

B. Profile of the Affiliated /Constituent College

1. Name and address of the college:

| | | |
|----------|------|--------|
| Name: | | |
| Address: | | |
| City: | Pin: | State: |
| Website: | | |

2. For communication:

| Designation | Name | Telephone with STD code | Mobile | Fax | Email |
|---------------------------------|------|-------------------------|--------|-----|-------|
| Principal | | O: R: | | | |
| Vice Principal | | O: R: | | | |
| Steering Committee Co-ordinator | | O: R: | | | |

3. Status of the of Institution :

Affiliated College

Constituent College

Any other (specify)

4. Type of Institution:

a. By Gender

i. For Men

ii. For Women

iii. Co-education

b. By shift

i. Regular

ii. Day

iii. Evening

5. Is it a recognized minority institution?

Yes

No

If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.

6. Source of funding:

- Government
- Grant-in-aid
- Self-financing
- Any other

| |
|--|
| |
| |
| |

7. a. Date of establishment of the college: (dd/mm/yyyy)

b. University to which the college is affiliated /or which governs the college (If it is a constituent college)

| |
|--|
| |
|--|

c. Details of UGC recognition:

| Under Section | Date, Month & Year (dd-mm-yyyy) | Remarks (If any) |
|---------------|------------------------------------|---------------------|
| i. 2 (f) | | |
| ii. 12 (B) | | |

(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

d. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)

| Under Section/ clause | Recognition/ Approval details Institution/ Department/ Programme | Day, Month and Year (dd-mm-yyyy) | Validity | Remarks |
|-----------------------|--|-------------------------------------|----------|---------|
| i. | | | | |
| ii. | | | | |
| iii. | | | | |
| iv. | | | | |

(Enclose the recognition/approval letter)

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

Yes No

If yes, has the College applied for availing the autonomous status?

Yes No

9. Is the college recognized

a. by UGC as a College with Potential for Excellence (CPE)?

Yes No

If yes, date of recognition: (dd/mm/yyyy)

b. for its performance by any other governmental agency?

Yes No

If yes, Name of the agency and

Date of recognition: (dd/mm/yyyy)

10. Location of the campus and area in sq.mts:

| | |
|---------------------------|--|
| Location * | |
| Campus area in sq. mts. | |
| Built up area in sq. mts. | |

(* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

- Auditorium/seminar complex with infrastructural facilities
- Sports facilities
 - * play ground
 - * swimming pool
 - * gymnasium
- Hostel
 - * Boys' hostel
 - i. Number of hostels
 - ii. Number of inmates
 - iii. Facilities (mention available facilities)
 - * Girls' hostel
 - i. Number of hostels
 - ii. Number of inmates
 - iii. Facilities (mention available facilities)
 - * Working women's hostel
 - i. Number of inmates
 - ii. Facilities (mention available facilities)
- Residential facilities for teaching and non-teaching staff (give numbers available -- cadre wise)
- Cafeteria --
- Health centre -

First aid, Inpatient, Outpatient, Emergency care facility, Ambulance.....

Health centre staff -

Qualified doctor Full time Part-time

Qualified Nurse Full time Part-time

- Facilities like banking, post office, book shops
- Transport facilities to cater to the needs of students and staff
- Animal house
- Biological waste disposal
- Generator or other facility for management/regulation of electricity and voltage
- Solid waste management facility
- Waste water management
- Water harvesting

12. Details of programmes offered by the college (Give data for current academic year)

| Sl. No. | Programme Level | Name of the Programme/ Course | Duration | Entry Qualification | Medium of instruction | Sanctioned /approved Student strength | No. of students admitted |
|---------|---|-------------------------------|----------|---------------------|-----------------------|---------------------------------------|--------------------------|
| | Under-Graduate | | | | | | |
| | Post-Graduate | | | | | | |
| | Integrated Programmes P G | | | | | | |
| | Ph.D. | | | | | | |
| | M.Phil. | | | | | | |
| | Ph. D. | | | | | | |
| | Certificate courses | | | | | | |
| | UG Diploma | | | | | | |
| | PG Diploma | | | | | | |
| | Any Other (specify and provide details) | | | | | | |

13. Does the college offer self-financed Programmes?

Yes No

If yes, how many?

