



महात्मा गांधी अंतरराष्ट्रीय हिंदी विश्वविद्यालय

Mahatma Gandhi Antarrashtriya Hindi Vishwavidyalaya

(संसद द्वारा पारित अधिनियम 1997, क्रमांक 3 के अंतर्गत स्थापित केंद्रीय विश्वविद्यालय)

(A Central University established by Parliament by Act No. 3 of 1997)

नैक द्वारा 'A' ग्रेड प्राप्त/Accredited with 'A' Grade by NAAC

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पत्रांक : 062/2018-19/SSR/01/186

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परिपत्र

आंतरिक गुणवत्ता आश्वासन प्रकोष्ठ (IQAC) की दसवीं बैठक के मद संख्या 03 पर लिये गये निर्णयानुसार सभी विभागों/केंद्रों को राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद द्वारा निर्धारित Self Study Report के नए प्रारूप की प्रति भेजी जा रही है। अतः आपसे अनुरोध है कि अगले मूल्यांकन के लिए इसी के अनुरूप तैयारी करने का कष्ट करें।

शोभा पालीवाल

प्रति : समस्त संकायाध्यक्ष/विभागाध्यक्ष/केंद्र निदेशक/प्रभारी अध्यक्ष/प्रभारी-क्षेत्रीय केंद्र-ईमेल द्वारा।

प्रतिलिपि : (ईमेल द्वारा)

1. कुलपति कार्यालय
2. प्रतिकुलपति कार्यालय
3. कुलसचिव कार्यालय
4. प्रभारी, लीला- वेबसाइट पर अपलोड करने हेतु।
5. कार्यालय प्रति

SECTION-B

Data Requirements for Self - Study Report (SSR)

This section gives details of various data required for filling up the online format of the Self - Study Report, viz.,

- 1. Executive Summary*
 - 2. Profile of the University*
 - 3. Extended Profile of the University*
 - 4. Quality Indicator Framework (QIF)*
 - 5. Evaluative report of the Departments*
 - 6. Data Templates / Documents (Quantitative Metrics)*
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1. Executive Summary

Every HEI applying for the A&A process shall prepare an Executive Summary highlighting the main features of the Institution including

- **Introductory Note** on the Institution: location, vision mission, type of the institution etc.
- **Criterion-wise Summary** on the Institution's functioning in not more than 250 words for each criterion.
- Brief note on **Strength Weaknesses Opportunities and Challenges (SWOC)** in respect of the Institution.
- **Any additional information** about the Institution other than ones already stated.
- **Over all conclusive explication** about the institution's functioning.

The Executive summary shall not be more than 5000 words.

2. Profile of the University

Basic Information

Name and Address of the University			
Name			
Address			
City		Pin	
State		Website	

Contacts for Communication

Designation	Name	Telephone with STD Code	Mobile	Fax	Email

Nature of University	Institution Status	
Type of University	Type of University	
Establishment Details	Establishment Date of the University	
	Status Prior to Establishment, If applicable	(Autonomous, Constituent, PG Centre, any other)
	Establishment date	

Recognition Details

Date of Recognition as a University by UGC or Any Other National Agency	
Under Section	Date
2f of UGC	
12B of UGC	

University with Potential for Excellence

Is the University Recognised as a 'University with Potential for Excellence (UPE)' by the UGC?	Yes	No
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Location, Area and Activity of Campus

Campus Type	Address	Location	Campus Area in Acres	Built up Area in sq.mts.	Programmes Offered	Date of Establishment	Date of Recognition by UGC/MHRD
		Urban					
		Semi Urban					
		Rural					
		Tribal					
		Hill					

Academic Information

Affiliated Institutions to the University (Not applicable for private and deemed to be Universities)

College Type	Number of colleges with permanent affiliation	Number of colleges with temporary affiliation

Type of Colleges	Permanent	Temporary	Total	
Education/Teachers Training				
Business administration/ Commerce/Management/Finance				
Universal/Common to all Disciplines				

Furnish the Details of Colleges under University

Constituent Colleges	<input type="text"/>
Affiliated Colleges	<input type="text"/>
Colleges Under 2(f)	<input type="text"/>
Colleges Under 2(f) and 12B	<input type="text"/>
NAAC Accredited Colleges	<input type="text"/>
Colleges with Potential for Excellence(UGC)	<input type="text"/>
Autonomous Colleges	<input type="text"/>
Colleges with Postgraduate Departments	<input type="text"/>
Colleges with Research Departments	<input type="text"/>
University Recognized Research Institutes/Centers	<input type="text"/>

Is the University Offering any Programmes Recognised by any Statutory Regulatory authority (SRA)	Yes	No
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Details of Teaching & Non-Teaching Staff of University

Teaching Faculty

	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned												
Recruited												
Yet to Recruit												
On Contract												

Non- Teaching Staff

	Male	Female	Others	Total
Sanctioned				
Recruited				
Yet to Recruit				
On Contract				

Technical Staff

	Male	Female	Others	Total
Sanctioned				
Recruited				
Yet to Recruit				

M.Phil.										
PG										

Distinguished Academicians Appointed

	Male	Female	Others	Total
Emeritus Professor				
Adjunct Professor				
Visiting Professor				

Chairs Instituted by the University

Name of the Department	Name of the Chair	Name of the Sponsor Organisation/Agency

Sl.No	Name of the Department	Name of the Chair	Name of the Sponsor Organisation/Agency

Provide the Following Details of Students Enrolled in the University during the Current Academic Year

Programme		From the State Where University is Located	From Other States of India	NRI Students	Foreign Students	Total
PG	Male					
	Female					

	Others					
UG	Male					
	Female					
	Others					
PG Diploma recognized by statutory authority including university	Male					
	Female					
	Others					

Does the university offer any integrated programmes? Yes/No

Total number of integrated programme	
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Integrated Programme	From the state where university is located	From other states of Indi0061	NRI Students	Foreign Students	Total
Male					
Female					
Others					

Details of UGC Human Resource Development Centre, If applicable

Year of Establishment	
Number of UGC Orientation Programmes	
Number of UGC Refresher Course	
Number of University's own Programmes	
Total Number of Programmes Conducted (last five years)	

EVALUATIVE REPORT OF THE DEPARTMENTS

Department Name	Upload Report

4. Extended Profile of the University

1 Programme:

1.1 Number of Programmes offered year wise for last five years

Year					
Number					

1.2 Number of departments offering academic programmes

2 Student:

2.1 Number of students year wise during the last five years

Year					
Number					

2.2 Number of outgoing / final year students year wise during the last five years

Year					
Number					

2.3 Number of students appeared in the University examination year wise during the last five years

Year					
Number					

2.4 Number of revaluation applications year wise during the last 5 years

Year					
Number					

3 Academic:

3.1 Number of courses in all Programmes year wise during the last five years

Year					
Number					

3.2 Number of full time teachers year wise during the last five years

Year					
Number					

3.3 Number of sanctioned posts year wise during the last five years

Year					
Number					

4 Institution:

4.1 Number of eligible applications received for admissions to all the Programmes year wise during the last five years

Year					
Number					

4.2 Number of seats earmarked for reserved category as per GOI/State Govt rule year wise during the last five years

Year					
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Number					
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4.3 Total number of classrooms and seminar halls: _____

4.4 Total number of computers in the campus for academic purpose: _____

4.5 Total Expenditure excluding salary year wise during the last five years (INR in Lakhs)

Year					
Expenditure					

5. Quality Indicator Framework (QIF)

Essential Note:

The SSR has to be filled in an online format available on the NAAC website.

The QIF given below presents the Metrics under each Key Indicator (KI) for all the seven Criteria.

While going through the QIF, details are given below each Metric in the form of:

- *data required*
- *formula* for calculating the information, wherever required, and
- *File description – for uploading of document* where so-ever required.

These will help Institutions in the preparation of their SSR.

For some Qualitative Metrics (Q_qM) which seek descriptive data it is specified as to what kind of information has to be given and how much. It is advisable to keep data accordingly compiled beforehand.

For the Quantitative Metrics (Q_nM) wherever formula is given, it must be noted that these are given merely to inform the HEIs about the manner in which data submitted will be used. *That*

*is the actual online format seeks **only** data in specified manner which will be processed digitally.*

Metric wise weightage is also given.

The actual online format may change slightly from the QIF given in this Manual, in order to bring compatibility with IT design. Observe this carefully while filling up.

Criterion I – Curricular Aspects (150)

Key Indicator – 1.1 Curriculum Design and Development (50)

Metric No.		Weightage
1.1.1 Q _i M	<p><i>Curricula developed /adopted have relevance to the local/ national / regional/global developmental needs with learning objectives including Programme outcomes, Programme specific outcomes and course outcomes of all the Programme offered by the University</i></p> <p>Write description in maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Upload Additional information • Link for Additional information 	20
1.1.2 Q _n M	<p><i>Percentage of Programmes where syllabus revision was carried out during the last five years</i></p> <p>1.1.2.1: How many Programmes were revised out of total number of Programmes offered during the last five years</p> <p>1.1.2.2 : Number of all Programmes offered by the institution during the last five years</p> <p>Data Requirement for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none"> • Programme Code • Names of the Programme revised <p>Formula:</p>	20

	<p style="text-align: center;"> $\frac{\text{Number of Programmes in which syllabus was revised during the last five years}}{\text{Number of Programmes offered by the institution during the last five years}} \times 100$ </p> <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Minutes of relevant Academic Council/BOS meeting • Any additional information • Details of Programme syllabus revision in last 5 years (Data Template) 	
<p>1.1.3</p> <p>Q_nM</p>	<p><i>Average percentage of courses having focus on employability/ entrepreneurship/ skill development during the last five years</i></p> <p>1.1.3.1: Number of courses having focus on employability/ entrepreneurship/ skill development year wise during the last five years</p> <p>Data Requirement for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none"> • Name of the Course with Code • Activities with direct bearing on Employability/ Entrepreneurship/ Skill development • Name of the Programme <p>Formula:</p> $\text{Percentage per year} = \frac{\text{Number of courses having focus on employability or entrepreneurship or skill development}}{\text{Number of courses in all Programmes}} \times 100$ $\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information • Programme/ Curriculum/ Syllabus of the courses • Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses 	10

	<ul style="list-style-type: none"> • MoU's with relevant organizations for these courses, if any • Average percentage of courses having focus on employability/ entrepreneurship (Data Template) 	
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Key Indicator – 1.2 Academic Flexibility (50)

Metric No.		Weightage
1.2.1	<i>Percentage of new courses introduced of the total number of courses across all Programmes offered during the last five years</i>	30
Q_nM	<p>1.2.1.1: How many new courses were introduced within the last five years</p> <p>1.2.1.2 : Number of courses offered by the institution across all Programmes during the last five years</p> <p>Data Requirement for last five years: (As per Data Template in Section B)</p>	

	<ul style="list-style-type: none"> • Name of the new course introduced • Name of the Programme <p>Formula:</p> $\frac{\text{Number of new courses introduced during the last five years}}{\text{Number of courses offered during the last five years}} \times 100$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Minutes of relevant Academic Council/BOS meeting • Any additional information • Institutional data in prescribed format (Data Template) 	
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1.2.2	<i>Percentage of Programmes in which Choice Based Credit System (CBCS)/elective course system has been implemented (current year data)</i>	20
Q_nM	<p>1.2.2.1: Number of Programmes in which CBCS/ Elective course system implemented.</p> <p>Data Requirements: (As per Data Template in Section B)</p> <ul style="list-style-type: none"> • Names of all Programmes adopting CBCS • Names of all Programmes adopting elective course system <p>Formula:</p> $\frac{\text{Number of Programmes in which CBCS or elective course system implemented}}{\text{Total number of Programmes offered}} \times 100$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information • Minutes of relevant Academic Council/BOS meetings • Institutional data in prescribed format (Data Template) 	

Key Indicator – 1.3 Curriculum Enrichment (30)

Metric No.		Weightages												
1.3.1 Q _i M	<p><i>Institution integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum</i></p> <p>Write description in maximum of 500 words</p> <p>File Description (Upload)</p> <ul style="list-style-type: none">Any additional informationUpload the list and description of the courses which address the Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum	10												
1.3.2 Q _n M	<p><i>Number of value-added courses imparting transferable and life skills offered during the last five years</i></p> <p>1.3.2.1: How many new value-added courses are added within the last 5 years</p> <p>Data Requirement for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none">Names of the value added courses with 30 or more contact hoursNo. of times offered during the same yearTotal no. of students completing the course in the year <p>File Description (Upload)</p> <ul style="list-style-type: none">Any additional informationBrochure or any other document relating to value added coursesList of value added courses (Data Template)	10												
1.3.3 Q _n M	<p><i>Average Percentage of students enrolled in the courses under 1.3.2 above</i></p> <p>1.3.3.1: Number of students enrolled in value-added courses imparting transferable and life skills offered year wise during the last five years</p> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table>	Year						Number						
Year														
Number														

	<p>Data Requirement for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none"> Names of the value added courses with 30 or more contact hours No. of times offered during the same year Total no. of students completing the course in the year <p>Formula:</p> $\frac{\text{Number of students enrolled in the courses during the last five years}}{\text{Number of students}} \times 100$ $\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> Any additional information List of students enrolled (Data Template) 	5
<p>1.3.4</p> <p>Q_nM</p>	<p><i>Percentage of students undertaking field projects / internships (current year data)</i></p> <p>1.3.4.1: Number of students undertaking field project or internships</p> <p>Data Requirements: (As per Data Template in Section B)</p> <ul style="list-style-type: none"> Names of the Programme No. of students undertaking field projects / internships <p>Formula:</p> $\frac{\text{Number of students undertaking field projects or internships}}{\text{Total number of students}} \times 100$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> Any additional information List of Programmes and number of students undertaking field projects / internships (Data Template) 	5

Key Indicator – 1.4 Feedback System (20)

Metric No.		Weightage
1.4.1	<p>Structured feedback received from</p> <p>1) Students, 2) Teachers, 3) Employers,</p> <p>4) Alumni 5) Parents,</p> <p>for design and review of syllabus - Semester wise /year wise</p> <p>Options:</p> <p>A. Any 4 of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above</p> <p style="text-align: right;">} Opt one</p> <p>Data Requirements: (As per Data Template in Section B)</p> <p>Report of analysis of feedback received from different stakeholders year wise</p> <p>File Description</p> <ul style="list-style-type: none"> • URL for stakeholder feedback report • Action taken report of the University on feedback report as stated in 	10

	<p>the minutes of the Governing Council, Syndicate, Board of Management (Upload)</p> <ul style="list-style-type: none"> Any additional information (Upload) 	
<p>1.4.2</p> <p>Q_nM</p>	<p><i>Feedback processes of the institution may be classified as follows:</i></p> <p>A. Feedback collected, analysed and action taken and feedback available on website B. Feedback collected, analysed and action has been taken C. Feedback collected and analysed D. Feedback collected E. Feedback not collected</p> <p style="text-align: right;">} Opt one</p> <p>Documents: Upload Stakeholder feedback report, Action taken report of the university on it as stated in the minutes of the Governing Council, Syndicate, Board of Management</p> <p>File Description</p> <ul style="list-style-type: none"> Upload any additional information URL for feedback report 	<p>10</p>

Criterion II – Teaching-Learning and Evaluation (200)

Key Indicator - 2.1 Student Enrolment and Profile (10)

Metric No.		Weightage
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2.1.1	Average percentage of students from other States and Countries during the last five years	3												
Q _n M	<p>2.1.1.1: Number of students from other states and countries year wise during the last five years</p> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>Data Requirement for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none">• Number of students enrolled from other states and countries• Total number of students enrolled <p>Formula:</p> $\text{Percentage per year} = \frac{\text{Number of students from other states and countries}}{\text{Number of students}} \times 100$ $\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$ <p>File Description (Upload)</p> <ul style="list-style-type: none">• Any additional information• List of students (other states and countries)• Institutional data in prescribed format (Data Template)	Year						Number						
Year														
Number														
2.1.2	Demand Ratio (Average of last five years)	4												
Q _n M	<p>2.1.2.1: Number of seats available year wise during the last five years</p> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>Data Requirement for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none">• Number of seats available in all the Programmes	Year						Number						
Year														
Number														

	<ul style="list-style-type: none"> Total number of eligible applications received <p>Formula:</p> $\frac{\text{Number of eligible applications received}}{\text{Number of seats available}} = \text{Ratio Per Year}$ $\text{Average Ratio} = \frac{\sum \text{Ratio per Year}}{5}$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> Any additional information Demand Ratio (Average of Last five years) based on Data Template upload the document 													
<p>2.1.3</p> <p>Q_nM</p>	<p><i>Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years</i></p> <p>2.1.3.1: Number of actual students admitted from the reserved categories year wise during the last five years</p> <table border="1"> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none"> Number of students admitted from the reserved category Total number of seats earmarked for reserved category as per GOI or State Government rule <p>Formula:</p> $\text{Percentage per year} = \frac{\text{Actual number of students admitted from the reserved categories}}{\text{Number of seats earmarked for reserved category as per GOI or State Government rule}} \times 100$ $\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$	Year						Number						3
Year														
Number														

	File Description (Upload) <ul style="list-style-type: none"> Any additional information Average percentage of seats filled against seats reserved (Data Template) 	
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Key Indicator - 2.2 Catering to Student Diversity (20)

Metric No.		Weightage
2.2.1 Q _i M	<p><i>The institution assesses the learning levels of the students, after admission and organises special Programmes for advanced learners and slow learners</i></p> <p>Write description in maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> Paste link for additional information Upload Any additional information 	5
2.2.2 Q _n M	<p><i>Student - Full time teacher ratio (current year data)</i></p> <p>Data Requirement:</p> <ul style="list-style-type: none"> Total number of students enrolled in the institution Total number of full time teachers in the institution <p>Formula: Students : Teachers</p> <p>File Description (Upload)</p> <ul style="list-style-type: none"> Institutional data in prescribed format Any additional information 	10
2.2.3 Q _n M	<p><i>Percentage of differently abled students (Divyangjan) on rolls (current year data)</i></p> <p>2.2.3.1: Number of differently abled students on rolls</p>	5

	<p>Data Requirements: (As per Data Template in Section B)</p> <ul style="list-style-type: none"> • Total number of differently abled students on roll in the institution • Total number of students on roll in the institution <p>Formula:</p> $\frac{\text{Number of differently abled students on rolls}}{\text{Total number of students on rolls}} \times 100$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> • List of students(differently abled) • Any other document submitted by the Institution to a Government agency giving this information • Any additional information • Institutional data in prescribed format (Data Template) 	
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Key Indicator - 2.3 Teaching - Learning Process (20)

Metric No.		Weightage
2.3.1 Q _i M	<p><i>Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences</i></p> <p>Write description in maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Link for Additional Information 	5
2.3.2 Q _n M	<p><i>Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)</i></p>	5

	<p>2.3.2.1: Number of teachers using ICT</p> <p>Data Requirements: (As per Data Template in Section B)</p> <ul style="list-style-type: none"> • Number of teachers using ICT (LMS, e-resources) • Number of teachers on roll • ICT tools and resources available <p>Formula:</p> $\frac{\text{Number of teachers using ICT}}{\text{Total number of teachers}} \times 100$ <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Provide link for webpage describing the " LMS/ Academic management system" • Upload List of teachers (using ICT for teaching) based on Data Template 	
<p>2.3.3</p> <p>Q_nM</p>	<p><i>Ratio of students to mentor for academic and stress related issues (current year data)</i></p> <p>2.3.3.1: Number of mentors</p> <p>Data Requirement:</p> <ul style="list-style-type: none"> • Number of students assigned to each Mentor <p>Formula: Mentor : Mentee</p> <p>File Description</p> <ul style="list-style-type: none"> • Upload year wise list of number of students, full time teachers and mentor/mentee ratio 	<p>10</p>

Key Indicator - 2.4 Teacher Profile and Quality (50)

