SUPPORTING DOCUMENTS
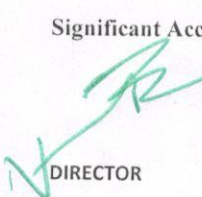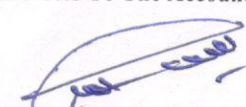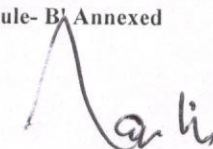## AQAR: 2022-23

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* *Attachment: Supporting Documents*

IMS Engineering Collage, Hapur Road Branch, Ghaziabad
(Unit Of Society : Institute Of Management Studies)
Balance Sheet As At 31st March, 2023

LIABILITIES		Amount	ASSETS		Amount
INTER UNIT BALANCE :			FIXED ASSETS :		
IMS Hostel (Unit-1)	64,858,730		As per schedule "A" annexed		258,229,343
IMS Hostel (Unit-2)	(143,034)				
IMS Lal Quan	71,162,158				
IMS Society	218,962,979		CURRENT ASSETS :		
IMS Dasna	50,008,927	404,849,760	i) Fees Receivable	9,592,703	
			ii) Security Deposits	5,640,274	
			iii) Sundry Debtors	1,048,757	
SECURITY DEPOSITS :			iv) Prepaid Expenses	1,114,917	17,396,651
i) Students	16,781,930				
ii) Others	287,000	17,068,930	v) Cash and Bank Balance :		
			a) Cash in hand	144,784	
			b) With Scheduled Banks :		
CURRENT LIABILITIES			In Current Accounts	5,302,574	
& PROVISIONS :			In Autosweep Accounts	8,580,000	
			In Fixed Deposit Accounts	199,997,925	
A) Current Liabilities			(Includes F.D.R's held in joint names		
			and pledged with AICTE and University		
i) Sundry Creditors	2,064,833		for affiliation etc.)		
ii) Expenses Payable	7,392,568		Interest Accrued on FDR's	34,035,490	248,060,773
iii) Scholarship payable to Students	43,500				
iv) Fee Received in Advance	67,041,787				
v) Due to Scheduled Bank (Bank Overdraft - In reconciliation)	-	76,542,688			
B) Provisions :					
Gratuity Payable		25,225,388			
Total Rs.		523,686,766	Total Rs.		523,686,766

Significant Accounting Policies And Notes To The Accounts- 'Schedule- B' Annexed

DIRECTOR GEN. SECRETARY TREASURER ACCOUNTS OFFICER

As Per Our Seperate Report Of Even Date Attached

For Maheshwari R & Associates LLP
Chartered Accountants
FRN:-500070N

Rajesh Kumar Maheshwari
(Partner)
M.No.:- 089353N
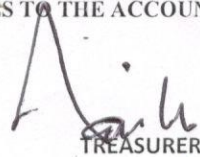Place: New Delhi
Date: 04/07/2023

IMS Engineering Collage, Hapur Road Branch, Ghaziabad
(Unit Of Society : Institute Of Management Studies)
Income & Expenditure Account For The Year Ending On 31st March, 2023

EXPENDITURE	AMOUNT	INCOME	AMOUNT
To Salary & Other Benefits	100,927,151	By Fee Earned	285,457,821
To Admission Promotion	70,234	By Interest Earned	13,652,380
To Advertisement & Publicity	1,452,821	By Miscellaneous Income	2,136,205
To Audit Fees	35,400		
To Books,News Paper & Peoriodicals	100,472		
To Contribution to Provident & Other Funds	2,121,396		
To Distribution of Study Material to Students	12,647,857		
To Dress Material Charges	1,850,300		
To Donation paid	21,000		
To Electricity & Power	14,825,255		
To Expenditure on Student Activities	4,509,431		
To Examination Expenses	420,248		
To Fee & Subscription	2,455,640		
To Fee Concession	13,160,171		
To Festival, Function & Seminor	2,334,959		
To FDP Program	305,251		
To Gratuity & Other Benifit	2,274,157		
To Insurance A/c	1,768,332		
To Interest and Bank Charges	61,644		
To Lab Consumables	88,309		
To Misc. Expenses	24,427		
To Office & General Exp.	228,055		
To Petrol & Maintenance of Vehicles	374,006		
To Postage,Internet & Telephone	1,682,413		
To Printing & Stationery	878,764		
To Professional Exp.	644,280		
To Repair & Maintenance-Others	32,706,055		
To Repair & Maintenance-Building	45,513,714		
To Travelling & Conveyance	410,435		
To Depreciation	29,130,608		
To Surplus - Excess of Income over Expenditure transferred to IMS Society	28,223,621		
Total Rs.	**301,246,406**	**Total Rs.**	**301,246,406**

