



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

**PROFORMA FOR SUBMISSION OF EXPERT COMMITTEE REPORT-ITM Vocational
University, Vadodara, Gujarat
STATE PRIVATE UNIVERSITIES**

Part-I-Preliminary

Annexure - II

(i)	Constitution of the Expert Committee	Sl. No.	Name	Committee
		1	Prof Kanika T Bhal Department of Management Studies, IIT Delhi.	Chairman
		2	Prof R K Singh Department of Commerce Delhi School of Economics University of Delhi, Dehli	Member
		3	Prof (Ms) Vrinda Tokekar Department of Information Technology, Institute of Engineering & Technology, Devi Ahilya University, Indore	Member
		4	Prof N V Deshpande Former Director, NIIT, Silchar	Aicte Nominee (Chairman)
		5	Prof. Dr. Achal Gulati President, Ethics and Medical Registration Board,, National Medical Commission	NMC Member
		6.	Dr. N Gopukumar, JS, UGC Joint Secretary University Grants Commission New Delhi	Coordinating officer
(ii)	Date (s) of the visit	Virtual meetings on 12 th , 19 th May, and July 26 th 2023		
(iii)	Any other information (Non-	The Expert Committee had three virtual meetings. In the		

	participation of members, any special factor or situation / difficulties relevant to the report)	first meeting on 12th May, the meeting began with a presentation by the Provost (Annx.I), followed by discussion. Subsequently, the university officials took the Expert Committee on a virtual tour of the campus, viz. central facilities, academic buildings, hostel, medical, canteen facilities etc. In the 2nd meeting on 19th May, 2023, the Provost made a presentation based on the questions raised by the expert committee during the first meeting. This was followed by interaction with students, teachers and non-teaching staff, virtually. The documents essential for the report were shared along with a copy of the proposal submitted by the university with the expert committee well in advance. Based on the interactions, virtual visit of the facilities and received records, the committee submits the report.
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Part-II-Introduction

(i)	Brief introduction of the University (refer 1.1 of the format)	As submitted by the University, the ITM Vocational University, Vadodara [Gujarat] is Established under the sub-section 1 of the Gujarat Private University (Amendment) Act 2014 (Guj. Act No.1 of 2014). The ITM group of Institutions was established in 1991. It offers professional, Higher and Technical education at the institutions and universities located at different places. The University has established Faculty of Engineering and Technology, Faculty of Management, Economics and Commerce and Faculty of Life, Health and Allied Science. The University is located in rural area, about 24 kilometer away from Vadodara City.
(ii)	Date of establishment of the University (refer 1.4 of the format)	18th March , 2014
(iii)	Brief description of the University and its faculties / courses	As submitted by the University, the ITM Vocational University, Vadodara is a private university established in 2014. The University is located in rural area, about 24 KMs away from Vadodara City. Spread across 35.05 Acres the university hosts

		three Faculty viz., 1. Faculty of Engineering and Technology 2. Faculty of Management, Economics and Commerce 3. Faculty of Life, Health and Allied Science
(iv)	Brief description of the Trust / Society that governs the University	As submitted by the University, the sponsoring body that governs the university -The ITM Vocational University, Vadodara, is ITM Vocational Universe Gujarat a registered company which was established to further the cause of Management, Technology, Engineering, Pharmaceutical, Computer, Legal, Medical, Nursing, Dental, Health Care, Delivery Education, and such other Professional Education, training both formal and non-formal. At present 12 programmes are offered and 357 students are enrolled in the university. 73 teachers are working in the university. The vision and mission of the university is as below: Vision: To be Centre of Excellence and Innovation in offering futuristic professional education catering to global standards and multiculturalism. Mission: To Integrate Vocational and Higher Education in same space through providing seamless graded learning path leading to Industry ready competence

Part-III-Summary Report

A. Legal Status

(i)	Is the University duly established under the law and as required in the UGC regulations? (refer 1.10 and 1.11 of the format)	As submitted by the University, ITM Vocational University, Vadodara is established under the sub-section 1 of the Gujarat Private University (Amendment) Act 2014 (Guj. Act No.1 of 2014). Gazette Notification, dated 18th March, 2014. (Annexure II)
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(ii)	Is the Trust /Society involved in promoting the University sufficiently focused on educational activities and independent of their business or any other interest, if any	As submitted by the University, the Company is involved in promoting the University and few more educational institution.