Metric No.		Weightage												
2.4.1 Q _n M	<p><i>Average percentage of full time teachers against sanctioned posts during the last five years</i></p> <p>Data Requirement for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none">• Number of full time teachers• Number of sanctioned posts <p>Formula:</p> <p>Percentage per year = $\frac{\text{Number of full time teachers}}{\text{Number of sanctioned posts}} \times 100$</p> <p>Average percentage = $\frac{\sum \text{Percentage per year}}{5}$</p> <p>File Description (Upload)</p> <ul style="list-style-type: none">• Year wise full time teachers and sanctioned posts for 5 years (Data Template)• Any additional information• List of the faculty members authenticated by the Head of HEI	10												
2.4.2 Q _n M	<p><i>Average percentage of full time teachers with Ph.D. during the last five years</i></p> <p>2.4.2.1: Number of full time teachers with Ph.D. year wise during the last five years</p> <table border="1"><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>Data Requirement for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none">• Number of full time teachers with PhD• Total number of full time teachers	Year						Number						10
Year														
Number														

	<p>Formula:</p> $\text{Percentage per year} = \frac{\text{Number of full time teachers with Ph.D.}}{\text{Number of full time teachers}} \times 100$ $\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> Any additional information List of number of full time teachers with PhD and number of full time teachers for 5 years (Data Template) 	
<p>2.4.3</p> <p>Q_nM</p>	<p><i>Teaching experience of full time teachers in number of years (current year data)</i></p> <p>2.4.3.1: Total experience of full-time teachers</p> <p>Data Requirements: (As per Data Template in Section B)</p> <ul style="list-style-type: none"> Name and Number of full time teachers with years of teaching experiences <p>Formula:</p> $\frac{\text{Sum of total experience of full time teachers}}{\text{Number of full time teachers}}$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> Any additional information List of Teachers including their PAN, designation, dept and experience details (Data Template) 	<p>10</p>
<p>2.4.4</p> <p>Q_nM</p>	<p><i>Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years</i></p> <p>2.4.4.1: Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year wise during the</p>	<p>10</p>

	<p>last five years</p> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>Data Requirement for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none">• Number of full time teachers receiving awards from State, National, International level• Number of full time teachers <p>Formula:</p> $\frac{\text{Number of full time teachers receiving awards from state level, national level, international level during the last five years}}{\text{Average number of full time teachers during the last five years}} \times 100$ <p>File Description (Upload)</p> <ul style="list-style-type: none">• Institutional data in prescribed format (Data Template)• Any additional information• e-copies of award letters (scanned or soft copy)	Year						Number						
Year														
Number														
<p>2.4.5</p> <p>Q_nM</p>	<p><i>Average percentage of full time teachers from other States against sanctioned posts during the last five years</i></p> <p>2.4.5.1: Number of full time teachers from other states year wise during the last five years</p> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>Data Requirement for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none">• Number of full time teachers from other states• Total number of sanctioned posts <p>Formula:</p> $\text{Percentage per year} = \frac{\text{Number of full time teachers from other states}}{\text{Number of sanctioned posts}} \times 100$	Year						Number						<p>10</p>
Year														
Number														

	$\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> List of full time teachers from other state and state from which qualifying degree was obtained (Data Template) Any additional information 	
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Key Indicator - 2.5 Evaluation Process and Reforms (40)

Metric No.		Weightage												
2.5.1	<p><i>Average number of days from the date of last semester-end/ year- end examination till the declaration of results during the last five years</i></p> <p>Q_nM</p> <p>2.5.1.1: Number of days from the date of last semester-end/ year- end examination till the declaration of results year wise during the last five years</p> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number of days</td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>Data Requirements for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none">Semester wise/ year wiseLast date of the last semester-end/ year- end examinationDate of declaration of results of semester-end/ year- end examinationNumber of days taken for declaration of the resultsAverage number of days for declaration of results during the last five years <p>File Description (Upload)</p> <ul style="list-style-type: none">Any additional informationList of Programmes and date of last semester and date of declaration of results (Data Template)	Year						Number of days						15
Year														
Number of days														

<div>2.5.2</div> <div>Q_nM</div>	<div> <div>Average percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years</div> <div>5</div> </div> <div> <div>2.5.2.1: Number of complaints/grievances about evaluation year wise during the last five years</div> <div> <table> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> </div> <div> <div>Data Requirement for last five years:</div> <div> <ul style="list-style-type: none"> Number of complaints/grievances about evaluation Total number of students appeared in the examinations </div> <div>Formula:</div> <div> $\text{Percentage per year} = \frac{\text{Number of complaints or grievances about evaluation}}{\text{Number of students appeared in the examination}} \times 100$ </div> <div> $\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$ </div> <div> <div>File Description (Upload)</div> <div> <ul style="list-style-type: none"> Any additional information Number of complaints and total number of students appeared year wise </div> </div> </div> </div>	Year						Number						5
Year														
Number														
<div>2.5.3</div> <div>Q_nM</div>	<div> <div>Average percentage of applications for revaluation leading to change in marks during the last five years</div> <div>5</div> </div> <div> <div>2.5.3.1: Number of applications for revaluation leading to change in marks year wise during the last five years</div> </div>	5												

	<table> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Number of Applications</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirements for last five years:</p> <ul style="list-style-type: none"> • Year wise/ Semester wise • Total number of revaluation applications • Number of students appearing in the final exam • Number of revaluation cases where marks changed <p>Formula:</p> $\text{Percentage per year} = \frac{\text{Number of revaluation cases where marks changed}}{\text{Number of revaluation applications}} \times 100$ $\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information • Year wise number of applications, students and revaluation cases 	Year						Number of Applications						
Year														
Number of Applications														
<p>2.5.4</p> <p>Q_iM</p>	<p><i>Positive impact of reforms on the examination procedures and processes including IT integration and continuous internal assessment on the examination management system</i></p> <p>Describe the examination reforms with reference to the following within a minimum of 500 words and maximum 1000 words</p> <ul style="list-style-type: none"> • Examination procedures, • Processes integrating IT, • Continuous internal assessment system <p>File Description</p>	<p>10</p>												

	<ul style="list-style-type: none"> • Upload any additional information • Paste link for Additional Information 	
2.5.5 Q_nM	<p><i>Status of automation of Examination division along with approved Examination Manual</i></p> <p>A. 100% automation of entire division & implementation of Examination Management System (EMS)</p> <p>B. Only student registration, Hall ticket issue & Result Processing</p> <p>C. Only student registration and result processing</p> <p>D. Only result processing</p> <p>E. Only manual methodology</p> <p style="text-align: right;">Opt one</p> <p>Data Requirements: (As per Data Template in Section B)</p> <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Current Manual of examination automation system • Annual reports of examination including the present status of automation • Current manual of examination automation system and Annual reports of examination including the present status of automation (Data Template) • Any additional information 	5

Metric No.		Weightage
2.6.1 Q _n M	<p><i>Programme outcomes, Programme specific outcomes and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students</i></p> <p>Describe Course Outcomes (COs) for all courses and mechanism of communication within a maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Paste link for Additional Information • Upload COs for all courses (exemplars from Glossary) 	10
2.6.2 Q _n M	<p><i>Attainment of Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution</i></p> <p>Describe the method of measuring attainment of POs , PSOs and COs in not more than 500 words and the level of attainment of POs , PSOs and COs.</p> <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Paste link for Additional Information 	10
2.6.3 Q _n M	<p><i>Average pass percentage of students (Current year data)</i></p> <p>2.6.3.1: Total number of final year students who passed the university examination</p> <p>2.6.3.2: Total number of final year students who appeared for the examination</p> <p>Data Requirement: (As per Data Template in Section B)</p> <ul style="list-style-type: none"> • Programme Code • Name of the Programme • Number of students appeared 	10

	<ul style="list-style-type: none"> • Number of students passed • Pass percentage <p>Formula:</p> $\frac{\text{Total number of final year students who passed in the university examination}}{\text{Total number of final year students who appeared for the examination}} \times 100$ <p>File Description</p> <ul style="list-style-type: none"> • Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) • Upload any additional information • Paste link for the annual report 	
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Key Indicator - 2.7 Student Satisfaction Survey (30)

Metric No.		Weightage
2.7.1 Q_nM	<p><i>Online student satisfaction survey regarding teaching learning process.</i></p> <p>Data Requirements: (As per Data Template in Section B)</p> <ul style="list-style-type: none"> • Name/ Class/ Gender • Student Id number/ Adhar Id number • Mobile number • Email id • Degree Programme <p>(Database of all currently enrolled students need to be prepared and shared with NAAC along with the online submission of QIF)</p> <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Upload database of all currently enrolled students (Data Template) 	30

Criterion III – Research, Innovations and Extension (250)

Key Indicator - 3.1 Promotion of Research and Facilities (20)

Metric No.		Weightage												
3.1.1	<p><i>The institution has a well defined policy for promotion of research and the same is uploaded on the institutional website</i></p> <p style="text-align: right;">(Yes /No)</p> <p>Q_nM</p> <p>Documents: Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy and its adoption</p> <p>File Description (Upload)</p> <ul style="list-style-type: none">Any additional informationMinutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoptionURL of Policy document on promotion of research uploaded on website	1												
3.1.2	<p><i>The institution provides seed money to its teachers for research (average per year) (INR in Lakhs)</i></p> <p>Q_nM</p> <p>3.1.2.1: The amount of seed money provided by institution to its faculty year wise during the last five years(INR in lakhs)</p> <table border="1"><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>INR in lakhs</td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>Data Requirement for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none">Name of the teacher getting seed moneyThe amount of seed moneyYear of receiving grantDuration of the grant <p>Formula:</p>	Year						INR in lakhs						4
Year														
INR in lakhs														

	<p style="text-align: center;">The amount of seed money provided by institution to its faculty in the last 5 years</p> <hr style="width: 50%; margin: auto;"/> <p style="text-align: center;">5</p> <p>File Description (Upload)</p> <ul style="list-style-type: none"> Any additional information Minutes of the relevant bodies of the University Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized List of teachers receiving grant and details of grant received (Data Template) 													
<p>3.1.3</p> <p>Q_nM</p>	<p><i>Number of teachers awarded international fellowship for advanced studies/ research during the last five years</i></p> <p>3.1.3.1: The number of teachers awarded international fellowship for advanced studies / research year wise during the last five years</p> <table border="1" style="margin: 20px auto; border-collapse: collapse;"> <tr> <td style="padding: 5px;">Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="padding: 5px;">Number of teachers</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirements for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none"> Name of the teacher awarded international fellowship Name of the award Year of Award Awarding Agency <p>File Description (Upload)</p> <ul style="list-style-type: none"> Any additional information e-copies of the award letters of the teachers List of teachers and their international fellowship details (Data Templates) 	Year						Number of teachers						<p>3</p>
Year														
Number of teachers														

<p>3.1.4</p> <p>Q_nM</p>	<p><i>Number of JRFs, SRFs, Post Doctoral Fellows, Research Associates and other research fellows in the university enrolled during the last five years</i></p> <p>3.1.4.1: The Number of JRFs, SRFs, Post Doctoral Fellows, Research Associates and other research fellows in the university enrolled year wise during the last five years</p> <table border="1"> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirements for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none"> • Name of Research fellow • Year of enrolment • Duration of fellowship • Type of the fellowship • Granting agency <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information • List of research fellows and their fellowship details (Data Template) 	Year						Number						<p>4</p>
Year														
Number														
<p>3.1.5</p> <p>Q_nM</p>	<p><i>University has the following facilities</i></p> <ol style="list-style-type: none"> 1. Central Instrumentation Centre 2. Animal House/Green House / Museum 3. Central Fabrication facility 4. Media laboratory/Business Lab/Studios 5. Research/Statistical Databases <p>Options:</p> <div> <div> <p>A. Any four facilities exist</p> <p>B. Three of the facilities exist</p> <p>C. Two of the facilities exist</p> <p>D. One of the facilities exists</p> <p>E. None of the facilities exist</p> </div> <div> <p>} Opt one</p> </div> </div> <p>Data Requirements: (As per Data Template in Section B)</p> <ul style="list-style-type: none"> • Name of the facility 	<p>3</p>												

	<ul style="list-style-type: none"> • Year of establishment • Videos/pictures <p>File Description</p> <ul style="list-style-type: none"> • Paste link of videos and geotagged photographs • Upload the list of facilities provided by the university and their year of establishment (Data Template) • Upload any additional information 	
3.1.6 Q_nM	<p><i>Percentage of departments with UGC-SAP, CAS, DST-FIST, DBT, ICSSR and other similar recognitions by government agency (current year data)</i></p> <p>3.1.6.1: The Number of departments with UGC-SAP, CAS, DST-FIST , DBT, ICSSR and other similar recognitions by government agency</p> <p>Data Requirements: (As per Data Template in Section B)</p> <ul style="list-style-type: none"> • Name of the Department • Name of the Scheme • Name of the funding agency • Year of Award • Funds provided • Duration of award <p>Formula:</p> $\frac{\text{Number of departments with UGC – SAP, CAS, DST – FIST, DBT, ICSSR and other similar recognitions}}{\text{Total number of departments offering academic programmes}} \times 100$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information • e-version of departmental recognition award letters • List of departments and award details (Data Template) 	5

Key Indicator - 3.2 Resource Mobilization for Research (20)

Metric No.		Weightage												
3.2.1 Q _n M	<p><i>Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution during the last five years (INR in Lakhs)</i></p> <p>3.2.1.1: Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year wise during the last five years (INR in Lakhs)</p> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>INR in Lakhs</td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>Data requirement for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none">• Name of the Project/ Endowments, Chairs• Name of the Principal Investigator• Department of Principal Investigator• Year of Award• Funds provided• Duration of the project• Name of the Project/ Endowments, Chairs <p>File Description (Upload)</p> <ul style="list-style-type: none">• Any additional information• e-copies of the grant award letters for research projects sponsored by non-government• List of project and grant details (Data Template)	Year						INR in Lakhs						3
Year														
INR in Lakhs														
3.2.2	<p><i>Grants for research projects sponsored by the government sources during the last five years (INR in Lakhs)</i></p>	12												

<div>Q_nM</div>	<div>3.2.2.1: Total Grants for research projects sponsored by the government sources year wise during the last five years (INR in Lakhs)</div> <div><table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>INR in Lakhs</td><td></td><td></td><td></td><td></td><td></td></tr></table></div> <div>Data requirement for last five years: (As per Data Template in Section B)</div> <div><ul style="list-style-type: none">• Name of the Project• Name of the Principal Investigator• Department of Principal Investigator• Year of Award• Funds provided• Duration of the project• Funding Agency• Total amount of funds received</div> <div>File Description (Upload)</div> <div><ul style="list-style-type: none">• Any additional information• e-copies of the grant award letters for research projects sponsored by government• List of project and grant details (Data Template)</div>	Year						INR in Lakhs						
Year														
INR in Lakhs														
<div>3.2.3</div> <div>Q_nM</div>	<div>Number of research projects per teacher funded by government and non-government agencies during the last five years</div> <div>3.2.3.1: Number of research projects funded by government and non-government agencies during the last five years</div> <div>3.2.3.2 : Number of full time teachers worked in the institution during the last 5 years</div> <div><table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table></div> <div>Data requirement for last five years: (As per Data Template in Section B)</div>	Year						Number						<div>5</div>
Year														
Number														

	<ul style="list-style-type: none"> • Name of Principal Investigator • Duration of project • Name of the research project • Amount / Fund received • Name of funding agency • Year of sanction • Department of recipient <p>Formula:</p> $\frac{\text{Total number of research projects funded by government and non – government agencies during the last five years}}{\text{Average number of full time teachers during the last five years}}$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> • List of research projects and funding details (Data Template) • Any additional information • Supporting document from Funding Agency • Paste Link for the funding agency website 	
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Key Indicator - 3.3 Innovation Ecosystem (30)

Metric No.		Weightage
3.3.1 QM	<p><i>Institution has created an eco system for innovations including Incubation centre and other initiatives for creation and transfer of knowledge</i></p> <p>Describe available incubation centre and evidence of its usage (activity) within a maximum of 500 words</p> <p>File description</p> <ul style="list-style-type: none"> • Upload any additional information • Paste link for additional information 	6
3.3.2 Q _n M	<p><i>Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years</i></p>	7

	<p>3.3.2.1: Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year wise during the last five years</p> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>Data Requirements for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none">• Name of the workshops / seminars• Number of Participants• Date (From -to)• Link to the activity report on the website <p>File Description (Upload)</p> <ul style="list-style-type: none">• Report of the event• Any additional information• List of workshops/seminars during last 5 years (Data Template)	Year						Number						
Year														
Number														
<p>3.3.3</p> <p>Q_nM</p>	<p><i>Number of awards for innovation won by institution/teachers/research scholars/students during the last five years</i></p> <p>3.3.3.1: Total number of awards for innovation won by institution/teachers/research scholars/students year wise during the last five years</p> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>Data Requirements for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none">• Name of the Awardee• Name of the Awarding Agency with contact details• Year of Award	Year						Number						<p>7</p>
Year														
Number														

	<div>File Description (Upload)</div> <div><ul style="list-style-type: none">Institutional data in prescribed formatAny additional information</div>													
<div>3.4.2</div> <div>Q_nM</div>	<div><i>The institution provides incentives to teachers who receive state, national and international recognition/awards</i></div> <div>(Yes /No)</div> <div>Data Requirements: (As per Data Template in 2.4.4 of Section B)</div> <div><ul style="list-style-type: none">Name of the Awardee with contact detailsName of the Awarding AgencyYear of AwardIncentive details</div> <div>File Description (Upload)</div> <div><ul style="list-style-type: none">e- copies of the letters of awardsAny additional informationList of Awardees and Award details (Data Template)</div>	1												
<div>3.4.3</div> <div>Q_nM</div>	<div><i>Number of Patents published/awarded during the last five years</i></div> <div>3.4.3.1: Total number of Patents published/awarded year wise during the last five years</div> <div><table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table></div> <div>Data Requirements for last five years: (As per Data Template in Section B)</div> <div><ul style="list-style-type: none">Name of the Patent published/awardedPatent NumberYear of Award</div> <div>File Description (Upload)</div> <div><ul style="list-style-type: none">Any additional informationList of patents and year it was awarded (Data Template)</div>	Year						Number						19
Year														
Number														

<div>3.4.4</div> <div>Q_nM</div>	<div>Number of Ph.D's awarded per teacher during the last five years</div> <div>3.4.4.1: How many Ph.D's are awarded within last 5 years</div> <div>3.4.4.2 : Number of teachers recognized as guides during the last five years</div> <div>Data Requirements for last five years: (As per Data Template in Section B)</div> <div><div><div><div></div><div>Name of the PhD scholar</div></div><div><div></div><div>Name of the Department</div></div><div><div></div><div>Name of the guide/s</div></div><div><div></div><div>Year of registration of the scholar</div></div><div><div></div><div>Year of award of PhD</div></div></div></div> <div>Formula:</div> <div><div><div>Number of Ph. D degrees awarded</div><div>during the last five years</div></div><div><div>Number of Teachers as a recognised guides</div><div>during the last five years</div></div></div> <div>File Description (Upload)</div> <div><div><div></div><div>URL to the research page on HEI web site</div></div><div><div></div><div>List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)</div></div><div><div></div><div>Any additional information</div></div></div>	<div>19</div>												
<div>3.4.5</div> <div>Q_nM</div>	<div>Number of research papers per teacher in the Journals notified on UGC website during the last five years</div> <div>3.4.5.1: Number of research papers in the Journals notified on UGC website during the last five years</div> <div><table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table></div>	Year						Number						<div>20</div>
Year														
Number														

