare Club 7. Rock Band Voltage Band Club 8. Vocal Music Lata Mangeskar Club 9. Creating Writing Wordsworth Club 10. Fine Arts Hussain Club 11. Dance Club - Michael Jackson Club

IMS Noida has a two Seminar Halls capable of seating capacity of 200 in each hall, which is available for co-curricular activities like debates, quizzes, seminers, conferences, fresher party, guest lectures, etc.

IMS Noida grounds are available for extra-curricular activities and soprts. Besides sports, IMS Noida provides students with facilities to pursue difference activities like music, drama, photography and literary activities.

IMS Noida encourages the participation of its students in extra-curricular activities by arranging for training and organizing Institutional sports and cultural competitions, where students exhibiting proficiency are awarded certificates and prizes. IMS Noida sends contigents to inter-collegiate competitions and students. IMS Noida ensures that adequate funds are available to support the extracurricular activities of students.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

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

61

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	**No File Uploaded**

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)

176.33

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template	[View File](#)

4.2 - Library as a Learning Resource

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

IMS Noida has a automated Library. IMS Library has LIBSYS the integrated library management system. The main module of this

software is Calaloguing and Circulation.There is a Library
Advisory Committee in the IMS Noida. The Library occupies six
sections consisting of Management Section, Periodical Section, IT
Section, Journalism Section, Reading Section (Students) and
Faculty Section. It follows the Open Access System whire the users
of the Library have the freedom to enter into the stack area and
search for their required books. Computerization is the part of
Library Automation. Library uses computer based technologies such
as adminitrative work, acquisition, cataloguing, circulation,
serial control, OPAC etc know as library computerization.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

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	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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)

221860

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

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

595

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

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

IMS Noida has adequate and latest IT infrastructure. The IT infrastructure and resources are updated and upgraded continuously as per the requirements and changing technology. The entire Institute is Wi-Fi enabled with necessary firewalls and computer labs are connected through LAN with internet facilities. Faculty members are provided with individual system (Laptop or Desktop) with internet facility. IMS Noida provides free wi-fi facility to the students. They can access internet freely through their mobile phone, tablet or laptop in the Institute campus.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

495

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	**No File Uploaded**

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

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	<u>View File</u>

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)

883.84

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<u>View File</u>

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 Institute has maintenance committee that oversees the maintenance of buildings, classrooms and laboratories.**
- **The maintenance committee is headed by the Head, Administration. The Administrative Officer is accountable to the Head (Admin) r and functions as the coordinator who efficiently organizes the workforce, maintaining duty files containing details about their individual floor - wise**

responsibilities, timings, leave etc. The Administrative Officer conducts periodic checks to ensure the efficiency / working condition of the infrastructure.

- Optimum working condition of all properties/ equipment on the campus is ensured through annual maintenance contracts (AMC). The AMC purview includes maintenance of Generator, Air Conditioners, CCTV cameras and Water Purifiers. Apart from contract workers, the college has trained in - house electricians and plumbers.
- The campus maintenance is monitored through CCTV Cameras.
- Every department maintains a stock register for the available equipment.
- Proper inspection is done and verification of stock takes place at the end of every year.
- Periodic reporting on requirements of repairs and maintenance are submitted by the HODs to the Administrative office. The requirements are collectively processed in every semester break so as to keep things ready for the new semester.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

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

223

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

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

885

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	[View File](#)

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	**Nil**
Any additional information	[View File](#)
Details of capability building and skills enhancement initiatives (Data Template)	[View File](#)

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

1115

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

1167

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

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

364

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

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

82

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

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

125

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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.

