

ACADEMIC AUDIT PROFORMA (2024-25)

Academic Session: 2024-25

Institution Name: Dr. BABA SAHEB AMBEDKAR MEDICAL COLLEGE & HOSPITAL

Date of Audit:.....

Members of the Academic Audit Committee:

(i)

(ii)

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Dr. NEETA WARDHAN
Academic Coordinator
Dr. BSA Medical College & Hospital
Govt. of NCT of Delhi
Sector-06, Rohini, Delhi-110085

A. Institute Information

Name of the Institution	:	Dr. BABA SAHEB AMBEDKAR MEDICAL COLLEGE & HOSPITAL		
Name of the Director/Principal	:	Dr. SURESH KUMAR		
Address	:	SECTOR-06, ROHINI, MEAR METRO STATION ROHINI WEST, DELHI-110085		
	Mobile No. (Director/Principal)	:	9891158911	
	Telephone No. (Institution)	:	011-27053391	
	Email ID	:	dr.bsamcrohini@delhi.gov.in	
	Institution website URL	:	www.bsamch.ac.in	

B. Details of Academic Programmes

(Annexure-1)

(a)	Academic Programmes							
	S. No.	Programme	Start Year	Regulatory Body	Sanctioned Intake in the Assessment Year			Total Students (for all years)
					1 st Shift	2 nd Shift	Total	
	1.	MBBS Batch -2020	Jan.2021	NMC	-	-	125	125
	2.	MBBS Batch -2021	Mar.2022	NMC	-	-	125	125
	3.	MBBS Batch -2022	Nov.2022	NMC	-	-	125	125
	4.	MBBS Batch -2023	Sept.2023	NMC	-	-	125	125
	5.	MBBS Batch -2024	Oct 2024	NMC	-	-	125	125
	6.				Total students			625
	7.							
	8.							
	9.							
(b)	Programme-wise list of faculty for the assessment year (to be uploaded under mandatory disclosures). (Annexure-2)							
(c)	Programme-wise Class-wise Time Table for the assessment year (to be uploaded under mandatory disclosures). (Annexure-3)							

1. Status of Accreditation			
1(a) Applicability of Accreditation:			
NBA Only	:	☐ Yes ☒ No	
NAAC Only	:	☐ Yes ☒ No	
NBA and NAAC	:	☐ Yes ☒ No	
1(b) Status of Accreditation			
NBA (Out of 25 scaled to 50, if only NBA accreditation applicable)	:	N.A.	
NAAC (Out of 25 scaled to 50, if only NAAC accreditation is applicable)	:	N.A.	
NBA and NAAC (Out of 50, if both NAAC & NBA accreditation are applicable and marks would be awarded as per availability of accreditations, out of total of '25' marks each for NBA and NAAC)	:	N.A.	
			Marks (Max. Marks: 50)

2. Status of Teachers' Availability							
As per statutory body (UGC, AICTE, BCI, NCTE, COA, RCI, NMC, AYUSH, etc.) norms or to be assessed for UG as 1:20, PG as 1:15.							
2(a) Total No. of Students							
In UG	:	125					
In PG	:	N.A.					
2(b) Number of Regular* Teachers							
In UG	:	82					
In PG	:	N.A.					
In UG and PG	:	N.A.					
Total	:	82					
Teachers' Ratio							
S. No.	Programme(s) and duration (in Years)	Sanctioned Intake x duration of the programme = total students (a)	No. of Required Teachers (b)	No. of Regular* Teachers Available			Student-Teacher Ratio (a/(c+d))
				Assistant Professor (Jr. Faculty) (c)	Associate Professor + Professors (Sr. Faculty) (d)	Cadre Ratio (d:c)	
1.	MBBS (Batch 2020 to 2024)	625	90 (As per MSR)	38	44	1.15	7.6
2.							
3.							
4.							
5.							
Total							
							Marks (Max. Marks: 115)


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*Teacher who stayed for 90% of the time in a year.
Marks be awarded proportionate to the status of the faculty, for Required vs. Available. Visiting / Adjunct Faculty shall be counted as per the norms.
List of faculty should be uploaded on website under mandatory disclosures.
If Student-Teacher Ratio is as per statutory body, Give full 65 marks, else give proportionate marks and if less than 50% give 0 marks. If cadre ratio is as per statutory body, give full 50 marks, else give proportionate marks.

