

NAAC RE- ACCREDITATION

Criterion for Assessment

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Benefits of Accreditation

- Helps the institution to know its strengths, weaknesses and opportunities through an informed review process.
- To identify internal areas of planning and resource allocation.
- Outcome provides funding agencies objective data for performance funding. Initiates institutions into innovative and modern methods of teaching.
- Gives institutions a new sense of direction and identity.
- Provides society with reliable information on quality of education offered.
- Employers have access to information on the quality of education offered to potential recruited.
- Promotes intra and inter-institutional interactions.

Focus of Assessment and Accreditation

- Quality Initiative
- Quality Sustenance
- Quality Enhancement

NAAC believes that an institution that really understands itself – its strengths, its weaknesses, its potentials and limitations - is likely to be effective in carrying out its educational mission and make continuous improvement. Thus the A&A of NAAC includes a self evaluation by the institution that is expected to be done with honest introspection followed by an external Peer evaluation by NAAC. Self evaluation by the institution and an external peer assessment are inevitable for Quality assurance.

The self-evaluation process and the subsequent preparation of the Self-Study report (SSR) to be submitted to NAAC involves the participation of all the stakeholders – management, faculty members, administrative staff, students, parents, employers, community and alumni.

While the participation of internal stakeholders i.e. management, staff and students provide credibility and ownership to the activity and could lead to newer initiatives, interaction with the external stakeholders facilitate the development process of the institution and their educational services.

Overall it is expected to serve as a catalyst for institutional self-improvement, promote innovation and *strengthen the urge to excel.*

Stages of Accreditation

- a) *On-line submission of Letter of Intent (LoI)*
- b) *Preparation of the Self-Study Report (SSR)*
- c) *Peer Assessment and Final Outcome*

Re-Accreditation

The methodology for subsequent cycles of accreditation i.e. second, third, fourth and so on would remain the same.

However due consideration would be given to the post-accreditation activities resulting in quality improvement, quality sustenance and quality enhancement.

In the SSRs institutions opting for subsequent cycles of accreditation need to highlight the significant quality sustenance and enhancement measures undertaken during the last four years (narrative not exceeding 10 pages).

A functional Internal Quality Assurance Cell (IQAC) and timely submission of Annual Quality Assurance Reports (AQARs) are the Minimum Institutional Requirements (MIR) to volunteer for second, third or fourth cycle accreditation.

Accreditation of UniRaj Over in 2009

- To volunteer for subsequent cycle of accreditation, institutions should record their intent six months before the expiry of the accreditation status and initiate institutional preparations for submission of SSRs. The institutions which record their intent to volunteer for subsequent cycle of accreditation and submit the SSRs within the stipulated time may continue to use the outcome of the previous cycle of accreditation till the status of next cycle Accreditation is declared by NAAC.

Institutions which fail to express intent for subsequent cycle of accreditation within the stipulated time will lose their accreditation status on completion of the five year validity period.

Fee for Assessment

For assessment and accreditation of Universities *	
Upto four departments	Rs. 1,00,000/-
More than four, but upto ten departments	Rs. 1,00,000/- + Rs.15,000/- for each additional department
More than ten departments	Rs. 1,90,000/- + Rs.10,000/- for each additional department
The accreditation fee will be limited to a maximum amount of	Rs. 5,00,000/- per institution.

Note: The institutions which are recognized under 2(f) and 12(B) of UGC Act, need not pay the assessment and accreditation fees. The expenses on TA / DA of peer team would be reimbursed.

CRITERIA FOR ASSESSMENT

The NAAC has identified the following seven criteria to serve as the basis for assessment of Universities:

1. Curricular Aspects
2. Teaching-Learning and Evaluation
3. Research, Consultancy and Extension
4. Infrastructure and Learning Resources
5. Student Support and Progression
6. Governance and Leadership, and
7. Innovative Practices

Criteria	Steering Committee Member	Internal Quality Assurance Cell (IQAC) Member
• 1	Prof. Kailash Agrawal (ii) Dr. Mahesh Koolwal (iii)Dr. M.K. Jain	(i) Prof. Damayanti Gupta
• 2	(i) Prof. M.C. Sharma (ii) Prof. Joya Chakravarty	(i) Prof. P.K. Kotia
• 3	(i) Prof. Alpana Kateja (ii) Prof. Suresh Joshi	(i) Prof. Deepak Bhatnagar
• 4	(i) Prof. R.N. Jat (ii) Dr. Pankaj Nagar	(i) Dr. Madan Lowry (ii)Dr. Bindu Jain
• 5	(i) Prof. Maya Rani Tak (ii) Dr.Nidhi Singh	(i) Dr. Susheela Pareek
• 6	(i) Prof. T.N. Mathur (ii) Dr. KVR Rao	(i) Prof. N.K. Pandey
• 7	(i) Prof. N.D. Mathur (ii) Dr. Alka Sharma	(i) Dr. Abha Jain

- Criterion Sub-Committee is requested to at least go through the particular criterion related pages from the Manual from following
 - For Description from pp. 10 to 23
 - For Criterion Inputs from pp. 55-93
 - For Assessment Indicators pp. 125-141Assessment indicators are also include in this ppt

Meeting for Action Plan

- Criterion Final Meeting at CCT at 3PM
- 1 24-09-2013
- 2 25-09-2013
- 3 26-09-2013
- 4 27-09-2013
- 5 28-09-2013
- 6 30-09-2013
- 7 01-10-2013
- Final 04-10-2013 and 07-10-2013

Weightages for the seven criteria

Curricular Aspects	150
Teaching Learning and Evaluation	250
Research, Consultancy and Extension	200
Infrastructure and Learning Resources	100
Student support and progression	100
Governance, Leadership and Management	100
Innovation and Best Practices	100
Total	1000

Grading

- Institutions are graded for each Key Aspect under four categories, viz.

A (Very good 4)

B (Good 3),

C (Satisfactory 2) and D (Unsatisfactory 1) levels

The summated score for all the Key Aspects under a Criterion is then calculated with the appropriate weightage applied to it and the GPA is worked out for the Criterion.

The Cumulative GPA (CGPA), which gives the final Assessment Outcome, is then calculated from the seven GPAs pertaining to the seven criteria, after applying the prescribed weightage to each Criterion.

Grading

Arriving at the institutional CGPA includes calculation of the

Key Aspect-wise Weighted Grade Point (KAWGP),

the Criterion-wise Weighted Grade Point (CrWGP) and the

Criterion-wise Grade Point Average (CrGPA).

This involves use of the pre-determined Weightages (W) and the grade points assigned by the peer team for the 32 Key Aspects covering the seven criteria.

Ashok Kumar Nagawat

KAGP Assignment

To help the peer team in arriving at KAGP, NAAC provides suggestive guiding indicators. Using the guiding indicators and based on their observations and assessment of the institution (onsite visit and the validation of SSR), the peer team is expected to assign appropriate grade point to each of the key aspect by using five point scale (0-4). These grade points are assigned as 0/1/2/3/4 without using decimal points and are referred to as the **Key Aspect-wise Grade Points (KAGP)**.

KAWGP Calculation

The Key Aspect-wise Weighted Grade Point (KAWGP) is arrived at by multiplying the predetermined Weightage (W) of a Key Aspect with respective KAGP assigned by the peer team. i.e.,

$$\text{KAWGP} = \text{KAGP} * \text{W}$$

CrGPA Calculation

Criterion-wise Grade Point Average CrGPA is calculated by dividing the sum of the Key Aspect-wise Weighted Grade Points (KAWGP) of a Criterion by sum of the Weightages of the Key Aspects of that Criterion.

$$\text{CrGPA}_j = \frac{\sum_{i=1}^n (\text{KAWGP})_i}{\sum_{i=1}^n W_i}$$

CGPA Calculation

The sum of the seven CrW GP divided by the sum of the pre assigned Weightages of the seven Criteria will result in Cumulative Grade Point Average (CGPA) of the institution. The institutional CGPA will be the deciding factor for accreditation status of the institution and its grade.

$$\text{CGPA} = \frac{\sum_{j=1}^7 (\text{CrW GP})_j}{\sum_{j=1}^7 W_j}$$

Accreditation Based on CGPA

Range	Letter Grade	Performance Descriptor
3.01 - 4.00	A	Very Good (Accredited)
2.01 - 3.00	B	Good (Accredited)
1.51 - 2.00	C	Satisfactory (Accredited)
≤ 1.50	D	Unsatisfactory (Not accredited)

Example -1

Criteria and Key Aspects	Predetermined Weightage (W_i)	Peer Team Assigned Key Aspect Grade Points($KAGP_i$) 4/ 3/ 2/ 1/0	Key Aspect-wise Weighted Grade Points $KAWGP_i=KAGP_i * W_i$
Criterion I: Curricular Aspects			
Curriculum Design and Development	50	3	150
Academic Flexibility	50	2	100
Curriculum Enrichment	30	1	30
Feedback System	20	2	40
TOTAL	$W_I = 150$		$(CrWGP)_I=320$
Calculated Cr $GPA_I = (CrWGP)_I / W_I = 320 / 150 = 2.13$			

Example -1

Criterion II: Teaching – Learning and Evaluation			
Student Enrolment and Profile	10	3	30
Catering to Student Diversity	20	4	80
Teaching-Learning Process	50	3	150
Teacher Quality	50	3	150
Evaluation Process and Reforms	40	2	80
Student Performance and Learning Outcomes	30	3	90
TOTAL	$W_{II} = 200$		$(CrWGP)_{II} = 580$
Calculated Cr GPA_{II} = $(CrWGP)_{II} / W_{II} = 580/200 = 2.90$			

Example -1

Criterion III: Research, Consultancy and Extension			
Promotion of Research	20	2	40
Resource Mobilization for Research	20	1	20
Research Facilities	30	2	60
Research Publications and Awards	100	2	200
Consultancy	20	0	0
Extension Activities and Institutional Social Responsibility	40	4	160
Collaboration	20	2	40
TOTAL	$W_{III} = 250$		$(CrWGP)_{III} = 520$
Calculated Cr GPA_{III} = $(CrWGP)_{III} / W_{III} = 520/250 = 2.08$			

Example -1

Criterion IV: Infrastructure and Learning Resources			
Physical Facilities	30	3	90
Library as a Learning Resource	20	3	60
IT Infrastructure	30	2	60
Maintenance of Campus Facilities	20	2	40
TOTAL	W_{IV} =100		(CrWGP)_{IV} = 250
Calculated Cr GPA_{IV} =(CrWGP)_{IV} / W_{IV} =250/100=2.50			
Criterion V: Student Support and Progression			
Student Mentoring and Support	40	4	160
Student Progression	40	3	120
Student Participation and Activities	20	3	60
TOTAL	W_V =100		(CrWGP)_V =340
Calculated Cr GPA_V =(CrWGP)_V / W_V = 340/100=3.40			

Example -1

Criterion VI: Governance, Leadership and Management			
Institutional Vision and Leadership	10	3	30
Strategy Development and Deployment	10	2	20
Faculty Empowerment Strategies	30	3	90
Financial Management and Resource Mobilization	20	2	40
Internal Quality Assurance System	30	2	60
TOTAL	W_{VI} =100		(CrWGP)_{VI} =240
Calculated Cr GPA_{VI} =(CrWGP)_{VI} / W_{VI} =240/100=2.40			

Example -1

Criterion VII: Innovations and Best Practices			
Environment Consciousness	30	3	90
Innovations	30	1	30
Best Practices	40	2	80
TOTAL	W_{VII} = 100		(CrWGP)_{VII} = 200
Calculated Cr GPA_{VII} = (CrWGP)_{VII} / W_{VII} = 200/100 = 2.00			
Grand Total	1000		2450

Example -1

Grand Total	1000	2450
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$$\text{Institutional CGPA} = \frac{\sum_{j=1}^7 (\text{CrWGP}_j)}{\sum_{j=1}^7 W_j} = \frac{2450}{1000} = \boxed{2.45}$$

Final Outcome and Status of Accreditation

The Accreditation status of the institution in the above cited example would be: Institutional CGPA = 2.45, Letter Grade = B, Performance Descriptor = Good, Status = Accredited.

Accreditation Based on CGPA

Range	Letter Grade	Performance Descriptor
3.01 - 4.00	A	Very Good (Accredited)
2.01 - 3.00	B	Good (Accredited)
1.51 - 2.00	C	Satisfactory (Accredited)
≤ 1.50	D	Unsatisfactory (Not accredited)

1. Curricular Aspects

KEY ASPECTS

1.1 Curriculum Design and Development	50
1.2 Academic Flexibility	50
1.3 Curriculum Enrichment	30
1.4 Feedback System	20
Total	150

1.2. Academic Flexibility

(50)

8. The institution offers a number of program options leading to different degrees, diplomas and certificates (UG/ PG/ PG Diploma/ Diploma Certificate).
9. The curriculum offers a number of Choice Based Credit System (CBCS) / elective options.
10. A number of new programs and program combinations are developed/adopted to meet the needs of the students and the society.
11. Options are available to students for additional/ supplementary / enrichment courses along with their regular curricula. (Eg. UG degree + a Certificate PG degree + a diploma and so on).
12. The institution provides for inter-institutional credit transfers.
13. The institution follows a semester system.

1.3. Curriculum Enrichment (30)	14. The institution revises the curriculum at regular intervals and analyses the impact.
	15. The curriculum provides adequate scope for introducing programmes in emerging thrust areas/interdisciplinary areas.
	16. All learners have access to value-added programmes, including communication skills / soft skills.
1.4. Feedback System (20)	17. Structured feedback from students is an essential component in the curricular design and development process.
	18. The institution draws on the feedback from national and international faculty.
	19. Inputs from affiliated colleges are an essential part of the feedback system (if applicable).

2. Teaching-Learning and Evaluation

KEY ASPECTS

2.1 Student Enrolment and Profile	10
2.2 Catering to Student Diversity	20
2.3 Teaching-Learning Process	50
2.4 Teacher Quality	50
2.5 Evaluation Process and Reforms	40
2.6 Student Performance & Learning Outcomes	30
Total	200

Key Aspects	Assessment Indicators
2.1. Student Enrolment and Profile (10)	<ol style="list-style-type: none"> <li data-bbox="730 411 1752 511">1. The admission process of the institution is widely publicized and is transparent. <li data-bbox="730 511 1752 625">2. The institution has periodic reviews of its enrolment profile and the outcomes are used for improvement of the process. <li data-bbox="730 625 1752 732">3. The institution has an inclusive admission policy catering to diverse student groups. <li data-bbox="730 732 1752 846">4. The institution implements the statutory reservation policies.
2.2. Catering to Student Diversity (20)	<ol style="list-style-type: none"> <li data-bbox="730 868 1752 975">5. The institution organises orientation programmes / induction programmes for freshers. <li data-bbox="730 975 1752 1132">6. The institution assesses the learning levels of the students, after admission and designs programmes for advanced learners and slow learners. <li data-bbox="730 1132 1752 1246">7. Analyses the academic growth of differently-abled students and provides tutorials for needy students. <li data-bbox="730 1246 1752 1296">8. The institution fosters an inclusive academic ambience.

2.3. Teaching-learning Process	9. The institution meticulously plans and organizes its teaching schedule.
	10. Student centered methods are an integral part of the pedagogy adopted by the faculty.
	11. Experiential learning, participative learning, problem solving methodologies are used.
	12. The institution has formal linkages with national agencies like NMEICT to promote blended learning.
	13. Latest technologies are used by the faculty for effective teaching.
	14. The learning environment is conducive for critical thinking, creativity and scientific temper
(50)	15. The institution follows a system of mentor-mentee to meet the academic and personal needs of students.
	16. The institution gives due recognition to innovative and creative contributions of its faculty and students.
	17. Projects / field experiences are integrated into the learning programmes.
	18. Feedback on the evaluation of teachers is leveraged for improvement of the quality of teaching-learning process.

2.4. Teacher Quality (50)	19. The institution has adequate, well qualified faculty.
	20. Diversity in the recruitment of faculty is encouraged.
	21. The institution facilitates the participation of its teachers in teacher recharge programmes.
	22. The institution ensures that teaching positions against sanctioned posts are filled in reasonable time.
	23. The institution adheres to UGC/ State Govt. norms for faculty recruitment and promotion.
	24. The institution organizes induction and in-service academic development programmes for its faculty.
	25. The institution attracts distinguished faculty for appointment as emeritus / distinguished professors.
	26. The faculty are encouraged to demonstrate creativity and innovation in teaching.
	27. The institution facilitates mobility of its faculty through exchange programmes.

2.5. Evaluation Process and Reforms	28. The institution disseminates the evaluation processes to all its stakeholders.
	29. The institution adheres to the academic calendar for conduct of examinations.
	30. The institution ensures timely declaration of results. <i>(for Universities and Autonomous Colleges)</i>

(40)	31. Reforms in the examination procedures and processes have positively impacted the examination management system. <i>(for Universities and Autonomous Colleges)</i>
	32. Transparency and security of evaluation system is ensured.
	33. Technology is effectively used in the examination management process.
	34. The institution has an effective mechanism for redressal of grievances pertaining to examinations.

2.6. Student Performance and Learning Outcomes (30)	35. The graduate attributes of the institution are clearly defined / articulated
	36. The institution ensures that its various programmes and activities help achieve the stated graduate attributes.
	37. The institution encourages all its departments to clearly state the learning outcomes of its programmes.
	38. The achievement of intended learning outcomes is central to the pedagogical and assessment processes of the university.
	39. The institution has mechanisms in place to analyze short falls in achievement of learning outcomes and suggest improvement measures.
	40. New technologies are deployed by the institution to enhance student learning.

3. Research, Consultancy and Extension

KEY ASPECTS

3.1 Promotion of Research	20
3.2 Resource Mobilization for Research	20
3.3 Research Facilities	30
3.4 Research Publications and Awards	100
3.5 Consultancy	20
3.6 Extension Activities and Institutional Social Responsibility	40
3.7 Collaborations	20
Total	250

Key Aspects	Assessment Indicators
3.1. Promotion of research (20)	1. The institution facilitates its faculty to undertake research by providing research funds (seed money).
	2. Provision for research facilities in terms of laboratory equipment, research journals and research incentives are made available to the faculty.
	3. The institution encourages and promotes a research culture (eg. teaching work load remission, opportunities for attending conferences etc.).
	4. The faculty are encouraged to undertake research by collaborating with other research organizations/ industry.
	5. Faculty are given due recognition for guiding research.
	6. The institution has research committees for promoting and directing research.
	7. The institution encourages the establishment of specific research units/ centers by funding agency / university.

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| 8. The institution has a well defined policy to promote research in its affiliated / constituent colleges (<i>for universities</i>). |
| 9. Workshops/ training programmes/ sensitization programmes are conducted by the institution to promote a research culture on campus. |
| 10. The institution facilitates researchers of eminence to visit the campus as adjunct professors (<i>for universities</i>). |
| 11. The institution has a good percentage of faculty who have utilized sabbatical leave for pursuit of higher research in premier institutions within the country and abroad. |

3.2. Resource Mobilization for Research	12. Financial provisions are made in the institution's budget for supporting students' research projects.
	13. The institution takes special efforts to encourage its faculty to file patents.

(20)	14. Projects sponsored by the industry / corporate houses are availed by the institution.
	15. The institution receives quantum of research grants from external agencies for major and minor projects.
	16. The institution has recognised Research Centres. (National and international, eg. UGC, ICSSR, ICHR, ICPR, DST, DBT, UNESCO, UNICEF).

3.4. Research Publications and Awards	23. Significant faculty involvement in research is evident.
	24. The institution has an official Code of Ethics to check malpractices and plagiarism in research.
	25. Interdepartmental / interdisciplinary research projects are undertaken.
	26. The institution has instituted research awards.
	27. Incentives are given to the faculty for receiving state, national and international recognition for research contributions.

(100)

28. Research awards and recognition are received by the faculty and students from reputed professional bodies and agencies.

29. Output in terms of M.Phil, Ph.D. students is significant.

30. The institution has received research recognition and awards (including patents).

31. The institution's research has contributed to the industry's requirements/ productivity.

32. A significant number of research articles are published in reputed/ refereed journals.

33. The institution has published books and proceedings based on research work of its faculty.

34. The institution is acclaimed for its research as evidenced by metrics such as Citation Index, Impact Factor, h-index, SNIP, SJR, etc.

3.5. Consultancy (20)	35. The institution publicizes the expertise available for consultancy services.
	36. The institution renders consultancy services to industries.
	37. The institution renders consultancy services to Government / Non- Government organizations/ community/ public.
	38. Resources (financial and material) are generated through consultancy services of the institution.
	39. Mutual benefits accrued due to consultancy.
	40. The institution has an official policy for structured consultancy.
3.6. Extension Activities and Institutional Social Responsibility	41. The conduct of extension activities is promoted by the institution.
	42. Need-based extension programmes are organised.
	43. Students and faculty participate in extension programmes.
	44. NSS/NCC activities are organised.

(40)	45. Awards and recognitions have been received for extension activities.
	46. The impact of extension activities on the community goes through a cycle of evaluation, review and upgrading the extension programmes.
	47. Partnerships with industry, community and NGOs for extension activities are established.
	48. The institution has a mechanism to track the students' involvement in various social movements / activities which promote citizenship roles.
	49. The institution is cognisant of its Institutional Social Responsibilities (ISR).
	50. All constituents of the institution are made aware of its ISR.

3.7. Collaborations (20)	51. The institution has linkages for various activities such as faculty exchange, student placement, etc.
	52. The linkages established by the institution have enhanced its academic profile.
	53. Specific examples of linkages to promote curriculum development, internship, on-the-job training, faculty exchange and development, research, etc.
	54. The institution has MoUs with institutions of national/ international importance/ other universities/ industries/ corporate houses etc.
	55. Institute-industry interactions have resulted in the establishment / creation of highly specialized laboratories / facilities.
	56. The impact of the institutional collaborations are formally reviewed.

4. Infrastructure and Learning Resources

KEY ASPECTS

4.1 Physical Facilities	30
4.2 Library as a Learning Resource	20
4.3 IT Infrastructure	30
4.4 Maintenance of Campus Facilities	20
Total	100

Key Aspects	Assessment Indicators
4.1. Physical Facilities (30)	1. The institution has adequate facilities for teaching-learning.
	2. The institution provides necessary facilities for laboratories. (Furniture, fixtures, equipment and good laboratory practices)
	3. The institution has adequate facilities for general computer education of students.
	4. Infrastructural facilities are augmented from time to time.
	5. Infrastructure facilities are being utilised optimally.
	6. Additional facilities for sports and extra-curricular activities (gymnasium, swimming pool, auditorium etc.) are provided.
	7. Health services for students, teaching and non-teaching are provided by the institution.
	8. The institution facilitates active academic participation of physically disabled students by providing the necessary facilities.

4.2. Library as a Learning Resource

(20)

9. The library has adequate physical facilities such as reading room, reprography, internet.

10. Number of book titles per student (in the central library) excluding book bank is greater than 80.

11. The library is stocked with adequate number of journals (national + international) and other library resources (i.e. CDs/ cassettes, etc.).

12. Library resources are augmented every year with newer editions and titles.

13. The library operations (issue of books, getting the necessary references, etc) are effective and user-friendly.

14. The Library Advisory Committee is responsible for the effective functioning of the library.

15. The library collects feedback from users and incorporates the suggestions for its enhanced functioning.

16. The library is computerized and networked with other libraries.

5. Student Support and Progression

KEY ASPECTS

5.1 Student Mentoring and Support	40
5.2 Student Progression	40
5.3 Student Participation & Activities	20
Total	100

Key Aspects	Assessment Indicators
5.1 Student Mentoring and Support (40)	1. The institution has an independent system for student support and mentoring (<i>for universities</i>).
	2. Adequate student welfare measures (scholarships, freeships, insurance, etc.) are provided by the institution.
	3. Personal enhancement and development schemes – coaching classes for competitive examinations, career counseling, soft skill development, etc. are available to the students.
	4. Information about the institution is publicly accessible.
	5. The institution has an international students cell to cater to the requirements of foreign students (<i>for universities</i>).
	6. Student participation in co-curricular and extra-curricular activities is encouraged.
	7. The institution has a placement cell which helps to identify job opportunities and develop entrepreneurship skills.

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| 8. On-campus interviews are an essential mechanism to ensure student placement (<i>for universities</i>). |
| 9. The Alumni Association contributes significantly to the development plans of the institution. |
| 10. The institution has a mechanism for timely redressal of student greivanaces. |
| 11. The institution has an anti-ragging committee which monitors student interactions effectively. |
| 12. Specific student support is provided for SC, ST, OBC, PWD and economically weaker sections of society. |
| 13. The institution has a mechanism for prevention of sexual (gender) harassment. |

Key Aspects	Assessment Indicators
5.2 Student Progression (40)	14. The progression of students in various programmes of the institution is regularly monitored.
	15. The institution makes special efforts to reduce its dropout rate and increase its pass percentage.
	16. The institution facilitates and monitors timely submission of Ph.D./D.Litt./D.Sc. theses (<i>for universities</i>)
	17. The institution has a successful track record of students appearing and qualifying in competitive examinations.

5.3 Student Participation and Activities	18. The institution has a range of games, extra-curricular activities which contribute to overall development of students.
	19. Feedback from students is used for planning and developing support services.
	20. Active student participation through Student Councils is encouraged.
(20)	21. Students are represented on academic and administrative bodies of the institution.
	22. Institution facilitates for students to publish materials like catalogues, wall magazines, institution magazines, etc. <i>(for Autonomous Colleges and Affiliated/Constituent Colleges)</i>
	23. Student participation in state, national and international level sports events is encouraged.

6. Governance, Leadership & Management

KEY ASPECTS

6.1 Institutional Vision and Leadership	10
6.2 Strategy Development & Deployment	10
6.3 Faculty Empowerment Strategies	30
6.4 Financial Management and Resource Mobilization	20
6.5 Internal Quality Assurance System	30
Total	100

6.2. Strategy Development and Deployment	9.	Perspective plan document is an important component of the institution's strategy development and deployment process.
	10.	The institution has a well defined organisational structure with effective processes developed for all its major activities.
	11.	The institution has an effective feedback system involving all stakeholders.
	(10) 12.	The institution has a well defined Quality Policy and deployed with a systems perspective.
	13.	The institution has an action plan and schedules for its future development.
	14.	The institution has an effective Grievance Redressal Cell.
	15.	Management and monitoring of the affiliated colleges is effectively handled by the institution.
	16.	Student Satisfaction Survey is an integral input factor for all policies of the institution.

6.3. Faculty Empowerment Strategies (30)	17. The institution takes sustained interest in recruitment and promotion aspects of its employees.
	18. The institution adheres to GOI/ State Govt. policies on recruitment (access, equity, gender sensitivity and physically disabled).
	19. The institution has an effective welfare mechanism for teaching and non-teaching staff.
	20. The institution ensures transparent use of Performance Appraisal Reports.
	21. The institution conducts programmes to enhance the competency of its faculty and non-teaching staff.
	22. Performance budgeting is a core planning activity used by the institution for informed decision making.
	23. The institution incorporates gender auditing to enhance inclusiveness.
	24. Effective welfare mechanisms of the institutions are available to its teaching and non-teaching staff.
	25. The institution conducts programme for professional development of its staff.
	26. Impact of Academic Staff College programmes forms an important feedback for improvement of programmes. <i>(for Universities)</i>

6.4. Financial Management and Resource Mobilization	27. The institution has adequate budgetary provisions for academic and administrative activities.
	28. Optimal utilization of budget is strictly adhered to by the institution.

(20)	29. Monitoring financial management practices through internal audit is evidenced in the institution's financial health.
	30. The institution maintains a Reserve and Corpus fund.
	31. The institution has conducted internal and external audits are regularly conducted.
	32. The institution and leadership takes initiatives for mobilization of resources.

6.5. Internal Quality Assurance System (30)	33. Academic audit of departments and its impact is an important quality initiative of the institution.
	34. The institution has an effective quality management and enhancement systems.
	35. The institution reviews its teaching learning process, structure, methodologies of operations and learning outcomes at periodic intervals.
	36. Internal Quality Assurance Cell (IQAC) has contributed significantly to institutionalizing quality assurance strategies and processes.
	37. External members contribute significantly in the functioning of the IQAC.
	38. Autonomy to academic departments is encouraged.

7. Innovation and Best Practices

KEY ASPECTS

7.1 Environment Consciousness	30
7.2 Innovations	30
7.3 Best Practices	40
Total	100

Key Aspects	Assessment Indicators
7.1. Environment Consciousness (30)	1. Green audit.
	2. Promotion of eco-friendly campus.
	3. E-waste management.
7.2. Innovations (30)	4. Open ended - peer team members to identify the characteristics of the innovation.
7.3. Best Practices (40)	5. Open ended - peer team members to decide on the efficacy of the practice.

Guidelines on Preparation

- ✓ **Compilation (& publication) of all information pertaining to research projects, list of publications, conferences organized, conferences attended, awards and recognitions, achievements etc.**
- ✓ **Compilation of minutes of all academic bodies and highlights of plan implemented and action taken report.**
- ✓ **Collection and analysis of feedback for students and employees.**
- ✓ **Undertaking programs for soft skills and personality development .**
- ✓ **Alumni association and meeting**
- ✓ **Meeting of Planning and Monitoring Board**
- ✓ **Creation of placement and guidance cells in all departments/colleges.**

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Guidelines on Preparation

- ✓ **Creation of websites for all the colleges/departments/centres/units.**
- ✓ **The websites must contain the following information:**
 - **Goals and objectives**
 - **Program options**
 - **Eligibility criteria**
 - **Admission policy and process**
 - **Academic calendar**
 - **Examination and other assessment schedules and procedures**
 - **Infrastructure facilities available for teaching, learning, sports, residence, research and recreation**
 - **Scholarships given by the state and institution**
 - **Fee structure**
 - **Cultural and Sports event**

Guidelines on Preparation

- **Creation of homepages of each faculty members with**
 - **Contact Details**
 - **Academic Qualifications and Specilization**
 - **Research Interest**
 - **List of Publications**
 - **Bio-Data**
 - **E-Content**
 - **Time Table**
 - **Contact Hours**

Guidelines on Preparation

- **Data banks, Event registers, Hand books**
 - **Data banks to consist of all academic activities of teachers**
 - **Event registers to maintain all the activities of the Departments/Colleges/Centres**
 - **Hand books containing information about faculty, courses, almanac, research and other facilities available in the Departments/Colleges.**

Guidelines on Preparation

- **Organizing seminars in all colleges for students through students councils to get feedback from the students regarding the academic activities of the departments & colleges and any other students problems**
- **Suggestions to be invited for enhancement of quality.**
- **Provision of basic facilities like telephone, safe drinking water, toilet facilities in all departments/colleges.**
- **Undertaking of community activities**