15

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at unive rsity/state/national/international level (During the year) (Data Template)	[View File](#)

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)

There are various Clubs and Societies that manage academic and cultural activities of the Institute. Students are encouraged to participate. The Institute believes in delivering comprehensive and wellintegrated student services through every level of Institutional Infrastructure. The students pay an integral role in various Institute activities by becoming Class Representative, members of the Students' Council, Magazine Committee and Alumni Association. Each bonafide student of the Institute is issued an Identity Card, which not only establishes his/her identity particulars, but is also important in order to appear in the examinations, play a part in any College activity and gets books issued from the Library. In Co-curricular and Extra-curricular activities at various levels provides opportunities to students to exhibit their talents. Many students have brought laurels to the College in academics, cultural and sports activities at Zonal, State, National levels.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

22

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	**No File Uploaded**
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)	<u>View File</u>

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

There is a Alumni Association that contributes significantly to the development of the institution. The main objectives are:

To bring together students in every area to act as their representative and coordinate, synchronize and promote their interest in all matters. To utilize the experience, wisdom, zeal, ability and spare time of past students of the society for the benefit of the weaker section of the society. To contribute to develop the library and other necessary activities for the students. To promote, social, educational, cultural activities for general education for past students. To promotion, encouragement, and advancement of any training and/or physical efficiency of the past students includes that of sports and games in all their branches. To help placement cell for campus drive and also in

various activities for the future of students. To conduct online/offline sessions and guide the students for their future growth . To provide counseling to students for employment. Acts as judges in various programs. Actively help in organization and management of extensive outreach activities of the Institute. Provide sponsorship and support for printing of magazines, conference proceedings, and brochures. The alumni from passed out batches were invited for alumni meet every year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs) | A. ? 5Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

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

The College has a clearly defined organizational structure for the optimum and effective decision making and its implementation. The Vision, Mission, Goals and Objectives of the institution reflect the nature of governance, perspective plans and participation of the teachers in the decision making bodies of the institution.

The Academic Council of the institute consists of the Director, Dean, Experts nominated by Governing Body (Academician, Industrialist), and all the Heads of the Departments are members of Academic Council by default. The Academic Council approves all the academic activities such as course structure and policy matters recommended by the Board of Studies, admission and Examination process, research activities, infrastructural developments of the College. The vision and mission of IMS is to create confident, dedicated honest and upright individuals who become an asset to the society, provide space to the students to freely express and develop views that help them respond to changes

in society, recognize the challenges of an interdependent and competitive world and the need for our students to adapt and excel in and to develop professionals who are committed to their personal & professional endeavours and who have the vision, courage, and dedication to initiate and manage change.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Management of the Institute communicates with the faculty frequently to discuss the problems and issues related to Institutes development, administrative and academic growth and infrastructural needs.Regular meetings are held with the teaching and non-teaching staff and various issued are taken for decision before arriving on final decision. The Institute promotes the culture of participative management and encourages active participation and involvement of all the faculty and staff members in meeting. The committees which are involved in decentralization in participative management are Admission Committee, Women's Grievance Cell, Disciplinary Committee, Students Affairs Committee, Timetable Committee, Counselling Cell, Placement Committee, Alumni Committee, Library Committee, Examination Committee, Anti-Ragging Committee, Sports Committee, Academic Affairs Committee, Research Committee. The institution also delegated authority to the administrative unit of the institution. At functional level the faculty members participate in sharing the knowledge by discussing on the latest trends in technology during faculty meeting. They are also encouraged in writing research articles. Faculty members also write joint research papers and share their knowledge. The administrative department gives certificates like bonafied, attendance, etc., independently as per the requirements of the students. The college promotes and benefits from the culture of participative management.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Institution has perspective plan where following areas are considered as key area: Academic expansion , to Introduce new programmes , to get NAAC Accreditation , to sign MOUs with different industries , infrastructure Development , faculty Empowerment and Welfare , to arrange FDP sessions . Institute conducts the activities of FDP to groom our teachers in variety of areas. Initially we asked faculties whose feedback is excellent to share about their teaching style. Some teachers came forward and also shared their ideas of teaching as a part of FDPon technical or non technical topics The Curriculum of all courses was prepared as per UGC guidelines in consultation with the expert representatives in the field from the collaborated organisations. Strategy Type: Details of curriculum development and curriculum was designed by the university and with addition to that IMS Noida is providing value added courses for skill development. Teaching and Learning a. Presentation and tutorial- based teaching. b. Assignment based teaching c. Spreadsheet Examination and Evaluation University conduct the Examination and Internal Evaluation is done as per the norms of the University. The Institute strictly follows the norms of attendance for appearing in the Examinations. Research and Development .

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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.

NAAC committee, Anti-ragging committee, Disciplinary and the

Library Advisory Committee, management body , Governing Body, Academic Council, Welfare committee for students and faculty members , Finance Committee are formed as per the guidelines for the effective functioning of the institution. The Controller of Examinations monitors the evaluation process.The College has an active Grievances and Redress cell for teaching faculty, administrative staff and the students. Provision is made to voice their grievances in the general staff meetings with Director, dean and Managemen. Counselling is offered if necessary to provide solutions. Anti-ragging Cell, Anti-sexual Harassment Cell and the student Welfare Committee work for the well-being of students. Bare-foot counseling by subject teachers/value education teachers/ mentors and professional counseling by experts at the Counseling Centers of the college address student grievances.The complaints/ suggestions are collected and analyzed by the grievance committee periodically and the necessary actions are initiated. The mentor-mentee system, class teacher also act as first line of grievance redressal. It involves a process of providing strategic leadership by setting direction, making policy and strategic decisions, overseeing and monitoring organizational performance, and ensuring overall accountability.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

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	**No File Uploaded**
Screen shots of user inter faces	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<u>View File</u>

6.3 - Faculty Empowerment Strategies

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

The College provides both statutory and non-statutory welfare measures for the benefit of the faculty like: 12 days of Casual leave, 06 days of medical leaves, duty leaves (Examination, Evaluation) for faculty peryear . For Non teaching staff Duty leaves (OD facility) to staff .Other welfare schemes and measures like canteen facility, Mess facility , Medical assistance at the time of need etc are given to the staff . Celebration of important festivals for the teaching and non-teaching community. Hostel Facility for teachers on demand Canteen at subsidized food price First Aid Facility, Grievance Redressal Cell Internal Complaints Committee for Prevention of Sexual Harassment of Women at Work Place Parking Facility, Wi-Fi, Complete support and assistance is provided to the faculty for pursuing higher studies, Group insurance. Following other welfare schemes are available for teaching and non-teaching staff associated with the Institute: Extended maternity leaves to female faculty members, Uniforms are given to Class IV employees every year. Need based Training Programmes are arranged by the Institute for the faculty. Faculty members are permitted to attend Training Programmes conducted at different institutions. I

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

35

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

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

16

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	[View File](#)

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

53

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

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

Institute of Management Studies Noida is a people centric organization that focuses on their employees first. Performance Appraisal system sets out the framework for a clear and consistent assessment of the overall performance of teaching and non-teaching staff for supporting their development within the context of the institution plans.

Salient Features of our Performance Appraisal System:

- **360 degree performance appraisal system**
- **Peer Review**
- **Feedback process**

Appraisal for Teaching staff:

- **The performance appraisal forms are filled by all teaching staff every year.**
- **Performance Appraisal Form is based on KRAs for all teaching staff i.e. from Assistant Professor to Professor.**
- **Teaching staff submits duly filled performance appraisal form to HOD.**
- **HOD has discussion with individual faculty to discuss his/her performance/ achievement/ improvement areas.**
- **Executive Committee assesses departmental reports of all faculties for finalization of annual increment in salary, promotion and training.**

Appraisal for Non Teaching Staff:

- **The performance appraisal forms are filled by all non teaching staff every year.**
- **Performance Appraisal Form is based on KRAs for all non-teaching staff.**
- **Non Teaching staff submits duly filled performance appraisal form to HOD.**
- **HOD has discussion with individual staff to discuss his/her performance/ achievement/ improvement areas.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

IMS-Noida hasa dedicated internal audit team for all the group under the Trust / Society. This internal audit team has been functioning on a honorary basis and has been instrumental in setting up the financial controls and systems since the date of inception of the Institute in the year 1998 and brought in a methodical and organized approach to evaluate and constantly improve the financial management, devise strategies for protection from fraud and theft, compliance with laws and regulations, as well as the overall financial control process. The external audit is performed by an independent Chartered Accountant appointed as a Statutory Auditor of the Institute who initially reviews the reports and observations made by the Internal Audit Team and the explanations given by the Accountant of the Institute. Taking into cognizance these observations, an exhaustive list of requirements is given for compliance and submissions to the Statutory Auditor forcompleting the auditing of the financial statements of the Institute and providing a realistic statement through his audit report that the books of accounts reflect a true and fair view of the operational activities and the financial position of the Institute for the relevant financial year.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	**No File Uploaded**

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

IMS Noida mobilises its funds received mainly from students' fee are spent on payment of salary of teaching and non-teaching staff of the Institute. Budget of the IMS Noida is prepared keeping in mind developmental criteria of the Institute; accordingly provisions are made in the Budget, which is prepared by a Financial Committee of the Institute. Then fund is sanctioned, which is deployed on different Heads of Expenditures in accordance with approval of various statutory committees constituted by the Institute time to time for efficient use of funds. Resource mobilization is carried out by following means: * Students fees * Interest on corpus fund * Fund generated from above is used for maintenance and development of University. Optimum utilization of funds is ensured through:- Adequate funds are allocated for effective teaching-learning practices that include Orientation Programmes, Workshops, Inter-disciplinary activities, training programmes, Refresher Courses that ensure quality education. Budget is utilized to meet day to day operational and administrative expenses and maintenance of fixed assets. Enhancement of library facilities needs to augment learning

practices and accordingly requisite funds are utilized every year. Adequate funds are utilized for development and maintenance of infrastructure of the Institute.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

IQAC in a constant manner strategizes and review the policies, operations, activities and processespractically for enhancing and improving the quality among the faculty members. There are various policies and strategies being implemented and followed in IMS under IQAC. Two of the most popular strategies are:

1.Faculty Achievers Review- Academic progress of all faculty members are reviewed every three months on the basis of various key performance indicators like number of research publications in refreed and peer reviewed journals of national and international importance, number of seminars and conferences attended and papers presented in both national and international levels , practical approach in learning teaching practices, innovation in activities and teaching, development of MOOCS or self-paced learning modules, extracurricular activities, awards and achievements, minor or major projects etc.

2.Knowledge Sharing Sessions- Knowledge sharing is essential for any organisation to achieve success, since it can facilitate decision-making capabilities, build learning organizations (through a learning routine) and finally, stimulate cultural change and innovation. Keeping this in view IMS Noida organises knowledge sharing sessions for its faculty, staff members and students every month by the inhouse faculty themselves and subject experts/corporate leaders from outside too. T

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

IMS Noida has collaboration with various associations for enhancing knowledge of students like RPA , APA ,SWAYAMCPA-CMA ,PALO ALTO ,ICT ACADEMY ,CENTRE FOR INTERNATIONAL LANGUAGES (JAPANESE & FRENCH),MYLES, IIT BOMBAYetc IMS Noida, through IQAC on a periodic and continuous way is instrumental in upgrading the quality of teaching-learning process by way of enhanced academic research, effective training and timely academic audit for quality assurance.

In the course of reviewing the teaching-learning outcomes, the College identifies and implements the following initiatives 1. State-of-the-art Teaching-Learning Resources and Infrastructure:The Institute has state-of-the-Art Teaching-Learning Resources infrastructure which comprises of the following: Well-stocked Library,Computer Lab with latest configuration Computers,Robotics Lab,Media Labs,Moot CourtSeminar Hall & Hall of Fame,Canteen ,Football Ground.Facilities for: Table tennis, Volley Ball, Boxing, Badminton, Self-defense, Music Room, Dance Room, Acting Studio, Safe & Secure Hostel Facility for Girls in campus. 2. ICT methods and Teaching Pedagogy: The College aims to create and disseminate knowledge through ICT methods, which will empower faculty and students. 3. Research and Development Initiatives 4. Million Dollar Idea Factory Initiative: Students are encouraged to come up with innovative ideas. Innovative ideas are quickly becoming the most valuable currency. 5. Remedial classes for weak students

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the	A. All of the above

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)

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

IMS Noida Shows gender sensitivity through various initiatives and actions for creating safe, Secure and healthy environment in the campus. Sensitization of the students is done through special workshops. The key areas are as follows: 1. Safety and security *CCTV Cameras: E-Surveillance with CCTV Cameras through day and night facility of distributed recording in control room has been set up in the campus; entry of unwanted element is monitored through these cameras. This system ensures that all Female staff, students can move freely in the campus and feel assure that they are secure at all the time in the campus. *Girls' Hostel: Girls hostel exists in the campus. Behavior of students is monitored under set of well defined rule. *Security: The IMS Noida has security personnel deployed all around the campus to create secure environment. *Medical Facilities: First Aid Medical facility is available in the Institute premises. IMS Noida has tie up with hospitals for emergency. 2. Counselling: IMS Noida has a system of mentoring in each department for inculcating social, Moral and ethical values. Women cell also create gender awareness through different program. 3. Common Rooms: IMS Noida has separate Common

Room for Boys and Girls. 4. Sports Facility

File Description	Documents
Annual gender sensitization action plan	**Nil**
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	**Nil**

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

File Description	Documents
Geo tagged Photographs	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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 management: Solid waste is separated as biodegradable and non biodegradable by the hired cleaning agency and handover to Nagar Nigam for disposal. Liquid waste management: Waste water from toilets is moved with the drainage lines to STP (Sewage treatment plant) located at out side campus by Noida Development Authority. E-waste management: Bins are placed in the campus to collect e-waste. This helps to create awareness about e-waste among students. E-waste is collected and given to the authorized agency E waste solutions for dismantling and recycling.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	No File Uploaded

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

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	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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	**No File Uploaded**
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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).

The institute has an inclusive environment which promotes

tolerance and harmony amongst all students. To foster and inculcate this kind of environment, the institute organizes various event and activities. All the major festivals of different communities like Lohri, Pongal, Holi, Teej, Diwali, Christmas are celebrated in the campus. The students of minority community students are given proper place and time off for offering their religious prayers. The institute celebrates international days and festivals like French Bastille Day, Le French Cuisine Fest, Traditional Folk Dances (both national and international), International Women's Day, Yoga Day, Halloween, etc for creating an inclusive environment in the campus.

To tackle the socioeconomic issues, the institute has made wearing of college uniform mandatory for all so that the students do not flaunt their designer clothes and costumes and to bring about uniformity. All kinds of academic and non-academic activities including sports are organized in the campus to cater to the individual talent of the student and that they get an opportunity to showcase the same.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

Our constitution enshrines the fundamental rights of each citizen, provides for human dignity, equality, Social justice, Human rights and freedom, Rule of law and equity. The whole country is governed on the basis of the rights and duties enshrined in the Constitution of India. The institute organizes various activities to sensitize students and employees to the constitutional obligation: Values, Rights, Duties and responsibilities of the citizens. Guest Lectures are organized by inviting legal luminaries in the campus. Through the in-house Knowledge Sharing Sessions, inter-institute departmental lectures, the students and faculty members are apprised of their rights. A Cyber Security Campaign was also organized by inviting cyber security experts who gave valuable tips on how to keep oneself secure from cyber threats and what security features to install. In case of a cyber theft or threat what law holds for them and how it will preserve

the interest of the complainant. Events like Constitution Day, Republic Day, Independence Day, Unity Day or SadbhavanaDiwas, etc are celebrated in the campus to apprise students about the significance of these days and how they are ingrained in the constitutional and other human rights.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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	No File Uploaded
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	No File Uploaded
Any other relevant information	No File Uploaded

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

The institute celebrates and organizes events and activities coinciding with the national and international commemorative days like Constitution Day, Republic Day, Independence Day, etc to

apprise students about the significance of these days and how they are ingrained in the constitutional and other human rights of an individual.To foster and inculcate an inclusive environment, the institute organizes various event and activities on all the major festivals of different communities like Lohri, Pongal, Holi, Teej, Diwali, Christmas which are celebrated in the campus. The institute celebrates international days and festivals like International Women's Day, Yoga Day, Hindi Divas, World Television Day, World Press Day, etc.

Other environmentally and socially relevant days like World Environment Day, Earth Day, World AIDS Day, Labour/May Day are celebrated by organizing commemorative activities. Labour Day is celebrated in campus by inviting all class 4 employees including guards, attendants, house-keeping staff, gardeners, plumbers, electricians, etc organizing activities, cultural program for them and felicitating them for the priceless service they are offering to the society. International Women's Day is also organized with a lot of pomp and fare to promote gender equity and parity.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice - I

Million Dollar Idea Factory Club

The Objectives of MDIF Club are to:

- To Promote First Generation Businessman and Industrialists
- To Create Awareness about Availability of Resources
- To Encourage Self Employment Tendencies
- To Provide Knowledge about Government Plans and Programmes
- To Provide Training to Operate Business

- To Create Awareness about Marketing
- To give financial and other required supports.

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- To give financial and other required supports.

Best Practice – II

Knowledge Sharing Sessions

Title of the Practice: Knowledge Sharing Sessions

The Objectives of Knowledge Sharing Sessions are to:

- To bring out an awareness among the faculty about the contemporary trends in other areas of study.
- To get adapted to new technological trends in the inter-disciplinary research.
- To promote an atmosphere of understanding among the faculties of various departments, so that it may lead to team development.
- To develop an interaction among the faculties.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

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

IMS Noida is a premier Instiute affiliated to Ch. Charan Singh University, Meerut, which is established in the year 1998. 1. IMS Noida has permanent affiliation of the courses BBA, BCA, BJMC,

MJMC and MIB. 2. The college is conducting 5 undergraduate and 2 post graduate programs. IMS Noida has state of the art infrastructure, creating an environment for progressive learning and development. 3. IMS Noida has well equipped Classrooms and Labs to cater for the academic needs of the students. 4. The Classrooms, Labs and Seminar halls with ICT such as Projector, Screen, Laptops, wifi, etc facilities. LAN facilities are available in the Campus. 5. Apart from Computer Labs, IMS Noida has Robotics Lab for studetns of BCA for advance learning. 6. Central Library: Library is fully automated with LIBSYS software. The Library has rich source of books, e-boks and Journals, etc. 7. The entire campus of IMS Noida is wifi enabled. 8. Sports Clubs: IMS Noida has various sports clubs, such as Boxing, Dancing, Music, Badminton, Footbal, etc. 9. IMS Noida has hostels for girls with a range of rooms and a variety of services that make living on campus safe, comfortable and affordable. Residents enjoy the support of committed and caring wardens who are available 24X7. Supporting infrastructure includes a dedicated cafeteria, laundry services, 24-hour power supply, transport, housekeeping and medical care, etc. 10. Canteen and Cafe: There is a hygienic, multi-cuisine vegetarian canteen for both resident students and day scholars.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

IMS Noida is strongly committed to serve the society by providing qualityprofessional education. IMS aims to enhance the quality of life throughexcellence and leadership in professionally relevant education by becoming anacademic community which is out ward looking and committed to innovation andlifelong learning specifically IMS is continuing its sustained efforts to achievethe above by striving towards worlds class facilities and infrastructure, enhancequality of teaching, increase the impact of its research publications by improving its administrative efficiency. Specifically, IMS plans to include thefollowing: 1. To get the Autonomous Status 2. To start Moocs course for benefitof the students 3. To establish a Research Centre of Repute 4. To set up Bot Labfor Robotic Process Automation 5. To set up Centre of Excellence for Amazon AWS,SAP and IBM.