3. Quality of Teachers and Teaching

(Annexure-4)

	No.	Details	Marks
3(a)	No. of teachers with Ph. D. (awarded)	00	As per NMC requirement all teaches have post graduate degree in Medical College.
3(b)	No. of publications only in WoS/SCOPUS/PuBMed (UGC CARE Category-II) listed journals in the assessment year (List to be uploaded under mandatory disclosures) P1	151	
	No. of publications only in UGC-CARE (Category-I) listed journals in the assessment year (List to be uploaded under mandatory disclosures) P2	20	
	No. of publications only in any referred journal other than the above indexing above (with ISSN No.) in the assessment year (List to be uploaded under mandatory disclosures) P3	37	
3(c)	(i) No. of publications in conferences in the assessment year (List to be uploaded under mandatory disclosures)		
	• Indexed by WoS/SCOPUS	08	
	• With ISBN Number	04	
	• Any other		
	No of Patents Published/Granted		
3(d)	No. of Books Authored/ Edited Books / Book Chapters published with ISBN (List to be uploaded under mandatory disclosures)	17	
3(e)	Course/teaching plan with details of number of lectures on each unit of curriculum, in the assessment year	1557	• 392 – 1st Phase • 311 – 2nd Phase • 423 – 3rd Phase Part – I • 431 – 3rd Phase Part - II
3(f)	No. of courses on Learning Management System (LMS) Software other than youtube, ppt, etc. (List to be uploaded under mandatory disclosures)	210	
3(g)	Classrooms available with mounted projectors and ICT facilities (Geo tagged photos should be uploaded and available under mandatory disclosures)	14	3LT, 1Auditorium, 1 multipurpose hall, 1Exam Hall, 8 Demo rooms
3(h)	Percentage of teachers using ICT for teaching (having PPTs, Videos, etc.)	100%	
			Marks (Maximum Marks: 100)
List of Total number of publications for the assessment year to be uploaded at the Website under mandatory disclosures			

4. Institutional Support for Faculty Development (Annexure-5)

		Details	Marks
4(a)	Documentary evidence of awards like best teacher/best researcher with implementation, etc. (Upload report)	: N.A.	
4(b)	Documentary evidence of mechanism and its utilisation for grant of study leave to teachers with full pay for faculty to pursue higher studies at other institutions (Upload report with List)	: 02	
4(c)	Documentary evidence of grant of funds to teachers to attend conferences, or seminars, or FDP, or workshops, etc. including registration fee, TA/DA, and grant of special casual leave or duty leave for this purpose (Upload report with List)	: Reimbursement of Registration Fee -26 Reimbursement of TA/DA -11	
4(d)	Individual computing facilities with Internet provided to teachers	: YES	
			Marks (Maximum Marks: 40)

5. Framework for Students' Grievance Redressal Mechanism (Annexure-6)

		Details	Marks
5(a)	Availability of Students' Grievance Redressal Committee (SGRC) and its compliance with UGC's Regulations 2012 (Upload List with notification)	: YES	
5(b)	Whether the Grievance Redressal Committee has elected students representative?	: YES	
5(c)	Whether meticulous and verifiable documentations of the proceedings of Students' Grievance Redressal Committee is maintained (upload relevant minutes)	: YES	
5(d)	Availability of Psychiatrist, Psychologist and professional students counsellors (Upload List with schedule and notification)	: YES	
5(e)	Whether the institute has published/notified prominently the details of SGRC on website	: YES	
5(f)	Whether students are satisfied with the effectiveness of the SGRC (upload survey report)	: YES	
5(g)	Whether reports of the proceedings of SGRC is sent to the University every semester	: YES	
			Marks (Maximum Marks: 100)

6. Institutional Support for University Examinations (during the Assessment Year)

(Annexure-7)

		Details	Marks
6	Percentage of faculty participation in university examinations as evaluators / university representatives	: 30	
			Marks (Maximum Marks: 30)

7. Status of Library

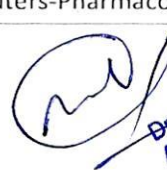
(Annexure-8)

