



**IQAC - JAMIA HAMDARD**  
**NEW DELHI - 110062**

**Analysis and Action Taken and Plan on Action on NAAC Peer Team Report,**  
**Recommendations and Observations - Cycle III (Date of visit: August 23-25, 2017)**

Section II: CRITERION WISE ANALYSIS		ACTION PLAN
<p><b>2.1 Curricular Aspects:</b></p> <p>2.1.1 Curriculum Design &amp; Development</p>	<ul style="list-style-type: none"> <li>• Curriculum designed in consonance with the guidelines of the relevant statutory bodies.</li> <li>• Curriculum focuses on blending of theoretical and practical knowledge of the subjects.</li> <li>• Inputs obtained from subject experts for designing curriculum.</li> </ul>	<ul style="list-style-type: none"> <li>• Curriculum/syllabus will be frequently revised and inputs of industry stakeholders may be taken into account.</li> <li>• Departments have been advised to include expert(s) from industry in BoS.</li> <li>• Industry experts may also be appointed as 'Adjunct Faculty'.</li> </ul>
<p>2.1.2 Academic flexibility</p>	<ul style="list-style-type: none"> <li>• Institution offers a number of program options leading to different degrees, diploma and certificates</li> <li>• Semester system followed in majority of the courses; in others, norms of the respective statutory bodies followed.</li> <li>• CBCS is being implemented.</li> </ul>	<ul style="list-style-type: none"> <li>• CBCS has been implemented in all courses where applicable as per UGC norms.</li> <li>• A CBCS manual have be developed and notified.</li> </ul>
<p>2.1.3 Curriculum Enrichment</p>	<ul style="list-style-type: none"> <li>• Curriculum revision takes place on regular basis.</li> <li>• Workshops organized for designing the courses.</li> <li>• Many skill-enhancement courses offered.</li> </ul>	<ul style="list-style-type: none"> <li>• Skill development courses in IT/CS have been initiated.</li> <li>• Departments have been advised to introduce skill development programmes in other disciplines/sectors will also be undertaken such and Food Processing and Packaging;</li> </ul>

		Vermiculture; Biotechnology; Pharmaceutical Sciences; Medical Assistance etc.
2.1.4 Feedback System	<ul style="list-style-type: none"> <li>• Mechanism to obtain feedback on curriculum from stakeholders exists.</li> <li>• Feedback obtained is utilized for enriching the curriculum.</li> </ul>	<ul style="list-style-type: none"> <li>• Online feedback from Student</li> <li>• other stakeholders – parents, alumni, employees (teachers) have introduced. Feedback is collected and analyzed and needful action.</li> </ul>
<b>2.2 Teaching-Learning &amp; Evaluation:</b> 2.2.1 Student Enrolment and Profile	<ul style="list-style-type: none"> <li>• Admission process is transparent and carried out mainly through national level entrance tests.</li> <li>• Demand ratio for some of the programs is high, and overall percentage of girl students is about 50%.</li> <li>• Statutory reservation policy prescribed for minority institutions followed.</li> </ul>	<ul style="list-style-type: none"> <li>• Campaigns have been launched to attract minority community students in target areas such as Mewat (Haryana), Moradabad, Kerala state and other places.</li> </ul>
2.2.2 Catering to Student Diversity	<ul style="list-style-type: none"> <li>• Orientation/induction programs conducted for freshers.</li> <li>• Majority of the students are from other states and foreign students from 28 nationalities.</li> <li>• Institution fosters an inclusive environment.</li> </ul>	<ul style="list-style-type: none"> <li>• No action required.</li> </ul>
2.2.3 Teaching-Learning Process	<ul style="list-style-type: none"> <li>• Academic calendar is in place and is being followed.</li> <li>• Participatory learning based on presentations/ case studies/ seminars/ GD/ projects, etc. in some departments</li> <li>• Experts from reputed institutions/ industry are invited for extension lectures.</li> </ul>	<ul style="list-style-type: none"> <li>• Academic calendar and calendar of co-curricular including calendar of conferences have been developed.</li> <li>• The same will be put up on the JH web site.</li> </ul>