14. New programmes introduced in the college during the last five years if any?

| | | | | | |
|-----|----------------------|----|----------------------|--------|----------------------|
| Yes | <input type="text"/> | No | <input type="text"/> | Number | <input type="text"/> |
|-----|----------------------|----|----------------------|--------|----------------------|

15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

| Particulars | UG | PG | Research |
|-----------------------------|----------------------|----------------------|----------------------|
| Science | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Arts | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Commerce | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Any Other not covered above | <input type="text"/> | <input type="text"/> | <input type="text"/> |

16. Number of Programmes offered under (Programme means a degree course like BA, BSc,MA,M.Com...)

a. annual system

b. semester system

c. trimester system

17. Number of Programmes with

a. Choice Based Credit System

b. Inter/Multidisciplinary Approach

c. Any other (specify and provide details)

18. Does the college offer UG and/or PG programmes in Teacher Education?

Yes No

If yes,

a. Year of Introduction of the programme(s)..... (dd/mm/yyyy)
and number of batches that completed the programme

- b. NCTE recognition details (if applicable)
 Notification No.:
 Date: (dd/mm/yyyy)
 Validity:.....
- c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately?
- Yes No

19. Does the college offer UG or PG programme in Physical Education?
 Yes No

If yes,

- a. Year of Introduction of the programme(s)..... (dd/mm/yyyy)
 and number of batches that completed the programme
- b. NCTE recognition details (if applicable)
 Notification No.:
 Date: (dd/mm/yyyy)
 Validity:.....
- c. Is the institution opting for assessment and accreditation of Physical Education Programme separately?
 Yes No

20. Number of teaching and non-teaching positions in the Institution

| Positions | Teaching faculty | | | | | | Non-teaching staff | | Technical staff | |
|---|------------------|----|---------------------|----|---------------------|----|--------------------|----|-----------------|----|
| | Professor | | Associate Professor | | Assistant Professor | | *M | *F | *M | *F |
| | *M | *F | *M | *F | *M | *F | *M | *F | *M | *F |
| Sanctioned by the UGC / University / State Government <i>Recruited</i> | | | | | | | | | | |
| <i>Yet to recruit</i> | | | | | | | | | | |
| Sanctioned by the Management/society or other authorized bodies <i>Recruited</i> | | | | | | | | | | |
| <i>Yet to recruit</i> | | | | | | | | | | |

*M-Male *F-Female

21. Qualifications of the teaching staff:

| Highest qualification | Professor | | Associate Professor | | Assistant Professor | | Total |
|-----------------------|-----------|--------|---------------------|--------|---------------------|--------|-------|
| | Male | Female | Male | Female | Male | Female | |
| Permanent teachers | | | | | | | |
| D.Sc./D.Litt. | | | | | | | |
| Ph.D. | | | | | | | |
| M.Phil. | | | | | | | |
| PG | | | | | | | |
| Temporary teachers | | | | | | | |
| Ph.D. | | | | | | | |
| M.Phil. | | | | | | | |
| PG | | | | | | | |
| Part-time teachers | | | | | | | |
| Ph.D. | | | | | | | |
| M.Phil. | | | | | | | |
| PG | | | | | | | |

22. Number of Visiting Faculty /Guest Faculty engaged with the College.

23. Furnish the number of the students admitted to the college during the last four academic years.

| Categories | Year 1 | | Year 2 | | Year 3 | | Year 4 | |
|------------|--------|--------|--------|--------|--------|--------|--------|--------|
| | Male | Female | Male | Female | Male | Female | Male | Female |
| SC | | | | | | | | |
| ST | | | | | | | | |
| OBC | | | | | | | | |
| General | | | | | | | | |
| Others | | | | | | | | |

24. Details on students enrollment in the college during the current academic year:

| Type of students | UG | PG | M. Phil. | Ph.D. | Total |
|---|----|----|----------|-------|-------|
| Students from the same state where the college is located | | | | | |
| Students from other states of India | | | | | |
| NRI students | | | | | |
| Foreign students | | | | | |
| Total | | | | | |

25. Dropout rate in UG and PG (average of the last two batches)

UG

PG

26. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) including the salary component Rs.

(b) excluding the salary component Rs.