7(a) Books						
Total Books Added During the year:..... Total Volumes Added During the Year:.....						
S. No.	Programme	Title (a)	Volume (b)	Score	Details	Marks
1.	MBBS	2467	8381			
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
Total Score						
						Marks (Maximum Marks: 70)
7(b) Journals						
No of Journals Added or Discontinued during the year: Added...04.....Discontinued...NIL....						
Does the Journals cover all the disciplines offered by the College: Yes/No						
Upload the list of all Journals under mandatory disclosures.						
S. No.	Type of Journal	No. of Journals	Ratio (Cap to 1)	Details	Marks	
1.	Indian	a = 83	a/12 = 6.9			
2.	International	b = 110	b/3 = 36.6			
						Marks (Max. Marks: 30)
Total Marks [7(a) + 7(b)] (Max. Marks: 100)						

8. Status of Laboratories

(Annexure-9a)

			Details	Marks
8(a)	Status of Laboratories other than Computer Lab (as required by statutory body)	No.	Anatomy-Histology, Dissection Hall, Physiology-4, Biochemistry-2, Pathology-2, Microbiology-02, Forensic-1, Community Medicine-1, Pharmacology-1 (Upload the images of the labs with list under mandatory disclosures)	
(i)	Number of Labs	15		
(ii)	Status of Instruments / Equipments	Equipped fully as per NMC		
(iii)	Up-gradation undertaken as per new technological developments and requirements of the course curriculum (Provide Details)	Latest Equipments		
				Marks (Max. Marks: 50)
8(b)	Status of Computer Labs (UG: 1 per 6 students; PG: 1 per 3 students across all years or as per statutory body)			
(Annexure-9b)				
(i)	Total Number of computers available in labs	50	25 computers –Anatomy 25 computers-Pharmacology	


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	(ii)	Total number of available licensed software required as per course curriculum (as required by statutory body)	01		
	(iii)	Quality of Internet connectivity		Excellent	
					Marks (Max. Marks: 50)
					Total Marks [8(a) + 8(b)] (Max. Marks: 100)


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9. Co-Curricular Activities Conducted by the Institution (Assessment Year) (Annexure-10)

9(a)	Conferences Organized (Brochures, Proceedings, Resource persons/session chairs to be provided under disclosures)	No.	Details	Marks
	International / National Conferences	:	36	
	Proceedings are indexed with WoS / SCOPUS	:	[] Yes [✓] No	
			[] Yes [✓] No	
	Proceedings with ISBN Only	:	[] Yes [✓] No	
	Proceedings without ISBN		[] Yes [✓] No	
9(b)	Seminars Organized (02 Half Day Seminars may be considered as One Full Day Seminar). Brochures, Resource persons/session chairs to be provided under disclosures). Guest Lectures not to be included.			
	No. of One Day Seminar	:		54
	No. of Half Day Seminar	:		
9(c)	Faculty / Management Development Programme Organized (At least one week/5days duration). Details to be provided with Brochures, Resource persons, etc. under disclosures. Guest Lectures not to be included			
	FDP/MDP	:	10	
9(d)	Workshops Organized (Details to be provided with Brochures, Resource persons, etc. under disclosures. Guest Lectures not to be included)			
	No. of Workshop	:	26	
9(e)	Short Term / Value Added Programmes Organised (Details to be provided with Brochure, Participants, etc. under disclosures)			
	No. of Programme	:	12	
9(f)	Webinars / Online Extension Lectures Organised (Details to be provided under disclosures)			
	No. of Lectures	:	24	
				Marks (Max. Marks: 100)

10. Publications of the Institutions

10(a)	Publication of Journal(s)	No.	Details	Marks
	International / National Journal	:	N.A.	
	Frequency	:	Monthly / Quarterly / Half Yearly / Yearly	
	Publisher	:		
	Indexed at WoS/SCOPUS	:	☐ Yes ☐ No	
	Indexed in UGC-CARE	:	☐ Yes ☐ No	
	Any other Indexing (please specify)	:	☐ Yes ☐ No	
	No indexing	:	☐ Yes ☐ No	