B. Organization Description

(i)	Does the University abides by UGC Regulations on off-campus centres Yes No Not Applicable (refer 2.4 of the format)	No. The University authority has certified that the University does not have any off-campus campus centre.
(ii)	Does the University abide by UGC Regulations on off-shore campus centres Yes No Not Applicable (refer 2.5 of the format)	No The University authority has certified that the University does not have any off-shore campus centre .
(iii)	Does the University offer courses under distance mode with the approval of competent authority of the Government of India? Yes No Not Applicable (refer 2.6 and 2.7 of the format)	No The University authority has certified that the University does not offer courses under distance mode.

C. Academic Activities

(i)	Are the courses offered by the University narrowly focused or adequately diverse?	As submitted by the University, the University presently offers programmes in Engineering, Management, Life, Health and Allied Sciences. The courses offered are diverse.
(ii)	Are the list of courses for the award of degree as per the Section 22 of the UGC Act, 1956?	As submitted by the University, degrees offered by the University are as per Section 22 of the UGC Act, 1956. (List of degrees attached)
(iii)	Is the sanctioned intake is as per the norms / intake sanctioned by the	As submitted by the University, being the State Private University, the intake for each

	concerned Statutory Council(s)/UGC	programme is approved by the Governing Body of the University.
(iv)	Whether courses run are approved by concern Statutory councils(s)?	As stated by the University Authorities, the committee was informed that AICTE approval is not mandatory. However, approval will be obtained in due time.
(v)	Are there adequate support facilities for students, especially for disadvantaged students? (refer 4.5 of format)	As submitted by the University, assistance is extended on a case to case basis.
(vi)	Are the students adequately informed (refer 4.7 and 4.8 of the format)	As submitted by the University, the prospective students are informed about the criteria for admission, rules & regulations, facilities available etc through the following: 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
(vii)	Is there a Grievance Redressal mechanism and is that working properly? (refer 4.9 of the format)	As submitted by the University, the Grievance Redressal mechanism for students and staff is there. However, The committee suggest that the university may follow the UGC Student Grievance Redressal Regulations 2023.
(viii)	Is the University following proper procedure for formulation and revision of curriculum on periodic basis? (refer 5.1 to 5.4 of the format)	As submitted by the University, the procedures followed for formulation of Curriculum and revision of Curriculum is through Board of Studies (BOS) and Academic Council (Annexure V)
(ix)	How regular, fair and transparent is the examination system (refer 5.7 to 5.14)	As submitted by the University, the University has approved Examination Regulation. The examination system appears to be fair.

D. Admission Process

(i)	Does the University follow fair and transparent procedure for admission?	As stated by the university, in all courses, students are admitted based on merit in the qualifying examination/s.
(ii)	Do any special reservation on quota follow clearly laid down policy?	The seats are filled on the basis of merit.

E. Fee Structure

(i)	Are the students sufficiently informed about the fees and charges payable?	The fee details of some programmes are not displayed in the University Website.
(ii)	Does the University follow its own declared policy in collecting any fees or charges or are there some charges over and above the publically state fee structure?	The fee details of some programmes are not displayed in the University Website.
(iii)	Is the mode of fees collection transparent or are there complaints of payments without receipts?	As submitted by the University, fees are charged semester-wise through Demand Draft / cheque / Paytm(online payment) / Credit Card Debit Card / NEFT
(iv)	Are the fees reasonable compared to costs involved in running the programmes and to other similar institutions?	Seems reasonable. The committee, however, suggests that the university should undertake a comprehensive study of all relevant factors including unit cost to arrive at the fees.
(v)	Is the fee structure based on a policy or guidelines laid down by the Government?	As submitted by the University, the fees are decided in the basis of unit cost of education and other allied cost.
(vi)	Is there any indication of the University being run solely or primarily for commercial gains?	During the virtual visit and interaction with different stake holders, the Committee in its own limited understanding derived out of virtual interactions, couldn't find any reasons to assume that the University is running solely or primarily for commercial gains.

F. Faculty

(i)	Does the University follow Pay scales and service conditions laid down by the UGC?	UGC pay scales are not followed.
(ii)	Is the faculty well qualified and well trained for the courses?	A few faculty members are only having Masters' Degree. The qualification of all faculty members

	(if required, please make comments separately for each faculty/department)	should be as per norms of the concerned Regulatory bodies.
(iii)	Is the proportion of permanent faculty adequate or is the University being mainly run by deploying contractual faculty /guest faculty/ part-time faculty)	There are senior-level faculty members in the University.
(iv)	Has the University followed due process for recruitment of faculty?	The committee suggests that the university may follow recruitment procedures as prescribed in the UGC Regulations 2018 on Minimum Qualification for appointment of teachers in universities and colleges for general programmes.