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes No

If yes,

a) is it a registered centre for offering distance education programmes of another University

Yes No

b) Name of the University which has granted such registration.

c) Number of programmes offered

d) Programmes carry the recognition of the Distance Education Council.

Yes No

28. Provide Teacher-student ratio for each of the programme/course offered

29. Is the college applying for

Accreditation : Cycle 1 Cycle 2 Cycle 3 Cycle 4

Re-Assessment:

(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re-accreditation)

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

Cycle 1: (dd/mm/yyyy) Accreditation Outcome/Result.....

Cycle 2: (dd/mm/yyyy) Accreditation Outcome/Result.....

Cycle 3: (dd/mm/yyyy) Accreditation Outcome/Result.....

* Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.

31.Number of working days during the last academic year.

32. Number of teaching days during the last academic year

(Teaching days means days on which lectures were engaged excluding the examination days)

33.Date of establishment of Internal Quality Assurance Cell (IQAC)

IQAC (dd/mm/yyyy)

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

AQAR (i) (dd/mm/yyyy)

AQAR (ii) (dd/mm/yyyy)

AQAR (iii) (dd/mm/yyyy)

AQAR (iv) (dd/mm/yyyy)

35.Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information)

C. Criteria-Wise Inputs

CRITERION I: CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

- 1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.
- 1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).
- 1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?
- 1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other Statutory agency.
- 1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum?
- 1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.
- 1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university)by it? If 'yes', give details on the process ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.
- 1.1.8 How does institution analyse/ensure that the stated objectives of curriculum are achieved in the course of implementation?

1.2 Academic Flexibility

- 1.2.1 Specifying the goals and objectives give details of the certificate/diploma/skill development courses etc., offered by the institution.
- 1.2.2 Does the institution offer programmes that facilitate twinning /dual degree? If 'yes', give details.
- 1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability
- Range of Core /Elective options offered by the University and those opted by the college
 - Choice Based Credit System and range of subject options
 - Courses offered in modular form
 - Credit transfer and accumulation facility
 - Lateral and vertical mobility within and across programmes and courses
 - Enrichment courses
- 1.2.4 Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.
- 1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If 'yes' provide details of such programme and the beneficiaries.
- 1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice" If 'yes', how does the institution take advantage of such provision for the benefit of students?

1.3 Curriculum Enrichment

- 1.3.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programmes and Institution's goals and objectives are integrated?
- 1.3.2 What are the efforts made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students and cater to needs of the dynamic employment market?
- 1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?
- 1.3.4 What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?
- moral and ethical values
 - employable and life skills
 - better career options
 - community orientation
- 1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?
- 1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?

1.4 Feedback System

- 1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?
- 1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?

- 1.4.3 How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?)

Any other relevant information regarding curricular aspects which the college would like to include.

CRITERION II: TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

- 2.1.1 How does the college ensure publicity and transparency in the admission process?
- 2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.
- 2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.
- 2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?
- 2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion
- * SC/ST
 - * OBC
 - * Women
 - * Differently abled

- * Economically weaker sections
- * Minority community
- * Any other

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.

| Programmes | Number of applications | Number of students admitted | Demand Ratio |
|----------------------------|-------------------------------|------------------------------------|---------------------|
| UG 1 2 3 | | | |
| PG 1 2 3 | | | |
| M.Phil. | | | |
| Ph.D. | | | |
| Integrated PG Ph.D. | | | |
| Value added 1 2 3 | | | |
| Certificate 1 2 3 | | | |
| Diploma 1 2 | | | |
| PG Diploma 1 2 3 | | | |
| Any other 1 2 3 | | | |

2.2 Catering to Diverse Needs of Students

- 2.2.1 How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard?
- 2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.
- 2.2.3 What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice? (Bridge/Remedial/Add-on/Enrichment Courses, etc.
- 2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?
- 2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?
- 2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.)?