<p>2.2.4 Teacher Quality</p>	<ul style="list-style-type: none"> <li>• Out of 242 permanent teachers Ph.D. -97, D.Sc. -02, M. Phil. -02 and PG-141.</li> <li>• Currently Emeritus, Adjunct and Visiting professors are 01, 06 and 05 respectively.</li> <li>• A few eminent fellows and awardees have joined the university recently.</li> <li>• Majority faculty are from other states.</li> </ul>	<ul style="list-style-type: none"> <li>• Number of teachers with NET will be increased with new recruitment policy.</li> <li>• Teachers have been given opportunity to obtain higher qualification (Ph.D. degree) in-service.</li> </ul>
<p>2.2.5 Evaluation Process and Reforms</p>	<ul style="list-style-type: none"> <li>• Institution adheres to the academic calendar for the conduct of examinations.</li> <li>• Results are declared in time.</li> <li>• Grievance redressal mechanism exists in several departments.</li> </ul>	<ul style="list-style-type: none"> <li>• Examination results will be fully online with the implementation of ERP/UMS.</li> <li>• University has joined National Academic Depository (NAD).</li> </ul>
<p>2.2.6 Student Performance and Learning Outcomes</p>	<ul style="list-style-type: none"> <li>• Graduate attributes defined and outcome monitored.</li> <li>• Pass percentage is good in all programs.</li> <li>• Data on students learning outcomes needs to be utilized for planning the learning processes.</li> </ul>	<ul style="list-style-type: none"> <li>• A mechanism to assess learning outcome will be brought in place.</li> </ul>
<p><b>2.3 Research, Consultancy &amp; Extension:</b> 2.3.1 Promotion of Research</p>	<ul style="list-style-type: none"> <li>• Departmental Research Committees and Advisor (Research) monitors research activities.</li> <li>• Collaborations with institutions/industry for carrying out inter-disciplinary research promoted.</li> <li>• Departments organize workshops/ conferences/ interaction programs regularly to promote research.</li> <li>• Seed money provided to the newly recruited young teachers currently.</li> </ul>	<ul style="list-style-type: none"> <li>• Full utilization of collaborations/MoU will be ensured.</li> <li>• A record (archives) of conferences/other such events to be will be maintained in the IQAC.</li> </ul>

<p>2.3.2 Resource Mobilization for Research</p>	<ul style="list-style-type: none"> <li>• Financial resources mobilized by departments through research projects amount to around 11.51 crores and during the year 2016-17, 12.63 crores.</li> <li>• Eight departments awarded projects under UGC SAP/ DST/ FIST/ etc.</li> <li>• University has been awarded DST-PURSE.</li> </ul>	<ul style="list-style-type: none"> <li>• Per faculty project ratio will be improved.</li> <li>• With the grant of 12b status in 2018 funding opportunity are expected to increase.</li> <li>• More Departments have applied for UGC-Special Assistance programme (SAP) proposals.</li> <li>• Research projects from HIMSR will be put up for support from DHR, ICMR, SERB etc.</li> </ul>
<p>2.3.3 Research Facilities</p>	<ul style="list-style-type: none"> <li>• Central instrumentation facilities established to promote research in emerging areas.</li> <li>• Each department is equipped with research laboratory.</li> <li>• Research facilities are enhanced through research projects.</li> <li>• Animal house facility exists.</li> </ul>	<ul style="list-style-type: none"> <li>• Functioning of Central Instrumentation Facilities (CIF) have been reviewed and facilities have been updated with induction of new equipment.</li> </ul>
<p>2.3.4 Research Publications and Awards</p>	<ul style="list-style-type: none"> <li>• University publishes a research journal titled “Indian Journal of Federal Studies”, ISSN No. 0976-8408.</li> <li>• Teachers have published research papers in good indexed journals.</li> <li>• Some teachers have received research awards.</li> </ul>	<ul style="list-style-type: none"> <li>• All publication will be put up on the JH web site.</li> </ul>
<p>2.3.5 Consultancy</p>	<ul style="list-style-type: none"> <li>• University policy for structured consultancy exists.</li> <li>• Faculty encouraged to engage in consultancy and about Rs. 25 lacs generated through consultancy projects.</li> <li>• University-Industry cell yet to be established for developing</li> </ul>	<ul style="list-style-type: none"> <li>• Revenue sharing policy of IIT-Delhi has been adopted and it is hoped it will encourage faculty to take up consultancy projects from industry.</li> </ul>