G. Infrastructure

(i)	Are the following infrastructure facilities adequate? Land and Buildings, Class Rooms Laboratories and equipment, Library Sports facilities Residential accommodation including hostels	As submitted by the University, the University is functioning from 35 Acres of Land, which is in the name of the sponsoring body. However, residential accommodation for boys are not available at present in the Campus and the University informed the committee of their plans to create residential infrastructure within the campus. Only basic level requirements are available.
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H. Financial Viability

(i)	Does the University have adequate and independent funds?	As submitted by the university, the University has Rs. 5.00 crores in fixed Deposit [FDR No. 57717].
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I. Governance System

(i)	Are various authorities and bodies responsible for the governance of the University in place and working regularly and properly?	As submitted by the University, the University has constituted the following bodies which are functioning regularly. 1. Governing Body 2. Board of Management 3. Academic Council
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		4. Finance Committee 5. Board of Examinations 6. Board of Studies
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J. Research Profile

(i)	How would you rate the research profile of the University in terms of Research orientation, environment, facilities and output? (please give comments separately on faculties and departments)	The research profile of the university is very average. The university claimed that faculty members have obtained funds for research projects But the claims were not supported by sanction letters. The Committee recommends that in order to inculcate a Research environment, the management need to provide more support for faculty members to attend seminars, conferences etc. and should try to incentivize faculty members who publish papers, get research funds, file patents etc. It calls for collaboration and networking with premier institutions. Some initiatives on start-up and seed money is also required. The committee encourages the university to take above mentioned initiatives.
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K. Miscellaneous

(i)	Is the Non-teaching staff adequate, well qualified and paid as per the norms of the concerned State Government?	As virtually presented by the University, this is found adequate.
(ii)	Do the academic results show evidence of independent and rigorous evaluation prior to the issue of degrees	
(iii)	Has the University obtained necessary and desirable accreditations?	Though the University is in the 10 th year of operation and eligible for accreditation, the process is still not initiated. The committee advised the University to obtain necessary and desirable accreditations.

L. Strength and Weakness of the University

(i)	Strengths of the University	Based on the submission made by the university, ITM vocational university with its academic programs is well placed to implement multidisciplinary programs, integrating vocational education with
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		general education. Its location In a rural area helps to achieve the objective of NEP 2020 i.e. taking multidisciplinary education to every district in the country. Against this backdrop, the university is offering general programs and technical programs. So, the current name of university is narrow.
(ii)	Weakness of the University	The university at present has many limitations such as physical infrastructure, teaching resources, faculty recruitment, low enrolment etc.

Part –IV-Recommendations

A. Observations:

1. ITM Vocational University, Vadodara, is focused on project-based learning activities. It is a good initiative with reference to National Education Policy, 2020.

B. Suggestions:

In general the University needs to create, adhere and maintain organizational processes which will help it grow faster and bring rigor in its functioning.

1. Recruitment process needs modifications :
 - i) Vice Chancellor to head the selection committee.
 - ii) Subject Experts from reputed institutes may be included in the committee
 - iii) Recruitment of Professors/ Associate Professors/Registrar to be taken up at the earliest.
2. Adequate cadre ratio needs to be maintained by the University in the teaching staff.
3. Salary structure and qualification of teachers should be as per UGC scales and norms.
4. Research activities are very limited. However, the University plans to start Ph.D. program from the year 2023. Keeping in view academic and physical infrastructure available to the University, it is not recommended to start it from the year 2023. Doctoral level program may be started after submission of necessary and sufficient evidence to UGC for adequacy of required infrastructure.
5. Website of the university is primal and conclusive source of information to the stakeholders. However, it is not containing and disseminating information adequately. This needs to be completely overhauled.
6. The university needs to take steps to address low enrolment.

7. Technology is a great enabler and equalizer in present times. It should be made accessible to all stakeholders sufficiently including a Wi-Fi facility.
8. Project based learning is possible with appropriately equipped laboratories. These labs need to be adequately equipped. The present available equipment in the labs are very basic and demand a holistic makeover.

C. Final Recommendations

The Committee after conducting virtual visit to ITM Vocational University, Gujarat, interaction with Students, Teachers and non teaching staff and based on submitted records recommends to UGC that UGC may consider issuing approval letter to ITM Vocational University, Gujarat subject to the compliance of suggestions mentioned at part IV (B) above.

(Prof. Kanika T. Bhal)
Chairman

Prof. R K Singh
(Member)

Prof. (Ms) Vrinda Tokekar
(Member)

Prof. N V Deshpande
(AICTE Nominee)

(Dr. Achal Gulati)
(NMC nominee)

Dr. N.Gopukumar
(Coordinating Officer)