

**Submission of Information
To
University Grant Commission
New Delhi**

**For Private Universities
For Ascertaining their norms and standards
2021
Submitted by,**



ITM Vocational University



6512, Ajwa Nimeta Road Ravaal, Taluka, Waghodia, Gujarat 391760



02668-354010



info@itmvu.in



www.itm.ac.in



**UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI-110 002**

Proforma for submission of information by State Private Universities for ascertaining their norms and standards

A. Legal Status

1.1	Name and Address of the University	ITM Vocational University, Plot 6512, Ajwa Nimeta Road, Ravaal, Taluka-Waghodia, Vadodara, Gujarat – 391760
1.2	Head Quarter of University	Vadodara (Gujarat)
1.3	Information About University	
	Website	www.itm.ac.in
	E mail	info@itmvu.in
	Phone	Landline:02668-354001 Mobile:+91-9574005054
	Fax	-
	Information about Authorities of the University	
a	Ph. (including mobile), Fax Nos. and e-mail of Chancellor	President Dr. P. V. Ramana +91-9821065645 pvramana@itm.edu
b	Ph. (including mobile), Fax Nos. and e-mail of Vice-Chancellor	Provost Dr. Anil M. Bisen +91-8819919999 provost@itmvu.in
c	Ph. (including mobile), Fax Nos. and e-mail of Registrar	Incharge Registrar Mr. Dhrumil Shah +91-9574005054 registrar@itmvu.in
d	Ph. (including mobile), Fax Nos. and e-mail of Finance Officer	Chief Finance Officer Ms. Sejal Shah +91-7710068446 sejals@itm.edu
1.4	Date of Establishment	18 th March 2014
1.5	Name of the Society / Trust Promoting the University Copy of the registered MoA	ITM Vocational Universe, Gujarat Annexure – I



1.6	Composition of the Society (Details to be provided in Appendix – I)	Appendix – I
1.7	Whether the members of the Society are members in other societies/trust or in the Board of Governors in companies? If yes please provide details. (Details to be provided in Appendix – II)	Yes (Appendix – II)
1.8	Whether the Promoting Society / Trust is involved in promoting / running any other University / Educational Institute? If Yes, Please provide details (Details to be provided in Appendix – III)	No (Appendix – III)
1.9	Whether the promoting society/trust is involved in promoting/running activities other than educational? If yes, please give details (Details to be provided in Appendix – IV)	No. (Appendix – IV)
1.10	Act and Notification under which established. (copy of the Act & Notification to be enclosed)	Established under the sub-section 1 of the Gujarat Private University (Amendment) Act 2014 (Guj. Act No.1 of 2014). Notification dated 18 th March 2014. A copy of the Gazette notification is enclosed at (Annexure- II)
1.11	Whether University has been established by a separate State Act?	Yes. Established under the sub-section 1 of the Gujarat Private University (Amendment) Act 2014 (Gujarat Act No. 1 of 2014). Notification dated 18 th March 2014.

B. Organization Description

2.1	Whether Unitary in nature (as per UGC Regulation)	Yes The University is Unitary in nature.
2.2	Territorial Jurisdiction of the University as per the Act	Gujarat
2.3	Details of any constituent units of the University, if any as mentioned in the Act.	Not Applicable
2.4	Whether any off-campus centre established? (Details to be provided in Appendix – V)	No (Appendix – V)
2.5	Whether any off-shore campus established? (Details to be provided in Appendix – VI)	No (Appendix – VI)
2.6	Does University offer a distance education program?	No
2.7	Whether University has established study centre(s)?	No (Appendix – VII)



	(Details to be provided in Appendix – VII)
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C. Academic Activity Description

3. Academic Programs

3.1	<p>Details of the program permitted to offer by Gazette Notification of the State Government and its reference (Details to be provided in Appendix – VIII)</p>	<p>In exercise of the powers conferred vide Section 5(xi) of chapter II of the Act, empowers the University to offer Undergraduate, Post-Graduate programmes under the faculty of</p> <ol style="list-style-type: none"> a. Faculty of Management, Economics & Commerce b. Faculty of Engineering and Technology c. Faculty of Life, Health and Allied Sciences d. Faculty of Vocational, Professional and Interdisciplinary Studies e. Faculty of Medical Sciences f. Faculty of Dental Sciences g. Faculty of Paramedical, Nursing and Allied Studies h. Faculty of Ayurveda, and Unani Medicine i. Faculty of Law j. Faculty of Liberal Studies k. Faculty of Integrated Studies l. Faculty of Humanities & Social Sciences m. Faculty of Pharmaceutical Sciences n. Faculty of Music, Dance and Fine Arts o. Faculty of Naturopathy and Yogic Science p. Any other Faculty that may be added by a Resolution of the specified authority <p>(Appendix – VIII) A Copy of the Gazette notification of Statutes is enclosed at (Annexure - III)</p>
3.2	<p>Current Number of academic programs/ courses offered by the University (Details to be provided in Appendix – IX)</p>	<p>Details have been provided at Appendix - IX</p>
3.3	<p>Whether approvals of relevant statutory council(s) such as AICTE, BCI, DEC,DCI,INC,MCI, NCTE,PCI etc. have been taken to:</p> <ol style="list-style-type: none"> a. Start new courses b. To increase intake <p>If yes please enclose copy of approval and give course wise details in the following format. (Details to be provided in Appendix – X)</p>	<p>Approval from relevant statutory council(s) will be obtained in due course (Appendix – X)</p>



3.4	If University is running courses under distance mode, please provide details about the students enrolled	No University is not running any course under distance mode.
3.5	Temporal Plan of academic work in the University	Semester System The Academic Calendar for the year 2020-21 is available in the (Annexure - IV)
3.6	Whether University is running any course which is not specified under section 22 of the UGC Act, 1956? If yes, please give details (Details to be provided in Appendix – XI)	No. All courses are as per UGC specified degree nomenclature. (Appendix – XI)