	linkages with the industry.	
2.3.6 Extension Activities and Institutional Social Responsibility	<ul style="list-style-type: none"> <li>• University promotes university-neighborhood network by organizing health camps, seminars, road shows and nukkad meetings, mass contact programs, etc.</li> <li>• NSS and NCC helps in promoting community awareness for traffic rules, blood donation, HIV/AIDS, family planning etc.</li> <li>• University collaborates with NGOs/ organizations/ governmental agencies for promoting social change.</li> </ul>	<ul style="list-style-type: none"> <li>• University has adopted five villages under 'UNNAT BHARAT' programme.</li> <li>• Activities will be highlighted in press/media.</li> <li>• Social media handle for Jamia Hamdard will be created.</li> </ul>
2.3.7 Collaborations	<ul style="list-style-type: none"> <li>• University has signed MOUs with several national/ international institutions for research collaborations.</li> <li>• Collaborations helped in curriculum development, internship, research, publications, consultancy, placement, etc.</li> <li>• Collaboration with industry needs to be strengthened.</li> </ul>	<ul style="list-style-type: none"> <li>• More collaboration with industry will be taken up, especially in the discipline of pharmacy, biotechnology, clinical research and toxicology.</li> </ul>
<b>2.4 Infrastructure and Learning Resources:</b> 2.4.1 Physical Facilities	<ul style="list-style-type: none"> <li>• University is spread over an area of 91.6 acres of land with a built up area of 1, 27,532.94 sq. mts.</li> <li>• Well-equipped class rooms, labs, computer center, auditorium/seminar halls, health centre, etc.</li> <li>• Six hostels (girls-4, boys-2) with a capacity of 1457 seats, and sports facilities, cafeteria, etc. available.</li> <li>• Most of the buildings and hostels are not friendly for differently abled.</li> </ul>	<ul style="list-style-type: none"> <li>• Ramps and special toilets will be constructed across all the buildings.</li> <li>• All new building have elevators.</li> <li>• Signages will be fitted for ramps and special toilets.</li> </ul>
2.4.2 Library as a	<ul style="list-style-type: none"> <li>• Library has 161469 books and</li> </ul>	<ul style="list-style-type: none"> <li>• Major upgrade/reforms</li> </ul>

Learning Resource	<p>98400 titles, and also 112 printed journals.</p> <ul style="list-style-type: none"> <li>• E-journals obtained through INFLIBNET and other sources.</li> <li>• Library processes have been partially computerized, powered by Libsys ILMS.</li> </ul>	<p>needed in library is underway.</p> <ul style="list-style-type: none"> <li>• Process for procurement of RFID system has been initiated.</li> </ul>
2.4.3 IT Infrastructure	<ul style="list-style-type: none"> <li>• Faculty provided desktops/ computers.</li> <li>• Wi-Fi/LAN connectivity provided on the campus including hostels.</li> <li>• University avails of “National Knowledge Network” connectivity having bandwidth of 1 Gpbs.</li> </ul>	<ul style="list-style-type: none"> <li>• Wi-fi connectivity speed will be improved.</li> </ul>
2.4.4 Maintenance of Campus facilities	<ul style="list-style-type: none"> <li>• Estates office oversees the maintenance of buildings, class rooms, labs. etc.</li> <li>• Solar heating, water recycling and water harvesting also maintained by the estates office.</li> <li>• Computer center of the university takes care of the IT infrastructure.</li> </ul>	<ul style="list-style-type: none"> <li>• Work of maintenance and upliftment of exteriors of residential will be undertaken.</li> <li>• Intercom services in School buildings and residential blocks will be restored.</li> </ul>
<p><b>2.5 Student Support and Progression:</b></p> <p>2.5.1 Student Mentoring and Support</p>	<ul style="list-style-type: none"> <li>• Special lectures organized by departments/ student community.</li> <li>• Welfare schemes undertaken by DSW office.</li> <li>• Mentor-mentee system needs to be strengthen.</li> </ul>	<ul style="list-style-type: none"> <li>• Mentor-mentee system at least for 1<sup>st</sup> year students has been implemented from the academic session 2018-19.</li> </ul>
2.5.2 Student Progression	<ul style="list-style-type: none"> <li>• Most of the students complete their degrees within stipulated time span.</li> <li>• Central and state services examinations, NET, GATE, GPAT qualified by 152, 89, 20 and 223 students respectively during</li> </ul>	<ul style="list-style-type: none"> <li>• No. of NET and GATE qualified students will be improved.</li> <li>• Special coaching classes will be conducted.</li> </ul>

	<p>the last five years.</p> <ul style="list-style-type: none"> <li>• Student progression is good.</li> </ul>	
2.5.3 Student Participation and Activities	<ul style="list-style-type: none"> <li>• Different activities of sports, cultural, literary education etc. are organized.</li> <li>• Student's participation in creative activities is promoted.</li> <li>• Students are represented in academic and administrative bodies of the institution.</li> </ul>	<ul style="list-style-type: none"> <li>• Participation of Jamia Hamdard students in national and state level events will be encouraged.</li> <li>• Sports Consultant has been appointed.</li> </ul>
<p><b>2.6 Governance Leadership and Management:</b></p> <p>2.6.1 Institutional Vision and Leadership</p>	<ul style="list-style-type: none"> <li>• Vision and mission of institution clearly defined, reflected in academic, and other activities.</li> <li>• Committed, pro-active and goal oriented leadership.</li> <li>• Participative management practices being promoted.</li> <li>• Efforts being directed towards nurturing and reinforcing the culture of excellence.</li> <li>• Institution monitors and evaluates its policies and plans.</li> </ul>	<ul style="list-style-type: none"> <li>• No action required.</li> </ul>
2.6.2 Strategy development and deployment	<ul style="list-style-type: none"> <li>• Comprehensive organizational structure and decision-making system is in place.</li> <li>• A perspective plan for institutional development prepared.</li> <li>• Institution has a quality policy.</li> <li>• E-Governance practices yet to be initiated.</li> </ul>	<ul style="list-style-type: none"> <li>• ERP/UIMS is under implementation stage.</li> </ul>
2.6.3 Faculty Empowerment Strategies	<ul style="list-style-type: none"> <li>• Performance appraisal of staff is done as per the UGC guidelines.</li> <li>• Participation of faculty in FDPs, workshops and conferences is encouraged.</li> <li>• Short-term orientation programmes organized for</li> </ul>	<ul style="list-style-type: none"> <li>• No action required.</li> </ul>

	<p>teaching staff.</p> <ul style="list-style-type: none"> <li>• Gender sensitization and women's empowerment cell exists.</li> </ul>	
2.6.4 Financial Management and Resource Mobilization	<ul style="list-style-type: none"> <li>• Resource mobilization is mainly through tuition fees, research projects, etc.</li> <li>• Annual financial support of Rs.8.00 crores through Govt./UGC.</li> <li>• Financial audit is carried out by the chartered accountant.</li> </ul>	<ul style="list-style-type: none"> <li>• Resource mobilization and allocation will be reviewed by appropriate Committee(s).</li> </ul>
2.6.5 Internal Quality Assurance System	<ul style="list-style-type: none"> <li>• Institution leadership takes initiatives for mobilization of resources.</li> <li>• A number of quality measure protocols prepared; but not yet implemented fully.</li> <li>• Academic and administrative audit needs to be conducted regularly.</li> </ul>	<ul style="list-style-type: none"> <li>• IQAC will be actively involved in academic and administrative functioning of university as per mandate of NAAC/UGC.</li> <li>• Director, IQAC will be inducted as special invitee in PMB, AC and BoM keeping in view the framework of BoM. Director, IQAC may be invited to present 'Quality Report' at meetings of these bodies with the concurrence of the Vice Chancellor.</li> <li>• Academic and Administrative Audit (AAA) will be conducted as per the requirement of NAAC.</li> </ul>
<p><b>2.7 Innovations and Best Practices:</b></p> <p>2.7.1 Environmental Consciousness</p>	<ul style="list-style-type: none"> <li>• Special emphasis is on development and preservation of an eco-friendly environment.</li> <li>• Green campus and its audit is conducted annually.</li> <li>• Rain water harvesting and energy conservation practices are in place.</li> </ul>	<ul style="list-style-type: none"> <li>• Campus energy audit, waste recycling, and water harvesting will be undertaken involving experts in the field.</li> </ul>