2.3 Teaching-Learning Process

- 2.3.1 How does the college plan and organise the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)
- 2.3.2 How does IQAC contribute to improve the teaching -learning process?
- 2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

- 2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?
- 2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.
- 2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?
- 2.3.7 Detail (process and the number of students \benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/academic advise) provided to students?
- 2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the the impact of such innovative practices on student learning?
- 2.3.9 How are library resources used to augment the teaching-learning process?
- 2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.
- 2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

2.4 Teacher Quality

- 2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human

resource (qualified and competent teachers) to meet the changing requirements of the curriculum

| Highest qualification | Professor | | Associate Professor | | Assistant Professor | | Total |
|-----------------------|-----------|--------|---------------------|--------|---------------------|--------|-------|
| | Male | Female | Male | Female | Male | Female | |
| Permanent teachers | | | | | | | |
| D.Sc./D.Litt. | | | | | | | |
| Ph.D. | | | | | | | |
| M.Phil. | | | | | | | |
| PG | | | | | | | |
| Temporary teachers | | | | | | | |
| Ph.D. | | | | | | | |
| M.Phil. | | | | | | | |
| PG | | | | | | | |
| Part-time teachers | | | | | | | |
| Ph.D. | | | | | | | |
| M.Phil. | | | | | | | |
| PG | | | | | | | |

2.4.2 How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

a) Nomination to staff development programmes

| Academic Staff Development Programmes | Number of faculty nominated |
|--|-----------------------------|
| Refresher courses | |
| HRD programmes | |
| Orientation programmes | |
| Staff training conducted by the university | |
| Staff training conducted by other institutions | |
| Summer / winter schools, workshops, etc. | |

b) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning

- ❖ Teaching learning methods/approaches
- ❖ Handling new curriculum
- ❖ Content/knowledge management
- ❖ Selection, development and use of enrichment materials
- ❖ Assessment
- ❖ Cross cutting issues
- ❖ Audio Visual Aids/multimedia
- ❖ OER's
- ❖ Teaching learning material development, selection and use

c) Percentage of faculty

- * invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies
- * participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies
- * presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies

2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)

2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

2.5 Evaluation Process and Reforms

- 2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?
- 2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?
- 2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?
- 2.5.4 Provide details on the formative and summative evaluation approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.
- 2.5.5 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.
- 2.5.6 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.
- 2.5.7 Does the institution and individual teachers use assessment/evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.
- 2.5.8 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

2.6 Student performance and Learning Outcomes

- 2.6.1 Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?
- 2.6.2 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?
- 2.6.3 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (quality Jobs, entrepreneurship, innovation and research aptitude) of the courses offered?
- 2.6.4 How does the institution collect and analyse data on student learning outcomes and use it for planning and overcoming barriers of learning?
- 2.6.5 How does the institution monitor and ensure the achievement of learning outcomes
- 2.6.6 What are the graduate attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?

Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

- 3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?
- 3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.
- 3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects?

- autonomy to the principal investigator
- timely availability or release of resources
- adequate infrastructure and human resources
- time-off, reduced teaching load, special leave etc. to teachers
- support in terms of technology and information needs
- facilitate timely auditing and submission of utilization certificate to the funding authorities
- any other

- 3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?
- 3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.
- 3.1.6 Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.
- 3.1.7 Provide details of prioritised research areas and the expertise available with the institution.
- 3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?
- 3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?
- 3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)

3.2 Resource Mobilization for Research

- 3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.
- 3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?
- 3.2.3 What are the financial provisions made available to support student research projects by students?
- 3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.
- 3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?
- 3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.
- 3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organisations. Provide details of ongoing and completed projects and grants received during the last four years.

| Nature of the Project | Duration Year From To | Title of the project | Name of the funding agency | Total grant | | Total grant received till date |
|-------------------------------|-----------------------------|----------------------------|-------------------------------------|-------------|----------|---|
| | | | | Sanctioned | Received | |
| Minor projects | | | | | | |
| Major projects | | | | | | |
| Interdisciplinary projects | | | | | | |

| Nature of the Project | Duration Year From To | Title of the project | Name of the funding agency | Total grant | | Total grant received till date |
|--------------------------------|-----------------------------|----------------------------|-------------------------------------|-------------|----------|---|
| | | | | Sanctioned | Received | |
| | | | | | | |
| Industry sponsored | | | | | | |
| Students' research projects | | | | | | |
| Any other (specify) | | | | | | |

3.3 Infrastructure for Research

3.3.1 What are the research facilities available to the students and research scholars within the campus?

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities?? If 'yes', what are the instruments/ facilities created during the last four years.

3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?

3.3.5 Provide details on the library/ information resource centre or any other facilities available specifically for the researchers?