	<p>Data Requirements: (As per Data Template in Section B)</p> <ul style="list-style-type: none">Title of paperName of the author/sDepartment of the teacherName of journalYear of publicationISBN/ISSN number <p>Formula:</p> $\frac{\text{Number of publications in UGC notified journals during the last five years}}{\text{Average number of full time teachers during the last five years}}$ <p>File Description (Upload)</p> <ul style="list-style-type: none">Any additional informationList of research papers by title, author, department, name and year of publication (Data Template)													
<p>3.4.6</p> <p>Q_nM</p>	<p><i>Number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings per teacher during the last five years</i></p> <p>3.4.6.1: Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year wise during the last five years</p> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>Data Requirements for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none">Name of the teacher: Title of the paperTitle of the book published: Name of the author/s: Title of the proceedings of the conferenceName of the publisher: National / InternationalNational / international : ISBN/ISSN number of the proceedingYear of publication:	Year						Number						<p>15</p>
Year														
Number														

	<p>Formula:</p> $\frac{\text{Total number of books and chapters in edited volumes, books published, and papers in national/international conference proceedings during last five years}}{\text{Average number of full time teachers during the last five years}}$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> Any additional information List books and chapters in edited volumes / books published (Data Template) 	
<p>3.4.7</p> <p>Q_nM</p>	<p><i>Bibliometrics of the publications during the last five years based on average Citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index</i></p> <p>Data Requirements for last five years:</p> <ul style="list-style-type: none"> Title of the paper Name of the author Title of the journal Year of publication Citation Index <p>Formula:</p> $\frac{0.45 \times \text{Total number of Citation in SCOPUS in five years} + 0.45 \times \text{Total number of Citation in Web of Science in five years} + 0.1 \times \text{Total number of Citation in Indian Citation Index in five years}}{0.45 \times \text{Total number of Publication in SCOPUS in five years} + 0.45 \times \text{Total number of Publication in Web of Science in five years} + 0.1 \times \text{Total number of Publication in Indian Citation Index in five year}}$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> Any additional information Bibliometrics of the publications during the last five years <p><i>* The Data obtained from inflibnet will be used for the purpose of calculation of scores.</i></p>	<p>13</p>

3.4.8	<p><i>Bibliometrics of the publications during the last five years based on Scopus/ Web of Science – h-index of the Institution</i></p>	12
Q_nM	<p>Data Requirements for last five years:</p> <ul style="list-style-type: none"> • Title of the paper • Name of the author • Title of the journal • Year of publication • H index <p>Formula:</p> $\frac{\text{h – Index of Scopus} + \text{h – index of Web of Science in last five years}}{2}$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution • Any additional information <p>* The Data obtained from infibnet will be used for the purpose of calculation of scores.</p>	

Key Indicators - 3.5 Consultancy (20)

Metric No.		Weightage
3.5.1	<p><i>Institution has a policy on consultancy including revenue sharing between the institution and the individual</i></p> <p style="text-align: right;"><i>(Yes /No)</i></p>	1
Q_nM	<p>File Description</p> <ul style="list-style-type: none"> • Upload minutes of the Governing Council/ Syndicate/Board of 	

	<div>Management related to consultancy policy</div> <ul style="list-style-type: none">• Upload soft copy of the Consultancy Policy• Upload any additional information• Paste URL of the consultancy policy document													
<div>3.5.2</div> <div>Q_nM</div>	<div>Revenue generated from consultancy during the last five years (INR in Lakhs)</div> <div>3.5.2.1: Total amount generated from consultancy year wise during the last five years (INR in lakhs)</div> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>INR in lakhs</td><td></td><td></td><td></td><td></td><td></td></tr></table> <div>Data Requirement for last five years: (As per Data Template in Section B)</div> <ul style="list-style-type: none">• Names of the consultants• Name of consultancy project• Consulting/Sponsoring agency with contact details• Revenue generated (amount in rupees)• Total revenue generated in rupees <div>File Description (Upload)</div> <ul style="list-style-type: none">• Audited statements of accounts indicating the revenue generated through consultancy• Any additional information• List of consultants and revenue generated by them (Data Template)	Year						INR in lakhs						12
Year														
INR in lakhs														
<div>3.5.3</div> <div>Q_nM</div>	<div>Revenue generated from corporate training by the institution during the last five years (INR in Lakhs)</div> <div>3.5.3.1: Total amount generated from corporate training by the institution year wise during the last five years (INR in lakhs)</div> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr></table>	Year						7						
Year														

	<table><tr><td>INR in lakhs</td><td></td><td></td><td></td><td></td><td></td></tr></table>	INR in lakhs						
INR in lakhs								
	<p>Data Requirement for last five years:(As per Data Template in Section B)</p> <ul style="list-style-type: none">Names of the teacher-consultantsTitle of the corporate training ProgrammeAgency seeking training with contact detailsRevenue generated ((INR in lakhs))Number of traineesTotal revenue generated in rupees <p>File Description (Upload)</p> <ul style="list-style-type: none">Audited statements of account indicating the revenue generated through trainingAny additional informationList of teacher consultants and revenue generated by them (Data Template)							

Key Indicators - 3.6 Extension Activities (40)

Metric No.		Weightage
3.6.1 QM	<p><i>Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years</i></p> <p>Describe the impact of extension activities in sensitising students to social issues and holistic development within a maximum of 500 words</p> <p>File description</p> <ul style="list-style-type: none"> Paste link for additional information Upload any additional information 	10
3.6.2	<p><i>Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years</i></p>	10

<div>Q_nM</div>	<div>3.6.2.1: Total number of awards and recognition received for extension activities from Government /recognised bodies year wise during the last five years</div> <div><table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table></div> <div>Data Requirement for last five years: (As per Data Template in Section B)</div> <div><ul style="list-style-type: none">• Name of the activity• Name of the Award/ recognition• Name of the Awarding government/ recognised bodies• Year of the Award</div> <div><div>File Description (Upload)</div><div><ul style="list-style-type: none">• Any additional information• Number of awards for extension activities in last 5 year (Data Template)• e-copy of the award letters</div></div>	Year						Number						
Year														
Number														
<div>3.6.3</div> <div>Q_nM</div>	<div><i>Number of extension and outreach Programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/YRC etc., during the last five years</i></div> <div>3.6.3.1: Number of extension and outreach Programmes conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc., year wise during the last five years</div> <div><table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table></div> <div>Data Requirement for last five years: (As per Data Template in Section B)</div> <div><ul style="list-style-type: none">• Name and number of the extension and outreach Programmes• Name of the collaborating agency: Non- government, industry,</div>	Year						Number						<div>10</div>
Year														
Number														

	<div>community with contact details</div> <div>File description (Upload)</div> <div><div><div></div><div>Reports of the event organized</div></div><div><div></div><div>Any additional information</div></div><div><div></div><div>Number of extension and outreach Programmes conducted with industry, community etc for the last five years (Data Template)</div></div></div>													
<div>3.6.4</div> <div>Q_nM</div>	<div>Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and Programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years</div> <div>3.6.4.1: Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and Programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year wise during the last five years</div> <div><table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table></div> <div>Data Requirement for last five years: (As per Data Template in Section B)</div> <div><div><div></div><div>Name of the activity</div></div><div><div></div><div>Name of the scheme</div></div><div><div></div><div>Year of the activity</div></div><div><div></div><div>Number of teachers participating in such activities</div></div><div><div></div><div>Number of students participating in such activities</div></div></div> <div>Formula:</div> <div>Percentage per year = $\frac{\text{Total Number of students participating in such activities}}{\text{Number of students}} \times 100$</div>	Year						Number						10
Year														
Number														

	<p>Average percentage = $\frac{\sum \text{Percentage per year}}{5}$</p> <p>File description (Upload)</p> <ul style="list-style-type: none"> • Report of the event • Any additional information • Average percentage of students participating in extension activities with Govt. or NGO etc (Data Template) 	
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Key Indicator - 3.7 Collaboration (20)

Metric No.		Weightage												
3.7.1	<i>Number of Collaborative activities for research, faculty exchange, student exchange per year</i>	5												
Q _n M	3.7.1.1: Total number of Collaborative activities for research, faculty exchange, student exchange year wise during the last five years													
	<table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table>		Year						Number					
Year														
Number														
	Data Requirements for last five years: (As per Data Template in Section B)													
	<ul style="list-style-type: none">• Title of the collaborative activity• Name of the collaborating agency with contact details• Source of financial support• Year of collaboration• Duration• Nature of the activity													
	Formula													

	<div> <div>Total Number of such activities during the last five years</div> <div>5</div> </div> <div> <div>File Description (Upload)</div> <div> <ul style="list-style-type: none"> Copies of collaboration Any additional information Number of Collaborative activities for research, faculty etc (Data Template) </div> </div>													
<div>3.7.2</div> <div>Q_nM</div>	<div> <div>Number of linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the last five years</div> <div>5</div> </div> <div> <div>3.7.2.1: Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years</div> <div> <table> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> </div> <div> <div>Data Requirements for last five years: (As per Data Template in Section B)</div> <div> <ul style="list-style-type: none"> Title of the linkage Name of the partnering institution/ industry /research lab with contact details Year of commencement Duration(From-to) Nature of linkage </div> <div> <div>File Description (Upload)</div> <div> <ul style="list-style-type: none"> e-copies of linkage related Document Any additional information Details of linkages with institutions/industries for internship (Data Template) </div> </div> </div> </div>	Year						Number						5
Year														
Number														
<div>3.7.3</div> <div>Q_nM</div>	<div> <div>Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. during the last five years (only functional MoUs with ongoing activities to be considered)</div> <div>10</div> </div>	10												

	<p>3.7.3.1: Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the last five years</p> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>Data Requirements for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none">• Organisation with which MoU is signed• Name of the institution/ industry/ corporate house• Year of signing MoU• Duration• List the actual activities under each MoU• Number of students/teachers participated under MoUs <p>File Description (Upload)</p> <ul style="list-style-type: none">• e-copies of the MoUs with institution/ industry/ corporate house• Any additional information• Details of functional MoUs with institutions of national, international importance, other universities etc. during the last five years (Data Template)	Year						Number						
Year														
Number														

Criterion IV – Infrastructure and Learning Resources (100)

Key Indicator - 4.1 Physical Facilities (30)

Metric No		Weightage
4.1.1	<i>The institution has adequate facilities for teaching - learning. viz., classrooms, laboratories, computing equipment, etc</i>	5
Q _i M	Describe the adequacy of facilities for teaching –learning as per the	

	<p>minimum specified requirement by statutory bodies within a maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Paste link for additional information 	
<p>4.1.2</p> <p>Q_iM</p>	<p><i>The institution has adequate facilities for sports, games (indoor, outdoor), gymnasium, yoga centre etc., and cultural activities</i></p> <p>Describe the of adequacy facilities for sports, games and cultural activities which include specification about area/size, year of establishment and user rate within maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Paste link for additional information 	5
<p>4.1.3</p> <p>Q_nM</p>	<p><i>Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc. (current year data)</i></p> <p>4.1.3.1: Number of classrooms and seminar halls with ICT facilities</p> <p>Data Requirements: (As per Data Template in Section B)</p> <ul style="list-style-type: none"> • Number of classrooms with LCD facilities • Number of classrooms with Wi-Fi/LAN facilities • Number of seminar halls with ICT facilities <p>Formula:</p> $\frac{\text{Number of classrooms and seminar halls with ICT facilities}}{\text{Total number of classrooms/seminar halls in the institution}} \times 100$ <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information 	10

	$\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$ <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Upload audited utilization statements • Upload Details of budget allocation, excluding salary during the last five years (Data Template) 	
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Key Indicator - 4.2 Library as a Learning Resource (20)

Metric No.		Weightage
4.2.1 Q_iM	<p><i>Library is automated using Integrated Library Management System (ILMS)</i></p> <p>Data Requirement for last five years: Provide a description of library with</p> <ul style="list-style-type: none"> • Name of the ILMS software • Nature of automation (fully or partially) • Version • Year of automation <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Paste link for additional information 	4
4.2.2 Q_iM	<p><i>Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment</i></p> <p>Data Requirement for last five years: Provide the description of library enrichment which includes</p> <ul style="list-style-type: none"> • Name of the book/ manuscript • Name of the publisher 	3

	<ul style="list-style-type: none">• Name of the author• Number of copies• Year of publishing <p>File Description</p> <ul style="list-style-type: none">• Upload any additional information• Paste link for additional information							
<div>4.2.3</div> <div>Q_nM</div>	<p><i>Does the institution have the following:</i></p> <div><div><div>1. e – journals</div><div>2. e-ShodhSindhu</div><div>3. Shodhganga membership</div><div>4. e-books</div><div>5. Databases</div></div><div><div>Options:</div><div><div>A. Any 4 of the above</div><div>B. Any 3 of the above</div><div>C. Any 2 of the above</div><div>D. Any 1 of the above</div><div>E. None of the above</div></div><div><div>}</div><div>Opt one</div></div></div><p>Data Requirement for last five years: (As per Data Template in Section B)</p><ul style="list-style-type: none">• Details of memberships:• Details of subscriptions:<p>File Description</p><ul style="list-style-type: none">• Upload any additional information• Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)</div>	2						
<div>4.2.4</div> <div>Q_nM</div>	<p><i>Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)</i></p> <p>4.2.4.1: Annual expenditure for purchase of books and journals year wise during the last five years (INR in lakhs)</p> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr></table>	Year						5
Year								

	<div> <div>INR in lakhs</div> <div></div> <div></div> <div></div> <div></div> <div></div> </div> <p>Data Requirement for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none"> • Expenditure on the purchase of books • Expenditure on the purchase of journals in ith year • Year of expenditure: <p>Formula:</p> $\frac{1}{5} \times \sum_{i=1}^5 \text{Expd}_i$ <p>Where: Expd_i = Expenditure in rupees on purchase of books and journals in ith year</p> <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information • Audited statements of accounts • Details of annual expenditure for purchase of books and journals during the last five years (Data Template) 	
<p>4.2.5</p> <p>Q_nM</p>	<p><i>Availability of remote access to e-resources of the library</i></p> <p><i>(Yes /No)</i></p> <p>Data Requirements: (As per Data Template in Section B)</p> <ul style="list-style-type: none"> • E-resource • Contact person details • Connectivity Bandwidth available <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information • Details of remote access to e-resources of the library (Data Template) 	1
<p>4.2.6</p> <p>Q_nM</p>	<p><i>Percentage per day usage of library by teachers and students</i></p> <p><i>(current year data)</i></p>	2

	<p>4.2.6.1: Number of teachers and students using library per day over last one year</p> <p>Data Requirements:</p> <ul style="list-style-type: none"> • Upload last page of accession register details • Method of computing per day usage of library • Number of users using library through e-access • Number of physical users accessing library <p>Formula:</p> $\frac{\text{Number of teachers and students using library per day}}{\text{Total number of teachers and students}} \times 100$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information • Details of library usage by teachers and students 	
<p>4.2.7</p> <p>Q_nM</p>	<p><i>E-content is developed by teachers :</i></p> <ol style="list-style-type: none"> 1. For e-PG-Pathshala 2. For CEC (Under Graduate) 3. For SWAYAM 4. For other MOOCs platform 5. For NPTEL/NMEICT/any other Government initiative 6. For institutional LMS <p>Options:</p> <div style="display: flex; align-items: center;"> <div style="margin-right: 10px;"> <p>A. Any 5 of the above</p> <p>B. Any 4 of the above</p> <p>C. Any 3 of the above</p> <p>D. Any 2 of the above</p> <p>E. None of the above</p> </div> <div style="font-size: 3em; line-height: 1;">}</div> <div> <p>Opt one</p> </div> </div> <p>Data Requirements: (As per Data Template in Section B)</p> <ul style="list-style-type: none"> • Name of the teacher • Name of the module • Platform on which module is developed • Date of launching e-content 	<p>3</p>

	<ul style="list-style-type: none"> Number of platforms on which e-content has been developed by teachers <p>File Description (Upload)</p> <ul style="list-style-type: none"> Any additional information Give links or upload document of e-content developed Details of e-content developed by teachers for e-PG-Pathshala, CEC (UG) (Data Template) 	
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Key Indicator – 4.3 IT Infrastructure (30)

Metric No.		Weightage
4.3.1	<i>Institution frequently updates its IT facilities including Wi-Fi</i>	10
Q _i M	<p>Describe IT facilities including Wi-Fi with date and nature of updation within a maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> Upload any additional information Paste link for additional information 	
4.3.2	<i>Student - Computer ratio (current year data)</i>	11
Q _n M	<p>Number of students : Number of Computers</p> <p>Data Requirements:</p> <ul style="list-style-type: none"> Number of computers in working condition Total Number of students <p>File Description</p> <ul style="list-style-type: none"> Upload any additional information Student – computer ratio 	

<p>4.3.3</p> <p>Q_nM</p>	<p><i>Available bandwidth of internet connection in the Institution (Leased line)</i></p> <p>Options:</p> <div style="display: flex; align-items: center;"> <div style="margin-right: 10px;"> <p>A. ≥1 GBPS</p> <p>B. 500 MBPS - 1 GBPS</p> <p>C. 250 MBPS - 500 MBPS</p> <p>D. 50 MBPS - 250 MBPS</p> <p>E. <50 MBPS</p> </div> <div style="font-size: 3em; line-height: 1;">}</div> <div> <p>Opt one</p> </div> </div> <p>Data Requirements:</p> <ul style="list-style-type: none"> • Available internet bandwidth <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Details of available bandwidth of internet connection in the Institution 	<p>8</p>
<p>4.3.4</p> <p>Q_nM</p>	<p><i>Facilities for e-content development such as Media centre, Recording facility, Lecture Capturing System(LCS)</i></p> <p style="text-align: right;"><i>(Yes /No)</i></p> <p>Data Requirements: (As per Data Template in Section B)</p> <ul style="list-style-type: none"> • Upload the names of the e-content development facilities <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Links of photographs • Facilities for e-content development such as Media Centre, Recording facility, LCS (Data Templates) 	<p>1</p>

Key Indicator - 4.4 Maintenance of Campus Infrastructure (20)

Metric No.		Weightage												
4.4.1	<p><i>Average expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years (INR in lakhs)</i></p> <p>Q_nM</p> <p>4.4.1.1: Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year wise during the last five years (INR in lakhs)</p> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>INR in lakhs</td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>Data Requirement for last five years:(As per Data Template in Section B)</p> <ul style="list-style-type: none">• Non salary expenditure incurred• Expenditure incurred on maintenance of campus infrastructure <p>Formula:</p> $\text{Percentage per year} = \frac{\text{Expenditure on maintenance of physical and academic support facilities excluding salary component}}{\text{Total expenditure excluding salary component}} \times 100$ $\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$ <p>File Description</p> <ul style="list-style-type: none">• Upload any additional information• Audited statements of accounts.• Details about assigned budget and expenditure on physical facilities and academic facilities (Data Templates)	Year						INR in lakhs						10
Year														
INR in lakhs														

4.4.2	<p><i>There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.</i></p>	10
Q _M	<p>Describe policy details of systems and procedures for maintaining and utilizing physical, academic and support facilities on the website within a minimum of 500 word and maximum of 1000 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Paste link for additional information 	

Criterion V - Student Support and Progression (100)

Key Indicator - 5.1 Student Support (30)

Metric No.		Weightage												
5.1.1	<i>Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years</i>	5												
Q _n M	<p>5.1.1.1: Number of students benefited by scholarships and freeships provided by the Government year wise during the last five years</p> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table>	Year						Number						
Year														
Number														

	<p>Data Requirement for last five years:(As per Data Template in Section B)</p> <ul style="list-style-type: none">• Name of the scheme• Number of students benefiting <p>Formula:</p> $\text{Percentage per year} = \frac{\text{Number of students benefited by scholarships and freeships by government}}{\text{Number of students}} \times 100$ $\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$ <p>File Description</p> <ul style="list-style-type: none">• upload self attested letter with the list of students sanctioned scholarship• Upload any additional information• Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)													
<p>5.1.2</p> <p>Q_nM</p>	<p><i>Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years</i></p> <p>5.1.2.1: Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year wise during the last five years</p> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table>	Year						Number						<p>5</p>
Year														
Number														

	<p>Data Requirement for last five years:(As per Data Template in Section B)</p> <ul style="list-style-type: none"> • Name of the scheme with contact information • Number of students benefiting <p>Formula:</p> $\text{Percentage per year} = \frac{\text{Total Number of students benefited by scholarships and freeships besides government}}{\text{Number of students}} \times 100$ $\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$ <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Number of students benefited by scholarships and freeships besides government schemes in last 5 years (Data Template) 				
<p>5.1.3</p> <p>Q_nM</p>	<p><i>Number of capability enhancement and development schemes</i></p> <ol style="list-style-type: none"> 1. Guidance for competitive examinations 2. Career Counselling, 3. Soft skill development, 4. Remedial coaching, 5. Language lab, 6. Bridge courses 7. Yoga and Meditation 8. Personal Counselling <p>Options:</p> <table border="0"> <tr> <td> A. 7 or more of the above B. Any 6 of the above C. Any 5 of the above D. Any 4 of the above E. ≤ 3 of the above </td> <td style="font-size: 3em; vertical-align: middle;">}</td> <td style="vertical-align: middle;">Opt one</td> </tr> </table>	A. 7 or more of the above B. Any 6 of the above C. Any 5 of the above D. Any 4 of the above E. ≤ 3 of the above	}	Opt one	9
A. 7 or more of the above B. Any 6 of the above C. Any 5 of the above D. Any 4 of the above E. ≤ 3 of the above	}	Opt one			

	<p>Data Requirements: (As per Data Template in Section B)</p> <ul style="list-style-type: none"> • Name of the capability enhancement scheme • Year of implementation • Number of students enrolled • Name of the agencies involved with contact details <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Link to Institutional website • Any additional information • Details of capability enhancement and development schemes (Data Template) 													
<p>5.1.4</p> <p>Q_nM</p>	<p><i>Average percentage of students benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years</i></p> <p>5.1.4.1: Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year wise during the last five years</p> <table border="1"> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years:(As per Data Template in Section B)</p> <ul style="list-style-type: none"> • Name of the scheme • Number of students who have passed in the competitive exam • Number of students placed <p>Formula:</p> $\text{Percentage per year} = \frac{\text{Number of students benefited by guidance for competitive examinations and career counselling offered by the institution}}{\text{Number of students}} \times 100$	Year						Number						8
Year														
Number														

	<p style="text-align: center;">Average percentage = $\frac{\sum \text{Percentage per year}}{5}$</p> <p>File Description (Upload)</p> <ul style="list-style-type: none"> Any additional information Number of students benefited by guidance for competitive examinations and career counselling during the last five years (Data Template) 	
<p>5.1.5</p> <p>Q_iM</p>	<p><i>The institution has an active international students cell to cater to the requirements of foreign students</i></p> <p>Describe the international students cell activities within a maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> Paste link for additional information Upload any additional information 	<p>2</p>
<p>5.1.6</p> <p>Q_nM</p>	<p><i>The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases</i></p> <p style="text-align: right;">(Yes /No)</p> <p>Data Requirement: (As per Data Template in Section B)</p>	<p>1</p>

	<p>Upload the minutes of the meetings of student redressal committee, prevention of sexual harassment committee and anti ragging committee</p> <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee • Upload any additional information • Details of student grievances including sexual harassment and ragging cases (Data Template) 	
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Key Indicator - 5.2 Student Progression (40)

Metric No.		Weightage												
5.2.1	<p><i>Average percentage of placement of outgoing students during the last five years</i></p> <p>Q_nM</p> <p>5.2.1.1: Number of outgoing students placed year wise during the last five years</p> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>Data Requirement for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none">• Name of the employer with contact details• Number of students placed <p>Formula:</p> <p>Percentage per year = $\frac{\text{Number of outgoing students placed}}{\text{Number of outgoing students}} \times 100$</p>	Year						Number						15
Year														
Number														

	<p>Average percentage = $\frac{\sum \text{Percentage per year}}{5}$</p> <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Self attested list of students placed • Upload any additional information • Details of student placement during the last five years (Data Template) 	
<p>5.2.2</p> <p>Q_nM</p>	<p><i>Percentage of student progression to higher education (previous graduating batch) (current year data)</i></p> <p>5.2.2.1: Number of outgoing students progressing to higher education</p> <p>Data Requirement : (As per Data Template in Section B)</p> <p>Number of students proceeding from</p> <ul style="list-style-type: none"> • UG to PG: • PG to MPhil: • PG to PhD: • MPhil to PhD: • PhD to Post doctoral: <p>Formula:</p> $\frac{\text{Number of outgoing students progressing to higher education}}{\text{Total number of final year students}} \times 100$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Upload supporting data for student/alumni • Any additional information • Details of student progression to higher education (Data Template) 	<p>15</p>

5.2.3	Average percentage of students qualifying in state/ national/ international level examinations during the last five years	10																							
Q _n M	<p>(eg: NET/SLET/GATE/GMAT/CAT/GRE/TOEFL/Civil Services/State government examinations)</p> <p>5.2.3.1: Number of students qualifying in state/ national/ international level examinations (eg: NET/SLET/GATE/GMAT/CAT/GRE/TOEFL/ Civil services/State government examinations) year wise during the last five years</p> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>5.2.3.2: Number of students appearing in state/ national/ international level examinations (eg: NET/SLET/GATE/GMAT/CAT/GRE/TOEFL/ Civil Services/State government examinations) year wise during the last five years</p> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>Data Requirement for last five years: (As per Data Template in Section B)</p> <p>Number of students selected to</p> <ul style="list-style-type: none">• NET• SLET• GATE• GMAT• CAT• GRE• TOEFL• Civil Services• State government examinations <p>Formula:</p> <p>Percentage per year =</p>	Year						Number						Year						Number					
Year																									
Number																									
Year																									
Number																									

	$\frac{\text{Number of students qualifying in state,national,international level exams}}{\text{Number of students appeared for the state,national,International level exams}} \times 100$ $\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$ File Description (Upload) <ul style="list-style-type: none"> • Upload supporting data for the same • Any additional information • Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template) 	
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Key Indicator - 5.3 Student Participation and Activities (20)

Metric No.		Weightage												
5.3.1 Q _n M	<p><i>Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) during the last five years</i></p> <p>5.3.1.1: Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years</p> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>Data Requirement for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none">• Name of the award/ medal• National/ International• Sports/ Cultural <p>File Description (Upload)</p>	Year						Number						10
Year														
Number														

	<ul style="list-style-type: none">e-copies of award letters and certificatesAny additional informationNumber of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five year (Data Template)													
5.3.2 Q₁M	<p><i>Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution</i></p> <p>Describe the Student Council activity and students role in academic & administrative bodies within a maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none">Paste link for additional informationUpload any additional information	5												
5.3.3 Q_nM	<p><i>Average number of sports and cultural activities / competitions organised at the institution level per year</i></p> <p>5.3.3.1: Number of sports and cultural activities / competitions organised at the institution level year wise during the last five years</p> <table border="1"><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>Data Requirement for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none">Name of the activity <p>Formula:</p> $\frac{\text{Number of sports and cultural activities or competitions organised by the institution during the last 5 years}}{5}$ <p>File Description</p> <ul style="list-style-type: none">Report of the eventUpload any additional information	Year						Number						5
Year														
Number														

	<ul style="list-style-type: none"> Number of sports and cultural activities / competitions organised per year (Data Template) 	
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Key Indicator - 5.4 Alumni Engagement (10)

Metric No.		Weightage			
5.4.1 Q _i M	<p><i>The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years</i></p> <p>Describe contribution of alumni association to the institution within a maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> Paste link for additional information Upload any additional information 	4			
5.4.2 Q _n M	<p><i>Alumni contribution during the last five years (Amount in Rupees)</i></p> <p>Options:</p> <table border="0"> <tr> <td> A. ≥ 100 Lakhs B. 50Lakhs - 100 Lakhs C. 20 Lakhs - 50 Lakhs D. 5 Lakhs - 20 Lakhs E. <5 Lakhs </td> <td style="font-size: 4em; vertical-align: middle; padding: 0 10px;">}</td> <td>Opt one</td> </tr> </table> <p>Data Requirement for last five years (year wise): (As per Data Template in Section B)</p> <ul style="list-style-type: none"> Name of the alumnus/ alumni association: Quantum of contribution: <p>File Description</p> <ul style="list-style-type: none"> Upload any additional information Alumni association audited statements (Data Template) 	A. ≥ 100 Lakhs B. 50Lakhs - 100 Lakhs C. 20 Lakhs - 50 Lakhs D. 5 Lakhs - 20 Lakhs E. <5 Lakhs	}	Opt one	4
A. ≥ 100 Lakhs B. 50Lakhs - 100 Lakhs C. 20 Lakhs - 50 Lakhs D. 5 Lakhs - 20 Lakhs E. <5 Lakhs	}	Opt one			
5.4.3	<p><i>Number of Alumni Association /Chapters meetings held during the last five years</i></p>	2			

Q_nM	<p>5.4.3.1: Number of Alumni Association /Chapters meetings held year wise during last the five years</p> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>Data Requirement for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none">• Number of alumni association meetings• Dates of meetings <p>File Description (upload)</p> <ul style="list-style-type: none">• Report of the event• Upload any additional information• Number of Alumni Association / Chapters meetings conducted during the last five years (Data Template)	Year						Number						
Year														
Number														

Criterion VI – Governance, Leadership and Management (100)

Key Indicator - 6.1 Institutional Vision and Leadership (10)

Metric No.		Weightage
<p>6.1.1</p> <p>Q_iM</p>	<p><i>The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the University</i></p> <p>Describe the vision and mission statement of the institution on the nature of governance, perspective plans and participation of the teachers in the decision making bodies of the university within a maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Paste link for additional information • Upload any additional information 	<p>5</p>

6.1.2	<i>The institution practices decentralization and participative management</i>	5
Q _i M	<p>Describe a case study showing decentralisation and participative management in the institution in practice within a maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Paste link for additional information • Upload any additional information 	

Key Indicator - 6.2 Strategy Development and Deployment (10)

Metric No.		Weightage
6.2.1	<i>Perspective/Strategic plan and deployment documents are available in the institution</i>	2
Q _i M	<p>Describe one activity successfully implemented based on the strategic plan within a maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Strategic Plan and deployment documents on the website • Paste link for additional information • Upload any additional information 	
6.2.2	<i>Organizational structure of the university including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism</i>	2
Q _i M		

	<p>Describe the Organogram of the Institution within a maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Paste link for additional information • Link to Organogram of the University webpage • Upload any additional information 				
<p>6.2.3</p> <p>Q_nM</p>	<p><i>Implementation of e-governance in areas of operation</i></p> <ol style="list-style-type: none"> 1. Planning and Development 2. Administration 3. Finance and Accounts 4. Student Admission and Support 5. Examination <p>Options:</p> <table border="0"> <tr> <td> <ul style="list-style-type: none"> A. All 5 of the above B. Any 4 of the above C. Any 3 of the above D. Any 2 of the above E. ≤ 1 of the above </td><td style="font-size: 3em; vertical-align: middle; padding: 0 10px;">}</td><td style="vertical-align: middle;">Opt one</td></tr> </table> <p>Data Requirements: (As per Data Template in Section B)</p> <ul style="list-style-type: none"> • Areas of e-governance <ul style="list-style-type: none"> Planning and Development Administration Finance and Accounts Student Admission and Support Examination • Name of the Vendor with contact details • Year of implementation <p>File Description (Upload)</p> <ul style="list-style-type: none"> • ERP (Enterprise Resource Planning) Document • Screen shots of user interfaces 	<ul style="list-style-type: none"> A. All 5 of the above B. Any 4 of the above C. Any 3 of the above D. Any 2 of the above E. ≤ 1 of the above 	}	Opt one	<p>4</p>
<ul style="list-style-type: none"> A. All 5 of the above B. Any 4 of the above C. Any 3 of the above D. Any 2 of the above E. ≤ 1 of the above 	}	Opt one			

	<ul style="list-style-type: none"> Any additional information Details of implementation of e-governance in areas of operation Planning and Development, Administration etc (Data Template) 	
6.2.4 Q_iM	<p><i>Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions</i></p> <p>Describe one activity successfully implemented based on the Minutes of the meetings of various Bodies/ Cells and Committees within a maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> Paste link for additional information Upload any additional information 	2

Key Indicator - 6.3 Faculty Empowerment Strategies (30)

Metric No.		Weightage
6.3.1 Q_iM	<p><i>The institution has effective welfare measures for teaching and non-teaching staff</i></p> <p>Provide the list of existing welfare measures for teaching and non-teaching staff in maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> Paste link for additional information Upload any additional information 	6
6.3.2 Q_nM	<p><i>Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years</i></p>	6

	<p>6.3.2.1: Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year wise during the last five years</p> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>Data Requirement for last five years:(As per Data Template in Section B)</p> <ul style="list-style-type: none">• Name of teacher• Name of conference/ workshop attended for which financial support provided• Name of the professional body for which membership fee is provided <p>Formula:</p> <p>Percentage per year =</p> <p>Number of teachers provided with financial support to attend conferences,workshops and towards membership fee of professional bodies</p> <p>Number of full time teachers</p> <p>X 100</p> <p>Average percentage = $\frac{\sum \text{Percentage per year}}{5}$</p> <p>File Description</p> <ul style="list-style-type: none">• Upload any additional information• Details of teachers provided with financial support to attend conferences, workshops etc. during the last five years (Data Template)	Year						Number						
Year														
Number														
6.3.3	<p>Average number of professional development / administrative training Programmes organized by the university for teaching and non teaching staff during the last five years</p> <p>6.3.3.1: Total number of professional development / administrative training Programmes organized by the Institution for teaching and non</p>	8												
Q _n M														

	<p>teaching staff year wise during the last five years</p> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>Data Requirement for last five years:(As per Data Template in Section B)</p> <ul style="list-style-type: none">• Title of the professional development Programme organised for teaching staff• Title of the administrative training Programme organised for non-teaching staff• Dates (From-to) <p>Formula:</p> <div><div>Total Number of professional development or administrative training Programmes organized for teaching and non teaching staff during the last five years</div><div>5</div></div> <p>File Description (Upload)</p> <ul style="list-style-type: none">• Reports of the Human Resource Development Centres (UGC ASC or other relevant centres).• Reports of Academic Staff College or similar centers• Upload any additional information• Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	Year						Number						
Year														
Number														
<p>6.3.4</p> <p>Q_nM</p>	<p><i>Average percentage of teachers attending professional development Programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the last five years</i></p> <p>6.3.4.1: Total number of teachers attending professional development Programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes year wise during the last five years</p>	<p>8</p>												

	<table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>Data Requirement for last five years:(As per Data Template in Section B)</p> <ul style="list-style-type: none">• Number of teachers• Title of the Programme• Duration (From -to) <p>Formula:</p> <p>Percentage per year = $\frac{\text{Total Number of teaching staff attending such Programmes}}{\text{Number of full time teachers}} \times 100$</p> <p>Average percentage = $\frac{\sum \text{Percentage per year}}{5}$</p> <p>File Description</p> <ul style="list-style-type: none">• IQAC report summary• Reports of the Human Resource Development Centres (UGC ASC or other relevant centers).• Upload any additional information• Details of teachers attending professional development Programmes during the last five years (Data Template)	Year						Number						
Year														
Number														
<p>6.3.5</p> <p>Q,M</p>	<p><i>Institution has Performance Appraisal System for teaching and non-teaching staff</i></p> <p>Describe the functioning status of the Performance Appraisal System for teaching and non-teaching staff within maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none">• Paste link for additional information• Upload any additional information	<p>2</p>												

Key Indicator – 6.4 Financial Management and Resource Mobilization (20)

Metric No.		Weightage												
6.4.1	<i>Institution conducts internal and external financial audits regularly</i>	2												
Q _M	<p>Enumerate the various internal and external financial audits carried out during the last five years with the mechanism for settling audit objections within a maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none">• Paste link for additional information• Upload any additional information													
6.4.2	<i>Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III) (INR in Lakhs)</i>	10												
Q _n M	<p>6.4.2.1: Total Grants received from non-government bodies, individuals, philanthropers year wise during the last five years (INR in Lakhs)</p> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>INR in Lakhs</td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>Data Requirement for last five years:(As per Data Template in Section B)</p> <ul style="list-style-type: none">• Name of the non government funding agencies/ individuals• Funds/ Grants received <p>File Description (Upload)</p> <ul style="list-style-type: none">• Annual statements of accounts• Any additional information• Details of Funds / Grants received from non-government bodies during the last five years (Data Template)	Year						INR in Lakhs						
Year														
INR in Lakhs														
6.4.3	<i>Institutional strategies for mobilisation of funds and the optimal utilisation</i>	8												

<p>Q_iM</p>	<p><i>of resources</i></p> <p>Describe the resource mobilisation policy and procedures of the Institution within a maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Paste link for additional information • Upload any additional information 	
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Key Indicator - 6.5 Internal Quality Assurance System (30)

Metric No.		Weightage
<p>6.5.1</p> <p>Q_iM</p>	<p><i>Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes</i></p> <p>Describe two practices institutionalized as a result of IQAC initiatives within a maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Paste link for additional information • Upload any additional information 	<p>8</p>
<p>6.5.2</p> <p>Q_iM</p>	<p><i>The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms</i></p> <p>Describe any two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC within a maximum of 500 words each</p>	<p>8</p>

	<p>File Description</p> <ul style="list-style-type: none"> • Paste link for additional information • Upload any additional information 													
<p>6.5.3</p> <p>Q_nM</p>	<p><i>Average number of quality initiatives by IQAC for promoting quality culture per year</i></p> <p>6.5.3.1: Number of quality initiatives by IQAC for promoting quality year-wise for the last five years</p> <table border="1"> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years:(As per Data Template in Section B)</p> <ul style="list-style-type: none"> • Name of quality initiative by IQAC • Duration (From _to_) • Number of participants <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • IQAC link • Number of quality initiatives by IQAC per year for promoting quality culture (Data Template) 	Year						Number						3
Year														
Number														
<p>6.5.4</p> <p>Q_nM</p>	<p><i>Quality assurance initiatives of the institution include:</i></p> <ol style="list-style-type: none"> 1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements 2. Academic Administrative Audit (AAA) and initiation of follow up action 3. Participation in NIRF 4. ISO Certification 5. NBA or any other quality audit <p>Options:</p> <p>A. Any 4 of the above</p> <p>B. Any 3 of the above</p>	6												

	<p>C. Any 2 of the above D. Any 1 of the above E. None of the above</p> <p style="text-align: center;">Opt one</p> <p>Data Requirement for last five years:(As per Data Template in Section B)</p> <p>Quality initiatives</p> <ul style="list-style-type: none"> • AQARs prepared/ submitted • Academic Administrative Audit (AAA) and initiation of follow up action • Participation in NIRF • ISO Certification • NBA or any other certification received <p>File Description</p> <ul style="list-style-type: none"> • Paste web link of Annual reports of University • Upload e-copies of the accreditations and certifications • Upload any additional information • Upload details of Quality assurance initiatives of the institution (Data Template) 	
<p>6.5.5</p> <p>Q_M</p>	<p><i>Incremental improvements made during the preceding five years (in case of first cycle)</i></p> <p><i>Post accreditation quality initiatives (second and subsequent cycles)</i></p> <p>Describe quality enhancement initiatives in the academic and administrative domains successfully implemented during the last five years within a Maximum of 500 words each</p> <p>File Description</p> <ul style="list-style-type: none"> • Paste link for additional information • Upload any additional information 	<p>5</p>

Criterion VII – Institutional Values and Best Practices (100)

Key Indicator - 7.1 Institutional Values and Social Responsibilities (50)

Metric No.		Weightage												
	Gender Equity (10)													
7.1.1 Q _n M	<p><i>Number of gender equity promotion Programmes organized by the institution during the last five years</i></p> <p>7.1.1.1: Number of gender equity promotion Programmes organized by the institution year wise during the last five years</p> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>Data Requirement for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none">• Title of the Programme• Duration (From-to)• Number of participants <p>File Description (Upload)</p> <ul style="list-style-type: none">• Report of the event• Upload any additional information• List of gender equity promotion Programmes organized by the institution (Data Template)	Year						Number						5
Year														
Number														
7.1.2 Q _i M	<p><i>Institution shows gender sensitivity in providing facilities such as:</i></p> <p>a) Safety and Security b) Counselling</p>	5												

	<p>c) Common Room</p> <p>Describe gender equity initiatives undertaken by the Institution on the specified areas within a maximum of 500 words each</p> <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Paste link for additional information 	
	Environmental Consciousness and Sustainability (10)	
<p>7.1.3</p> <p>Q_nM</p>	<p><u>Alternate Energy initiatives such as:</u></p> <p><i>Percentage of annual power requirement of the Institution met by the renewable energy sources (current year data)</i></p> <p>7.1.3.1: Annual power requirement met by renewable energy sources (in KWH)</p> <p>7.1.3.2 : Annual power requirement of the institution (in KWH)</p> <p>Data Requirements: (As per Data Template in Section B)</p> <ul style="list-style-type: none"> • Power requirement met by renewable energy sources • Total power requirement <p>Formula:</p> $\frac{\text{Annual Power requirement met by renewable energy sources}}{\text{Annual power requirement}} \times 100$ <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Upload details of power requirement of the university met by renewable energy sources (Data Template) 	<p>1</p>
<p>7.1.4</p> <p>Q_nM</p>	<p><i>Percentage of annual lighting power requirements met through LED bulbs (current year data)</i></p> <p>7.1.4.1: Annual lighting power requirement met through LED bulbs (in KWH)</p>	<p>1</p>

	<p>7.1.4.2 : Annual lighting power requirement (in KWH)</p> <p>Data Requirements: (As per Data Template in Section B)</p> <ul style="list-style-type: none"> • Lighting power requirement met through LED bulbs • Total lighting power requirements <p>Formula:</p> $\frac{\text{Annual Lighting power requirement met through LED bulbs}}{\text{Annual lighting power requirement}} \times 100$ <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Upload details of lighting power requirements met through LED bulbs (Data Template) 	
<p>7.1.5</p> <p>Q_M</p>	<p><i>Waste Management steps including:</i></p> <ul style="list-style-type: none"> • Solid waste management • Liquid waste management • E-waste management <p>Describe efforts towards waste management on campus within a maximum of 500 words each</p> <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Paste link for additional information 	<p>3</p>
<p>7.1.6</p> <p>Q_M</p>	<p><i>Rain water harvesting structures and utilization in the campus</i></p> <p>Describe efforts towards rain water harvesting on the campus within a maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Paste link for additional information 	<p>1</p>

<p>7.1.7</p> <p>Q_nM</p>	<p>Green Practices</p> <ul style="list-style-type: none"> Students, staff using <ul style="list-style-type: none"> a) Bicycles b) Public Transport c) Pedestrian Friendly Roads Plastic free campus Paperless office Green landscaping with trees and plants <p>Describe efforts towards green practices on the campus within a maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> Upload any additional information Paste link for additional information 	<p>2</p>												
<p>7.1.8</p> <p>Q_nM</p>	<p>Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years (INR in lakhs)</p> <p>7.1.8.1: Total expenditure on green initiatives and waste management excluding salary component year wise during the last five years (INR in lakhs)</p> <table border="1"> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>INR in lakhs</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirements for last five years: (As per Data Template in Section B)</p> <ul style="list-style-type: none"> Expenditure on green initiatives and waste management excluding salary component Annual expenditure excluding salary component of the institution <p>Formula:</p>	Year						INR in lakhs						<p>2</p>
Year														
INR in lakhs														

	<p style="text-align: center;"> Total Expenditure on green initiatives and waste management excluding salary component Percentage per year = $\frac{\text{Annual expenditure excluding salary component of the institution}}{\text{Total Expenditure on green initiatives and waste management excluding salary component}} \times 100$ </p> <p style="text-align: center;"> Average percentage = $\frac{\sum \text{Percentage per year}}{5}$ </p> <p>File Description (Upload)</p> <ul style="list-style-type: none"> Any additional information Green audit report Details of expenditure on green initiatives and waste management during the last five years (Data Template) 				
<p>7.1.9</p> <p>Q_nM</p>	<p><i>Differently abled (Divyangjan) Friendliness</i></p> <p><i>Resources available in the institution</i></p> <ol style="list-style-type: none"> Physical facilities Provision for lift Ramp / Rails Braille Software/facilities Rest Rooms Scribes for examination Special skill development for differently abled students Any other similar facility (Specify) <p>Options:</p> <table border="0"> <tr> <td> A. 7 and more of the above B. At least 6 of the above C. At least 4 of the above D. At least 2 of the above E. None of the above </td> <td style="font-size: 3em; vertical-align: middle;">}</td> <td style="vertical-align: middle;">Opt one</td> </tr> </table> <p>Data Requirements: (As per Data Template in Section B)</p> <ul style="list-style-type: none"> Physical facilities Provision for lift Ramp/ Rails 	A. 7 and more of the above B. At least 6 of the above C. At least 4 of the above D. At least 2 of the above E. None of the above	}	Opt one	<p>10</p>
A. 7 and more of the above B. At least 6 of the above C. At least 4 of the above D. At least 2 of the above E. None of the above	}	Opt one			

	<ul style="list-style-type: none">• Braille Software/• Facilities• Rest Rooms• Scribes for examination• Special skill development for differently abled students• Any other similar facility <p>File Description</p> <ul style="list-style-type: none">• Upload any additional information• Link to photos and videos of facilities for divyangjan• Upload resources available in the institution for Divyangjan (Data Template)													
	<i>Inclusion and Situatedness (10)</i>													
7.1.10 Q_nM	<p><i>Number of specific initiatives to address locational advantages and disadvantages during the last five years</i></p> <p>7.1.10.1: Number of specific initiatives to address locational advantages and disadvantages year wise during the last five years</p> <table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>Data Requirement for last five years: (As per Data Template in Section B)</p> <p>➤ Number of initiatives to address locational advantages and disadvantages</p> <p>File Description</p> <ul style="list-style-type: none">• Upload any additional information• Number of Specific initiatives to address locational advantages and disadvantages (Data Template)	Year						Number						5
Year														
Number														
7.1.11 Q_nM	<p><i>Number of initiatives taken to engage with and contribute to local community during the last five years(Not addressed elsewhere)</i></p> <p>7.1.11.1: Number of initiatives taken to engage with and contribute to local community during year wise during the last five years</p>	5												

	<table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table> <p>Data Requirement for last five years: (As per Data Template in Section B)</p> <p>➤ Number of initiatives taken to engage with and contribute to local community</p> <p>File Description</p> <ul style="list-style-type: none">• Upload any additional information• Upload the report of the event• Details of initiatives taken to engage with local community during the last five years (Data Template)	Year						Number						
Year														
Number														
	Human Values and Professional Ethics (10)													
7.1.12 Q_nM	<i>Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff</i> (Yes/No) File Description <ul style="list-style-type: none">• Upload any additional information• URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	1												
7.1.13 Q_nM	<i>Display of core values in the institution and on its website</i> (Yes/No) File Description <ul style="list-style-type: none">• Upload any additional information• Provide URL of website that displays core values	1												
7.1.14 Q_nM	<i>The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations</i> (Yes/No) File Description <ul style="list-style-type: none">• Upload any additional information• Details of activities organized to increase consciousness about national identities and symbols (Data Template)	1												
7.1.15	<i>The institution offers a course on Human Values and professional ethics.</i>													

<div>Q_nM</div>	<div>File Description</div> <div><ul style="list-style-type: none">• Upload any additional information• Provide link to Courses on Human Values and professional ethics on Institutional website</div> <div>(Yes/No)</div>	1												
<div>7.1.16</div> <div>Q_nM</div>	<div><i>The institutional functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions.</i></div> <div>(Yes/No)</div> <div>File Description</div> <div><ul style="list-style-type: none">• Upload any additional information• Provide URL of supporting documents to prove institution functions as per professional code</div>	1												
<div>7.1.17</div> <div>Q_nM</div>	<div><i>Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years</i></div> <div>7.1.17.1: Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year wise during the last five years</div> <div><table><tr><td>Year</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Number</td><td></td><td></td><td></td><td></td><td></td></tr></table></div> <div>Data Requirement for last five years: (As per Data Template in Section B)</div> <div><ul style="list-style-type: none">• Title of the Programme/Activity• Duration (From-to)• Number of participants</div> <div>Documents: Upload the following documents</div> <div><ul style="list-style-type: none">• University code of conduct for students• University code of conduct for teachers• Handbooks, manuals and brochures on human values and professional ethics.• Report on the student attributes facilitated by the University</div>	Year						Number						2
Year														
Number														

	File Description <ul style="list-style-type: none"> • Upload any additional information • List of activities conducted for promotion of universal value (Data Template) 	
7.1.18 Q_M	<i>Institution organizes national festivals and birth / death anniversaries of the great Indian personalities.</i> Describe efforts of the Institution in organizing national festivals and birth / death anniversaries of the great Indian personalities within a maximum of 500 words	1
7.1.19 Q_M	<i>The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions</i> Describe efforts of the Institution towards maintenance of complete transparency in its financial, academic, administrative and auxiliary functions within a maximum of 500 words	2

Key Indicator - 7.2 Best Practices (30)

Metric No.		Weightage
7.2.1 Q_M	<i>Describe at least two institutional best practices (as per NAAC format given in next page)</i> Describe two best practices successfully implemented by the institution as per NAAC format File Description <ul style="list-style-type: none"> • Link for any additional information • Upload any additional information 	30

Key Indicator - 7.3 Institutional Distinctiveness (20)

Metric No.		Weightage
7.3.1	<i>Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust</i>	
Q _I M	<p>Describe the institutional performance in one area distinctive to its vision, priority and thrust within a maximum of 1000 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Link for additional information • Upload any additional information 	20

Format for Presentation of Best Practices

1. Title of the Practice

This title should capture the keywords that describe the practice.

2. Objectives of the Practice

What are the objectives / intended outcomes of this “best practice” and what are the underlying principles or concepts of this practice (in about 100 words)?

3. The Context

What were the contextual features or challenging issues that needed to be addressed in designing and implementing this practice (in about 150 words)?

4. The Practice

Describe the practice and its uniqueness in the context of India higher education. What were the constraints / limitations, if any, faced (in about 400 words)?

5. Evidence of Success

Provide evidence of success such as performance against targets and benchmarks, review results. What do these results indicate? Describe in about 200 words.

6. Problems Encountered and Resources Required

Please identify the problems encountered and resources required to implement the practice (in about 150 words).

7. Notes (Optional)

Please add any other information that may be relevant for adopting/ implementing the Best Practice in other institutions (in about 150 words).

Any other information regarding Institutional Values and Best Practices which the university would like to include.

5. Evaluative Report of the Department

Name of the University..... Name of the Department.....

Dist.....

State.....

Total Number of Departments in the institution.....

Sl. No.	Name of the Department	For Ex: English	Zoology	Bio-Technology
1.	Year of Establishment			
2.	Is the Department part of a School/Faculty of the University			
3.	Names of programmes offered			
4.	Number of teaching posts Sanctioned/Filled			
5.	Number of Research Projects: Total grants received			
6.	Inter –institutional collaborative projects and Associated grants received			
	National collaboration			
	International collaboration			
7.	Departmental projects funded by DST-FIST, UGC-SAP/CAS,DPE, DBT, ICSSR, AICTE etc., : Total grants received			
8.	Special research laboratories sponsored by / created by industry or corporate bodies			
9.	Publications:			
	Number of Papers published			
	Number of Books with ISBN			

	Number of Citation Index – range / average			
	Number of Impact Factor – range / average			
	Number of h-index			
10.	Details of patents and income generated			
11.	Areas of consultancy and income generated			
12.	Awards/Recognitions received at the National and International level by :			
	Faculty			
	Doctoral/Post doctoral fellows			
	Students			
13.	How many students have cleared Civil Services and Defense Services examinations, NET, SET (SLET), GATE and other competitive examinations			
14.	List of doctoral, post-doctoral students and research associates			
	From the host institution/university			
	From other institutions/universities			
15.	Number of Research Scholars/ Post Graduate students getting financial assistance from the University/State/ Central			

Note: **Compile data for the last five years**

6. Data Templates / Documents

(Quantitative Metrics)

The online formats (Templates) for submitting data with respect to Quantitative Metrics (Q_nM) are given in consecutive pages.

Kindly Note:

For each Quantitative Metric the kinds of data to be uploaded are indicated in tabular form and/ or documents required are listed.

- Documents such as minutes of meeting, decisions, statements of accounts, award letters, letters of appointments, etc., need to be uploaded as required; wherever these are in bulk, hyperlinks to the appropriate website be given.
- There could be some variation in the metrics from the QIF; this is due to rendering it to the IT format for online submission.
- The list of documents to be uploaded is only suggestive. If the Institution has any other relevant documents to substantiate its claims, the same may also be uploaded.

Data Templates / Documents - Quantitative Metrics (Q_nM)

Sl. NO.	Criterion I – Curricular Aspects (150)							
	Key Indicator - 1.1 Curriculum Design and Development (50)							
1.	1.1.2 Percentage of Programmes where syllabus revision was carried out during the last five years (20)							
	Programm e Code	Programme name	Name of the Departm ent	Year of Introduction	If revision has been carried out in the syllabus during last 5 years	Year of revision	Percentage of Syllabus content added or replaced	Link of the relevant document
	Document: <ul style="list-style-type: none"> • Minutes of relevant Academic Council/BOS meeting • Institutional data in prescribed format. • Syllabus prior and post revision of the courses. 							
2.	1.1.3 Average percentage of courses having focus on employability/entrepreneurship/skill development during the last five years (10)							

Name of the Course	Course Code	Name of the Programme	Activities with direct bearing on Employability/ Entrepreneurship/ Skill development	Year of introduction
Documents: <ul style="list-style-type: none"> • Programme/ Curriculum/ Syllabus of the courses • Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses. • MoU's with relevant organizations for these courses, if any. • Institutional data in prescribed format. 				

	Key Indicator - 1.2 Academic Flexibility (50)					
3.	1.2.1 Percentage of new courses introduced of the total number of courses across all Programmes offered during the last five years (30)					
	Name of the new course introduced in the last 5 years	Programme name	Programme code	Course code	Year of introduction	Link of the relevant document
	Documents: <ul style="list-style-type: none"> • Minutes of relevant Academic Council/BOS meetings. • Institutional data in prescribed format. 					

4.	1.2.2 Percentage of Programmes in which Choice Based Credit System (CBCS)/elective course system has been implemented (<i>current year</i>
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data) (20)				
Name of all Programmes adopting CBCS course system	Name of all Programmes adopting elective course system	Programme Code	Year of implementation of CBCS / elective course system	Link of the relevant document
<p>Documents:</p> <ul style="list-style-type: none"> • Minutes of relevant Academic Council/BOS meetings. • Institutional data in prescribed format. 				

	Key Indicator - 1.3 Curriculum Enrichment (30)						
5.	1.3.2 Number of value-added courses imparting transferable and life skills offered during the last five years (10)						
6.	1.3.3 Average percentage of students enrolled in the courses under 1.3.2 above (5)						
	Name of the value added courses (with 30 or more contact hours) offered during last five years	Course Code	Year of offering	No. of times offered during the same year	Year of discontinuation	Number of students enrolled in the year	Number of students completing the course in the year
	Year 1						

Year 2						
Year 3						
Year 4						
Year 5						
<p>Documents 1.3.2:</p> <ul style="list-style-type: none"> • Brochure or any other document relating to value added courses. • Institutional data in prescribed format. <p>Documents 1.3.3:</p> <ul style="list-style-type: none"> • Institutional data in prescribed format. • List of students enrolled. Brochure 						

	*DVV may verify random attendance sheet for at least 5% of the courses
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7.	1.3.4 Percentage of students undertaking field projects / internships (current year data) (5)			
	Programme name	Programme Code	No. of students undertaking field projects / internships	Link of the relevant document
	Documents: <ul style="list-style-type: none"> • Institutional data in prescribed format. • List of students enrolled. *DVV may verify random attendance sheet for at least 5% of the courses.			

	Key Indicator - 1.4 Feedback System (20)
8.	1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni 5) Parents for design and review of syllabus Semester wise /year wise (10) and for 1.4.2 Feedback processes of the institution may be classified as follows: (10) URL for feedback collection and analysis reports

	<p>Documents:</p> <ul style="list-style-type: none"> Stakeholder feedback report. <p>Action taken report of the University on feedback report as minuted by the Governing Council, Syndicate, Board of Management.</p>
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	Criterion II -Teaching-Learning and Evaluation (200)			
	Key Indicator - 2.1 Student Enrolment and Profile (10)			
9.	2.1.1 Average percentage of students from other States and Countries during the last five years (3)			
	Year of enrolment	Number of students enrolled from other states	Number of students enrolled from other countries	Link of the relevant document
	<p>Documents:</p> <ul style="list-style-type: none"> List of students from other states and countries in prescribed format. Institutional data in prescribed format <i>(May be verified from DCF of AISHE)</i> <p>*Random check of the application on form of foreign students (5%)</p>			
10.	2.1.2 Demand Ratio (Average of last five years) (4)			

Programme name	Programme Code	Number of seats available / sanctioned	Number of eligible applications received	Number of students admitted
Documents: <ul style="list-style-type: none"> Institutional data in prescribed format. 				

11.	2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years (3)									
Year	Number of seats earmarked for reserved category as per GOI or State Government rule					Number of students admitted from the reserved category				
	SC	ST	OBC	Gen	Others	SC	ST	OBC	Gen	Others
Documents: • Institutional data in prescribed format. <i>(May be verified by DCF of AISHE.)</i> *Random check for at least 5% of the students.										

	Key Indicator - 2.2 Catering to Student Diversity (20)
12.	2.2.3 Percentage of differently abled students (Divyangjan) on rolls (5) (current year data)

	Name of the student enrolled under Differently abled Category	Gender	UDID Card Number	Type of Disability	Percentage of Disability	Program enrolled	Year of Enrolment
	Documents: <ul style="list-style-type: none"> • Institutional data in prescribed format. • List of differently abled students. • Any other document submitted by the Institution to a Government agency giving this information. <i>(May be verified from DCF of AISHE)</i>						

	Key Indicator - 2.3 Teaching- learning Process (20)					
13.	2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (5)					
	Number of teachers using ICT (LMS, e-Resources)	ICT tools and resources available	Number of ICT enabled classrooms with class room number	Number of smart classrooms with class room number	E-resources and techniques used	Link of the relevant documents
	Documents: <ul style="list-style-type: none"> • List of teachers using ICT. • LMS website/ Academic management system. 					

15.	2.4.2 Average percentage of full time teachers with Ph.D. during the last five years (10)			
	Name of full time teachers with PhD	Year of obtaining PhD	Whether recognised as research Guide for ph.D	Year of Recognition as Research Guide
	Documents: Institutional data in prescribed format.			

16.	2.4.4 Average percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years (10) & for						
	3.4.2 The institution provides incentives to teachers who receive state, national and international recognition/awards (1)						
	Name of full time teachers receiving awards from state level, national level, international level	Year of Award	PAN	Designation	Name of the award, fellowship, received from Government or recognized bodies	Incentives given by the HEI in recognition of the award	Link for the relevant documents

	Documents:
	<ul style="list-style-type: none"> • e-copies of award letters (scanned or soft copy). • Institutional data in prescribed format.

17.	2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years (10)		
	Year of Appointment	Name of full time teacher from other state	State from which qualifying degree was obtained
	Documents: <ul style="list-style-type: none"> • Institutional data in prescribed format. • Upload the relevant supporting document. 		

	Key Indicator - 2.5 Evaluation Process and Reforms (40)				
18.	2.5.1 Average number of days from the date of last semester-end/ year- end examination till the declaration of results during the last five years (15)				
	Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination

Documents: <ul style="list-style-type: none"> • Institutional data in prescribed format. <p><i>(May be verified from DCF of AISHE.)</i></p> <p>*Check 5% sample from the Controller of Exam (COE) office.</p>				

19.	2.5.5 Status of automation of Examination division along with approved Examination Manual: (5) <div style="float: right; text-align: center;"> } Opt one </div>			
	A. 100% automation of entire division & implementation of Examination Management System (EMS) B. Only student registration, Hall ticket issue & Result Processing C. Only student registration and result processing D. Only result processing E. Only manual methodology			
	100% automation of entire division & implementation of Examination Management System (EMS) (Yes/No)	Student registration, Hall ticket issue & Result Processing are automated (Yes/No)	Student registration and result processing are automated (Yes/No)	Result processing is only automated (Yes/No)
	Documents:			

	<ul style="list-style-type: none"> • Current Manual of examination automation system. • Annual reports of examination including the present status of automation. • Institutional data in prescribed format.
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	Key Indicator - 2.6 Student Performance and Learning Outcomes (30)			
20.	2.6.3 Average pass percentage of students (Current year data) (10)			
	Programme code	Programme name	Number of students appeared in the final year examination	Number of students passed in final year examination
	Documents: <ul style="list-style-type: none"> • Institutional data in prescribed format. • Annual Reports. <i>(May be verified from DCF of AISHE)</i>			

	Key Indicator - 2.7 Student Satisfaction Survey (30)									
21.	2.7.1 Online student satisfaction survey regarding teaching learning process (all currently enrolled students). (30) (Online survey to be conducted and details of the students in the format mentioned below should be uploaded)									
	Name of	Gender				Email	Program	Student	Mobile	Year of joining

	the student		Category	State of Domicile	Nationality (if other than Indian)	ID	me name	Unique Enrolment ID	Number	

	Criterion III – Research, Innovations and Extension (250)									
	Key Indicator - 3.1 Promotion of Research and Facilities (20)									
22.	3.1.1 The institution has a well defined policy for promotion of research and the same is uploaded on the institutional website (1)									
	Provide URL of Policy document on promotion of research uploaded on website									
	Documents: <ul style="list-style-type: none"> Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption. Research promotion policy. 									

23.	3.1.2 The institution provides seed money to its teachers for research (average per year) (INR in Lakhs) (4)									
	Name of the teacher getting seed				The amount of seed money			Year of receiving grant		Duration of the

	Institutional data in prescribed format.
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26.	3.1.5 University has the following facilities (3) 1. Central Instrumentation Centre 2. Animal House/Green House / Museum 3. Central Fabrication facility 4. Media laboratory/Business Lab/Studios 5. Research/Statistical Databases Options: A. Any four facilities exist B. Three of the facilities exist C. Two of the facilities exist D. One of the facilities exist E. None of the facilities exist		
	Name of the facility	Year of establishment	Provide link of videos/pictures
	Documents: <ul style="list-style-type: none"> Videos and geotagged photographs. <i>(May be verified from DCF of AISHE)</i>		

27.	3.1.6 Percentage of departments with UGC-SAP, CAS, DST-FIST ,DBT,ICSSR and other similar recognitions by government agency (current
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	year data) (5)					
	Name of the Department	Name of the Scheme	Name of the funding agency	Year of Award	Funds provided	Duration of award
	Documents: <ul style="list-style-type: none"> e-version of departmental recognition award letters. Institutional data in prescribed format. 					

	Key Indicator - 3.2 Resource Mobilization for Research (20)							
28	3.2.1 Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution during the last five years (INR in Lakhs) (3) & for							
	3.2.2 Grants for research projects sponsored by the government sources during the last five years (INR in Lakhs) (12) & for							
	3.2.3 Average number of research projects per teacher funded by government and non-government agencies during the last five years (5)							
	Name of the Project/ Endowments, Chairs	Name of the Principal Investigator/Co Investigator	Name of the Funding agency	Type (Government/Non-Government)	Department of Principal Investigator/ Co Investigator	Year of Award	Funds provided (INR in Lakhs)	Duration of the project

	<p>Documents 3.2.1:</p> <ul style="list-style-type: none"> e-copies of the grant award letters for research projects sponsored by non-government. Institutional data in prescribed format. <p><i>(May be verified from DCF of AISHE)</i></p> <p>Documents 3.2.2:</p> <ul style="list-style-type: none"> e-copies of the grant award letters for research projects sponsored by government. Institutional data in prescribed format. <p><i>(May be verified from DCF of AISHE)</i></p>
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	Key Indicator - 3.3 Innovation Ecosystem (30)			
29.	3.3.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years (7)			
	Year	Name of the workshop/ seminar	Date From – To	Link to the Activity report on the website
	<p>Documents:</p> <ul style="list-style-type: none"> Institutional data in prescribed format. 			

	<ul style="list-style-type: none"> Report of the event.
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30.	3.3.3 Number of awards for innovation won by institution/teachers/research scholars/students during the last five years (7)			
	Title of the innovation	Name of the Awardee	Name of the Awarding Agency with contact details	Year of Award
	Documents: <ul style="list-style-type: none"> e- copies of award letters. Institutional data in prescribed format. 			

31.	3.3.4 Number of start-ups incubated on campus during the last five years (10)			
	Name of the start up	Nature of start up	Year of commencement	Contact information of the promoters
	Documents: <ul style="list-style-type: none"> e- sanction order of the University for the start ups on campus. Contact the promoters for information Institutional data in prescribed format. 			

	Key Indicator - 3.4 Research Publications and Awards (100)			
32.	3.4.3 Number of Patents published/awarded during the last five years (19)			
	Name of the Patenter	Patent Number	Title of the patent	Year of Award of patent
	Documents: <ul style="list-style-type: none"> • Institutional data in prescribed format. • e- copies of the letters of awards. 			

33.	3.4.4 Number of Ph.D's awarded per teacher during the last five years (19)					
	Name of the PhD scholar	Name of the Department	Name of the guide/s	Title of the thesis	Year of registration of the scholar	Year of award of PhD
	Documents: <ul style="list-style-type: none"> • Institutional website. • Verify from Shodh-ganga. • Institutional data in prescribed format. 					

34.	3.4.5 Number of research papers per teacher in the Journals notified on UGC website during the last five years (20)
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	Key Indicator - 3.5 Consultancy (20)			
36.	3.5.1 Institution has a policy on consultancy including revenue sharing between the institution and the individual (Yes/No) (1)			
	Provide URL of the consultancy policy document.			
	Documents: <ul style="list-style-type: none"> Minutes of the Governing Council/ Syndicate/Board of Management related to Consultancy policy. Soft copy of the Consultancy Policy. Institutional data in prescribed format. 			

37.	3.5.2 Revenue generated from consultancy during the last five years (INR in Lakhs) (12)			
	Name of the consultant	Name of consultancy project	Consulting/Sponsoring agency with contact details	Year
	Documents: <ul style="list-style-type: none"> Audited statements of accounts indicating the revenue generated through consultancy. Institutional data in prescribed format. 			

38.	3.5.3 Revenue generated from corporate training by the institution during the last five years (INR in Lakhs) (7)
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	Names of the teacher-consultants	Title of the corporate training Programme	Agency seeking training with contact details	Year	Revenue generated (INR in Lakhs)	Number of trainees
	Documents: <ul style="list-style-type: none"> Audited statements of account indicating the revenue generated through training. Institutional data in prescribed format. 					

	Key Indicator - 3.6 Extension Activities (40)			
39.	3.6.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years (10)			
	Name of the activity	Name of the Award/ recognition	Name of the Awarding government/ recognised bodies	Year of award
	Documents:			
	<ul style="list-style-type: none">e-copy of the award letters.Institutional data in prescribed format.			

40.	3.6.3 Number of extension and outreach Programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/YRC etc., during the last five years (10)					
	Name of the activity	Organising unit/ agency/ collaborating agency	Year of the activity	Number of students participated in such activities		

	Documents: <ul style="list-style-type: none"> • Reports of the event organized. • Institutional data in prescribed format. 			

41.	3.6.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and Programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years (10)				
	Name of the activity	Organising unit/ agency/ collaborating agency	Name of the scheme	Year of the activity	Number of students participated in such activities
	Documents: <ul style="list-style-type: none">• Institutional data in prescribed format.• Report of the event.				

	Key Indicator - 3.7 Collaboration (20)								
42.	3.7.1 Number of Collaborative activities for research, faculty exchange, student exchange per year (5)								
	Sl. No	Title of the Collaborative activity	Name of the collaborating agency with contact details	Name of the participant	Source of financial support	Year of collaboration	Duration	Nature of the activity	Link of the relevant document

Documents: <ul style="list-style-type: none"> • Institutional data in prescribed format. • Copies of collaboration, cross verify with collaborating institutional website. 									

43.	3.7.2 Number of linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the last five years (5)						
	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Year of commencement	Duration (From-To)	Nature of linkage	Name of the participant	Link of the relavant document
	Documents: <ul style="list-style-type: none"> • e-copies of linkage related Document. • Institutional data in prescribed format. 						

44.	3.7.3 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. during the last five years (only functional MoUs with ongoing activities to be considered) (10)					
	Organisation with which MoU is	Name of the institution/ industry/ corporate	Year of signing	Duration	List the actual activities	Number of students/teachers

	signed	house	MoU		under each MoU year wise	participated under MoUs
	Documents: <ul style="list-style-type: none"> e-copies of the MoUs with institution/ industry/ corporate house. Institutional data in prescribed format. 					

	Criterion IV – Infrastructure and Learning Resources (100)	
	Key Indicator - 4.1 Physical Facilities (30)	
45.	4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc. (current year data) (10)	
	Room number or Name of classrooms/Seminar Hall with LCD / wifi/LAN facilities with room numbers	Type of ICT facility
	Documents: <ul style="list-style-type: none"> Hyper linked video. 	

	Key Indicator - 4.2 Library as a Learning Resource (20)
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46.	4.2.3 Does the institution have the following: (2) & for 4.2.5 Availability of remote access to e-resources of the library (1) 1. e – journals 2. e-ShodhSindhu 3. Shodhganga membership 4. e-books 5. Databases Options: A. Any 4 of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above						
	Details of memberships/Subscription	Name of service subscribed to	No of e-resources with full text access	Validity period	Usage report from the service provider if applicable	Whether remote access provided? (Yes / No)	web link of remote access
	Documents: <ul style="list-style-type: none"> Institutional data in prescribed format. 						

47.	4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs) (5)			
	Expenditure on the purchase of books in (INR in lakhs).	Expenditure on the purchase of journals in (INR in lakhs).	Year of expenditure	Expenditure on subscription to e-journals and other e-resources (INR in Lakhs).
	Documents: <ul style="list-style-type: none"> Audited statements of accounts. Institutional data in prescribed format. 			

48.	4.2.7 E-content is developed by teachers: (3) 1. For e-PG-Pathshala 2. For CEC (Under Graduate) 3. For SWAYAM 4. For other MOOCs platform 5. For NPTEL/NMEICT/any other Government initiatives 6. For institutional LMS Options: A. Any 5 of the above B. Any 4 of the above C. Any 3 of the above D. Any 2 of the above E. None of the above			
	Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e content

	Documents: <ul style="list-style-type: none"> • Institutional data in prescribed format. • Give links or upload document of e-content developed. 				

	Key Indicator - 4.3 IT Infrastructure (30)	
49.	4.3.4 Facilities for e-content development such as Media centre, Recording facility, Lecture Capturing System(LCS) <i>(Yes/No)</i> (1)	
	Name of the e-content development facilities	Provide link to videos of the media centre and recording facility
	Documents: <ul style="list-style-type: none">• Institutional data in prescribed format.• Verify the link of photograph.	

	Key Indicator - 4.4 Maintenance of Campus Infrastructure (20)			
50.	4.4.1 Average expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years (INR in Lakhs) (10)			
	Year	Expenditure on maintenance of academic facilities (excluding salary for human resources) (INR in lakhs)	Expenditure on maintenance of physical facilities (excluding salary for human resources) (INR in lakhs)	

	Documents: <ul style="list-style-type: none"> Audited statements of accounts. Institutional data in prescribed format.
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	Criterion V - Student Support and Progression (100)		
	Key Indicator - 5.1 Student Support (30)		
51.	5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (5) & for		
	5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years (5)		
	Year	Name of the scheme	Number of students benefited by government scheme
			Number of students benefited by the institution's schemes
	Documents: <ul style="list-style-type: none"> Upload sanction letter. Institutional data in prescribed format. 		

52.	5.1.3 Number of capability enhancement and development schemes – (9) 1. Guidance for competitive examinations, 2. Career Counselling, 3. Soft skill development, 4. Remedial coaching, 5. Language lab, 6. Bridge courses 7. Yoga and Meditation 8. Personal Counselling Options: A. 7 or more of the above B. Any 6 of the above C. Any 5 of the above D. Any 4 of the above E. Any 3 of the above				
	Name of the capability enhancement scheme		Year of implementation	Number of students enrolled	Name of the agencies involved with contact details
	Documents: <ul style="list-style-type: none"> • Institutional website. • Institutional data in prescribed format. 				

53.	5.1.4 Average percentage of students benefited by guidance for competitive examinations and career counseling offered by the institution during the last five years (8)
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	Year	Name of the scheme	Number of students benefited/attended / participated by Career Counselling / competitive exams activities
	Documents: Institutional data in prescribed format.		

54.	5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases (1)			
	<i>(Yes/No)</i>			
	Year	No. of grievances appealed	No. of grievances redressed	Average time for grievance redressal in number of days
Documents: <ul style="list-style-type: none"> Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee. 				

	Key Indicator - 5.2 Student Progression (40)			
55.	5.2.1 Average percentage of placement of outgoing students during the last five years (15)			
	Year	Number of students	Name of the employer with contact	Package received
				Programme graduated

		placed	details		from
	Documents: <ul style="list-style-type: none"> • Annual reports of Placement Cell. • Institutional data in prescribed format. 				

56.	5.2.2 Percentage of student progression to higher education (previous graduating batch) (current year data) (15)				
	Name of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
	Documents: <ul style="list-style-type: none"> • Upload supporting data for student/alumni in prescribed format. • Institutional data in prescribed format. 				

57.	5.2.3 Average percentage of students qualifying in state/ national/ international level examinations during the last five years (eg: NET/SLET/GATE/GMAT/CAT/GRE/TOEFL/Civil Services/State government examinations) (10)			
	Year	Registration number/roll	Name of students	

		number for the exam	selected/ qualifying												
			NET	SLET	GATE	GMAT	CAT	GRE	JAM	IELET	TOEFL	Other equivalent examination	Civil Services	State government examinations	
		Total													Grand Total
Instruction: Please do not include individual university's entrance examination.															
Documents: <ul style="list-style-type: none"> • Upload supporting data for the same. Institutional data in prescribed format.															

	Key Indicator - 5.3 Student Participation and Activities (20)					
58.	5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) during the last five years (10)					
	Year	Name of the award/ medal	National/ International	Sports/ Cultural	AADHAR / Student ID number	Name of the student

	Documents: <ul style="list-style-type: none"> e-copies of award letters and certificates. Institutional data in prescribed format. 					

59.	5.3.3 Average number of sports and cultural activities / competitions organised at the institution level per year (5)	
	Year	Name of the activity
	Documents: <ul style="list-style-type: none">• Institutional data in prescribed format.• Report of the event.	

	Key Indicator - 5.4 Alumni Engagement (10)					
60.	5.4.2 Alumni contribution during the last five years (Amount in Rupees) (4) Options: A. ≥ 100 Lakhs B. 50Lakhs - 100 Lakhs C. 20 Lakhs - 50 Lakhs D. 5 Lakhs - 20 Lakhs E. <5 Lakhs					

	Name of the alumnus/ alumni association	AADHAR / PAN	Year of graduation	Year of contribution	Quantum of contribution (INR in lakhs)
	Documents: <ul style="list-style-type: none"> • Annual audited statements of accounts. • Audited statements of Alumni Association. 				

61.	5.4.3 Number of Alumni Association /Chapters meetings held during the last five years (2)				
	Year	Number of alumni association meetings	Dates of meetings	No of members attended	Total no of alumni enrolled
	Documents: <ul style="list-style-type: none"> • Institutional data in prescribed format. • Report of the event. *Random verification of Minutes of the meeting)				

	Criterion VI – Governance, Leadership and Management (100)
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	Key Indicator - 6.2 Strategy Development and Deployment (10)		
62.	6.2.3 Implementation of e-governance in areas of operation (4) 1. Planning and Development 2. Administration 3. Finance and Accounts 4. Student Admission and Support 5. Examination Options: A. All 5 of the above B. Any 4 of the above C. Any 3 of the above D. Any 2 of the above E. Any 1 of the above		
	Areas of e governance	Year of implementation	Link of relevant website/ document
	Planning and Development		
	Administration		
	Finance and Accounts		
	Student Admission and Support		
	Examination		
	Documents: <ul style="list-style-type: none"> • Institutional budget statements. 		

	<ul style="list-style-type: none"> • ERP (Enterprise Resource Planning) Document. • Screen shots of user interfaces. • Annual e-governance report approved by Governing Council/ Board of Management/Syndicate.
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	Key Indicator - 6.3 Faculty Empowerment Strategies (30)				
63.	6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years (6)				
	Year	Name of teacher	PAN	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided
	Documents: <ul style="list-style-type: none"> • Institutional data in prescribed format. 				

64.	6.3.3 Average number of professional development / administrative training Programmes organized by the University for teaching and non teaching staff during the last five years (8)				
	Year	Title of the professional development Programme organised for teaching staff	Title of the administrative training Programme organised for non-teaching staff	Dates (from-to)	No of participants

	Documents: <ul style="list-style-type: none"> • Reports of the Human Resource Development Centres (UGC ASC or other relevant centres). • Reports of Academic Staff College or similar centers. • Verification of schedules of training Programmes.
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65.	6.3.4 Average percentage of teachers attending professional development Programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the last five years (8)		
	Year	Name of teachers who attended	Title of the professional development Programme
	Documents: <ul style="list-style-type: none"> • Reports of the Human Resource Development Centres (UGC ASC or other relevant centers). • Annual reports of the IQAC and the University. 		

	Key Indicator - 6.4 Financial Management and Resource Mobilization (20)		
66.	6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III) (10) (INR in <i>Lakhs</i>)		
	Year	Name of the non government funding agencies/ individuals	Funds/ Grants received in (INR in lakhs).

	Documents: <ul style="list-style-type: none"> • Annual statements of accounts. • Institutional data in prescribed format. <i>(May be verified from DCF of AISHE)</i>		
	Key Indicator - 6.5 Internal Quality Assurance System (30)		
67.	6.5.3 Average number of quality initiatives by IQAC per year for promoting quality culture (3)		
	Year	Name of quality initiative by IQAC	Date of conducting activity (from-to)
			Number of participants
	Documents: <ul style="list-style-type: none"> • Institutional data in prescribed format. • IQAC link verification. 		

68.	6.5.4 Quality assurance initiatives of the institution include: (6) 1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements 2. Academic Administrative Audit (AAA) and initiation of follow up action 3. Participation in NIRF 4. ISO Certification 5. NBA or any other quality audit Options: A. Any 4 of the above B. Any 3 of the above
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C. Any 2 of the above D. Any 1 of the above E. None of the above					
Year	AQARs prepared/ submitted. (Yes /No)	Academic Administrative Audit (AAA) and initiation of follow up action	Participation in NIRF. (Yes /No)	ISO Certification. (Yes /No)	NBA or any other certification received. (Yes /No)
Documents: <ul style="list-style-type: none"> • Annual reports of University. • AQARs of IQAC. • e-copies of the accreditations and certifications. • Institutional data in prescribed format. 					

		Criterion VII – Institutional Values and Best Practices (100)			
		Key Indicator 7.1 - Institutional Values and Social Responsibilities (50)			
69.		Gender Equity (10) 7.1.1 Number of gender equity promotion programs organized by the institution during the last five years (5)			
	Year	Title of the program	Date and Duration (from-to)	Number of participants	

	Documents: <ul style="list-style-type: none"> • Institutional data in prescribed format. • Report of the event. 		

70.	Environmental Consciousness and Sustainability (10)				
	7.1.3 Alternate Energy initiatives such as: Percentage of annual power requirement of the Institution met by the renewable energy sources (Current year data) (1)				
	Power requirement met by renewable energy sources	Total power requirement	Renewable energy source	Renewable energy generated and used	Energy supplied to the grid
	Documents: Institutional data in prescribed format.				

71.	Environmental Consciousness and Sustainability (10)		
	7.1.4 Percentage of annual lighting power requirements met through LED bulbs (Current year data) (1)		
	Total Lighting requirements	Percentage of Lighting through LED bulbs	Percentage Lighting through other sources

	Documents: Institutional data in prescribed format.		

72.	Environmental Consciousness and Sustainability (10)	
	7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years (INR in Lakhs) (2)	
	Year	Expenditure on green initiatives and waste management excluding salary component (INR in Lakhs)
	Documents: Institutional data in prescribed format.	

73.	7.1.9 Differently abled (Divyangjan) Friendliness (10)		
	Resources available in the institution 1) Physical facilities 2) Provision for lift 3) Ramp / Rails 4) Braille Software/facilities 5) Rest Rooms designated		

6) Scribes for examination 7) Special skill development for differently abled students 8) Any other similar facility (Specify) Options: A. 7 and more of the above B. At least 6 of the above C. At least 4 of the above D. At least 2 of the above E. None of the above								
	Physical facilities (Yes/ No)	Provision for lift (Yes/ No)	Ramp/ Rails (Yes/ No)	Braille Software/facilities (Yes/ No)	Rest Rooms (Yes/ No)	Scribes for examination (Yes/ No)	Special skill development for differently abled students (Yes/ No)	Any other similar facility
Documents: <ul style="list-style-type: none"> • Institutional data in prescribed format. • Photos and videos. 								

	Inclusion and Situatedness (10)
74.	7.1.10 Number of specific initiatives to address locational advantages and disadvantages during the last five years (5) & for
75.	7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere) (5)

	Year	Name of initiatives to address locational advantages and disadvantages	Name of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Issues addressed	Number of participating students
	Documents: Institutional data in prescribed format.					

	Human Values and Professional Ethics (10)					
76.	7.1.12 Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal / Officials and support staff (Yes/No) (1)					
	Provide/ upload URL stating code of conduct					
77.	7.1.13 Display of core values in the institution and on its website (Yes/No) (1)					
	Provide/ upload URL					
78.	7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations (Yes/No) (1)					
	Year	Title of the program/Activity	Duration (from-to)	Provide/upload supporting documents		

79.	7.1.15 The institution offers a course on Human Values and professional ethics (Yes/No) (1)			
	Provide/upload supporting documents			
80.	7.1.16 The institutional functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions (Yes/No) (1)			
	Provide/upload supporting documents			
81.	7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years (2)			
	Provide year-wise list of activities and upload videos/photographs			
	Year	Title of the program/Activity	Duration (from-to)	No. of participants
<p>Documents required for Human Values and Professional Ethics (7.1.12-7.1.17):</p> <ul style="list-style-type: none"> • University Code of Conduct for students. • University Code of Conduct for teachers. • Handbooks, manuals and brochures on human values and professional ethics. • Report on the student attributes facilitated by the University. 				

Declaration by the Head of the Institution

I certify that the data included in this Self-Study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

I am aware that the Peer Team will validate the information provided in this SSR during the peer team visit.

Signature of the Head of the institution

with seal:

Place:

Date:

Section C: Appendices

- 1. Glossary & Notes*
 - 2. Abbreviations*
 - 3. Essential Metrics for 'Universities'*
 - 4. Essential Metrics for 'Affiliated/Constituent Colleges'*
 - 5. Essential Metrics for 'Autonomous Colleges'*
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Appendix 1: Glossary & Notes

GLOSSARY

Academic Audit	: An exercise which serves to provide assurance that the delegated responsibilities for quality and standards of academic provision are being appropriately discharged.
Academic Calendar	: The schedule of the institution for the academic year, giving details of all academic and administrative events.
Academic Flexibility	: Choice offered to the students in the curriculum offering and the curriculum transactions.
Accreditation	: Certification of quality that is valid for a fixed period, which in the case of NAAC is five years
Advanced Learners	: Students who perform very much better than the class averages
Assessment	: Performance evaluation of an institution or its units based on certain established criteria
Assessors	: Trained academics or experts who represent NAAC on peer teams.
Attainment of Course Outcomes (COs)	: COs are to be attained by all students at the end of a formal course. While the method of computation of attainment of COs is not unique, each institution has to follow a well-defined direct method of computing CO attainment based on the student performance in all assessment instruments, and indirect method of computing COs through course exit survey of students
Benchmarks	: An example of good performance that serves as a standard for comparison of one's own performance. It is a technique in which an institution measures its performance against that of the best of others.
Bibliometrics	: is a statistical analysis of written publications, such as books or articles
Blended Learning	: A mixing of different learning environments such as traditional face-to-face classroom methods with modern computer-mediated activities.
Bridge Course	: A teaching module which helps to close the gap between two levels of competence.
Carbon Neutral	: A term used to describe fuels that neither contribute to nor reduce the amount of carbon (measured in the release of carbon dioxide) into the atmosphere.
Catering to Student Diversity	: The strategies adopted by institution to fulfill the needs of a heterogeneous group of students.
CEC (Under Graduate)	: Career Education Centre

Choice Based Credit System (CBCS)	: A mode of learning in higher education which facilitates a student to have some freedom in selecting his/her own choices, across various disciplines for completing a UG / PG program. All UG and PG programs, as per UGC, have to implement CBCS
Citation Index	: The number of times a research papers is referred to by other researchers in refereed journals, and is a measure of validity of its contents.
Co-Curricular Activities	: Activities, which support the curriculum such as field trips, display of academic achievements, quiz, debate, discussion, seminars, role-play, etc
Collaboration	: Formal agreement/ understanding between any two or more institutions for training, research, student/ faculty exchange or extension support.
Completion Rates(course/)	: The ratio of the total number of learners successfully completing a course/ graduating from a programme in a given year to the total number of learners who initially enrolled on the course/programme.
Constituencies	: All the academic, administrative and support units of the institution.
Counseling	: Assisting and mentoring students individually or collectively for academic, career, personal and financial decision-making.
Course	: A course is a unit of 2 to 6 credits in a formal program. A 3-credit course will have three classroom sessions of one-hour duration during each week for the entire semester. Example: Program: BA Economics; Course: Kerala Economy; Credits: 3:0:1
Course Outcomes (COs)	: COs are statements that describe what students should be able to do at the end of a course. They can be 6±2 for courses with 2 to 4 credits, and 8±2 for courses with 5 to 6 credits. (examples are given in the “Notes”)
Course Outlines	: List of the course modules, similar to a table of contents in a book or the outline used for writing papers. The outline defines the scope and content of the course.
Course Schedule	: Details of classes being offered, its time, location, faculty, and its unique number which students must know in order to register. The course schedule is published prior to the commencement of registration for each semester / session.
Credit	: A credit system is a systematic way of describing an educational programme by attaching credits to its components. University Grants Commission defines one credit as 1 Theory period of one hour per week over a semester 1 Tutorial period of one hour per week over a semester 1 Practical period of two hour per week over a semester
Criteria	: Pre-determined standards of functioning of an institution of higher education that form the basis of assessment and accreditation as identified / defined by NAAC.
Cross Cutting Issues	: Cross cutting issues refer to the abilities of students to have sufficient disciplinary knowledge, to engage in public discussions on related issues; are careful consumers of scientific and technological information related to their everyday lives; are able to continue to learn outside school; and have the skills to enter careers of their choice.

Curriculum Design and Development	: Process of defining the contents of units of study and usually obtained through needs assessment, feedback from stakeholders and expert groups. Curriculum design and curriculum development are procedures which are closely linked to the description of learning outcomes.
Cycles of Accreditation	: An institution undergoing the accreditation process by NAAC for the first time is said to be in Cycle 1 and the consecutive five year periods as Cycle 2, 3 and so on.
Dare Database - International Social Sciences Directory	: Provides access to world wide information on social science, peace, and human rights research and training institutes, social science specialists, and social science periodicals.
Demand Ratio	: The ratio of the number of seats available in a program/institute to the number of valid applications
Dual degree	: Pursuing two different university degrees in parallel, either at the same institution or at different institutions (sometimes in different countries), completing them in less time than it would take to earn them separately.
EBSCO host	: Is an online reference resource with designed to cater to user needs and preferences at every level of research, with over 350 full text and secondary databases available.
Eco system for Innovations	: Eco system for innovation comprises of material resources (funds, equipment, facilities, etc.) and the human resources (students, faculty, staff, industry representatives, etc.) and linkages among them that make up the institutional entities to promote the development of products and systems that are likely to have significant economic value.
E-learning Resources	: Learning resources available on Internet
e-PG Pathshala	: High quality, curriculum-based, interactive content in different subjects across all disciplines of social sciences, arts, fine arts & humanities, natural & mathematical sciences, linguistics and languages developed under the initiative of MHRD, under its National Mission on Education through ICT (NMEICT) Mission. http://epgp.inflibnet.ac.in/
e-Shodhganga	: Shodhganga@INFLIBNET provides a platform for research students to deposit their Ph.D. theses and make it available to the entire scholarly community in open access.
e-ShodhSindhu	: e-Shodh Sindhu (https://www.inflibnet.ac.in/ess) provides current as well as archival access to more than 15,000 core and peer-reviewed journals and a number of bibliographic, citation and factual databases in different disciplines from a large number of publishers and aggregators to its member institutions including centrally-funded technical institutions.
Elective Courses	: A choice available to students to select from among a large number of subjects.
Emerging Areas	: New areas of study and research deemed important to pursue. These areas may have been identified by national agencies or international bodies.
Enrichment	: Value added courses offered by institution for student empowerment. They enhance the curriculum by amplifying, supplementing and replacing such

Courses	parts or features as have become ineffective or obsolete.
Evaluation Process and Reforms	: Assessment of learning, teaching and evaluation process and reforms to increase the efficiency and effectiveness of the system.
Examination Management System	: Examination management system is a well-defined document or a software application for the planning, administration, documentation, tracking, evaluation of students responses, and announcement of grades/marks obtained by students in all formal learning activities in an educational program
Experiential Learning	: Is a process of learning through experience and is more specifically defined as “learning through reflection on doing”.
Extension Activities	: The aspect of education, which emphasizes neighbourhood services. These are often integrated with curricula as extended opportunities intended to help, serve reflect and learn. The curriculum- extension interface has educational values, especially in rural India.
Faculty Development Program	: Programs aimed at updating the knowledge and pedagogical skills of faculty.
Feedback	: Formative and evaluative comments given by tutors on the performance of individual learners. Evaluative comments made by stakeholders to the institution on the quality and effectiveness of a defined process. Response from students, academic peers and employers for review and design of curriculum.
Field Project	: Formal projects students need to undertake that involve conducting surveys outside the college/university premises and collection of data from designated communities or natural places
Financial Management	: Budgeting and optimum utilization of financial resources.
Flexibility	: A mechanism through which students have wider choices of Programmes to choose from, as well as, multiple entry and exit points for Programmes /courses.
Functional MoUs	: Memoranda of Understanding that are currently operational, signed by the Institute with national and international agencies
Full Time Teachers	: A teacher employed for at least 90 per cent of the normal or statutory number of hours of work for a full-time teacher over a complete academic year is classified as a full-time teacher.
Gender Audit	: A tool and a process based on a methodology to promote organizational learning at the individual, work unit and organizational levels on how to practically and effectively mainstream gender.
Graduate Attributes	: The disciplinary expertise or technical knowledge that has traditionally formed the core of most university courses. They are qualities that also prepare graduates as agents for social good in an unknown future.

Green Audit	: The process of assessing the environmental impact of an organization, process, project, product, etc
Grievance Redressal	: Mechanisms for receiving, processing and addressing dissatisfaction expressed, complaints and other formal requests made by learners, staff and other stakeholders on the institutional provisions promised and perceived.
H-index (Hirsch Index)	: An index that attempts to measure both the productivity and impact of the published work of a scientist or scholar. The index is based on the set of the scientist's most cited papers and the number of citations that they have received in other publications.
Human Resource Management	: The process of assessing the human power requirements, recruiting, monitoring the growth and appraising them periodically and plan the staff development programs for the professional development and provide the necessary incentives and feedback.
Humanities International Complete	: A comprehensive database covering journals, books and reference sources in the humanities. This database provides citation information for articles, essays and reviews, as well as original creative works including poems and fiction. Photographs, painting and illustrations are also referenced
ICT	: Information and Communication Technology Consists of the hardware, software, networks and media for the collection, storage, processing, transmission and presentation of information (voice, data, text, images) as well as related services.
Impact factor (IF)	: A measure of the citations to science and social sciences journals. The impact factor for a journal is calculated based on a three-year period and can be considered to be the average number of times published papers are cited up to 2 years after publication.
Inclusion, Inclusiveness	: Inclusiveness in educational institutions refers to the educational experiences practiced with reference to gender, ethnicity, social class and differently abled.
INFLIBNET Database	Information and Library Network Centre maintains a database on books, theses : and serials
Infrastructure	: Physical facilities like building, play fields, hostels etc. which help run an institutional Programme.
Institutional Information for Quality Assessment (IIQA)	: IIQA is a requirement, which needs to be submitted online by all categories of HEIs
Institutional Distinctiveness	: Institutional distinctiveness is characterized by its reason for coming to existence, vision, mission, nature of stakeholders, access to resources, cultural ambience and physical location
Institutional Social Responsibility (ISR)	: Focuses on the institution's responsibilities to the public in terms of protection of public health, safety and the environment, the public ethical behaviour and the need to practice good citizenship.

Interdisciplinary research	: An integrative approach in which information from more than one discipline is used in interpreting the content of a subject, phenomenon, theory or principle.
Internal Quality Assurance Cell (IQAC)	: Forming Internal Quality Assurance Cell (IQAC) is to be established in every accredited institution as a post-accreditation quality sustenance measure. http://www.naac.gov.in/IQAC.asp
Internal Quality Assurance System (IQAS)	: Self regulated responsibilities of the higher education institutions aimed at continuous improvement of quality for achieving academic and administrative excellence.
Internship	: A designated activity that carries some credits involving more than 25 days of working in an organization under the guidance of an identified mentor
ISO Certification	: ISO 9001 certification enhances customer satisfaction by meeting customer requirements. The institution is able to provide right services. ISO certification enhances functional efficiency of an organization.
Leadership	: Term used for setting direction and create a student- focused, learning oriented climate, clear and visible values and high expectation by ensuring the creation of strategies, system and methods for achieving excellence, stimulating innovation and building knowledge and capabilities
Learning Management Systems	: A learning management system (LMS) is a software application for the administration, documentation, tracking, reporting and delivery of educational courses or training Programmes. They help the instructor deliver material to the students, administer tests and other assignments, track student progress, and manage record-keeping. MOODLE is an example of open source LMS
Learning Outcomes	: Specific intentions of a Programme or module, written in clear terms. They describe what a student should know, understand, or be able to do at the end of that Programme or module
Library as a Learning Resource	: The library holdings in terms of titles of books, journals and other learning materials and technology aided learning mechanism, which enable the students to acquire information, knowledge and skills required for their study.
Levels of Outcomes	: <ul style="list-style-type: none"> ➤ Programme Outcomes: POs are statements that describe what the students graduating from any of the educational Programmes should be able to do. ➤ Programme Specific Outcomes: PSOs are statements that describe what the graduates of a specific educational Programme should be able to do. ➤ Course Outcomes: COs are statements that describe what students should be able to do at the end of a course
New Technologies	: Digital tools and resources (hardware and software) and their application in the field of education.
NIRF	: National Institutional Ranking Framework (NIRF), approved by the MHRD, outlines a methodology to rank institutions across the country. The parameters and sub-parameters associated with this mechanism are evolving from year to

year.

https://www.nirfindia.org/Docs/Ranking_Methodology_And_Metrics_2017.pdf

N-LIST	: N-LIST stands for "National Library and Information services Infrastructure for Scholarly Content". http://nlist.inflibnet.ac.in/faq.php
OBE: Outcome Based Education	: OBE is an educational theory that bases each part of an educational system around goals (outcomes). Each student should have achieved the goal by the end of the educational experience
Open Educational Resources	: Educational materials and resources offered freely and openly for anyone to use and under some licenses to re-mix, improve and redistribute.
Optimum Utilization of Infrastructure	: The infrastructure facilities are made available to the student for their maximum utilization. e.g. Extended hours for computer center and library, sharing of facilities for interdisciplinary and multidisciplinary Programmes.
Organogram	: Organogram is the word, a diagram that shows the structure of an organization and the relationships between the relative ranks of its part and position/ job. It is also known as Organisational Structure.
Outcome	: An outcome of an educational Programme is what the student should be able to do at the end of a Programme/ course/ instructional unit.
Outreach Activities	: Is the practice of conducting local public awareness activities through targeted community interaction
Participative Learning	: Participatory Learning and Action is a family of approaches, methods, attitudes, behaviours and relationships, which enable and empower people to share, analyze and enhance their knowledge of their life and conditions, and to plan, act, monitor, evaluate and reflect.
Participative Management	: Refers to an open form of management where employees are actively involved in the institution's decision making process.
Perspective Development	: Is a blue print regarding the objectives and targets of long term growth
Physical Facilities	: Infrastructure facilities of the institution to run the educational Programmes efficiently and the growth of the infrastructure to keep pace with the academic growth of the institution.
Policy for Promotion of Research	: Processes defined by the institution to facilitate the teachers to write research proposals, seek funding, conduct research, publish, and evaluate and reward the research done.
Pre-qualifiers	: For the Assessment and Accreditation (A&A) in revised framework the NAAC has proposed a pre-qualifier test. It is a condition for peer team visit and will be based on Institutional system generated score (SGS) in all Q _n M after undergoing DVV process. As a Pre-qualifier, the institution should score at least 30% in Quantitative Metrics (Q _n M) as per the final score after the DVV Process. If the HEI does not clear the Pre-qualifier stage then they will have to apply afresh by submitting the IIQA and its fees.
Problem Based Learning (PBL)	: Is a student-centred pedagogy in which students learn about a subject through the experience of solving an open-ended problem found in trigger material. The

	PBL process does not focus on problem solving with a defined solution, but it allows for the development of other desirable skills and attributes. This includes knowledge acquisition, enhanced group collaboration and communication.
Programme	: A range of learning experiences offered to students in a formal manner over a period of one-to-four years leading to certificates/ diplomas/ degrees. Examples: BA (Economics) BSc (Physics). All possible formal degree Programmes are identified by UGC
Programme Options	: A range of courses offered to students to choose at various levels leading to degrees/ diplomas/ certificates.
Programme Outcomes	: Programme Outcomes (POs) are what knowledge, skills and attitudes a graduate should have at the time of graduation. While no agency has formally defined the POs of General Higher Education 3-year degree Programmes in India, POs of all professional Programmes in engineering and other areas are identified at national level by the concerned accrediting agency. POs are not specific to a discipline.
Promotion of Research and Research Support System	: The process of promoting research culture among faculty and students by facilitating faculty and student participation in research budget allocation, research fellowship and other faculties.
Remedial Courses	: Courses offered to academically disadvantaged students in order to help them cope with academic requirements.
Research	: Systematic intellectual investigations aimed at discovering, interpreting and revising human knowledge.
Research Grant	: Grant generated/ received from different agencies by the institution for conducting research projects.
Research Output	: Quality research outcome beneficial for the discipline, society, industry and dissemination of knowledge including theoretical and practical findings.
Resource Mobilization	: Generation of funds through internal and external sources such as donations, consultancy, self-financing courses and so on.
SCOPUS	: The world's largest abstract and citation database of peer-reviewed literature and quality web sources.
Seed money for Research	: Funds provided to a teacher or a group of teachers by the institution to get the research initiated to facilitate the preparation of formal research proposal for funding.
Situatedness	: Situatedness refers to involvement within a context. It also refers to placement of learning experiences in authentic contexts or settings
SJR (SCImago Journal Rank)	: This takes three years of publication data into account to assign relative scores to all the sources (journal articles, conference proceedings, review articles, etc.) in a citation network (Journals in SCOPUS database).
Slow Learners	: Students who perform very much below the class averages
SNIP (Source Normalized	: Is the ratio of the source's average citation count per paper in a three year citation window over the "citation potential" of its subject field?