2.7.2 Innovations	<ul style="list-style-type: none"> <li>• 50% of the overhead charges for the university is shared by the PI of the respective project for academic improvement.</li> <li>• Financial reward for research publications in impact journals.</li> <li>• University has just started offering PDF and JRF to attract bright young students.</li> <li>• Computerized central time-table management initiated</li> </ul>	<ul style="list-style-type: none"> <li>• No action required.</li> </ul>
2.7.3 Best Practices	<ul style="list-style-type: none"> <li>• National skill training center - Daksh was launched with joint collaboration of ministry of health and family welfare GOI and Liverpool School of Tropical Medicine.</li> <li>• Merit cum means scholarship and free-ships to help financially weaker section of students to go for higher studies.</li> </ul>	<ul style="list-style-type: none"> <li>• More such practices will be adopted at other Schools.</li> </ul>

<b>Section III: OVERALL ANALYSIS</b>		
3.1 Institutional Strengths	<ul style="list-style-type: none"> <li>• Established a brand name, especially in the niche area of Unani health sector.</li> <li>• Visionary leadership.</li> <li>• Good infrastructural facilities for teaching- learning, sports and extra-curricular activities.</li> <li>• Use of ICT in teaching-learning process.</li> <li>• Diversity of the students and the faculty.</li> <li>• Harmonious relationship among all the stakeholders of the institution.</li> <li>• Smoke-free, alcohol-free &amp; drugs addiction-free campus</li> </ul>	<ul style="list-style-type: none"> <li>• No action is required.</li> </ul>

<p>3.2 Institutional Weaknesses</p>	<ul style="list-style-type: none"> <li>• Space crunch is coming in the way of future expansion.</li> <li>• Hostel facility for the boys.</li> <li>• Shortage of funds for renovation and architectural facelift to buildings.</li> <li>• Scarcity of the water resources.</li> <li>• Central and departmental library resources limited.</li> <li>• ERP system yet to be integrated fully.</li> <li>• Diversion of substantial financial resources towards medical college (HIMSR).</li> </ul>	<ul style="list-style-type: none"> <li>• Space crunch will be tackled with vertical development of infrastructure.</li> <li>• Water saving action plan will be developed.</li> <li>• ERP implementation will be with all the modules.</li> </ul>
<p>3.3 Institutional Challenges</p>	<ul style="list-style-type: none"> <li>• Attracting faculty at senior level to take-up leadership role.</li> <li>• Establishing hostel facilities for students, especially boys.</li> <li>• Future expansion of the campus.</li> <li>• Industry oriented curriculum and implementation.</li> <li>• International and central institutional collaboration in teaching research and consultancy.</li> <li>• Strengthening of translational research.</li> <li>• Corporate training, consultancy and placement of students.</li> <li>• Development of Kannur campus.</li> </ul>	<ul style="list-style-type: none"> <li>• In some Schools faculty at senior level has been inducted.</li> <li>• Curriculum of courses, especially management and IT will be oriented toward market needs.</li> <li>• In BoS members from industry will be inducted.</li> <li>• More clinical trials will be conducted on the products developed by the faculty of SPER.</li> <li>• Consultancy activities to be intensified.</li> <li>• Ways and means to develop Kannur campus will be explored.</li> </ul>
<p>3.4 Institutional Opportunities</p>	<ul style="list-style-type: none"> <li>• Positioning Unani medicine on the global scene.</li> <li>• Attracting more students from different countries and cultures.</li> </ul>	<ul style="list-style-type: none"> <li>• Efforts to make Unani medicine popular will be initiated.</li> <li>• Alumni will be involved in curriculum designing. They</li> </ul>

	<ul style="list-style-type: none"> <li>• Well placed alumni community</li> <li>• Signing MOUs with leading academic institutions/ industries.</li> <li>• Transfer of technology based on research to society.</li> </ul>	<p>will also be encouraged to contribute to establishment of endowment funds.</p> <ul style="list-style-type: none"> <li>• Alumni association has been registered as the Alumni Association of Jamia Hamdard (TAAJH).</li> </ul>
--	--	--