SIGNIFICANT ACCOUNTING POLICIES AND NOTES TO THE ACCOUNTS - 'SCHEDULE - B ' ANNEXED

DIRECTOR   GEN. SECRETARY   TREASURER   ACCOUNTS OFFICER

As Per Our Seperate Report Of Even Date Attached
For Maheshwari R & Associates LLP
Chartered Accountants
FRN:-500070N

Rajesh Kumar Maheshwari
(Partner)
M.No.:- 089353N
Place: New Delhi
Date: 04/07/2023

IMS Engineering Collage, Hapur Road Branch, Ghaziabad
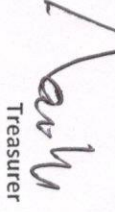### (Unit Of Society : Institute Of Management Studies)

SCHEDULE 'A'

Schedule Of Fixed Assets Annexed To And Forming Part Of Balance Sheet As On 31st March, 2023

Particulars	GROSS BLOCK					Rate	DEPRECIATION				NET BLOCK	
	As on 01.04.22	Additions		Deduction	As on 31.03.23		Up to 31.03.22	For the year	Deduction	Up to 31.03.23	As on 31.03.23	As on 31.03.2...
		Up to 30.09.2022	After 30.09.2022									
Free hold land	45,821,407.00	-	-	-	45,821,407.00	-	-	-	-	-	45,821,407.00	45,821,40...
Building	412,761,621.00	-	-	-	412,761,621.00	10.00	245,247,512.00	16,751,411.00	-	261,998,923.00	150,762,698.00	167,514,109...
Furniture & Fixture	53,092,984.00	3,086,093.00	-	-	56,179,077.00	10.00	31,557,767.00	2,462,131.00	-	34,019,898.00	22,159,179.00	21,535,217...
Electric Fittings	11,559,953.00	-	-	-	11,559,953.00	10.00	7,759,209.00	380,074.00	-	8,139,283.00	3,420,670.00	3,800,744...
Office Equipments	12,384,777.00	367,652.00	175,700.00	-	12,928,129.00	15.00	7,551,187.00	793,364.00	-	8,344,551.00	4,583,578.00	4,833,590...
Motor Vehicles	8,909,584.00	-	-	-	8,909,584.00	15.00	7,656,555.00	187,954.00	-	7,844,509.00	1,065,075.00	1,253,029...
Air Conditioners	28,091,970.00	1,214,003.00	-	-	29,305,973.00	15.00	16,901,723.00	1,860,638.00	-	18,762,361.00	10,543,612.00	11,190,247...
Teaching Aids	1,288,148.00	-	-	-	1,288,148.00	15.00	1,101,836.00	27,947.00	-	1,129,783.00	158,365.00	186,312...
Computers & Computer Soft	99,217,373.00	186,527.00	9,738,927.00	-	109,142,827.00	40.00	90,400,855.00	5,549,003.00	-	95,949,858.00	13,192,969.00	8,816,518...
Software Website	157,500.00	-	-	-	157,500.00	40.00	81,900.00	30,240.00	-	112,140.00	45,360.00	75,600...
Lab Equipments	21,063,404.00	48,183.00	32,573.00	-	21,144,160.00	15.00	17,913,670.00	482,131.00	-	18,395,801.00	2,748,359.00	3,149,734...
Library Books	3,858,497.00	209,766.00	1,126,166.00	18,440.00	5,175,989.00	40.00	3,619,332.00	397,430.00	-	4,016,762.00	1,159,227.00	239,165...
Lab Equipments	-	-	551,051.00	-	551,051.00	15.00	-	41,329.00	-	41,329.00	509,722.00	-
Lift-New	-	-	2,226,078.00	-	2,226,078.00	15.00	-	166,956.00	-	166,956.00	2,059,122.00	-
TOTAL	698,207,218.00	5,112,224.00	13,850,495.00	18,440.00	717,151,497.00		429,791,546.00	29,130,608.00	-	458,922,154.00	258,229,343.00	268,415,672...