3.3.6 What are the collaborative research facilities developed / created by the research institutes in the college. For ex. Laboratories, library, instruments, computers, new technology etc.

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students in terms of

- * Patents obtained and filed (process and product)
- * Original research contributing to product improvement
- * Research studies or surveys benefiting the community or improving the services
- * Research inputs contributing to new initiatives and social development

3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

3.4.3 Give details of publications by the faculty and students:

- * Publication per faculty
- * Number of papers published by faculty and students in peer reviewed journals (national / international)
- * Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)
- * Monographs
- * Chapter in Books
- * Books Edited
- * Books with ISBN/ISSN numbers with details of publishers
- * Citation Index
- * SNIP
- * SJR
- * Impact factor
- * h-index

3.4.4 Provide details (if any) of

- * research awards received by the faculty
- * recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally

- * incentives given to faculty for receiving state, national and international recognitions for research contributions.

3.5 Consultancy

- 3.5.1 Give details of the systems and strategies for establishing institute-industry interface?
- 3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?
- 3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?
- 3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.
- 3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

3.6 Institutional Social Responsibility (ISR) and Extension Activities

- 3.6.1 How does the institution promote institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?
- 3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?
- 3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?
- 3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the

major extension and outreach programmes and their impact on the overall development of students.

- 3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?
- 3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?
- 3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.
- 3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?
- 3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.
- 3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.

3.7 Collaborations

- 3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

- 3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/ industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.
- 3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.
- 3.7.4 Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.
- 3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements ? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated -
- a) Curriculum development/enrichment
 - b) Internship/ On-the-job training
 - c) Summer placement
 - d) Faculty exchange and professional development
 - e) Research
 - f) Consultancy
 - g) Extension
 - h) Publication
 - i) Student Placement
 - j) Twinning programmes
 - k) Introduction of new courses
 - l) Student exchange
 - m) Any other
- 3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations.

Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

4.1.2 Detail the facilities available for

- a) Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.
- b) Extra –curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution/ campus and indicate the existing physical infrastructure and the future planned expansions if any).

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

4.1.5 Give details on the residential facility and various provisions available within them:

- Hostel Facility – Accommodation available
- Recreational facilities, gymnasium, yoga center, etc.
- Computer facility including access to internet in hostel
- Facilities for medical emergencies
- Library facility in the hostels
- Internet and Wi-Fi facility

- Recreational facility-common room with audio-visual equipments
- Available residential facility for the staff and occupancy Constant supply of safe drinking water
- Security

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

4.1.7 Give details of the Common Facilities available on the campus –spaces for special units like IQAC, Grievance Redressal unit, Women’s Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

4.2 Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

4.2.2 Provide details of the following:

- * Total area of the library (in Sq. Mts.)
- * Total seating capacity
- * Working hours (on working days, on holidays, before examination days, during examination days, during vacation)
- * Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

| Library holdings | Year -1 | | Year - 2 | | Year - 3 | | Year - 4 | |
|------------------|---------|------------|----------|------------|----------|------------|----------|------------|
| | Number | Total Cost | Number | Total Cost | Number | Total Cost | Number | Total Cost |
| Text books | | | | | | | | |
| Reference Books | | | | | | | | |

| Library holdings | Year -1 | | Year - 2 | | Year - 3 | | Year - 4 | |
|--------------------------|---------|------------|----------|------------|----------|------------|----------|------------|
| | Number | Total Cost | Number | Total Cost | Number | Total Cost | Number | Total Cost |
| Journals/ Periodicals | | | | | | | | |
| e-resources | | | | | | | | |
| Any other (specify) | | | | | | | | |

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

- * OPAC
- * Electronic Resource Management package for e-journals
- * Federated searching tools to search articles in multiple databases
- * Library Website
- * In-house/remote access to e-publications
- * Library automation
- * Total number of computers for public access
- * Total numbers of printers for public access
- * Internet band width/ speed □ 2mbps □ 10 mbps □ 1 gb (GB)
- * Institutional Repository
- * Content management system for e-learning
- * Participation in Resource sharing networks/consortia (like Infflibnet)