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10(b)	Publication of Newsletters and Magazines			
	Magazine	:		N.A.
	Frequency	:	Monthly / Quarterly / Half Yearly / Yearly	
	Publication Type	:	☐ Print ☐ Online	
	Newsletter	:		
	Frequency	:	Monthly / Quarterly / Half Yearly / Yearly	
	Publication Type	:	☐ Print ☐ Online	
				Marks (Max. Marks: 40)

11. Students' Personality Development Activities

(Annexure-11a)

11(a)	Activities like mock interview, role play, group discussions, quizzes, workshops, competitions, etc.				
	Activities	No.	Details	Marks	
	Mock Interview	:	• Mentorship Programme for MBBS students of Batch 2024 consisting of 125 students. • Four 2-day Dr BSAMCH Interns' BLS-ALS Courses based on the latest international guidelines of resuscitation, for all interns who passed out in 2024. (28-29 Aug 2024, 23-24 sept.2024, 08-09 Jan.2025, 05-06 Feb. 2025)		
	Role Play	:			34
	Group Discussion	:			23
	Workshop	:			11
	Competition & Quizzes	:			25
11(b)	Personality development labs, Provisions for trained faculty to conduct practical sessions and existence of qualified student counselors				
	Personality development labs	:	N.A.		
	Availability of trained faculty to conduct practical sessions	:			
	Existence of NSS/NCC Technical and Cultural Clubs/Societies	:			
11(c)	Sports facilities in the Institutions			(Annexure-11b)	
	Indoor facilities	:	YES	TABLE TENNIS, CARROM BOARD, CHESS, GYMS BUILDING COMPLETED WITH EQUIPMENTS BADMINTON COURT,	
	Outdoor facilities	:	YES		
	Sport Equipments	:	27 ITEMS		

(Annexure-11b)


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			FOOTBALL NET, BASKETBALL, VOLLEYBALL, CRICKET Carom Board -2, Chess Board with Chessmen - 6, Football - 7, Football Net- 3 pair, Basketball-7, Basketball Net - 2 pair, Basketball Ring – 1 pair, Volleyball - 6, Volleyball Net -3, Badminton Rackets - 18, Shuttle Cock Feather – 2 box, Shuttle Cock Nylon -5 box, Badminton Net Nylon -1, Cricket Kit -2, Soft Ball - 24, Stumps (set of six) 2 pair, Cricket Bat -2, Gloves Wicket keeper - 2, Tug of War Rope (15 Mtrs.) - 1, Practice Cone – 10,, Shin Guard -10, Skipping Rope - 4, Table Tennis ball (six per box) – 02 box, Table Tennis bat – 12 pc, Yoga Mat 8MM - 4, Caron Coins - 2, Air Filling Pump – 2.	
			Marks (Max. Marks: 35)	

12. Status of Placement

(Annexure-12)

		No.	Details (Student wise placement list)	Marks
(i)	Total No. of Students having Passed out (in that Assessment Year)	: 120	120 students (Batch 2020) including repeater from previous batches (batch 2016, 2019) have been passed their 3 professional part 2 exam in the assessment year of 2024-2025. Therefore all passed students are eligible for further registration and it's depends upon the choice of students to opt for placement or opt for Higher Education. This institute does not provide placements for the students but from the Academic Session 2025-26, One year service bond is mandatory as per directions by letter no. GGSIPU/UMS & AHS/2025-26/4158 dated 04/05/2025 for MBBS UG students.	
(ii)	Total No. of Students, who are eligible and have registered for Placements (a)	:		
(iii)	Total No. of students going for Higher Education (b)	:		
(iv)	Total No. of Students having been placed (c)	:		
(v)	Total No. of Students placed + Higher Education (d=b+c)	:		
(vi)	Total Percentage (%age) of Placements + Higher Education {e= (d/a) * 100}	:		
(vii)	No. of companies visited the campus	:		
(viii)	Average salary offered	:		
(ix)	Existence of training and placement office with TP Officer	: ☐ Yes ☐ No		


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(x)	No of Entrepreneurship activities conducted with any Startups (provide details)				
					Marks (Max. Marks: 60)
Note: Eligible and registered students shall be considered as total count of students to be placed					
13. General Parameters about the Institution					
Upload pictures under mandatory disclosures on the website			Details		Marks
(i)	Individual seating arrangements for faculty with suitable furniture	: ☒ YES ☐ NO	ALL FACULTY HAVE SEPARATE CUBICLES FOR SEATING WITH SUITABLE FURNITURE.		
(ii)	Institution Website URL	: ☒ YES ☐ NO	www.bsamch.ac.in		
(iii)	Common rooms for girls (separate)	: ☒ YES ☐ NO	1 for girls		
(iv)	Cleanliness of toilets	: ☒ YES ☐ NO	Twice a day		
(v)	Students' canteen and drinking water arrangements	: ☒ YES ☐ NO	1 student canteen in D Block and availability of drinking water in each block		
					Marks (Max. Marks: 30)


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14. Other Facilities Available in the Institute (Based on Feedback)

(Annexure-13a & 13b)

14(a)	Details	Marks
Feedback from the Faculty/Employers Collected: Analysed: Action taken: (On parameters like salary as per norms, leaves, research facility, recognition of their contributions, their respect, promotions, and overall academic environment). Details of Feedback analysis and action taken if any to be provided under disclosures.	: [✓] Yes [] No [✓] Yes [] No [✓] Yes [] No Analysed As per feedback received through google form, 77% of faculty/Employers are satisfied. Action Taken • Timely forwarding of applications of faculty for recognition/up-gradation of Teaching Faculty has been done by the institute. • Suggestions/Recommendations on designation of faculty have been sent to GGSIPU as per feedback of faculty. • Salaries/Leaves etc. are as per norms of GNCTD. • Request for appointments of faculty against vacant post in Teaching sub-cadre has already been sent to GNCTD and same is under process	
14(b) Feedback from the Students/Alumni Collected: Analysed: Action taken: (on parameters like teaching environment, regularity of classes, availability of teachers outside classes, support for conducting extra – curricular activities such as field visits, cultural festivals etc., administrative support, career guidance, counselling, support for training and placements, and student's interaction with experts from industry and academia) Details of Feedback analysis and action taken if any to be provided under disclosures.	: [✓] YES [] NO [✓] YES [] NO [✓] YES [] NO Analysed As per feedback received through google form, 74% of students are satisfied. Action Taken • Extra curricular activities have been organized at regular basis which include Role Play: 34, Group Discussion : 23, Workshop : 11, Competition & Quizzes : 25 in the year 2024-25. • For managing day to day life stress or any problem faced by the students, Mentors have been allotted to each students and a psychiatrist have been appointed for counseling. • Request for appointments of faculty against vacant post in Teaching sub-cadre has already been sent to GNCTD and same is under process	
		Marks (Max. Marks: 50)

15. Removal / Completions of Identified Deficiencies**(Annexure-14)**

Removal / Completions of deficiencies, as identified in previous Academic Audit (If last year, there was no audit, then no marks to be awarded, and the maximum marks component of this parameter not to be counted in total marks). Only deficiencies, as deviations from the standard norms, to be considered.

		No.	Details	Marks
(i)	No. of deficiencies identified in last report (a)	: 03		
(ii)	No of deficiencies removed / completed (b)	: 03		
				Marks (Max. Marks: 50)

16. Summary of Marks

S. No.	Name of the parameters	Maximum Marks	Marks Obtained	Remarks
1.	Status of Accreditation	50		
2.	Status of Teachers' Availability	115		
3.	Quality of Teachers and Teaching	100		
4.	Institutional Support for Faculty Development	40		
5.	Framework for Students' Grievance Redressal Mechanism	100		
6.	Institutional Support for University Examinations	30		
7.	Status of Library	100		
8.	Status of Laboratories	100		
9.	Co-Curricular Activities Conducted by the Institution	100		
10.	Publications of the Institutions	40		
11.	Students' Personality Development Activities	35		
12.	Status of Placement	60		
13.	General Parameters about the Institution	30		
14.	Other Facilities Available in the Institute	50		
15.	Removal / Completions of Identified Deficiencies	50		
Total Marks		1000		
Percentage (%age) Obtained				

18. Deficiencies Identified (only deviations from the standard norms, to be mentioned here):

S. No.	Details of the identified deficiencies
1.	
2.	
3.	
4.	
5.	

19. Overall Observations and Recommendations

S. No.	Observations and Recommendations
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**Name and Signature of the Members of Academic Audit
Committee**

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