Director

GEN. SECRETARY

Treasurer

Accounts Offi...

As Per Our Seperate Report Of Even Date Attach...

For Maheshwari R & Associates

Chartered Accounta...

FRN:-5000...

Rajesh Kumar Maheshw...

(Part...

M.No.:- 089...

Place : New D...

Date: 04/07/2...

IMS Engineering College, Ghaziabad
Inter Office Note

From : Director	To: All HoDs

Ref. No.: DIR/MAY/2023/990   Date: 12th May, 2023

A Committee is constituted for the academic audit of the departments. The schedule of the audit is as under:

S.No.	Date	Department
1.	15.05.2023	AS&H
2.	16.05.2023	MBA & BT
3.	17.05.2023	ECE, CS & CSD
4.	18.05.2023	IT
5.	19.05.2023	CSE

The Committee constituted for the academic audit is:

1. Dr. S.N. Rajan, Dean (Academic)
2. Dr. Kavita Saxena, HoD (MCA)
3. Dr. Prabhat Kumar Srivastava, Prof. Incharge - TID
4. Dr. Amit Sharma, Coordinator – IQAC
5. Prof. Mohit Mittal, Coordinator – Academic Monitoring Cell

The members of the Committee will visit the departments, carry out the academic audit and will submit the report to the undersigned by 20.05.2023. All the HoDs are requested to cooperate with the Committee.

Academic Monitoring Cell (AMC) has framed guidelines for maintaining records, important documents and files in the departments (copy attached). All the HoDs are requested to keep the files ready as per the list enclosed.

Prof. (Dr.) Vikram Bali
Director
Encl: As above.

Copy to:
Hon'ble Treasurer for kind information.
Members of the Committee.

IMS Engineering College, Ghaziabad

Academic Audit 2022-23

(Department of Information Technology)

Conducted by:

Academic Monitoring Cell (AMC) in collaboration with
Internal Quality Assurance Cell (IQAC)

IMS Engineering College

NH-09, Adhyatmik Nagar, Near Dasna, Distt: Ghaziabad, Uttar Pradesh - 201015

Website: https://www.imsec.ac.in

Academic Audit Report 2022-23
Department of Information Technology
(Held on 18.05.2023)

An academic Audit was conducted for files & records maintained by the department covering all academic activities of the Department for session 2022-23. The observations made by the team are mentioned below.

Part-A

File No.	File Name	File maintained (Yes/No)	Document maintained (Yes/No)	Assessor's Remarks
1	Approval & Affiliation	N	N	→ File to be prepared.
2	Vision & Mission	Y	Need updated	→ Final notification from Directorate office
3	Ordinance	N	N	→ To be prepared.
4	Faculty & Staff List	N	N	→ To be updated.
5	Departmental Achievements	Y	To be updated	more information to be added.
6	MoU	Y	Y	– File is there – Activity list is to be added.
7	Infrastructure	Y	more update	→ To be improved.
8	ICT	N	N	→ To be prepared
9	List of Major equipment's	Y	To be updated	→ To be updated.
10	Academic Calendar	Y	Y	→ OK
11	Notice-Received	Y	Y	– OK
12	Notice-Issued	Y	Y	– OK
13	Syllabus	X	Y	– OK.
14	Time-table	Y	Y	– OK.