4. Student Enrolment and Student Support

4.1	Number of Students enrolled in the University for the current academic year according to regions and countries
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Academic Year 2020 - 2021

Particulars		No. of Students from the same State where the University is located	No. of Students from other state	No. of NRI Students	No. of overseas students excluding NRIs		Grand Total
					Foreign Students	Person of Indian Origin Students	
UG							
B. Tech.	M	40	1	0	0	0	41
	F	4	4	0	0	0	8
	T	44	5	0	0	0	49
BCA	M	13	0	0	0	0	13
	F	6	0	0	0	0	6
	T	19	0	0	0	0	19
BBA	M	28	4	0	0	0	32
	F	17	1	0	0	0	18
	T	45	5	0	0	0	50
B. Sc. - IC	M	15	0	0	0	0	15
	F	2	0	0	0	0	2
	T	17	0	0	0	0	17
B. Sc. - MLT	M	2	0	0	0	0	2
	F	16	0	0	0	0	16
	T	18	0	0	0	0	18
B. Optometry	M	1	0	0	0	0	1
	F	6	1	0	0	0	7
	T	7	1	0	0	0	8
PG							
MBA	M	9	1	0	0	0	10
	F	15	3	0	0	0	18
	T	14	4	0	0	0	28
M.Sc. IC	M	13	0	0	0	0	13
	F	1	0	0	0	0	1
	T	14	0	0	0	0	14



M.Sc. MLT	M	3	0	0	0	0	3
	F	15	0	0	0	0	15
	T	18	0	0	0	0	18

M – Male, F- Female, T-Total.

4.2 Category wise No. of Students

Academic Year 2020 - 2021

Category	Female	Male	Total
SC	4	20	24
ST	1	4	5
OBC	12	23	35
PH	-	-	-
General	70	121	191
Total	87	168	255

4.3 Details of the four batches of the Students admitted

Particulars	Year of Entry 2019			Year of Entry 2020		
	UG	PG	Total	UG	PG	Total
No. admitted to the Program	257	92	349	195	60	255
No. of Drop out	44	13	57	10	14	24
a. Within 4 months of Joining	30	05	35	09	08	17
b. Afterwards						
No. appeared for the final year examination	--	74	74	--	--	--
No. passed in the final exam	--	74	74	--	--	--
No. passed in first class	--	73	73	--	--	--

4.4	Does the University provide bridge/remedial course to the educationally disadvantaged students? If yes please give details	Yes, Bridge and remedial coaching are provided to the educationally disadvantaged students. The details are as follows:			
		Sr. No.	Faculty	Year	No. of benefited Student
		01	Faculty of Engineering and Technology	2018	70
				2019	31
				2020	-
		02	Faculty of Management, Economics and Commerce	2018	4
				2019	19
				2020	-
		03	Faculty of Life, Health and Allied Science	2018	34
				2019	55
2020	-				



4.5	Does the University provide any financial help to the students from socially disadvantaged group? If yes please give details.	Yes. Apart from students belonging to SC, ST, OBC category getting scholarships from the Govt. of Gujarat, the University provides merit scholarships and Fee concession.
4.6	In case the University is running M.Phil. /Ph.D. program, whether it is full time or part time and whether these programs are run as per UGC Regulations, 2009 on M. Phil/Ph.D.	University has planned to start Ph.D. program from next academic year.
4.7	Whether the University has a website? If yes please give website address and whether the website is regularly updated?	Yes. www.itm.ac.in Website is regularly updated.
4.8	How are the prospective students informed about the criteria for admission, rules & regulations, facilities available, etc?	Prospective candidates are provided information about the criteria for admission, rules & regulations, facilities etc. through the following means. 1. University Brochure 2. University Prospectus 3. University Website 4. Admission notification in leading newspapers 5. Exhibitions 6. Direct Counselling 7. Educational and career fairs 8. Admission through Govt. of Gujarat education department
4.9	Whether any grievance redressal mechanism is available in the University? If yes, please provide details about the complaints received against malpractices, etc in the University in the following format. (Details to be provided in)	Yes. The grievance redressal mechanism is available in the University under the chairmanship of Provost. 1. Students grievance redressal 2. Staff grievance redressal (Appendix- XII)

5. Curriculum, Teaching Learning Process/Method, Examination/Evaluation System

5.1	Which University body finalized the curriculum? The composition of the Body may be given (Board of Studies, Academic Council, Board of Management)	Board of Studies (BOS) proposes the curriculum to the Academic Council (AC) [as per the provision of the University Act], which finally approves the curriculum for all the courses offered. The composition of the Board of Studies and Academic Council is detailed in Annexure – V
5.2	What is the Rules/regulations/procedure for revision of the curriculum and	The need and suggestions from the faculties / Students and Industry experts for revision in the curriculum are put for consideration in the Board of