4.2.5 Provide details on the following items:

- * Average number of walk-ins
- * Average number of books issued/returned
- * Ratio of library books to students enrolled
- * Average number of books added during last three years
- * Average number of login to opac (OPAC)
- * Average number of login to e-resources
- * Average number of e-resources downloaded/printed
- * Number of information literacy trainings organized
- * Details of “weeding out” of books and other materials

4.2.6 Give details of the specialized services provided by the library

- * Manuscripts
- * Reference
- * Reprography
- * ILL (Inter Library Loan Service)
- * Information deployment and notification (Information Deployment and Notification)
- * Download
- * Printing
- * Reading list/ Bibliography compilation
- * In-house/ remote access to e-resources
- * User Orientation and awareness
- * Assistance in searching Databases
- * INFLIBNET/IUC facilities

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

4.2.8 What are the special facilities offered by the library to the visually/ physically challenged persons? Give details.

4.2.9 Does the library get the feedback from its users? If yes, how is it analysed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analysed and used for further improvement of the library services?)

4.3 IT Infrastructure

4.3.1. Give details on the computing facility available (hardware and software) at the institution.

- Number of computers with Configuration (provide actual number with exact configuration of each available system)
- Computer-student ratio
- Stand alone facility
- LAN facility

- Licensed software
- Number of nodes/ computers with Internet facility
- Any other

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

| | |
|--|--|
| | |
|--|--|

| | |
|----|-----------|
| a. | Building |
| b. | Furniture |
| c. | Equipment |
| d. | Computers |
| e. | Vehicles |
| f. | Any other |

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment(voltage fluctuations, constant supply of water etc.)?

Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

5.1.2 Specify the type, number and amount of institutional scholarships / freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?

5.1.3 What percentage of students receive financial assistance from state government, central government and other national agencies?

- 5.1.4 What are the specific support services/facilities available for
- ✓ Students from SC/ST, OBC and economically weaker sections
 - ✓ Students with physical disabilities
 - ✓ Overseas students
 - ✓ Students to participate in various competitions/National and International
 - ✓ Medical assistance to students: health centre, health insurance etc.
 - ✓ Organizing coaching classes for competitive exams
 - ✓ Skill development (spoken English, computer literacy, etc.,)
 - ✓ Support for “slow learners”
 - ✓ Exposures of students to other institution of higher learning/ corporate/business house etc.
 - ✓ Publication of student magazines
- 5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.
- 5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.
- * additional academic support, flexibility in examinations
 - * special dietary requirements, sports uniform and materials
 - * any other
- 5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR-NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.
- 5.1.8 What type of counseling services are made available to the students(academic, personal, career, psycho-social etc.)

- 5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).
- 5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.
- 5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?
- 5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?
- 5.1.13 Enumerate the welfare schemes made available to students by the institution.
- 5.1.14 Does the institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development?

5.2 Student Progression

- 5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.

| Student progression | % |
|--|----------|
| UG to PG | |
| PG to M.Phil. | |
| PG to Ph.D. | |
| Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment | |

- 5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)?
Furnish programme-wise details in comparison with that of the previous

performance of the same institution and that of the Colleges of the affiliating university within the city/district.

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.

Any other relevant information regarding Student Support and Progression which the college would like to include.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

- 6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?
- 6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?
- 6.1.3 What is the involvement of the leadership in ensuring :
- the policy statements and action plans for fulfillment of the stated mission
 - formulation of action plans for all operations and incorporation of the same into the institutional strategic plan
 - Interaction with stakeholders
 - Proper support for policy and planning through need analysis ,research inputs and consultations with the stakeholders
 - Reinforcing the culture of excellence
 - Champion organizational change
- 6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?
- 6.1.5 Give details of the academic leadership provided to the faculty by the top management?
- 6.1.6 How does the college groom leadership at various levels?

6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.

6.2 Strategy Development and Deployment

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

6.2.3 Describe the internal organizational structure and decision making processes.

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

- Teaching & Learning
- Research & Development
- Community engagement
- Human resource management
- Industry interaction
-

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

- 6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?
- 6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyse the nature of grievances for promoting better stakeholder relationship?
- 6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute ? Provide details on the issues and decisions of the courts on these?
- 6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?

6.3 Faculty Empowerment Strategies

- 6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?
- 6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?
- 6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.
- 6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

a. Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

b. How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?

c. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

- d. How do students and alumni contribute to the effective functioning of the IQAC?
- e. How does the IQAC communicate and engage staff from different constituents of the institution?