File No.	File Name	File maintained (Yes/No)	Document maintained (Yes/No)	Assessor's Remarks
15	Student List	Y	Need update	File to be updated
16	Teaching Load	Y	Y	Ok.
17	Course Coverage	Y	Need update	Needed to be updated.
18	Add on Programs	Y	Y	Ok
19	Industrial Training & Internship	Y	Y	Ok
20	Skill Development	Y	Y	Ok.
21	Course File	Y	Y	Available
22	Internal Marks	Y	Need update	File to be updated
23	Attendance Record	N	N	To be prepared.
24	Detained List	Y	Need update	File to be updated
25	Mentor Mentee	Y	Y	Ok
26	Disabled	N	N	NA
27	Student's Applications	Y	Y	Ok
28	Date-Sheet (Internal Examination)	Y		
29	Date-Sheet (External Examination)	Y		file to be updated
30	Question Paper (Internal Examination)	Y		
31	Question Paper (External Examination)	Y		

File No.	File Name	File maintained (Yes/No)	Document maintained (Yes/No)	Assessor's Remarks
32	End Semester Result Analysis	Y	Y	→ ok
33	Result	Y	Y	→
34	Student's Fee Record	N	N	
35	Best Projects	Y		→ file to be updated
36	Star Performers	Y		→ file to be updated
37	Slow & Fast Learners	Y		→ file to be updated
38	Student's Club	Y	Y	→ ok
39	Technical Events	Y	Y	
40	Cultural & Sports Events	N	Need update	
41	Faculty Publication	Y	Y	→ ok
42	Faculty Interaction with Outside World	Y	Y	→ ok
43	Faculty Participation in University Activities	Y	Y	→ ok
44	Research Grant	N	N	NA
45	Patents	Y	Y	→ ok
46	Faculty Awards & Recognition	Y	Need update	file to be updated
47	Monthly Progress Report	Y	Y	→ ok
48	FDP organized	Y	Y	— ok

4

e No.	File Name	File maintained (Yes/No)	Document maintained (Yes/No)	Assessor's Remarks
49	Workshop organized	Y	Y	→ ok
50	Seminar/Webinar organized	Y	Y	→ ok
51	Expert Talk by Internal Faculty Members	Y	Needs update	→ file to be updated
52	Conference Organized (National/International)	Y	Y	.
53	Extension Activities	N	N	NIL
54	Placement Record	Y	Y	→ ok
55	GATE Qualified	N	N	→ NIL (2023) → old to be maintained
56	Student's Progression to Higher Education	Y	Needs update	→ File need to be updated
57	Convocation & Degree awarded	N	N	→ File N To be prepared
58	Committees	Y	Need	→ File Need to be updated
59	Student's Grievances	Y	Y	— Need to be updated properly
60	Ragging & Sexual harassment	N	N	NIL
61	Faculty Promotion & Appraisal	N	N	Needed to be prepared.

Part-B
(NBA Program Specific Files)

File No.	File Name	File maintained (Yes/No)	Document maintained (Yes/No)	Assessor's Remarks
P.1	NBA accreditation reports of the past visits, if any	Y	Y	ok
P.2	Department budget and allocations	N	Need to be updated if any	file to be prepared
P.3	Admission – seats filled and ranks	H	N	file to be prepared
P.4	List/Number of students who cleared the program			— do —
P.5	CGPA	H	N	NIL
P.6	Placement and higher studies	Y	Need updat	NIL Placement–30%
P.7	Professional society activities, events, conferences organized etc	Y	Y	ok
P.8	List of students' papers along with hard-copies of the publications	Y	Y	file Need to be updated
P.9	Sample best and average project reports/thesis	Y	Y	— do —
P.10	Details of faculty student ratio	Y	Y	yes
P.11	Faculty Personal Files with their service books, salary details, sample appointment letters, promotion and award letters/certificates, First page of papers published, Citation from Google Scholar in the department	Y	Need updat	file Need to be updated
P.12	Faculty list with designation, qualification, joining date, publication, R&D, Industry interaction details.	Y	Y	— do —
P.13	List of faculty publications along with DOIs and publication/citation details	Y	Y	OK
P.14	List of R&D and consultancy projects along with approvals and project completion reports	N	N	– NIL