	when was the curriculum last updated?	Studies of the program and then forwarded to the Academic council for approval. Last meeting of the Academic Council was held on 23 rd July 2021. The minutes of the meeting is given in Annexure – VI
5.3	Whether approval of statutory bodies such as Board of Studies, Academic Council and Board of Management of the University has been taken to start various courses? If yes, please enclose extracts of the minutes.	Yes The approval of the statutory bodies like Academic Council and Board of Management has been obtained. The extracts of the approval of the above bodies are provided in the Annexure – VII
5.4	Furnish details of the following aspects of curriculum design: Innovation such as modular curriculum Inter/multidisciplinary approach	The University follows modular curriculum and inter disciplinary approach as follows, 1. Core and Open elective have been introduced in all programmes. Open elective includes club activity, sports, career enhancement, etc which renders overall development of students. 2. Project work / Internship which are exposure to multidisciplinary area of studies. Interdisciplinary electives provides multidisciplinary approach and give exposure to other branches to help society in different ways. We provide 6months/1year internship to final year student as per the respective programs.
5.5	Has the University conducted an academic audit? If yes, please give details regarding frequency and its usage.	The university conducts academic audit every year. However, an in-depth content audit is being planned.
5.6	Apart from classroom instruction, what are the other avenues of learning provided for the students? (Example: Projects, Internship, Field Training, Seminars etc.)	Apart from the classroom instruction, the university applies following mechanism: - 1. Guest/Expert Lectures from Industries, Research and Academia. 2. Group discussion / Case studies 3. Industrial visits 4. Projects 5. Presentation by the students 6. CSR activities 7. Internship 8. Beyond classroom value addition courses. 9. Seminars, Workshop, Conferences
5.7	Please provide the details of the examination system (Whether	Examination is based on semester system. Exam are conducted based on University examination



	<p>examination based or practical based)</p>	<p>regulations. There are theory examinations as well practical examinations. The University follows the system of Letter Grades with associated Grade Points on a scale of 10. The Letter Grades and associated Grade Points along with a brief qualitative description are summarized in Table:</p> <table border="1" data-bbox="756 622 1493 1025"> <thead> <tr> <th>Letter Grade</th> <th>Grade Point</th> <th>Qualitative Description</th> </tr> </thead> <tbody> <tr> <td>O</td> <td>10</td> <td>Outstanding</td> </tr> <tr> <td>A+</td> <td>9</td> <td>Excellent</td> </tr> <tr> <td>A</td> <td>8</td> <td>Very Good</td> </tr> <tr> <td>B+</td> <td>7</td> <td>Good</td> </tr> <tr> <td>B</td> <td>6</td> <td>Above Average</td> </tr> <tr> <td>C</td> <td>5</td> <td>Average</td> </tr> <tr> <td>P</td> <td>4</td> <td>Pass</td> </tr> <tr> <td>F</td> <td>0</td> <td>Fail</td> </tr> </tbody> </table> <p>Annexure – VIII-chapter 4, section 12.5, Page No. 17,18</p>	Letter Grade	Grade Point	Qualitative Description	O	10	Outstanding	A+	9	Excellent	A	8	Very Good	B+	7	Good	B	6	Above Average	C	5	Average	P	4	Pass	F	0	Fail
Letter Grade	Grade Point	Qualitative Description																											
O	10	Outstanding																											
A+	9	Excellent																											
A	8	Very Good																											
B+	7	Good																											
B	6	Above Average																											
C	5	Average																											
P	4	Pass																											
F	0	Fail																											
<p>5.8</p>	<p>What method of evaluation of answer scripts does the University follow? Whether external experts are invited for evaluation?</p>	<p>The method of evaluation of answer scripts includes appointment of question paper setter and examination, evaluation of marks, tabulation of marks and declaration of results. The University is planning to introduce the external experts for evaluation.</p>																											
<p>5.9</p>	<p>Mention the number of malpractices cases reported during the last 3 years and how they are dealt with.</p>	<p>The University follows the procedure as per the University Examination regulation The malpractice cases reported in the last 03 years are given in Annexure – IX</p>																											
<p>5.10</p>	<p>Does the University have a continuous internal evaluation system?</p>	<p>YES. All the courses follow a continuous evaluation system as mentioned in the University Examination regulations Refer Annexure – VIII, Revision Chapter 2, Section 8.3 and 8.6</p>																											
<p>5.11</p>	<p>How is the question papers set to ensure the achievement of the course objectives?</p>	<p>The University will be shifting to outcome-based education system from the next academic year</p>																											
<p>5.12</p>	<p>State the policy of the University for the constitution of board of question paper setters, board of examiners and invigilators.</p>	<p>1. Question Paper Setters and Examiners shall be appointed by the Chairperson, Board of Examinations upon the recommendations of HOD. 2. The Controller of Examinations shall communicate the appointment of Question Paper Setters and</p>																											



		<p>Examiners to all concerned, along with the specific guidelines related to setting of Questions Paper / evaluation of Answer Books, and, pertaining to any other assignments, as applicable.</p> <p>3. The paper setters/examiners shall be required to maintain complete confidentiality regarding their appointment as paper setter/examiner and confidentiality shall be maintained while preparing and submitting the question papers. Further the examiners shall maintain confidentiality regarding marks awarded by them and any other work related to conduct of University examination.</p> <p>4. Answer books shall normally be evaluated by Course Faculty members appointed as Examiners for an assigned Course, for evaluating a specified number of answer books by the Chairperson, Board of Examinations on the recommendation of HOD</p> <p>5. The appointments of faculty as an invigilator is uniformly distributed amongst the faculty and it is communicated to them well in advance.</p>																									
<p>5.13</p>	<p>How regular and time bound are conduct of examinations and announcement of results? Substantiate with details of dates of examinations and announcement of results for the last 3 years. Details to be provided in the following manner.</p>	<p>Examinations are conducted as per the schedule announced in the Academic Calendar of the University. The results are also declared on the data mentioned in the Academic Calendar. Details are furnished in below mentioned table.</p> <table border="1" data-bbox="772 1283 1442 1608"> <thead> <tr> <th>Year</th> <th>Semester Odd / Even</th> <th>Date of Exam</th> <th>Date of Declaration of Result</th> </tr> </thead> <tbody> <tr> <td rowspan="2">2020-21</td> <td>Odd</td> <td>17/12/2020</td> <td>22/01/2021</td> </tr> <tr> <td>Even</td> <td>08/06/2021</td> <td>03/07/2021</td> </tr> <tr> <td rowspan="2">2019-20</td> <td>Odd</td> <td>03/12/2019</td> <td>17/02/2020</td> </tr> <tr> <td>Even</td> <td>10/06/2020</td> <td>03/7/2020</td> </tr> <tr> <td rowspan="2">2018-19</td> <td>Odd</td> <td>22/12/2018</td> <td>27/02/2019</td> </tr> <tr> <td>Even</td> <td>10/05/2019</td> <td>06/06/2019</td> </tr> </tbody> </table>	Year	Semester Odd / Even	Date of Exam	Date of Declaration of Result	2020-21	Odd	17/12/2020	22/01/2021	Even	08/06/2021	03/07/2021	2019-20	Odd	03/12/2019	17/02/2020	Even	10/06/2020	03/7/2020	2018-19	Odd	22/12/2018	27/02/2019	Even	10/05/2019	06/06/2019
Year	Semester Odd / Even	Date of Exam	Date of Declaration of Result																								
2020-21	Odd	17/12/2020	22/01/2021																								
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2019-20	Odd	03/12/2019	17/02/2020																								
	Even	10/06/2020	03/7/2020																								
2018-19	Odd	22/12/2018	27/02/2019																								
	Even	10/05/2019	06/06/2019																								