Impact per Person)

Stakeholder Relationship	: Affiliation and interaction with groups or individuals who have an interest in the actions of the institutions and the ability to influence its actions, decisions, policies, practices or goals of the organization.
Strategic Plan	: A specific, action-oriented medium or long-term plan for making progress towards a set of institutional goals.
Strategy Development	: Formulation of objectives, directives and guidelines with specific plans for institutional development.
Student Centric Methods	: Methods of instruction that focus on products of learning by the students
Student Profile	: The student community of the institution, their strength and the diversity in terms of economic and social strata, location and other demographic aspects such as gender, age, religion, caste, rural/ urban.
Student Progression	: Vertical movement of students from one level of education to the next higher level successfully or towards gainful employment.
Student Support	: Facilitating mechanism for access to information fee structure and refund policies and also guidance and placement cell with student welfare measures to give necessary learning support to the students.
SWAYAM	: SWAYAM is a Programme initiated by Government of India and designed to achieve the three cardinal principles of Education Policy viz., access, equity and quality. https://swayam.gov.in/
Teacher Quality	: A composite term to indicate the qualification of the faculty, the adequacy meant for recruitment procedures, professional development, recognition and teachers characteristics.
Twinning Programmes	: An arrangement between two institutions where a provider in source country A collaborates with a provider in Country B to allow students to take course credits in Country B and/or in source Country A. Only one qualification is awarded by the provider in source Country A. Arrangements for twinning Programmes and awarding of degrees usually comply with national regulations of the provider in source Country A.
Value Added Courses	: Courses of varying durations which are optional, and offered outside the curriculum that add value and helping them students in getting placed.

NOTES

It is considered necessary to provide some exemplars for the different levels of learning outcomes at higher education level. While no agency has defined the POs of General Higher Education three year programme in India, POs of all professional Programmes in engineering and other areas are identified at the national level by the concerned accrediting agency. Given below is set of POs of an engineering Programme identified by National Board of Accreditation (NBA). In respect of PSOs and COs, examples from science and social science disciplines are given. These are not comprehensive or exhaustive. But, they point out the manner in which these outcomes can be stated for any educational Programme/course. In case the HEI has these already stated, they may be submitted; however, if at any of these three levels outcomes are not listed, they may be developed and uploaded in Institutional website.

Sample for

Credits

- 1 Theory period of one hour per week over a semester
- 1 Tutorial period of one hour per week over a semester
- 1 Practical period of two hour per week over a semester

ISO Certification

ISO 9001:2015 implementations help to manage the resources effectively, as you will be able to utilise all your resources to its maximum extent. Once the institution obtains ISO 9001 certificate it creates path to improve the processes continually.

Programme Outcomes

For Every degree Programme broad expectations should be listed by the University. Examples are given below from NBA for an Engineering Degree Programme.

- PO1. **Engineering knowledge:** Apply the knowledge of mathematics, science, engineering fundamentals, and an engineering specialization to the solution of complex engineering problems.

- PO2. **Problem analysis:** Identify, formulate, research literature, and analyze complex engineering problems reaching substantiated conclusions using first principles of mathematics, natural sciences, and engineering sciences.
- PO3. **Design/development of solutions:** Design solutions for complex engineering problems and design system components or processes that meet the specified needs with appropriate consideration for the public health and safety, and the cultural, societal, and environmental considerations.
- PO4. **Conduct investigations of complex problems:** Use research-based knowledge and research methods including design of experiments, analysis and interpretation of data, and synthesis of the information to provide valid conclusions.
- PO5. **Modern tool usage:** Create, select, and apply appropriate techniques, resources, and modern engineering and IT tools including prediction and modeling to complex engineering activities with an understanding of the limitations.
- PO6. **The engineer and society:** Apply reasoning informed by the contextual knowledge to assess societal, health, safety, legal and cultural issues and the consequent responsibilities relevant to the professional engineering practice.
- PO7. **Environment and sustainability:** Understand the impact of the professional engineering solutions in societal and environmental contexts, and demonstrate the knowledge of, and need for sustainable development.
- PO8. **Ethics:** Apply ethical principles and commit to professional ethics and responsibilities and norms of the engineering practice.
- PO9. **Individual and team work:** Function effectively as an individual, and as a member or leader in diverse teams, and in multidisciplinary settings.
- PO10. **Communication:** Communicate effectively on complex

engineering activities with the engineering community and with society at large, such as, being able to comprehend and write effective reports and design documentation, make effective presentations, and give and receive clear instructions.

PO11. **Project management and finance:** Demonstrate knowledge and understanding of the engineering and management principles and apply these to one's own work, as a member and leader in a team, to manage projects and in multidisciplinary environments.

PO12. **Life-long learning:** Recognize the need for, and have the preparation and ability to engage in independent and life-long learning in the broadest context of technological change.

POs of General Higher Education Programmes should be identified by the University/Autonomous College offering the three year Programmes

Sample POs of General Higher Education Programmes: Students of all undergraduate general degree Programmes at the time of graduation will be able to

PO1.**Critical Thinking:** Take informed actions after identifying the assumptions that frame our thinking and actions, checking out the degree to which these assumptions are accurate and valid, and looking at our ideas and decisions (intellectual, organizational, and personal) from different perspectives.

PO2.**Effective Communication:** Speak, read, write and listen clearly in person and through electronic media in English and in one Indian language, and make meaning of the

world by connecting people, ideas, books, media and technology.

PO3. **Social Interaction:** Elicit views of others, mediate disagreements and help reach conclusions in group settings.

PO4. **Effective Citizenship:** Demonstrate empathetic social concern and equity centred national development, and the ability to act with an informed awareness of issues and participate in civic life through volunteering.

PO5. **Ethics:** Recognize different value systems including your own, understand the moral dimensions of your decisions, and accept responsibility for them.

PO6. **Environment and Sustainability:** Understand the issues of environmental contexts and sustainable development.

PO7. **Self-directed and Life-long Learning:** Acquire the ability to engage in independent and life-long learning in the broadest context socio-technological changes

Programme Specific Outcomes

Sample PSOs of BSc Zoology

PSO1. Understand the nature and basic concepts of cell biology, Biochemistry, Taxonomy and ecology.

PSO2. Analyse the relationships among animals, plants and microbes

PSO3. Perform procedures as per laboratory standards in the areas of Biochemistry, Bioinformatics, Taxonomy, Economic Zoology and Ecology

PSO4. Understand the applications of biological sciences in Apiculture, Aquaculture, Agriculture and Medicine

Sample PSOs of BA Economics

PSO1: Understand the behaviour of Indian and World economy,

PSO2: Analyse macroeconomic policies including fiscal and

monetary policies of India

PSO3:Determine economic variables including inflation, unemployment, poverty, GDP, Balance of Payments using statistical methods

PSO4: Understand the behaviour of financial and money markets and perform cost-benefit analysis for making investment decisions

Course Outcomes

Sample COs of the course “Animal Diversity – Non Chordata”

- CO1 Describe general taxonomic rules on animal classification
- CO2 Classify Protista up to phylum using examples from parasitic adaptation
- CO3 Classify Phylum Porifera with taxonomic keys
- CO4 Describe the phylum Coelenterata and its polymorphism
- CO5 Write down the life history of Fasciola and its classification
- CO6 Describe Phylum Nematoda and give examples of pathogenic Nematodes
- CO7 Identify the characters of Phylum Annelida with its classification
- CO8 Write down the classification and characteristics of Phylum Arthropoda
- CO9 Identify the given Mollusca with respect to economic importance
- CO10 Write down the classification and characteristics of Phylum Echinodermata, Phylum Hemichordata and minor phylas

Appendix 2: Abbreviations

A&A (A/A)	-	Assessment and Accreditation
AC	-	Academic Council
ACM	-	Associates of Computing Machinery
AMC	-	Annual Maintenance Contract
AVRC	-	Audio-Visual Research Centre
AICTE	-	All India Council for Technical Education
AQAR	-	Annual Quality Assurance Report
BoS	-	Board of Studies
BCUD	-	Board of College and University Development
CAL	-	Computer Aided Learning
CAS	-	Center for Advanced Studies
CAT	-	Common Aptitude Test
CBCS	-	Choice Based Credit System
CD	-	Compact Diskette
CDC	-	College Development Council
CEC	-	Consortium for Educational Communication
CGPA	-	Cumulative Grade Point Average
Cr	-	Criteria
Cr-GPA(s)	-	Criterion-wise Grade Point Average(s)
COHSSIP	-	Committee for Humanities and Social Science Improvement Programme
COSIP	-	Committee for Science Improvement Programme
COSIST	-	Committee for Strengthening of Infrastructure Improvement Programme in Science and Technology
CSA	-	Centre for Social Action
CSIR	-	Council of Scientific and Industrial Research
CPE	-	Colleges with Potential for Excellence

DELNET	-	Developing Library Network
DEP	-	Distance Education Programmes
DRS	-	Departmental Research Support of UGC
DSA	-	Departmental Special Assistance of UGC
DST	-	Department of Science and Technology
EMRC	-	Educational Multimedia Research Centre
FIST	-	Fund for the Improvement of Science and Technology Infrastructure
GATE	-	Graduate Aptitude Test in Engineering
GATS	-	General Agreement on Trade in Services
GMAT	-	Graduate Management Admission Test
GRE	-	Graduate Record Examination
IAS	-	Indian Administrative Services
ICHR	-	Indian Council of Historical Research
ICPR	-	Indian Council of Philosophical Research
ICSSR	-	Indian Council of Social Science Research
ICT	-	Information and Communication Technology
IEEE	-	Institute of Electrical and Electronic Engineers
IIQA	-	Institutional Information for Quality Assessment
IQAC	-	Internal Quality Assurance Cell
IQAS	-	Internal Quality Assurance System
INFLIBNET	-	Information and Library Network
INQAAHE	-	International Network for Quality Assurance Agencies in Higher Education
INSA	-	Indian National Science Academy
IPR	-	Intellectual Property Rights
ISR	-	Institutional Social Responsibility

IUC	-	Inter University Centre
KI	-	Key Indicator
KI-GP(s)	-	Key Indicator-wise Grade Point(s)
MHRD	-	Ministry of Human Resource and Development
MoC	-	Memorandum of Contract
MoU	-	Memorandum of Understanding
MIR	-	Minimum Institutional Requirements
MIS	-	Management Information System
NCTE	-	National Council for Teacher Education
NET	-	National Eligibility Test
NGO	-	Non Governmental Organization
NME-ICT	-	National Mission on Education through Information and Technology
NPE	-	National Policy Education
NPTEL	-	National Programmed Teaching Enhanced Learning
OMR	-	Optical Mark Recognition
OPAC	-	Online Public Access Catalogue
PTR	-	Peer Team Report
QAA	-	Quality Assurance Agency
SAP	-	Special Assistance Programme
SET/SLET	-	State Level Eligibility Test
SJR	-	SCImago Journal Rank
SLQACC	-	State Level Quality Assurance Co-ordination Committee
SNIP	-	Source Normalized Impact per Paper
SSR	-	Self-Study Report
SWOC	-	Strengths, Weaknesses, Opportunities and Challenges

TEI	-	Teacher Education Institution
TOEFL	-	Test of English as a Foreign Language
UGC	-	University Grants Commission
UNESCO	-	United Nations Educational, Scientific and Cultural Organization
UNO	-	United Nation Organization
UNICEF	-	United Nations Children Educational Foundation
UNDP	-	United Nation Development Programme
USIC	-	University Science Instrumentation Centre
Wi-Fi	-	Wireless Fidelity
YRC	-	Youth Red Cross

Appendix 3: Essential Metrics for ‘Universities’

SI No.	Metric No.	Metric			
1.	1.1.2	Percentage of Programmes where syllabus revision was carried out during the last five years (20)			
2.	1.2.1	Percentage of new courses introduced of the total number of courses across all Programmes offered during the last five years. (30)			
3.	1.2.2	Percentage of Programmes in which Choice Based Credit System (CBCS) / elective course system has been implemented (current year data) (20)			
4.	2.2.2	Student - Full time teacher ratio (current year data) (10)			
5.	2.4.2	Average percentage of full time teachers with Ph.D. during the last five years (10)			
6.	2.6.3	Average pass percentage of students (Current year data) (10)			
7.	3.2.3	Average number of research projects per teacher funded by government and non-government agencies during the last five years (5)			
8.	3.4.7	Bibliometrics of the publications during the last five years based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index (13)			
9.	3.4.8	Bibliometrics of the publications during the last five years based on Scopus / Web of Science – h-index of the university (12)			
10.	4.2.7	<p>E-content is developed by teachers :</p> <ol style="list-style-type: none"> 1. For e-PG-Pathshala 2. For CEC (Under Graduate) 3. For SWAYAM 4. For other MOOCs platform 5. For NPTEL/NMEICT/any other Government initiative 6. For institutional LMS <p>Options:</p> <table style="border: none;"> <tr> <td style="vertical-align: middle;"> <p>A. Any 5 of the above B. Any 4 of the above C. Any 3 of the above D. Any 2 of the above E. None of the above</p> </td> <td style="vertical-align: middle; font-size: 3em;">}</td> <td style="vertical-align: middle;">Opt one</td> </tr> </table> <p style="text-align: right;">(3)</p>	<p>A. Any 5 of the above B. Any 4 of the above C. Any 3 of the above D. Any 2 of the above E. None of the above</p>	}	Opt one
<p>A. Any 5 of the above B. Any 4 of the above C. Any 3 of the above D. Any 2 of the above E. None of the above</p>	}	Opt one			
11.	4.3.2	Student - Computer ratio (current year data) (11)			
12.	5.1.1	Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (5)			
13.	5.2.1	Average percentage of placement of outgoing students during the last five years (15)			
14.	6.3.4	Average percentage of teachers attending professional development Programmes viz., Orientation Programmes, Refresher Course, Short Term Course, Faculty Development Programmes during the last five years (8)			

15.	6.5.4	<p><i>Quality assurance initiatives of the institution include:</i></p> <ol style="list-style-type: none"> 1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements 2. Academic Administrative Audit (AAA) and initiation of follow up action 3. Participation in NIRF 4. ISO Certification 5. NBA or any other quality audit <p>Options:</p> <table border="0"> <tr> <td> A. Any 4 of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above </td> <td style="font-size: 3em; vertical-align: middle;">}</td> <td style="vertical-align: middle;">Opt one</td> </tr> </table>	A. Any 4 of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above	}	Opt one
A. Any 4 of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above	}	Opt one			

(6)

Appendix 4: Essential Metrics for ‘Affiliated/Constituent Colleges’

Sl No.	Metric No.	Metric			
1.	1.3.2	Number of courses imparting transferable and life skills offered during the last five years (15)			
2.	2.2.2	Student - Full time teacher ratio (10)			
3.	2.4.2	Average percentage of full time teachers with Ph.D. during the last five years (20)			
4.	2.6.3	Average pass percentage of Students (Current year data) (20)			
5.	3.3.4	Number of research papers per teacher as per list of journals notified on UGC website during the last five years (8)			
6.	3.3.5	Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings during the last five years (6)			
7.	3.4.3	Number of extension and outreach Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years (15)			
8.	4.2.4	Average annual expenditure for purchase of books and journals during the last five years (5)			
9.	4.3.2	Student - computer ratio (10)			
10.	5.1.3	<p>Number of capability enhancement and development schemes –</p> <ol style="list-style-type: none"> 1. For competitive examinations 2. Career counselling 3. Soft skill development 4. Remedial coaching 5. Language lab 6. Bridge courses 7. Yoga and meditation 8. Personal Counselling <p>Options:</p> <table style="border: none;"> <tr> <td style="vertical-align: middle;"> <p>A. 7 or more of the above</p> <p>B. Any 6 of the above</p> <p>C. Any 5 of the above</p> <p>D. Any 4 of the above</p> <p>E. Any 2 of the above</p> </td> <td style="font-size: 3em; vertical-align: middle; padding: 0 10px;">}</td> <td style="vertical-align: middle;"> <p>Opt one</p> </td> </tr> </table> <p style="text-align: right;">(10)</p>	<p>A. 7 or more of the above</p> <p>B. Any 6 of the above</p> <p>C. Any 5 of the above</p> <p>D. Any 4 of the above</p> <p>E. Any 2 of the above</p>	}	<p>Opt one</p>
<p>A. 7 or more of the above</p> <p>B. Any 6 of the above</p> <p>C. Any 5 of the above</p> <p>D. Any 4 of the above</p> <p>E. Any 2 of the above</p>	}	<p>Opt one</p>			
11.	6.3.4	Average percentage of teachers attending professional development programmes viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programme during the last five years (5)			

12.	6.5.4	<p>Quality assurance initiatives of the institution include:</p> <ol style="list-style-type: none"> 1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements 2. Academic Administrative Audit (AAA) and initiation of follow up action 3. Participation in NIRF 4. ISO Certification 5. NBA or any other quality audit <p>Options:</p> <table border="0"> <tr> <td> <ol style="list-style-type: none"> A. Any 4 of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above </td> <td style="font-size: 3em; vertical-align: middle; padding: 0 10px;">}</td> <td style="vertical-align: middle;">Opt One</td> </tr> </table>	<ol style="list-style-type: none"> A. Any 4 of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above 	}	Opt One
<ol style="list-style-type: none"> A. Any 4 of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above 	}	Opt One			

(6)

Appendix 5: Essential Metrics for ‘Autonomous Colleges’

Sl No.	Metric No.	Metric
1.	1.1.2	Percentage of programmes where syllabus revision was carried out during the last five years (20)
2.	1.2.2	Percentage of programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented (current year data) (20)
3.	1.3.2	Number of value-added courses imparting transferable and life skills offered during the last five years (10)
4.	2.2.2	Student - Full time teacher ratio (current year data) (15)
5.	2.4.2	Average percentage of full time teachers with Ph.D. during the last five years (20)
6.	2.6.3	Average pass percentage of students (Current year data) (20)
7.	3.2.4	Average number of research projects per teacher funded by government and non-government agencies during the last five years (3)
8.	3.4.5	Number of research papers per teacher in the Journals notified on UGC website during the last five years (2)
9.	3.4.6	Number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings per teacher during the last five years (5)
10.	3.6.3	Number of extension and outreach programs conducted in collaboration with industry, community and Non - Government Organisations through NSS/NCC/Red cross/YRC etc., during the last five years (15)
11.	4.2.4	Average annual expenditure for purchase of books and journals during the last five years (7)
12.	4.3.2	Student - Computer ratio (current year data) (14)
13.	5.1.3	Number of capability enhancement and development schemes 1. Guidance for competitive examinations, 2. Career Counselling, 3. Soft skill development, 4. Remedial coaching 5. Language lab, 6. Bridge courses 7. Yoga and Meditation 8. Personal Counselling

		Options: A. 7 or more of the above B. Any 6 of the above C. Any 5 of the above D. Any 4 of the above E. ≤ 3 of the above	} Opt one	(9)
14.	5.2.1	Average percentage of placement of outgoing students during the last five years		(10)
15.	6.3.4	Average percentage of teachers attending professional development Programmes viz., Orientation Programmes, Refresher Course, Short Term Course, Faculty Development Programmes during the last five years		(5)
16.	6.5.4	Quality assurance initiatives of the institution include: 1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements 2. Academic Administrative Audit (AAA) and initiation of follow up action 3. Participation in NIRF 4. ISO Certification 5. NBA or any other quality audit Options: A. Any 4 of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above	} Opt one	(6)