	File Name	File maintained (Yes/No)	Document maintained (Yes/No)	Assessor's Remarks
P.15	List and proofs of faculty interaction with outside world	Y	Y	ok
P.16	List of classrooms, faculty rooms	Y	Y	oks
P.17	List of programme-specific laboratories and computing facility within department	Y	Y	OK
P.18	List of non-teaching staff with their appointment letters, qualifications, skill up-gradations	Y	Y	OK
P.19	List of short-term courses, workshops arranged, and course modules developed	Y	Y	ok
P.20	Records of new programme-specific facility created			— To be prepared
P.21	Records of overall programme-specific improvements	Y	Y	ok
P.22	Curriculum, POs, PSOs, PEOs, Mission, and Vision statements	Y	Y	ok
P.23	Correlation of outcomes with the PEOs (PO-PSO-PEO mapping, rubric for mapping, Alumni survey rubric, Employer Survey rubric)	Y	Y	oks
P.24	Correlation of course outcomes with the POs and PSOs	Y	Y	ok
P.25	Course files, plan of course delivery, question papers, answer scripts, assignments, reports of assignments, project reports, report of design projects, list of laboratory experiments, reports of laboratory experiments, etc.	Y		— Audited
P.26	Rubrics developed to validate the POs, PSOs and their impact analysis	Y	need update	file to be updated
P.27	Continuous improvement in the PEOs	Y	Y	— do —
P.28	Improvement in curriculum for correlating the POs, PSOs and the PEOs	N	N	—

7

o.	File Name	File maintained (Yes/No)	Document maintained (Yes/No)	Assessor's Remarks
F.29	Direct and indirect assessment methods to show attainment of the POs , PSOs and impact analysis	Y	Y	ok
F.30	Stakeholder's involvement in the process of improvement of the PEOs, PSOs and the POs	Y		Feedback file to be maintained separately
F.31	Collected forms of various indirect assessment tools (e.g. program exist, alumni survey, parents, employer survey)	Y	Need	file Need to be prepared.
F.32	Any other documents which may be necessary to evaluate the SAR			
	- Department Administrative Structure (Committee structure, list of committees with objective/responsibilities, frequency of a task etc.)			ok MoM Need to be updated.
	- Module-wise files (attainments, co-po, MOMs, audit reports etc.)			file Need to be updated.
	- Efforts taken for Weak students (theory as well as lab)			ok
	- Mentoring file			Ok

Part-C

To be cross-checked with randomly selected 2 files:

a. Attendance Register

	Name of Faculty Member	Subject	Is up-to-date (Yes/No)	Assessor's Remarks
1.	Saurabh Keemar	Math-4sem	Yes	ok
2.	Bhupesh kr Gupta	OS - 4Sem	No	Need to be modified.

Course File

Name of Faculty Member	Subject	Is up-to-date (Yes/No)	Assessor's Remarks
1. Updesh kr Jaiswal		NO	Lecture plan → Missing CO-PO Not Mapped.
2. Saurabh kr	Math-usem	Yes	ok

c. Answer Script (Class Test)

Name of Faculty Member	Subject	Is evalauted correctly (Yes/No)	Assessor's Remarks
Updesh kr Jaiswal		Yes	Leet —
Bhupendrs kr cunft	OS-4 sem	Yes	—

d. Mentor Card

Name of Faculty Member	Subject	Is up-to-date (Yes/No)	Assessor's Remarks
Manoj Chaunetia		Yes	ok

Concluding remarks/suggestions by the Assessors:

They will update before next audit

We hereby declare that we have conducted Academic Audit for session 2022-23 in the presence of HoD as on ____18/8/22____

(Dr. S.N. Rajan)
Dean Academic

(Dr. Kavita Saxena)
HoD – MCA

(Dr. Prabhat Kumar Srivastava)
Prof. Incharge – TID

(Dr. Amit Sharma)
Coordinator – IQAC

(Prof. Mohit Mittal)
Coordinator – Academic Monitoring Cell