D. Admission Process

<p>6.1</p>	<p>How are the Students selected for Admission to various courses? Please provide faculty wise information.</p> <p>a. Through special entrance test b. Through interview c. Through their academic record d. Through combination of above Please also provide details about</p>	<p>For programs like B Tech, MBA where entrance examinations are conducted by Competent bodies, the merit as per the ranking awarded by the competent body will form the basis for admission.</p> <p>Further, due care is taken to ensure that only the eligible students as per the eligibility criteria prescribed by the UGC and other statutory bodies, are allowed to</p>
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	the weight age give to the above	pursue their academic career in the University.								
6.2	Whether the University is admitting students from national level entrance test or state level entrance test? If yes, please provide following details	<p>Yes ITM Vocational University admits students to various courses, who are qualified in National level Entrance Test for MBA programs like MAT,CAT, CMAT, ATMA & tests conducted by Govt. of Gujarat like GUJCET. The details are follows</p> <table border="1"> <thead> <tr> <th>Name of the National/state level entrance exam</th> <th>No. of students admitted</th> <th>% of students from the total admitted</th> <th>Remarks</th> </tr> </thead> <tbody> <tr> <td>JEE, GUJCET, CMAT</td> <td>32</td> <td>28 %</td> <td></td> </tr> </tbody> </table>	Name of the National/state level entrance exam	No. of students admitted	% of students from the total admitted	Remarks	JEE, GUJCET, CMAT	32	28 %	
Name of the National/state level entrance exam	No. of students admitted	% of students from the total admitted	Remarks							
JEE, GUJCET, CMAT	32	28 %								
6.3	Whether admission procedure is available on the University website and in the prospectus?	Yes. Admission procedure is available on the website and the ITM Vocational University prospectus.								
6.4	Please provide details of the eligibility criteria for admission in all the course.	Details of the eligibility criteria for admission to various courses are available on the University website.								
6.5	Whether University is providing any reservation/relaxation in admission? If yes, please provide details	No								
6.6	Whether any management quota is available for admission in the University? If yes please provide details in the following format:	No								
6.7	What is the admission policy of the University with regard to NRI and overseas students?	NRI and Overseas students who have passed qualifying examination in India or abroad shall be considered for admission under this category. All the admission details are communicated to FRRO- (Foreigner Regional Registration Offices). Admission policy of the University regarding NRI and overseas students have been provided at (Annexure- X)								

E. Fee Structure

7.1	Present course wise fee structure of the University (Please provide head-wise details of total fee charged)				
Academic Year 2020-2021					
Sr. No.	Year & Program	Open Category Admission			
		Tuition Fee	Semester Registration Fee	Examination Fees	Total
		(Rs)	(Rs)	(Rs)	(Rs)
1	B.Tech.	63000.00	0.00	6500.00	69500.00



ITM Vocational University, Vadodara

2	BCA	68500.00	0.00	6500.00	75000.00
3	MBA	188500.00	0.00	6500.00	195000.00
4	BBA	48500.00	0.00	6500.00	55000.00
5	B.Sc. - IC	33500.00	0.00	6500.00	40000.00
6	B.Sc. - MLT	24000.00	0.00	6500.00	30500.00
7	B. Optometry	53500.00	0.00	6500.00	60000.00
8	M.Sc. IC	58500.00	0.00	6500.00	65000.00
9	M.Sc. MLT	48500.00	0.00	6500.00	55000.00

7.2	Any other fee charged by the University other than the fee displayed in the UGC website (e.g. Building Fee, Development Fee, Fee by any name etc.)	No. University does not charge any fee other than displayed on website.																
7.3	Whether fee structure is available on the University website and in the prospectus?	Yes. Detailed fee structure is available on the website and in the prospectus.																
7.4	Whether fee is charged by the University as per fee structure displayed in the University website and in the prospects or some hidden charges are there?	Yes. Fee is charged as per fee structure displayed in the University website and in the prospects. There are no hidden charges attached to it.																
7.5	Mode of Fee Collection	Fees are charged semester-wise through Demand Draft / cheque / Paytm(online payment) / Credit Card / Debit Card / NEFT																
7.6	Whether University is providing any concession in fee to students? If yes, please provide details.	Yes. The details are as follows: <table border="1" style="margin-left: 20px;"> <thead> <tr> <th>Sr. No.</th> <th>Year</th> <th>No. of Student</th> <th>Amount (in Rs.)</th> </tr> </thead> <tbody> <tr> <td>01</td> <td>2018</td> <td>38</td> <td>10,14,625/-</td> </tr> <tr> <td>02</td> <td>2019</td> <td>184</td> <td>50,43,900/-</td> </tr> <tr> <td>03</td> <td>2020</td> <td>134</td> <td>30,18,675/-</td> </tr> </tbody> </table>	Sr. No.	Year	No. of Student	Amount (in Rs.)	01	2018	38	10,14,625/-	02	2019	184	50,43,900/-	03	2020	134	30,18,675/-
Sr. No.	Year	No. of Student	Amount (in Rs.)															
01	2018	38	10,14,625/-															
02	2019	184	50,43,900/-															
03	2020	134	30,18,675/-															
7.7	Details of the Hostel Fee including mess charges	Fees for Boys Hostel: Rs. 84000.00 per year (including Shared hostel accommodation, mess charges and Bus services). Fees For Girls Hostel: Rs. 78750.00 per year (including Shared Hostel accommodation, mess charges and Bus services).																
7.8	Any Other Fee	Nil																
7.9	Basis of Fee Structure	The fee structure is approved by Board of Management and subsequently it is executed.																
7.10	Whether the University has received any complaint with regard to fee charged or fee	No complaints received.																



	structure? If yes, please give details about the action taken.																	
7.11	Whether University is providing any scholarship to students? If yes please provide details	<p>The University is providing merit scholarships to the deserving students.</p> <p>ITM has signed MoU with Kotak Education Foundation (KEF) and TATA Trust, for providing the students of KEF a fully funded scholarship for undergraduate courses at Vadodara.</p> <p>The details are as follows:</p> <table border="1"> <thead> <tr> <th>Sr. No.</th> <th>Year</th> <th>No. of Student</th> <th>Amount (in Rs.)</th> </tr> </thead> <tbody> <tr> <td>01</td> <td>2020</td> <td>23</td> <td>15,98,500/-</td> </tr> <tr> <td>02</td> <td>2019</td> <td>22</td> <td>15,94,000/-</td> </tr> <tr> <td>03</td> <td>2018</td> <td>05</td> <td>3,47,500/-</td> </tr> </tbody> </table>	Sr. No.	Year	No. of Student	Amount (in Rs.)	01	2020	23	15,98,500/-	02	2019	22	15,94,000/-	03	2018	05	3,47,500/-
Sr. No.	Year	No. of Student	Amount (in Rs.)															
01	2020	23	15,98,500/-															
02	2019	22	15,94,000/-															
03	2018	05	3,47,500/-															

F. Faculty

8.1	Total No. of Sanctioned and filled up posts (Institution wise and Department wise)
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Department	Professor		Associate Professor		Assistant Professor	
	Sanctioned	Filled	Sanctioned	Filled	Sanctioned	Filled
Faculty of Engineering and Technology	05	01	10	01	30	34
Faculty of Management, Economics & Commerce	02	01	04	01	09	06
Faculty of Life, Health and Allied Sciences	03	00	06	01	15	14
Total	10	02	20	03	54	54

8.2	Institution wise, Department wise Details of Teaching Staff (Details to be provided in Appendix-XIII)	(Appendix-XIII)
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8.3	Category wise No. of Teaching Staff	<table border="1"> <thead> <tr> <th>Category</th> <th>Female</th> <th>Male</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>SC</td> <td>01</td> <td>01</td> <td>02</td> </tr> <tr> <td>ST</td> <td>00</td> <td>00</td> <td>00</td> </tr> <tr> <td>OBC</td> <td>00</td> <td>01</td> <td>01</td> </tr> <tr> <td>PH</td> <td>00</td> <td>00</td> <td>00</td> </tr> <tr> <td>General</td> <td>28</td> <td>28</td> <td>56</td> </tr> <tr> <td>Total</td> <td>29</td> <td>30</td> <td>59</td> </tr> </tbody> </table>	Category	Female	Male	Total	SC	01	01	02	ST	00	00	00	OBC	00	01	01	PH	00	00	00	General	28	28	56	Total	29	30	59
Category	Female	Male	Total																											
SC	01	01	02																											
ST	00	00	00																											
OBC	00	01	01																											
PH	00	00	00																											
General	28	28	56																											
Total	29	30	59																											

8.4	Details of Permanent and temporary faculty members in the following format.
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Particulars		Female	Male	Total
Total No. of Permanent teachers		29	30	59
No. of teachers with Ph.D. as the highest qualification		11	05	16
No. of teachers with M.Phil. as the highest qualification		0	0	0
No. of teachers with PG as the highest qualification		19	24	43
Total No. of Temporary teachers		0	0	0
No. of teachers with Ph.D. as the highest qualification		0	0	0
No. of teachers with M.Phil. as the highest qualification		0	0	0
No. of teachers with PG as the highest qualification		0	0	0
Total No. of Part time teachers		0	0	0
No. of teachers with Ph.D. as the highest qualification		0	0	0
No. of teachers with M.Phil. as the highest qualification		0	0	0
No. of teachers with PG as the highest qualification		0	0	0
No. of teachers with UG as the highest qualification		0	0	0
No. of teachers with Professional Degree		0	0	0
Total No. of Visiting teachers		2	5	7
8.5	Ratio of Full-time teachers to part time / temporary teachers	100% full time teachers.		
8.6	Process of recruitment of faculty - Whether advertised? - Whether selection committee was constituted as per the UGC Regulation?	Yes Process of faculty recruitment takes place through advertisement on newspaper, job portal and through updates on University's website. Yes Selection committee is constituted as per the UGC Regulation.		
8.7	Does the University follow self-appraisal method to evaluate teachers on teaching, research and work satisfaction? If yes, how is the self-appraisal of teachers analysed and used? Whether:- Self Appraisal Evaluation Peer Review Students evaluation Others (Specify)	The University has a policy- Faculty Appraisal Development System – for Teaching Faculty to assess their performance on teaching, research, and Institution building. The University has also policy- Performance Appraisal and Development System for all non-teaching staff.		
8.8	Institution wise and Department wise teacher student ratio (only full-time faculty)	Faculty of Engineering and Technology: 1:25(on intake) and 1:6.5(on enrollment) ----- Faculty of Management, Economics and Commerce: 1:37.5(on intake) and 1:16.3(on enrollment) ----- Faculty of Life, Health and Allied Science: 1:34(on		



		intake) and 1:14.9(on enrollment)
8.9	Whether the University is providing UGC Pay Scales to the Permanent Faculty? If yes, Please provide following details:- Scale of Pay with all allowance Professor, Associate Prof., Assistant Prof. – Mode of Payment – (Cash/Cheque)	Competitive salaries are given to the Faculty Members. Mode of payment: Bank Transfer
8.10	Pay / Remuneration provided to Part time faculty Temporary faculty Guest faculty	Part time and temporary faculty is paid consolidated amount on monthly basis while the guest faculty is paid on per the session basis. The payment is made by cheque
8.11	Facilities for teaching staff (Please provide details about Residence, Rooms, Cubicles, Computers/Any other)	Each faculty member is provided independent seating space which is fully equipped with desk, computer/laptop, email, internet etc. Common reprography facilities are available to all the faculty members.

G. Infrastructure

9.1	Does the University has sufficient space for Land & Building?	Yes. The University has sufficient land and building for the current strength of the students of various programs. Additional construction of space for subsequent requirements has also been planned.
9.2	Does the University have sufficient Classrooms?	Yes, the University has sufficient and fully furnished and spacious classrooms, equipped with latest audio visual aids.
9.3	Laboratories & Equipment (Details to be provided in Appendix- XIV and Appendix- XV)	(Appendix- XIV)
	a. Item Description (make and model)	
	b. Location (department)	
	c. Value	
	d. Present condition	
	e. Date of Purchase	
9.4	Library	(Appendix XV)
	a. Total Space (all Kinds)	
	b. Computer / Communication facilities	
	c. Total no. of Ref. Books (Each Department)	
	d. All Research Journals subscribed on	



	a regular basis																	
9.5	Sports Facilities (Details to be provided in Appendix XVI)	(Appendix XVI)																
a	Open Play Ground (s) for Outdoor sports (Athletics, Football, Hockey, Cricket etc.)	Cricket, Football, Volleyball, Basketball																
b	Track for Athletics	Planned																
c	Basketball courts	Yes																
d	Squash / Tennis Courts	No																
e	Swimming Pool (Size)	No																
f	Indoor Sports facilities including Gymnasium	Yes, (Chess, Table Tennis and Carom)																
g	Any Other	No																
9.6	Does the University has provision for Residential Accommodation including hostels (boys & girls Separately)	<p>The University have separate hostel for Boys and Girls the details are as follows:</p> <table border="1"> <thead> <tr> <th>Sr. No.</th> <th>Name of Hostel</th> <th>Capacity</th> <th>Accommodated</th> </tr> </thead> <tbody> <tr> <td>01</td> <td>Boy's Hostel</td> <td>90</td> <td>00</td> </tr> <tr> <td>02</td> <td>Girl's Hostel</td> <td>16</td> <td>00</td> </tr> <tr> <td colspan="2">Total</td> <td>106</td> <td>00</td> </tr> </tbody> </table>	Sr. No.	Name of Hostel	Capacity	Accommodated	01	Boy's Hostel	90	00	02	Girl's Hostel	16	00	Total		106	00
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01	Boy's Hostel	90	00															
02	Girl's Hostel	16	00															
Total		106	00															

H. Financial Viability

10.1	Details of the Corpus fund created by the University Amount – _____ FDR No. Date: _____ Period: _____	Corpus Amount: Rs. 5,00,00,000/- FDR No. – 58717, Date : 21/03/2019 Period – 03 Years From Gujarat State Financial Services Ltd. Documentary evidence provided as Annexure - XI																
10.2	Financial Position of the University (Please Provide Audited Income and expenditure Statement for the last 3 year	<table border="1"> <thead> <tr> <th>Sr. No</th> <th>Year</th> <th>Income</th> <th>Expenditure</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>2020-21</td> <td>Rs.7,12,06,380/-</td> <td>Rs. 7,53,65,925/-</td> </tr> <tr> <td>2</td> <td>2019-20</td> <td>Rs.7,74,71,706/-</td> <td>Rs.10,57,02,319/-</td> </tr> <tr> <td>3</td> <td>2018-19</td> <td>Rs.6,42,76,799/-</td> <td>Rs. 8,81,53,374/-</td> </tr> </tbody> </table> <p>Last 3 years Audited Income and expenditure Statement are provided as Annexure - XII</p>	Sr. No	Year	Income	Expenditure	1	2020-21	Rs.7,12,06,380/-	Rs. 7,53,65,925/-	2	2019-20	Rs.7,74,71,706/-	Rs.10,57,02,319/-	3	2018-19	Rs.6,42,76,799/-	Rs. 8,81,53,374/-
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3	2018-19	Rs.6,42,76,799/-	Rs. 8,81,53,374/-															
10.3	Source of finance and quantum of funds available for running the university (for last audited year)	Source of finance and quantum of funds available for running the university for last audited year i.e. 2020-21 is as under Fees – Rs. 6,64,19,500/- Donations – Loan – Interest – Please refer Annexure - XII																



10.4	<p>What is the University's 'unit cost of education'? (Unit Cost = total annual expenditure (budget accruals) divided by the number of students enrolled) Unit cost calculated excluding the salary component may also be given.</p>	<p>Based on the Budgeted Accruals of 2020-21 a) Unit Cost Including Salary: Rs 1,46,626/- b) Unit cost without Salary: Rs 82,480/-</p>
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I. Governance System

11. Organization, Governance and Management

11.1	<p>Composition of statutory bodies of the University (please give names, profession & full postal address of the members and date of constitution): - Governing Board Executive Council Board of Management Academic Council Finance Committee Board of Studies Others (Details to be provided in Appendix-XVII)</p>	<p>The following bodies have been constituted.</p> <ul style="list-style-type: none"> A. Governing Body B. Board of Management C. Academic Council D. Finance Committee E. Board of Examinations F. Board of Studies <p>Details are provided in Appendix-XVII</p>																																																													
11.2	<p>Date of the Meeting of the above bodies held during the last 3 years. (Enclose attested copy of the minutes of the meetings)</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="4" style="text-align: left;">Date of the Meeting</th> </tr> <tr> <th style="text-align: left;">Statutory Body</th> <th style="text-align: center;">2020-21</th> <th style="text-align: center;">2019-20</th> <th style="text-align: center;">2018-19</th> </tr> </thead> <tbody> <tr> <td rowspan="3" style="text-align: left;">Governing Body</td> <td style="text-align: center;">27/04/21</td> <td style="text-align: center;">28/04/20</td> <td style="text-align: center;">26/03/19</td> </tr> <tr> <td style="text-align: center;">22/12/20</td> <td style="text-align: center;">18/09/19</td> <td style="text-align: center;">21/12/18</td> </tr> <tr> <td style="text-align: center;">11/08/20</td> <td style="text-align: center;">23/07/19</td> <td style="text-align: center;">28/08/18</td> </tr> <tr> <td rowspan="6" style="text-align: left;">Board of Management</td> <td style="text-align: center;">09/06/20</td> <td style="text-align: center;">14/05/19</td> <td style="text-align: center;">12/06/18</td> </tr> <tr> <td style="text-align: center;">04/08/20</td> <td style="text-align: center;">09/07/19</td> <td style="text-align: center;">14/08/18</td> </tr> <tr> <td style="text-align: center;">13/10/20</td> <td style="text-align: center;">09/09/19</td> <td style="text-align: center;">09/10/18</td> </tr> <tr> <td style="text-align: center;">08/12/20</td> <td style="text-align: center;">12/11/19</td> <td style="text-align: center;">11/12/18</td> </tr> <tr> <td style="text-align: center;">09/02/21</td> <td style="text-align: center;">11/02/20</td> <td style="text-align: center;">08/01/19</td> </tr> <tr> <td style="text-align: center;">13/04/21</td> <td style="text-align: center;">14/04/20</td> <td style="text-align: center;">12/03/19</td> </tr> <tr> <td rowspan="2" style="text-align: left;">Academic Council</td> <td style="text-align: center;">24/11/20</td> <td style="text-align: center;">17/08/19</td> <td style="text-align: center;">01/11/18</td> </tr> <tr> <td style="text-align: center;">23/07/21</td> <td style="text-align: center;">28/07/20</td> <td style="text-align: center;">12/04/19</td> </tr> <tr> <td rowspan="2" style="text-align: left;">Board of Examinations</td> <td style="text-align: center;">24/11/20</td> <td style="text-align: center;">12/11/19</td> <td style="text-align: center;">14/11/18</td> </tr> <tr> <td style="text-align: center;">25/05/20</td> <td style="text-align: center;">16/04/19</td> <td style="text-align: center;">24/04/18</td> </tr> <tr> <td colspan="4" style="text-align: left;">Board of studies</td> </tr> <tr> <td style="text-align: left;">Faculty of Engineering and Technology</td> <td rowspan="3" style="text-align: center; vertical-align: middle;">Between 5th Week of June to 3rd Week of July</td> <td rowspan="3" style="text-align: center; vertical-align: middle;">Between 3rd Week of April to 2nd Week of May</td> <td rowspan="3" style="text-align: center; vertical-align: middle;">Between 3rd Week of April to 2nd Week of May</td> </tr> <tr> <td style="text-align: left;">Faculty of Management, Economics and Commerce</td> </tr> <tr> <td style="text-align: left;">Faculty of Life, Health and Allied Science</td> </tr> </tbody> </table>	Date of the Meeting				Statutory Body	2020-21	2019-20	2018-19	Governing Body	27/04/21	28/04/20	26/03/19	22/12/20	18/09/19	21/12/18	11/08/20	23/07/19	28/08/18	Board of Management	09/06/20	14/05/19	12/06/18	04/08/20	09/07/19	14/08/18	13/10/20	09/09/19	09/10/18	08/12/20	12/11/19	11/12/18	09/02/21	11/02/20	08/01/19	13/04/21	14/04/20	12/03/19	Academic Council	24/11/20	17/08/19	01/11/18	23/07/21	28/07/20	12/04/19	Board of Examinations	24/11/20	12/11/19	14/11/18	25/05/20	16/04/19	24/04/18	Board of studies				Faculty of Engineering and Technology	Between 5 th Week of June to 3 rd Week of July	Between 3 rd Week of April to 2 nd Week of May	Between 3 rd Week of April to 2 nd Week of May	Faculty of Management, Economics and Commerce	Faculty of Life, Health and Allied Science
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11.3	What percentage of the members of the Board of Studies, or such other academic committees, are external? Enclose the guidelines for BOS or such Other Committees.	Board of Studies and other academic bodies has been constituted as per the Act and Statutes of the University. 33% members of are externals. Guidelines have been provided at Annexure - XIII
11.4	Are there other strategies to review academic programs besides the academic council? If yes, give details about what, when and how often are such reviews made?	ITM Vocational University is comparatively a new University and such strategies and instances of the review of academic programs may arise in future. However, in the light of new education policy, a draft institutional development plan for the next five years is being prepared.

J. Research Profile

12.1	Faculty-wise and Department-wise information.
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	Faculty of Engineering and Technology	Faculty of Management, Economics & Commerce	Faculty of Life, Health and Allied Sciences
Student to Teacher Ratio	6.5:1	16.3:1	14.9:1
No. of Class Rooms	18	07	11
Teaching Labs	23	01	09
Research Labs (Major Equipment)	1	0	0
Research Scholars (M.Tech, Ph. D., Post Doctoral Scholars)	0	0	0
Publication in last 3 years	53	04	12
No. of Books/Chapters Published	15	0	2
Patents	0	0	0
Transfer of Technology	0	0	0
Inter-departmental Research (Inter-disciplinary)	2	0	0
Consultancy	2	5	0



Externally funded Research Projects	2	0	0
Educational Programs Arranged	27	12	11

K. Misc.

13. Details of Non – teaching Staff

13.1	Details of Non-Teaching Staff (Details to be provided in Appendix – XVIII)	(Appendix – XVIII)
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13.2	Summary of the Non-Teaching Staff	Particulars				Female	Male	Total
		Administrative Staff						
		Group A		01	01	02		
		Group B		01	04	05		
		Group C		15	15	30		
		Group D		00	00	00		
		Sub Total		17	20	37		
		Technical Staff						
		Group A		00	00	0		
		Group B		00	00	0		
		Group C		04	06	10		
		Group D		00	00	0		
		Sub Total		04	06	10		
		Grand Total		21	26	47		
13.3	No. of non-teaching staff category wise	Category		Female	Male	Total		
		SC		00	00	00		
		ST		00	01	01		
		OBC		00	02	02		
		PH		00	00	00		
		General		21	23	44		
Total		21	26	47				
13.4	Ratio of Non-teaching staff to students	1:32						
13.5	Ratio of Non-teaching Staff to faculty	1:1.25						



14. Academic Results

14.1	Faculty-wise and course-wise academic results of the past 3 years.	2020-21					
		Sr. No.	Course	No. of Candidates appeared		Results	
				Odd	Even	Odd	Even
		1	B.Tech	221	219	208	212
		2	MBA	46	43	42	40
		3	BBA	97	89	84	86
		4	B.Sc. - IC	99	92	91	87
		5	B.Sc. - MLT	41	39	39	39
		6	B. Optometry	41	36	28	36
		7	M.Sc. - IC	46	46	46	46
		8	M.Sc. - MLT	25	23	25	23
		9	BCA	27	27	25	25
		2019-20					
		Sr. No.	Course	No. of Candidates appeared		Results	
				Odd	Even	Odd	Even
		1	B.Tech	230	229	188	225
		2	MBA	45	44	44	44
		3	BBA	67	66	54	65
		4	B.Sc. - IC	122	121	86	115
		5	B.Sc. - MLT	38	31	29	31
		6	B. Optometry	42	42	38	40
		7	M.Sc. IC	58	58	46	58
		8	M.Sc. - MLT	8	8	8	8
		9	BCA	10	10	7	10
		2018-19					
		Sr. No.	Course	No. of Candidates appeared		Results	
				Odd	Even	Odd	Even
		1	B.Tech	259	254	220	227
		2	MBA	23	25	23	25
		3	BBA	54	52	37	39
		4	B.Sc. - IC	80	81	75	57
		5	B.Sc. - MLT	29	28	26	19
		6	B. Optometry	26	26	22	25
7	M.Sc. IC	22	21	15	17		
8	M.Sc. - MLT	-	-	-	-		
9	BCA	-	-	-	-		



15. Accreditation:

15.1	Whether Accredited by NAAC? If yes please provide the following details : Date of Accreditation - Period- Grade- CGPA- Grading System Followed	No
15.2	Whether courses are accredited by NBA? If yes please provide course-wise details as under :-	No
15.3	Other Accreditations, if any	No
15.4	Any Other Information (Including special achievements by the University, which may be relevant for the University)	<ul style="list-style-type: none"> ● ITM Vocational University is the recipient of Bharat Ratna Atal Bihari Vajpayee Award for Innovation 2017 for its Project Based Active Learning Pedagogy. ● ITM Vocational University is the recipient of Futuristic higher education institutions of India 2018 award by Rethink India.

16. Strength and Weakness of University

16.1	Strengths of the University	<ul style="list-style-type: none"> ● ITM Vocational University is focused on project-based learning activities. ● Modern infrastructure and Facilities for Skill development ● Partnership with various organizations for skill development and education. ● ITM Vocational University Social Responsibility (ISR) activities undertaken to promote social welfare and inculcate a sense of social responsibility. ● Dedicated and enthusiastic staff.
16.2	Weakness of the University	<p>These are not really weakness of the University, but a set of challenges faced by our institution.</p> <ul style="list-style-type: none"> ● Distance from Vadodara city is 24KM the surrounding area is underdeveloped ● The medium of instruction at the University is English. We recognize the fact that this is difficult for many of our students, particularly when the University places emphasis on diversity. The challenge to ensure that all students get a rich learning experience irrespective of their diverse backgrounds is an issue that we are constantly working on.



ITM Vocational University, Vadodara

Certificate

This is to certify that all the information provided above is true to the best of my knowledge and belief. The University will adhere to the rules, regulations and guidelines of the UGC, Central Government and relevant Statutory Council(s) and abide by all the provisions under the UGC Regulation.

The above information is also posted on the website of the University

Signed and Sealed by the Head of the Institution