#### Section IV: Recommendations for Quality Enhancement of the Institution

Sl. No.	Recommendation	Action to be taken
1	Library resources need to be augmented by adding standard and latest reference books in all courses, and additional efforts made for digital library needed.	<ul style="list-style-type: none"> <li>• Efforts have been initiated to improve Library services.</li> <li>• Automation of some libraries in neighbourhood will be studied.</li> </ul>
2	Student support services such as extended hours of library, reprographic facility be provided.	<ul style="list-style-type: none"> <li>• Library and Central Instrumentation Facilities (CIF) will be consolidated and proper SOPs will be developed to maximally utilize these facilities.</li> </ul>
3	Proper grooming/ additional support need to be provided to students coming from humble backgrounds/ slow learners.	<ul style="list-style-type: none"> <li>• A mechanism will be brought in place for mentoring of students coming from rural/tribal and Madarsa background.</li> <li>• Remedial coaching classes will be implemented.</li> </ul>
4	Faculty be motivated to engage in consultancy work for mobilization of more funds.	<ul style="list-style-type: none"> <li>• With implementation of consultancy guidelines on pattern of IIT-Delhi it is expected that faculty will take up more projects.</li> </ul>
5	Communication lab be established for improving communication skills of the students.	<ul style="list-style-type: none"> <li>• Communication skill lab will be considered at Smart Classroom Cluster.</li> </ul>
6	IQAC needs to be empowered and involved in decision making.	<ul style="list-style-type: none"> <li>• IQAC will be actively involved in academic and administrative functioning of university as per mandate of NAAC/UGC.</li> <li>• Director, IQAC will inducted as special invitee in PMB, AC and BoM keeping in view framework of BoM. Director, IQAC may invited to present 'Quality</li> </ul>

		<p>Report' at meetings of these bodies with the concurrence of the Vice Chancellor.</p> <ul style="list-style-type: none"> <li>• IQAC will be strengthened by providing proper and adequate manpower and other infrastructure.</li> </ul>
7	Grievance redressal mechanism to be strengthened.	<ul style="list-style-type: none"> <li>• Already implemented.</li> <li>• UGC has been informed.</li> <li>• Detail of Committee has been put up on web site.</li> </ul>
8	Coaches be engaged for all the sports carried out on the campus.	<ul style="list-style-type: none"> <li>• A Consultant for sports has been appointed.</li> </ul>
9	Alumni association needs to be registered.	<ul style="list-style-type: none"> <li>• Registration of Alumni Association has been done.</li> </ul>
10	A central placement/ guidance cell be established.	<ul style="list-style-type: none"> <li>• Need of a training, placement and guidance cell will be attended and at School level staff has been appointed.</li> </ul>
11	CBCS be introduced in all the programs.	<ul style="list-style-type: none"> <li>• CBCS has been introduced as per UGC norms in all courses.</li> <li>• A CBCS manual has been developed.</li> <li>• A monitoring committee will be setup by the IQAC to ensure implementation.</li> </ul>
12	Adequate hostel facilities be provided to all the students.	<ul style="list-style-type: none"> <li>• Additional hostel accommodation for about 700 students has been provisioned and process in underway.</li> </ul>
13	Accreditation of all the labs and equipments be initiated.	<ul style="list-style-type: none"> <li>• Process will be started in HAH-CH using Quality Council of India (QCI) framework.</li> </ul>
14	Transport facilities be provided to the students for off-campus training.	<ul style="list-style-type: none"> <li>• Minor issue but will be attended. A bus has been procured.</li> </ul>
15	Credit transfer and accumulation policy be implemented.	<ul style="list-style-type: none"> <li>• Already addressed.</li> </ul>
16	E-rickshaw facility be provided on the campus.	<ul style="list-style-type: none"> <li>• Limited number of E-rickshaw or battery operated golf cart may will be considered for ferrying students and staff from gate no. 3 to 6 and back covering various building of the university between 8 am to 6 pm on working days.</li> </ul>

Presented at the IQAC Committee meeting held on 19-07-2018.



Director  
Internal Quality Assurance Cell  
(IQAC)  
Jamia Hamdard  
New Delhi - 110062

*Director IQAC, Jamia Hamdard*