

# ACADEMIC AUDIT PROFORMA

Academic Session: 2022-2023

Institution Name: Banarsidas Chandiwala Institute of Physiotherapy, New Delhi

Date of Audit:.....

## Members of the Academic Audit Committee:

(i) ..... (ii) .....

(iii) ..... (iv) .....

(iv) ..... (v) .....

**GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY**  
**Sector 16C, Dwarka, New Delhi - 110078**

<b>A. Institute Information</b>			
Name of the Institution	:	Banarsidas Chandiwala Institute of Physiotherapy	
Name of the Director/Principal	:	Dr. Avi Choudhary	
Address	:	Maa Anandmai Marg, Kalkaji, New Delhi - 110019	
	Mobile No. (Director/Principal)	:	9717763533
	Telephone No. (Institution)	:	011-49020292, 011-49020291
	Email ID	:	director@bcip.ac.in
	Institution website URL	:	www.bcip.ac.in

<b>B. Details of Academic Programmes</b>								
(a)	<b>Academic Programmes</b>							
	S. No.	Programme	Start Year	Regulatory Body	Sanctioned Intake in the Assessment Year			Total Students (for all years)
					1 <sup>st</sup> Shift	2 <sup>nd</sup> Shift	Total	
	1.	Bachelor of Physiotherapy	2003	DCPTOT	60	NA	60	240
	2.	Master of Physiotherapy – Musculoskeletal	2021	DCPTOT	08	NA	08	16
	3.							
	4.							
	5.							
	6.							
	7.							
	8.							
	9.							
(b)	Programme-wise list of faculty for the assessment year (to be uploaded under mandatory disclosures).							
(c)	Programme-wise Class-wise Time Table for the assessment year (to be uploaded under mandatory disclosures).							

# 1. Status of Accreditation

1(a)	<b>Applicability of Accreditation:</b>		
	NBA Only	:	NA
	NAAC Only	:	No
	NBA and NAAC	:	No
1(b)	<b>Status of Accreditation</b>		
	NBA (Out of 25 scaled to 50, if only NBA accreditation applicable)	:	NA
	NAAC (Out of 25 scaled to 50, if only NAAC accreditation is applicable)	:	No
	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)	:	No
			<b>Marks</b> (Max. Marks: 50)

## 2. Status of Teachers' Availability

As per statutory body (UGC, AICTE, BCI, NCTE, COA, RCI, AYUSH, etc.) norms or to be assessed for UG as 1:20, PG as 1:15.

2(a)	<b>Total No. of Students</b>		
	In UG	:	240
	In PG	:	16

2(b)	<b>Number of Regular* Teachers</b>		
	In UG	:	12
	In PG	:	4
	In UG and PG	:	16
	Total	:	16

### 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			Teacher-Student Ratio (a/(c+d))
				Assistant Professor (Jr. Faculty) (c)	Associate Professor + Professors (Sr. Faculty) (d)	Cadre Ratio (d/c)	
1.	BPT	60 x 4 = 240	12	10	2	2/10 = 0.2	1:20 (Teacher : Student)
2.	MPT - MS	8 x 2 = 16	3	4	NA (as per regulatory body)	NA	1:4 (Teacher : Student)
3.							
4.							
5.							
6.							
7.							
Total							

**Marks**  
(Max. Marks: 100)

\*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.

### 3. Quality of Teachers and Teaching

		No.	Details	Marks
3(a)	No. of teachers with Ph. D.	1	2 other are pursuing.	
3(b)	No. of publications in WoS/SCOPUS/UGC-CARE (Category-I) listed journals in the assessment year	7		
3(c)	No. of publications in UGC-CARE (Category-II) listed journals in the assessment year	1		
3(d)	No. of publications in any referred journal other than the above (with ISSN No.) in the assessment year	4		
3(e)	No. of publications in conferences in the assessment year			
	• Indexed by WoS/SCOPUS/UGC-CARE (Category-I)	NIL		
	• Indexed by UGC-CARE (Category-II)	NIL		
	• With ISBN Number	3		
	• Any other	NIL		
3(f)	No. of Books / Edited Books / Book Chapters published	4	- <b>Two Books Published</b> - <b>Two chapters Published</b>	
3(g)	Course/teaching plan with details of number of lectures on each unit of curriculum, in the assessment year	Yes		
3(h)	No. of courses on Learning Management System (LMS)	Yes		
3(i)	Classrooms available with mounted projectors and ICT facilities (Geo tagged photos should be uploaded and available under mandatory disclosures)	Yes	All Classrooms are equipped with Projectors and ICT facilities.	
3(j)	Percentage of teachers using ICT for teaching (having PPTs, Videos, etc.)	100 %		
				<b>Marks</b> (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

		Details	Marks
4(a)	Documentary evidence of awards like best teacher/best researcher, etc.	: Yes. Provision available.	
4(b)	Documentary evidence of mechanism for grant of study leave to teachers with full pay for faculty to pursue higher study at other institutions	: Yes. Provision available.	
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	: Yes	
4(d)	Individual computing facilities provided to teachers	: Yes	
4(e)	Internet facility (to every teacher)	: Yes	
<b>Marks</b> (Maximum Marks: 50)			

## 5. Framework for Students' Grievance Redressal Mechanism

		Details	Marks
5(a)	Availability of Students' Grievance Redressal Committee (SGRC) and complies with UGC's Regulations 2012	: Yes. Available	
5(b)	Whether the Grievance Redressal Committee has elected students representative	: Yes. Student Representative elected.	
5(c)	Whether meticulous and verifiable documentations of the proceedings of Students' Grievance Redressal Committee is maintained	: Yes. Documentation maintained.	
5(d)	Availability of Psychiatrist, Psychologist and professional students counsellors	: Yes. Psychologist available.	
5(e)	Whether the institute has published/notified prominently the details of SGRC on website and admission prospectus	: Yes. Published on Notice board and website.	
5(f)	Whether students are satisfied with the effectiveness of the SGRC	: Yes. They are satisfied with the SGRC of the Institute.	
5(g)	Whether reports of the proceedings of SGRC is sent to the University every semester	: Yes.	
<b>Marks</b> (Maximum Marks: 100)			

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

		Details	Marks
6(a)	Percentage of faculty participation in university examinations as evaluators / university representatives <b>(a)</b>	: 100 %	
6(b)	No. of days per faculty devoted to university examination process <b>(b)</b>	: 30 Days	
<b>Marks</b> (Maximum Marks: 50)			

## 7. Status of Library

7(a) Books						
S. No.	Programme	Title (a)	Volume (b)	Score	Details	Marks
1.	BPT	400	1600		- Digital Library facility available – <b>DVL Physiotherapy</b> - Updated Softwares for Library Management and plagiarism Check.	
2.	MPT	713	2443			
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
<b>Total Score</b>						
<b>Marks</b> (Maximum Marks: 70)						
7(b) Journals						
S. No.	Type of Journal	No. of Journals	Ratio (Cap to 1)	Details		Marks
1.	Indian	a = 12	a/12 = 1			
2.	International	b = 4	b/3 = 1.3			
<b>Marks</b> (Max. Marks: 30)						
<b>Total Marks</b> [9(a) + 9(b)] (Max. Marks: 100)						



8. Status of Laboratories					
			Details	Marks	
8(a)	Status of Laboratories other than Computer Lab (as required by statutory body)		No.	<ul style="list-style-type: none"> <li>- Anatomy Lab</li> <li>- Physiology Lab</li> <li>- Electrotherapy Lab</li> <li>- Research Lab</li> <li>- Manual Therapy Lab</li> <li>- Sports Lab</li> <li>- Musculoskeletal Lab</li> <li>- Exercise Therapy Lab</li> </ul> <p>Besides these labs, Various other Physiotherapy Equipment also available in OPD.</p>	
	(i)	Number of Labs	8		
	(ii)	Status of Instruments / Equipment	Functional		
	(iii)	Up-gradation as per new technological developments and requirements of the course curriculum	Yes. Added new equipment as per the requirement		
				<b>Marks</b> (Max. Marks: 50)	
8(b)	Status of Computer Labs (UG: 1 per 6 students across all years; PG: 1 per 3 students across all years)				
	(i)	Total Number of computers available in labs	35		
	(ii)	Total number of available licensed software required as per course curriculum (as required by statutory body)	5		
	(iii)	Quality of Internet connectivity	Good Quality	(150 mbps Lease line)	
				<b>Marks</b> (Max. Marks: 50)	
				<b>Total Marks</b> [10(a) + 10(b)] (Max. Marks: 100)	

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

9(a)	Conferences Organized	No.	Details	Marks
	International / National Conferences	:	National	Organized Conference "BCIPCON 2K23" on Head & Neck Cancer: Road to Rehabilitation. This conference was accredited with DCPTOT with 5 credit hours.  ISBN Proceedings published
	Proceedings are indexed with WoS / SCOPUS / UGC-CARE (Category-I)	:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	Proceedings are indexed with UGC-CARE (Category-II)	:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	Proceedings have ISBN Only	:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
	Proceedings do not have ISBN	:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
9(b)	<b>Seminars Organized</b> (02 Half Day Seminars may be considered as One Full Day Seminar)			
	No. of One Day Seminar	:	2	Yes. Various Seminars organized.
	No. of Half Day Seminar	:	10	
9(c)	<b>Faculty / Management Development Programme Organized</b> (of at least one week/5days duration)			
	FDP/MDP	:	1	5 Days FDP on <b>Policy Procedural Insights – NAAC &amp; NEP</b>
9(d)	<b>Workshops Organized</b>			
	No. of Workshop	:	3	Organized workshops such as workshop on Paediatric Rehabilitation, Understanding Microsoft teams etc.
9(e)	<b>Short Term / Value Added Programmes Conducted</b>			
	No. of Programme	:	2	- Entrepreneurship Development Program - Life Skill Training
9(f)	<b>Webinars / Online Extension Lectures Conducted</b>			
	No. of Lectures	:	5	Organized various webinars on topics related to curriculum, career guidance, soft skill development etc.
<b>Marks</b>				
(Max. Marks: 100)				

## 10. Publications of the Institutions

10(a)	Publication of Journal(s)	No.	Details	Marks
	<b>International / National Journal</b>	:	Not available.	
	Frequency	:	Monthly / Quarterly / Half Yearly / Yearly	
	Publisher	:		
	Indexed at WoS/SCOPUS	:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	Indexed in UGC-CARE	:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	Any other Indexing (please specify)	:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	No indexing	:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
10(b)	<b>Publication of Newsletters and Magazines</b>			
	<b>Magazine</b>	:	<b>Magazine Name:</b> BCIP Today with yearly frequency.	
	Frequency	:	Monthly / Quarterly / Half Yearly / <b>Yearly</b>	
	Publication Type	:	<input checked="" type="checkbox"/> Print <input checked="" type="checkbox"/> <b>Online</b>	
	<b>Newsletter</b>	:		
	Frequency	:	Monthly / <b>Quarterly</b> / Half Yearly / Yearly	Quarterly Newsletters
	Publication Type	:	<input checked="" type="checkbox"/> Print <input checked="" type="checkbox"/> <b>Online</b>	
				<b>Marks</b> (Max. Marks: 40)

## 11. Students' Personality Development Activities

11(a)	<b>Activities like mock interview, role play, group discussions, quizzes, workshops, competitions, etc.</b>			
	<b>Activities</b>	:	<b>No.</b>	<b>Details</b>
	Mock Interview	:	4	Organized Mock Interviews, Role Plays, Group Discussions, Workshops and Competitions such as Debate Competition, Essay Competition, role play competition, Intercollege Folk Dance Competition and Sports Competitions etc.
	Role Play	:	2	
	Group Discussion	:	2	
	Workshop	:	2	
	Competition	:	10	
11(b)	<b>Personality development labs, Provisions for trained faculty to conduct practical sessions and existence of qualified student counsellors</b>			
	Personality development labs	:	Yes	Available
	Availability of trained faculty to conduct practical sessions	:	Yes	Yes. Available
	Availability of student counsellor	:	Yes	Yes, Available
11(c)	<b>Sports facilities in the Institutions</b>			
	Indoor facilities	:	Yes	Available
	Outdoor facilities	:	Yes	Available
	Sport Equipments	:	Yes	Available
				<b>Marks</b> (Max. Marks: 30)

## 12. Status of Placement

		No.	Details	Marks
(i)	Total No. of Students having Passed out (in that Assessment Year)	:	BPT- 54 MPT- 04	
(ii)	Total No. of Students, who are eligible and have registered for Placements (a)	:	BPT – 54 MPT - 04	
(iii)	Total No. of students going for Higher Education (b)	:	BPT – 42 MPT - NIL	
(iv)	Total No. of Students having been placed (c)	:	BPT – 12 MPT - 04	
(v)	Total No. of Students placed + Higher Education (d=b+c)	:	BPT – 54 MPT - 4	
(vi)	Total Percentage (%age) of Placements + Higher Education {e= (d/b) * 100}	:	BPT – 100 % MPT - 100 %	
(vii)	No. of companies visited the campus	:	BPT – 7 MPT - 7	
(viii)	Average salary offered	:	BPT – 2.84 LPA MPT – 3.25 LPA	
(ix)	Existence of training and placement office	:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Marks</b> (Max. Marks: 50)				
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	:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Yes	
(ii)	Institution Website URL	:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	www.bcip.ac.in	
(iii)	Common rooms for girls (separate)	:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Yes. Separate Rooms for Boys & Girls	
(iv)	Cleanliness of toilets	:	<input checked="" type="checkbox"/> Good <input type="checkbox"/> Bad	Maintained with proper documentation	
(v)	Students' canteen and drinking water arrangements	:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Yes. Available with reasonable pricing	
<b>Marks</b> (Max. Marks: 30)					

14. Other Facilities Available in the Institute (Based on Feedback)					
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)	:		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No		
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)	:		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Marks</b> (Max. Marks: 50)					

15. Removal / Completions of Identified Deficiencies					
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)	:	5	4 out of 5 deficiencies removed.	
(ii)	No of deficiencies removed / completed (b)	:	4		
<b>Marks</b> (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	100		
3.	Quality of Teachers and Teaching	100		
4.	Institutional Support for Faculty Development	50		
5.	Framework for Students' Grievance Redressal Mechanism	100		
6.	Institutional Support for University Examinations	50		
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	30		
12.	Status of Placement	50		
13.	General Parameters about the Institution	30		
14.	Other Facilities Available in the Institute	50		
15.	Removal / Completions of Identified Deficiencies	50		
	<b>Total Marks</b>	1000		
	<b>Percentage (%age) Obtained</b>			



**17. Adherence of Time Schedule**

Adherence of time schedule for 1 <sup>st</sup> and 2 <sup>nd</sup> Shift Programmes	<input type="checkbox"/> Yes <input type="checkbox"/> No	NA
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**18. Deficiencies Identified** (only deviations from the standard norms, to be mentioned here):

S. No.	Details of the identified deficiencies
1.	
2.	
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**19. Overall Observations and Recommendations**

S. No.	Observations and Recommendations
1.	
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**Name and Signature of the Members of Academic Audit Committee**

(i) .....

(ii) .....

(iii) .....

(iv) .....

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(vi) .....