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

Any other relevant information regarding Governance Leadership and Management which the college would like to include.

CRITERIA VII: INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

- * Energy conservation
- * Use of renewable energy
- * Water harvesting
- * Check dam construction
- * Efforts for Carbon neutrality
- * Plantation
- * Hazardous waste management
- * e-waste management

7.2 Innovations

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

7.3 Best Practices

7.3.1 Elaborate on any two best practices **as per the annexed format (see page ..)** which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

Evaluative Report of the Departments

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the department
2. Year of Establishment
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
4. Names of Interdisciplinary courses and the departments/units involved
5. Annual/ semester/choice based credit system (programme wise)
6. Participation of the department in the courses offered by other departments
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
8. Details of courses/programmes discontinued (if any) with reasons
9. Number of Teaching posts

| | sanctioned | Filled |
|----------------------|------------|--------|
| Professors | | |
| Associate Professors | | |
| Asst. Professors | | |

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

| Name | Qualification | Designation | Specilization | No. of Years of Experience | No. of Ph.D. Students guided for the last 4 years |
|------|---------------|-------------|---------------|----------------------------|---|
| | | | | | |
| | | | | | |
| | | | | | |

11. List of senior visiting faculty
12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty
13. Student -Teacher Ratio (programme wise)
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received
18. Research Centre /facility recognized by the University
19. Publications:
 - * a) Publication per faculty
 - * Number of papers published in peer reviewed journals (national / international) by faculty and students
 - * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)
 - * Monographs
 - * Chapter in Books
 - * Books Edited
 - * Books with ISBN/ISSN numbers with details of publishers
 - * Citation Index
 - * SNIP
 - * SJR
 - * Impact factor
 - * h-index

20. Areas of consultancy and income generated
21. Faculty as members in
 - a) National committees b) International Committees c) Editorial Boards....
22. Student projects
 - a) Percentage of students who have done in-house projects including inter departmental/programme
 - b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies
23. Awards/ Recognitions received by faculty and students
24. List of eminent academicians and scientists/ visitors to the department
25. Seminars/ Conferences/Workshops organized & the source of funding
 - a)National
 - b)International
26. Student profile programme/course wise:

| Name of the Course/programme (refer question no. 4) | Applications received | Selected | Enrolled | | Pass percentage |
|--|-----------------------|----------|----------|----|-----------------|
| | | | *M | *F | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

*M=Male F=Female

27. Diversity of Students

| Name of the Course | % of students from the same state | % of students from other States | % of students from abroad |
|--------------------|-----------------------------------|---------------------------------|---------------------------|
| | | | |
| | | | |
| | | | |

| | | | |
|--|--|--|--|
| | | | |
| | | | |

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ?

29. Student progression

| Student progression | Against % enrolled |
|--|---------------------------|
| UG to PG | |
| PG to M.Phil. | |
| PG to Ph.D. | |
| Ph.D. to Post-Doctoral | |
| Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment | |
| Entrepreneurship/Self-employment | |

30. Details of Infrastructural facilities

- a) Library
- b) Internet facilities for Staff & Students
- c) Class rooms with ICT facility
- d) Laboratories

31. Number of students receiving financial assistance from college, university, government or other agencies

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

33. Teaching methods adopted to improve student learning

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

35. SWOC analysis of the department and Future plans

Format for Presentation of Practice

1. Title of the Practice

This title should capture the keywords that describe the Practice.

2. Goal

Describe the aim of the practice followed by the institution. Brief the underlying principles or concepts in about 100 words.

3. The Context

Describe any particular contextual feature or challenging issues that have had to be addressed in designing and implementing the Practice in about 150 words.

4. The Practice

Describe the Practice and its implementation. Include anything about this practice that may be unique in the Indian higher education. Please also identify constraints or limitations, if any, in about 400 words.

5. Evidence of Success

Provide evidence of success such as performance against targets and benchmarks and 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)

Any other information that may be relevant and important to the reader for adopting/ implementing the Best Practice in their institution about 150 words.

8. Contact Details

Name of the Principal:

Name of the Institution:

City:

Pin Code:

Accredited Status:

Work Phone :

Fax:

Website:

E-mail :

Mobile: