

SECTION-B

Data Requirements for Self - Study Report (SSR)

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

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

1. Executive Summary

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

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

The Executive summary shall not be more than 5000 words.

2. Profile of the University

Basic Information

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

Contacts for Communication

Designation	Name	Telephone with STD Code	Mobile	Fax	Email

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

Recognition Details

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

University with Potential for Excellence

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

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

Academic Information

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

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

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

Furnish the Details of Colleges under University

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

Colleges with Research Departments	<input type="text"/>
University Recognized Research Institutes/Centers	<input type="text"/>

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

Teaching Faculty

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

Non- Teaching Staff

	Male	Female	Others	Total
Sanctioned				
Recruited				
Yet to Recruit				
On Contract				

Technical Staff

	Male	Female	Others	Total
Sanctioned				
Recruited				
Yet to Recruit				
On Contract				

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt										
Ph.D.										
M.Phil.										
PG										

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt										
Ph.D.										
M.Phil.										
PG										

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt										
Ph.D.										
M.Phil.										
PG										

Distinguished Academicians Appointed

	Male	Female	Others	Total
Emeritus Professor				
Adjunct Professor				
Visiting Professor				

Chairs Instituted by the University

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

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

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

Programme		From the State Where University is Located	From Other States of India	NRI Students	Foreign Students	Total
PG	Male					
	Female					
	Others					
UG	Male					
	Female					
	Others					
PG Diploma recognized by statutory authority including university	Male					
	Female					
	Others					

Does the university offer any integrated programmes? Yes/No

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

Details of UGC Human Resource Development Centre, If applicable

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

EVALUATIVE REPORT OF THE DEPARTMENTS

Department Name	Upload Report

3. Extended Profile of the University

1 Programme:

1.1 Number of Programmes offered year wise for last five years

Year					
Number					

1.2 Number of departments offering academic programmes

2 Student:

2.1 Number of students year wise during the last five years

Year					
Number					

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

Year					
Number					

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

Year					
Number					

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

Year					
Number					

3 Academic:

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

Year					
Number					

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

Year					
Number					

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

Year					
Number					

4 Institution:

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

Year					
Number					

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

Year					
Number					

4.3 Total number of classrooms and seminar halls: _____

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

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

Year					
Expenditure					

4. Quality Indicator Framework (QIF)

Essential Note:

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

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

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

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

These will help Institutions in the preparation of their SSR.

For some Qualitative Metrics (Q₁M) which seek descriptive data it is specified as to what kind of information has to be given and how much. It is advisable to keep data accordingly compiled beforehand.

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

Metric wise weightage is also given.

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

Criterion I – Curricular Aspects (150)

Key Indicator – 1.1 Curriculum Design and Development (50)

Metric No.		Weightage
1.1.1 Q ₁ M	<p><i>Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which is reflected in Programme outcomes (POs), Programme Specific Outcomes(PSOs) and Course Outcomes(COs) of the Programmes offered by the University</i></p> <p>Write description in maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none">• Upload Additional information• Link for Additional information	20
1.1.2 Q _n M	<p><i>Percentage of Programmes where syllabus revision was carried out during the last five years</i></p> <p>1.1.2.1: How many Programmes were revised out of total number of Programmes offered during the last five years</p> <p>1.1.2.2 : Number of all Programmes offered by the institution during the last five years</p> <p>Data Requirement for last five years: (As per Data Template)</p> <ul style="list-style-type: none">• Programme Code• Names of the Programme revised <p>Formula:</p> $\frac{\text{Number of Programmes in which syllabus was revised during the last five years}}{\text{Number of Programmes offered by the institution during the last five years}} \times 100$ <p>File Description (Upload)</p> <ul style="list-style-type: none">• Minutes of relevant Academic Council/BOS meeting• Any additional information• Details of Programme syllabus revision in last 5 years (Data Template)	20

<p>1.1.3 Q_nM</p>	<p><i>Average percentage of courses having focus on employability/ entrepreneurship/ skill development offered by the University</i></p> <p>1.1.3.1: Number of courses having focus on employability/ entrepreneurship/ skill development year wise during the last five years</p> <p>Data Requirement for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Name of the Course with Code • Activities with direct bearing on Employability/ Entrepreneurship/ Skill development • Name of the Programme <p>Formula:</p> $\text{Percentage per year} = \frac{\text{Number of courses having focus on employability or entrepreneurship or skill development}}{\text{Number of courses in all Programmes}} \times 100$ $\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information • Programme/ Curriculum/ Syllabus of the courses • Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses • MoU's with relevant organizations for these courses, if any • Average percentage of courses having focus on employability/ entrepreneurship (Data Template) 	<p>10</p>
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Key Indicator – 1.2 Academic Flexibility (50)

Metric No.		Weightage
<p>1.2.1 Q_nM</p>	<p><i>Percentage of new courses introduced of the total number of courses across all programs offered during the last five years</i></p> <p>1.2.1.1: How many new courses were introduced within the last five years 1.2.1.2 : Number of courses offered by the institution across all Programmes during the last five years</p> <p>Data Requirement for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Name of the new course introduced • Name of the Programme <p>Formula:</p> $\frac{\text{Number of new courses introduced during the last five years}}{\text{Number of courses offered during the last five years}} \times 100$ <p>File Description (Upload)</p>	<p>30</p>

	<ul style="list-style-type: none"> • Minutes of relevant Academic Council/BOS meeting • Any additional information • Institutional data in prescribed format (Data Template as of 1.1.3) 	
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<p>1.2.2 Q_nM</p>	<p><i>Percentage of Programmes in which Choice Based Credit System (CBCS)/elective course system has been implemented (Data for the latest completed academic year)</i></p> <p>1.2.2.1: Number of Programmes in which CBCS/ Elective course system implemented. Data Requirements: (As per Data Template)</p> <ul style="list-style-type: none"> • Names of all Programmes adopting CBCS • Names of all Programmes adopting elective course system <p>Formula:</p> $\frac{\text{Number of Programmes in which CBCS or elective course system implemented}}{\text{Total number of Programmes offered}} \times 100$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information • Minutes of relevant Academic Council/BOS meetings • Institutional data in prescribed format (Data Template as of 1.1.2) 	<p>20</p>
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Key Indicator – 1.3 Curriculum Enrichment (30)

Metric No.		Weightages
<p>1.3.1 Q_iM</p>	<p><i>Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum</i></p> <p>Write description in maximum of 500 words File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information • Upload the list and description of the courses which address the Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum 	<p>5</p>
<p>1.3.2 Q_nM</p>	<p><i>Number of value-added courses for imparting transferable and life skills offered during last five years</i></p> <p>1.3.2.1: How many new value-added courses are added within the last 5 years</p> <p>Data Requirement for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Names of the value added courses with 30 or more contact hours • No. of times offered during the same year • Total no. of students completing the course in the year 	<p>10</p>

	<p>File Description (Upload)</p> <ul style="list-style-type: none"> Any additional information Brochure or any other document relating to value added courses List of value added courses (Data Template) 													
<p>1.3.3 Q_nM</p>	<p>Average Percentage of students enrolled in the courses under 1.3.2 above</p> <p>1.3.3.1: Number of students enrolled in value-added courses imparting transferable and life skills offered year wise during the last five years</p> <table border="1" data-bbox="478 488 1117 600"> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> Names of the value added courses with 30 or more contact hours No. of times offered during the same year Total no. of students completing the course in the year <p>Formula:</p> $\frac{\text{Number of students enrolled in the courses during the last five years}}{\text{Number of students}} \times 100$ $\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> Any additional information List of students enrolled (Data Template as of 1.3.2) 	Year						Number						<p align="center">10</p>
Year														
Number														
<p>1.3.4 Q_nM</p>	<p>Percentage of students undertaking field projects / research projects / internships (Data for the latest completed academic year)</p> <p>1.3.4.1: Number of students undertaking field project or research projects or internships</p> <p>Data Requirements: (As per Data Template)</p> <ul style="list-style-type: none"> Names of the Programme No. of students undertaking field projects /research projects/ internships <p>Formula:</p> $\frac{\text{Number of students undertaking field projects or research projects or interships}}{\text{Total number of students}} \times 100$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> Any additional information List of Programmes and number of students undertaking field projects research projects/ / internships (Data Template) 	<p align="center">5</p>												

Key Indicator – 1.4 Feedback System (20)

Metric No.		Weightage
<p>1.4.1 Q_nM</p>	<p><i>Structured feedback for design and review of syllabus – semester wise / year wise is received from</i> 1) Students, 2) Teachers, 3) Employers, 4) Alumni Options: A. All 4 of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above</p> <p align="right">} Opt one</p> <p>Data Requirements: (As per Data Template) Report of analysis of feedback received from different stakeholders year wise</p> <p>File Description</p> <ul style="list-style-type: none"> • URL for stakeholder feedback report • Action taken report of the University on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload) • Any additional information (Upload) 	<p align="center">10</p>
<p>1.4.2 Q_nM</p>	<p><i>Feedback processes of the institution may be classified as follows:</i></p> <p>A. Feedback collected, analysed and action taken and feedback available on website B. Feedback collected, analysed and action has been taken C. Feedback collected and analysed D. Feedback collected E. Feedback not collected</p> <p align="right">} Opt one</p> <p>Documents: Upload Stakeholder feedback report, Action taken report of the university on it as stated in the minutes of the Governing Council, Syndicate, Board of Management</p> <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • URL for feedback report 	<p align="center">10</p>

Criterion II - Teaching-Learning and Evaluation (200)

Key Indicator - 2.1 Student Enrolment and Profile (10)

Metric No.		Weightage												
2.1.1 Q _n M	<p><i>Demand Ratio (Average of last five years)</i> 2.1.1.1: Number of seats available year wise during the last five years</p> <table border="1"> <tr> <td align="center">Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td align="center">Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Number of seats available in all the Programmes • Total number of eligible applications received • Total number of Seats filled against sanctioned seats <p>Formula:</p> $\frac{\text{Number of eligible applications received}}{\text{Number of seats available}} = \text{Ratio Per Year}$ $\text{Average Ratio} = \frac{\sum \text{Ratio per Year}}{5}$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information <p>Demand Ratio (Average of Last five years) based on Data Template upload the document</p>	Year						Number						5
Year														
Number														
2.1.2 Q _n M	<p><i>Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per applicable reservation policy during the last five years (Excluding Supernumerary Seats)</i> 2.1.2.1: Number of actual students admitted from the reserved categories year wise during the last five years</p> <table border="1"> <tr> <td align="center">Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td align="center">Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Number of students admitted from the reserved category • Total number of seats earmarked for reserved category as per GOI or State Government rule <p>Formula:</p> $\text{Percentage per year} = \frac{\text{Actual number of students admitted from the reserved categories}}{\text{Number of seats earmarked for reserved category as per GOI or State Government rule}} \times 100$ $\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information • Average percentage of seats filled against seats reserved (Data Template) 	Year						Number						5
Year														
Number														

Key Indicator - 2.2 Catering to Student Diversity (20)

Metric No.		Weightage
2.2.1 Q ₁ M	<p><i>The institution assesses the learning levels of the students-and organises special Programmes for advanced learners and slow learners.</i></p> <p>Write description in maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Paste link for additional information • Upload Any additional information 	10
2.2.2 Q _n M	<p><i>Student - Full time teacher ratio (Data for the latest completed academic year)</i></p> <p>Data Requirement:</p> <ul style="list-style-type: none"> • Total number of students enrolled in the institution • Total number of full time teachers in the institution <p>Formula: Students : Teachers</p> <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information 	10

Key Indicator - 2.3 Teaching - Learning Process (20)

Metric No.		Weightage
2.3.1 Q ₁ M	<p><i>Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences</i></p> <p>Write description in maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Link for Additional Information 	6
2.3.2 Q ₁ M	<p><i>Teachers use ICT enabled tools including online resources for effective teaching and learning processes</i></p> <p>Write description in maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Provide link for webpage describing the " LMS/ Academic management system" 	6
2.3.3 Q _n M	<p><i>Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year data)</i></p> <p>2.3.3.1: Number of mentors</p>	8

	<p align="center">Number of students assigned to each Mentor</p> <p>Formula: Mentor : Mentee</p> <p>File Description</p> <ul style="list-style-type: none"> • Upload year wise, number of students enrolled and full time teachers on roll. • Circulars pertaining to assigning mentors to mentees • mentor/mentee ratio 	
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Key Indicator - 2.4 Teacher Profile and Quality (50)

Metric No.		Weightage												
<p>2.4.1</p> <p>Q_nM</p>	<p><i>Average percentage of full time teachers against sanctioned posts during the last five years</i></p> <p>Data Requirement for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Number of full time teachers • Number of sanctioned posts <p>Formula:</p> <p>Percentage per year = $\frac{\text{Number of full time teachers}}{\text{Number of sanctioned posts}} \times 100$</p> <p align="center">Average percentage = $\frac{\sum \text{Percentage per year}}{5}$</p> <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Year wise full time teachers and sanctioned posts for 5 years (Data Template) • Any additional information • List of the faculty members authenticated by the Head of HEI 	<p>15</p>												
<p>2.4.2</p> <p>Q_nM</p>	<p><i>Average percentage of full time teachers with Ph.D./D.M/M.Ch./D.N.B Superspeciality/D.Sc./D’Lit. during the last five years</i></p> <p>2.4.2.1: Number of full time teachers with <i>Ph.D./D.M/M.Ch./D.N.B Superspeciality/D.Sc./D’Lit.</i> year wise during the last five years</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="padding: 2px;">Year</td> <td style="width: 30px;"></td> <td style="width: 30px;"></td> <td style="width: 30px;"></td> <td style="width: 30px;"></td> <td style="width: 30px;"></td> </tr> <tr> <td style="padding: 2px;">Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Number of full time teachers with <i>Ph.D./D.M/M.Ch./D.N.B Superspeciality/D.Sc./D’Lit.</i> • Total number of full time teachers 	Year						Number						<p>15</p>
Year														
Number														

	<p>Formula:</p> $\text{Percentage per year} = \frac{\text{Number of full time teachers with Ph.D./D.M/M.Ch./D.N.B Superspeciality/D.Sc./D'Lit.}}{\text{Number of full time teachers}} \times 100$ $\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> Any additional information List of number of full time teachers with <i>Ph.D./D.M/M.Ch./D.N.B Superspeciality/D.Sc./D'Lit.</i> and number of full time teachers for 5 years (Data Template) 													
<p>2.4.3 Q_nM</p>	<p><i>Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)</i></p> <p>2.4.3.1: Total experience of full-time teachers Data Requirements: (As per Data Template)</p> <ul style="list-style-type: none"> Name and Number of full time teachers with years of teaching experiences <p>Formula:</p> $\frac{\text{Sum of total experience of full time teachers in the same institution}}{\text{Number of full time teachers}}$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> Any additional information List of Teachers including their PAN, designation, dept and experience details (Data Template as of 2.4.1) 	<p align="center">10</p>												
<p>2.4.4 Q_nM</p>	<p><i>Average percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government/Govt. recognised bodies during the last five years</i></p> <p>2.4.4.1: Number of full time teachers receiving awards from state /national /international level from Government/Govt. recognized bodies year wise during the last five years</p> <table border="1" data-bbox="448 1570 1086 1682"> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> Number of full time teachers receiving awards from State, National, International level Number of full time teachers <p>Formula:</p> $\frac{\text{Number of full time teachers receiving awards from state level,national level, international level during the last five years}}{\text{Average number of full time teachers during the last five years}} \times 100$	Year						Number						<p align="center">10</p>
Year														
Number														

	<p>File Description (Upload)</p> <ul style="list-style-type: none"> • Institutional data in prescribed format (Data Template) • Any additional information • e-copies of award letters (scanned or soft copy) 	
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Key Indicator - 2.5 Evaluation Process and Reforms (40)

Metric No.		Weightage												
2.5.1 Q _n M	<p>Average number of days from the date of last semester-end/ year- end examination till the declaration of results during the last five years</p> <p>2.5.1.1: Number of days from the date of last semester-end/ year- end examination till the declaration of results year wise during the last five years</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;">Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">Number of days</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirements for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Semester wise/ year wise • Last date of the last semester-end/ year- end examination • Date of declaration of results of semester-end/ year- end examination • Number of days taken for declaration of the results • Average number of days for declaration of results during the last five years <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information • List of Programmes and date of last semester and date of declaration of results (Data Template) 	Year						Number of days						15
Year														
Number of days														
2.5.2 Q _n M	<p>Average percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years</p> <p>2.5.2.1: Number of complaints/grievances about evaluation year wise during the last five years</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;">Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years:</p> <ul style="list-style-type: none"> • Number of complaints/grievances about evaluation • Total number of students appeared in the examinations <p>Formula:</p> $\text{Percentage per year} = \frac{\text{Number of complaints or grievances about evaluation}}{\text{Number of students appeared in the examination}} \times 100$	Year						Number						10
Year														
Number														

	<p>Average percentage = $\frac{\sum \text{Percentage per year}}{5}$</p> <p>File Description (Upload)</p> <ul style="list-style-type: none"> Any additional information Number of complaints and total number of students appeared year wise 	
2.5.3 Q _i M	<p><i>IT integration and reforms in the examination procedures and processes (continuous internal assessment and end-semester assessment) have brought in considerable improvement in examination management system of the institution</i></p> <p>Write description in maximum of 500 words</p> <p>File Description (Upload)</p> <ul style="list-style-type: none"> Any additional information Year wise number of applications, students and revaluation cases 	10
2.5.4 Q _n M	<p><i>Status of automation of Examination division along with approved Examination Manual</i></p> <p><i>A. 100% automation of entire division & implementation of Examination Management System (EMS)</i></p> <p><i>B. Only student registration, Hall ticket issue & Result Processing</i></p> <p><i>C. Only student registration and result processing</i></p> <p><i>D. Only result processing</i></p> <p><i>E. Only manual methodology</i></p> <p>Data Requirements: (As per Data Template)</p> <p>File Description (Upload)</p> <ul style="list-style-type: none"> Current Manual of examination automation system Annual reports of examination including the present status of automation Current manual of examination automation system and Annual reports of examination including the present status of automation (Data Template) Any additional information 	5

Key Indicator - 2.6 Student Performance and Learning Outcomes (30)

Metric No.		Weightage
2.6.1 Q _i M	<p><i>The institution has stated learning outcomes (generic and programme specific)/graduate attributes which are integrated into the assessment process and widely publicized through the website and other documents</i></p> <p>Write description in maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> Upload any additional information Paste link for Additional Information Upload COs for all courses (exemplars from Glossary) 	10

<p>2.6.2</p> <p>Q₁M</p>	<p><i>Attainment of Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution</i></p> <p>Describe the method of measuring the level of attainment of POs , PSOs and COs in not more than 500 words.</p> <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Paste link for Additional Information 	<p align="center">10</p>
<p>2.6.3</p> <p>Q_nM</p>	<p><i>Pass percentage of students (Data for the latest completed academic year)</i></p> <p>2.6.3.1: Total number of final year students who passed the university examination</p> <p>2.6.3.2: Total number of final year students who appeared for the examination</p> <p>Data Requirement: (As per Data Template)</p> <ul style="list-style-type: none"> • Programme Code • Name of the Programme • Number of students appeared • Number of students passed • Pass percentage <p>Formula:</p> $\frac{\text{Total number of final year students who passed in the university examination}}{\text{Total number of final year students who appeared for the examination}} \times 100$ <p>File Description</p> <ul style="list-style-type: none"> • Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) • Upload any additional information • Paste link for the annual report 	<p align="center">10</p>

Key Indicator - 2.7 Student Satisfaction Survey (30)

Metric No.		Weightage
<p>2.7.1</p> <p>Q_nM</p>	<p><i>Online student satisfaction survey regarding teaching learning process.</i></p> <p>(Online survey to be conducted)</p> <p>Data Requirements: (As per Data Template)</p> <ul style="list-style-type: none"> • Name/ Class/ Gender • Student Id number/ Adhar Id number • Mobile number • Email id • Degree Programme <p>(Database of all currently enrolled students need to be prepared and</p>	<p align="center">30</p>

	shared with NAAC along with the online submission of QIF) File Description <ul style="list-style-type: none"> • Upload any additional information • Upload database of all currently enrolled students (Data Template) 	
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Criterion III – Research, Innovations and Extension (250)

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

Metric No.		Weightage												
3.1.1 Q _i M	<p><i>The institution Research facilities are frequently updated and there is well defined policy for promotion of research which is uploaded on the institutional website and implemented</i></p> <p>Documents: Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy and its adoption</p> <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information • Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption • URL of Policy document on promotion of research uploaded on website 	2												
3.1.2 Q _n M	<p><i>The institution provides seed money to its teachers for research (average per year INR in Lakhs)</i></p> <p>3.1.2.1: The amount of seed money provided by institution to its faculty year wise during the last five years(INR in lakhs)</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;">Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">INR in lakhs</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Name of the teacher getting seed money • The amount of seed money • Year of receiving grant <p>Formula:</p> <p align="center">The amount of seed money provided by institution to its faculty in the last 5 years</p> <p align="center"><u>5</u></p> <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information • Minutes of the relevant bodies of the University • Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized • List of teachers receiving grant and details of grant received (Data Template) 	Year						INR in lakhs						3
Year														
INR in lakhs														

<p>3.1.3 Q_nM</p>	<p><i>Percentage of teachers receiving national/ international fellowship/financial support by various agencies for advanced studies/ research during the last five years</i></p> <p>3.1.3.1: The number of teachers who received national/ international fellowship/financial support by various agencies for advanced studies / research year wise during the last five years</p> <table border="1" data-bbox="475 548 1214 698"> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Number of teachers</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirements for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Name of the teacher received national/ international fellowship/financial support by various agencies for advanced studies / research • Name of the award received • Year received • Awarding Agency <p align="center">Total number of teachers who received national/ international fellowship/ financial support by various agencies for advanced studies/research during the last five years</p> <hr/> <p align="center">Total number of full time teachers during the last five years $\times 100$</p> <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information • e-copies of the award letters of the teachers • List of teachers and their international fellowship details (Data Templates) 	Year						Number of teachers						<p align="center">3</p>
Year														
Number of teachers														
<p>3.1.4 Q_nM</p>	<p><i>Number of JRFs, SRFs, Post Doctoral Fellows, Research Associates and other research fellows enrolled in the institution during the last five years</i></p> <p>3.1.4.1: The Number of JRFs, SRFs, Post Doctoral Fellows, Research Associates and other research fellows enrolled in the institution year wise during the last five years</p> <table border="1" data-bbox="475 1702 1117 1809"> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirements for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Name of Research fellow • Year of enrolment • Duration of fellowship • Type of the fellowship • Granting agency 	Year						Number						<p align="center">4</p>
Year														
Number														

	<p>File Description (Upload)</p> <ul style="list-style-type: none"> Any additional information List of research fellows and their fellowship details (Data Template) 	
<p>3.1.5 Q_nM</p>	<p><i>Institution has the following facilities to support research</i></p> <ol style="list-style-type: none"> <i>Central Instrumentation Centre</i> <i>Animal House/Green House</i> <i>Museum</i> <i>Media laboratory/Studios</i> <i>Business Lab</i> <i>Research/Statistical Databases</i> <i>Mootcourt</i> <i>Theatre</i> <i>Art Gallery</i> <p>Options:</p> <p>A. Any 4 or more of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above</p> <p>Data Requirements:</p> <ul style="list-style-type: none"> Name of the facility Year of establishment Geotagged pictures <p>File Description</p> <ul style="list-style-type: none"> Paste link of videos and geotagged photographs Upload the list of facilities provided by the university and their year of establishment Upload any additional information 	<p>3</p>
<p>3.1.6 Q_nM</p>	<p><i>Percentage of departments with UGC-SAP, CAS, DST-FIST, DBT, ICSSR and other recognitions by national and international agencies (Data for the latest completed academic year)</i></p> <p>3.1.6.1: The Number of departments with UGC-SAP, CAS, DST-FIST , DBT, ICSSR and other similar recognitions by national and international agencies</p> <p>Data Requirements: (As per Data Template)</p> <ul style="list-style-type: none"> Name of the Department Name of the Scheme Name of the funding agency Year of Award Funds provided Duration of award <p>Formula:</p>	<p>5</p>

	<p>Number of departments with UGC – SAP, CAS, DST – FIST, DBT, ICSSR and other similar recognitions <hr style="width: 50%; margin: 0 auto;"/> Total number of departments offering academic programmes</p> <p align="right">X100</p>	
	<p>File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information • e-version of departmental recognition award letters • List of departments and award details (Data Template) 	

Key Indicator - 3.2 Resource Mobilization for Research (20)

Metric No.		Weightage												
<p>3.2.1 Q_nM</p>	<p><i>Extramural funding for Research (Grants sponsored by the non-government sources such as industry, corporate houses, international bodies for research projects) endowments, Chairs in the University during the last five years (INR in Lakhs)</i></p> <p>3.2.1.1: Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year wise during the last five years (INR in Lakhs)</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;">Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">INR in Lakhs</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data requirement for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Name of the Project/ Endowments, Chairs • Name of the Principal Investigator • Department of Principal Investigator • Year of Award • Funds provided • Duration of the project <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information • e-copies of the grant award letters for research projects sponsored by non-government • List of project and grant details (Data Template as of 3.1.6) 	Year						INR in Lakhs						<p>5</p>
Year														
INR in Lakhs														

<p>3.2.2 Q_nM</p>	<p><i>Grants for research projects sponsored by the government agencies during the last five years (INR in Lakhs)</i></p> <p>3.2.2.1: Total Grants for research projects sponsored by the government agencies year wise during the last five years (INR in Lakhs)</p> <table border="1" data-bbox="477 409 1209 535"> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>INR in Lakhs</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data requirement for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Name of the Project • Name of the Principal Investigator • Department of Principal Investigator • Year of Award • Funds provided • Duration of the project • Funding Agency • Total amount of funds received <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information • e-copies of the grant award letters for research projects sponsored by government • List of project and grant details (Data Template as of 3.1.6) 	Year						INR in Lakhs						<p align="center">10</p>
Year														
INR in Lakhs														
<p>3.2.3 Q_nM</p>	<p><i>Number of research projects per teacher funded by government and non-government agencies during the last five years</i></p> <p>3.2.3.1: Number of research projects funded by government and non-government agencies during the last five years</p> <p>3.2.3.2 : Number of full time teachers worked in the institution during the last 5 years</p> <table border="1" data-bbox="477 1429 1117 1534"> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data requirement for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Name of Principal Investigator • Duration of project • Name of the research project • Amount / Fund received • Name of funding agency • Year of sanction • Department of recipient <p>Formula:</p> $\frac{\text{Total number of research projects funded by government and non – government agencies during the last five years}}{\text{Average number of full time teachers during the last five years}}$	Year						Number						<p align="center">5</p>
Year														
Number														

	<p>File Description (Upload)</p> <ul style="list-style-type: none"> List of research projects and funding details (Data Template as of 3.1.6) Any additional information Supporting document from Funding Agency Paste Link for the funding agency website 	
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Key Indicator - 3.3 Innovation Ecosystem (30)

Metric No.		Weightage												
3.3.1 Q _i M	<p><i>Institution has created an eco system for innovations including Incubation centre and other initiatives for creation and transfer of knowledge</i></p> <p>Describe available incubation centre and evidence of its usage (activity) within a maximum of 500 words</p> <p>File description</p> <ul style="list-style-type: none"> Upload any additional information Paste link for additional information 	10												
3.3.2 Q _n M	<p><i>Number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR), entrepreneurship, skill development during the last five years</i></p> <p>3.3.2.1: Total number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR), entrepreneurship, skill development year wise during the last five years</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;">Year</td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> </tr> <tr> <td style="text-align: center;">Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirements for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> Name of the workshops / seminars Number of Participants Date (From -to) Link to the activity report on the website <p>File Description (Upload)</p> <ul style="list-style-type: none"> Report of the event Any additional information List of workshops/seminars during last 5 years (Data Template) 	Year						Number						10
Year														
Number														
3.3.3 Q _n M	<p><i>Number of awards / recognitions received for research/innovations by the institution/teachers/research scholars/students during the last five years</i></p> <p>3.3.3.1: Total number of awards / recognitions received for</p>	10												

	<p><i>research/innovations won by institution/teachers/research scholars/students year wise during the last five years</i></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;">Year</td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> </tr> <tr> <td style="text-align: center;">Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirements for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Name of the Awardee • Name of the Awarding Agency with contact details • Year of Award <p>File Description (Upload)</p> <ul style="list-style-type: none"> • e- copies of award letters • Any additional information • List of innovation and award details (Data Template) 	Year						Number						
Year														
Number														

Key Indicators - 3.4 Research Publications and Awards (100)

Metric No.		Weightage
3.4.1 Q _n M	<p><i>The institution ensures implementation of its stated Code of Ethics for research</i></p> <p>3.4.1.1 The institution has a stated Code of Ethics for research and the implementation of which is ensured through the following:</p> <ol style="list-style-type: none"> 1. Inclusion of research ethics in the research methodology course work 2. Presence of institutional Ethics committees (Animal, chemical, bio-ethics etc) 3. Plagiarism check 4. Research Advisory Committee <p>Options:</p> <p>A. All of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above</p> <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Code of ethics for Research document, Research Advisory committee and ethics committee constitution and list of members on these committees, software used for Plagiarism check, link to Website • Any additional information 	5
3.4.2 Q _n M	<p><i>The institution provides incentives to teachers who receive state, national and international recognitions/awards</i></p> <ol style="list-style-type: none"> 1. Commendation and monetary incentive at a University function 2. Commendation and medal at a University function 3. Certificate of honor 4. Announcement in the Newsletter / website <p>Options:</p>	5

	<p>A. All of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above</p> <p>Data Requirements: (As per Data Template of 2.4.4)</p> <ul style="list-style-type: none"> Name of the Awardee with contact details Name of the Awarding Agency Year of Award Incentive details <p>File Description (Upload)</p> <ul style="list-style-type: none"> e- copies of the letters of awards Any additional information <p>List of Awardees and Award details (Data Template as of 2.4.4)</p>													
<p>3.4.3</p> <p>Q_nM</p>	<p><i>Number of Patents published/awarded during the last five years</i></p> <p>3.4.3.1: Total number of Patents published/awarded year wise during the last five years</p> <table border="1" data-bbox="477 936 1117 1041"> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirements for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> Name of the Patent published/awarded Patent Number Year of Award <p>File Description (Upload)</p> <ul style="list-style-type: none"> Any additional information List of patents and year it was awarded (Data Template) 	Year						Number						<p align="center">10</p>
Year														
Number														
<p>3.4.4</p> <p>Q_nM</p>	<p><i>Number of Ph.D's awarded per teacher during the last five years</i></p> <p>3.4.4.1: How many Ph.D's are awarded within last 5 years 3.4.4.2 : Number of teachers recognized as guides during the last five years</p> <p>Data Requirements for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> Name of the PhD scholar Name of the Department Name of the guide/s Year of registration of the scholar Year of award of PhD <p>Formula:</p> $\frac{\text{Number of Ph. D degrees awarded during the last five years}}{\text{Number of Teachers as a recognised guides during the last five years}}$	<p align="center">10</p>												

	<p>File Description (Upload)</p> <ul style="list-style-type: none"> • URL to the research page on HEI web site • List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) • Any additional information 													
<p>3.4.5 Q_nM</p>	<p><i>Number of research papers per teacher in the Journals notified on UGC website during the last five years</i></p> <p>3.4.5.1: Number of research papers in the Journals notified on UGC website during the last five years</p> <table border="1" data-bbox="477 645 1117 750"> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirements: (As per Data Template)</p> <ul style="list-style-type: none"> • Title of paper • Name of the author/s • Department of the teacher • Name of journal • Year of publication • ISBN/ISSN number <p>Formula:</p> $\frac{\text{Number of publications in UGC notified journals during the last five years}}{\text{Average number of full time teachers during the last five years}}$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information • List of research papers by title, author, department, name and year of publication (Data Template) 	Year						Number						<p align="center">15</p>
Year														
Number														
<p>3.4.6 Q_nM</p>	<p><i>Number of books and chapters in edited volumes published per teacher during the last five years</i></p> <p>3.4.6.1: Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year wise during the last five years</p> <table border="1" data-bbox="477 1713 1117 1818"> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirements for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Name of the teacher: Title of the paper • Title of the book published: Name of the author/s: Title of the proceedings of the conference • Name of the publisher: National / International 	Year						Number						<p align="center">15</p>
Year														
Number														

	<ul style="list-style-type: none"> • National / international : ISBN/ISSN number of the proceeding • Year of publication: <p>Formula:</p> $\frac{\text{Total number of books and chapters in edited volumes, books published, and papers in national/international conference proceedings during last five years}}{\text{Average number of full time teachers during the last five years}}$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information • List books and chapters in edited volumes / books published (Data Template) 	
<p>3.4.7</p> <p>Q_nM</p>	<p><i>E-content is developed by teachers :</i></p> <ol style="list-style-type: none"> <i>1. For e-PG-Pathshala</i> <i>2. For CEC (Under Graduate)</i> <i>3. For SWAYAM</i> <i>4. For other MOOCs platform</i> <i>5. For NPTEL/NMEICT/any other Government Initiatives</i> <i>6. For Institutional LMS</i> <p>Options:</p> <ol style="list-style-type: none"> <i>A. Any 5 or all of the above</i> <i>B. Any 4 of the above</i> <i>C. Any 3 of the above</i> <i>D. Any 2 of the above</i> <i>E. None of the above</i> <p>Data Requirements: (As per Data Template)</p> <ul style="list-style-type: none"> • Name of the teacher • Name of the module • Platform on which module is developed • Date of launching e-content • Number of platforms on which e-content has been developed by teachers <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information • Give links or upload document of e-content developed • Details of e-content developed by teachers for e-PG-Pathshala, CEC (UG) (Data Template) 	<p align="center">10</p>
<p>3.4.8</p> <p>Q_nM</p>	<p><i>Bibliometrics of the publications during the last five years based on average Citation Index in Scopus/ Web of Science/PubMed</i></p> <p>Data Requirements for last five years:</p> <ul style="list-style-type: none"> • Title of the paper • Name of the author • Title of the journal • Year of publication 	<p align="center">15</p>

	<ul style="list-style-type: none"> • Citation Index <p>Formula:</p> $\frac{0.50 \times \text{Total number of Citation in SCOPUS in five years} + 0.50 \times \text{Total number of Citation in Web of Science in five years}}{0.50 \times \text{Total number of Publication in SCOPUS in five years} + 0.50 \times \text{Total number of Publication in Web of Science in five years}}$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information • Bibliometrics of the publications during the last five years <p><i>* The Data obtained from inflibnet will be used for the purpose of calculation of scores.</i></p>	
<p>3.4.9</p> <p>Q_nM</p>	<p><i>Bibliometrics of the publications during the last five years based on Scopus/ Web of Science – h-Index of the University</i></p> <p>Data Requirements for last five years:</p> <ul style="list-style-type: none"> • Title of the paper • Name of the author • Title of the journal • Year of publication • H index <p>Formula:</p> $\frac{\text{h – Index of Scopus} + \text{h – index of Web of Science in last five years}}{2}$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution • Any additional information <p><i>* The Data obtained from inflibnet will be used for the purpose of calculation of scores.</i></p>	15

Key Indicators - 3.5 Consultancy (20)

Metric No.		Weightage
3.5.1	<p><i>Institution has a policy on consultancy including revenue sharing between the institution and the individual and encourages its faculty to undertake consultancy</i></p> <p>File Description</p> <ul style="list-style-type: none"> • Upload minutes of the Governing Council/ Syndicate/Board of 	5

	<p>Management related to consultancy policy</p> <ul style="list-style-type: none"> • Upload soft copy of the Consultancy Policy • Upload any additional information • Paste URL of the consultancy policy document 													
<p>3.5.2 Q_nM</p>	<p><i>Revenue generated from consultancy and corporate training during the last five years (INR in Lakhs)</i></p> <p>3.5.2.1: Total amount generated from consultancy and corporate training year wise during the last five years (INR in lakhs)</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>INR in lakhs</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Names of the consultants • Name of consultancy project • Consulting/Sponsoring agency with contact details • Revenue generated (amount in rupees) • Total revenue generated in rupees • Details of Corporate training provided (Title of the training, corporates for which training has been provided, number of participants. <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Audited statements of accounts indicating the revenue generated through consultancy • Any additional information • List of consultants and revenue generated by them (Data Template) 	Year						INR in lakhs						<p>15</p>
Year														
INR in lakhs														

Key Indicators - 3.6 Extension Activities (40)

Metric No.		Weightage
<p>3.6.1 Q_IM</p>	<p><i>Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years</i></p> <p>Describe the impact of extension activities in sensitising students to social issues and holistic development within a maximum of 500 words</p> <p>File description</p> <ul style="list-style-type: none"> • Paste link for additional information • Upload any additional information 	<p>6</p>
<p>3.6.2 Q_nM</p>	<p><i>Number of awards received by the Institution, its teachers and students from Government /Government recognised bodies in recognition of the extension activities carried out during the last five years</i></p>	<p>10</p>

	<p>3.6.2.1: Total number of awards and recognition received for extension activities from Government / Government recognised bodies year wise during the last five years</p> <table border="1" data-bbox="478 336 1117 448"> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Name of the activity • Name of the Award/ recognition • Name of the Awarding Government/ Government recognized bodies • Year of the Award <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information • Number of awards for extension activities in last 5 year (Data Template) • e-copy of the award letters 	Year						Number						
Year														
Number														
<p>3.6.3 Q_nM</p>	<p><i>Number of extension and outreach programs conducted by the institution including those through NSS/NCC/Red cross/YRC during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)</i></p> <p>3.6.3.1: Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc. during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs) year wise during the last five years</p> <table border="1" data-bbox="478 1310 1117 1422"> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Name and number of the extension and outreach Programmes • Name of the collaborating agency: Non- government, industry, community with contact details <p>File description (Upload)</p> <ul style="list-style-type: none"> • Reports of the event organized • Any additional information • Number of extension and outreach Programmes conducted with industry, community etc for the last five years (Data Template) 	Year						Number						<p align="center">12</p>
Year														
Number														
<p>3.6.4 Q_nM</p>	<p><i>Average percentage of students participating in extension activities listed at 3.6.3 above during the last five years</i></p> <p>3.6.4.1: Total number of students participating in extension activities listed at 3.6.3 above year wise during the last five years</p>	<p align="center">12</p>												

	<table border="1" style="margin: auto; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Year</td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> </tr> <tr> <td style="padding: 2px;">Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Name of the activity • Name of the scheme • Year of the activity • Number of students participating in such activities <p>Formula:</p> $\text{Percentage per year} = \frac{\text{Total Number of students participating in such activities}}{\text{Number of students}} \times 100$ $\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$ <p>File description (Upload)</p> <ul style="list-style-type: none"> • Report of the event • Any additional information • Average percentage of students participating in extension activities with Govt. or NGO etc (Data Template as of 3.6.3) 	Year						Number						
Year														
Number														

Key Indicator - 3.7 Collaboration (20)

Metric No.		Weightage												
3.7.1 Q_nM	<p><i>Number of collaborative activities with other institutions/ research establishment/industry for research and academic development of faculty and students per year</i></p> <p>3.7.1.1: Total number of Collaborative activities with other institutions/ research establishment/industry for research and academic development of faculty and students year wise during the last five years</p> <table border="1" style="margin: auto; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Year</td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> </tr> <tr> <td style="padding: 2px;">Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirements for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Title of the collaborative activity • Name of the collaborating agency with contact details • Source of financial support • Year of collaboration • Duration • Nature of the activity 	Year						Number						10
Year														
Number														

	<p>Formula</p> $\frac{\text{Total Number of such activities during the last five years}}{5}$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Copies of collaboration • Any additional information • Number of Collaborative activities for research, faculty etc (Data Template) 													
<p>3.7.2 Q_nM</p>	<p><i>Number of functional MoUs with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years</i></p> <p>3.7.2.1: Number of functional MoUs with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirements for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Organisation with which MoU is signed • Name of the institution/ industry • Year of signing MoU • Duration • List the actual activities under each MoU • Year wise Number of students/teachers participated under MoUs <p>File Description (Upload)</p> <ul style="list-style-type: none"> • e-copies of the MoUs with institution/ industry • Any additional information <p>Details of functional MoUs with institutions of national, international importance, other universities during the last five years (Data Template)</p>	Year						Number						<p>10</p>
Year														
Number														

Criterion IV - Infrastructure and Learning Resources (100)

Key Indicator - 4.1 Physical Facilities (30)

Metric No		Weightage
<p>4.1.1 Q_iM</p>	<p><i>The institution has adequate facilities for teaching - learning. viz., classrooms, laboratories, computing equipment, etc.</i></p> <p>Describe the adequacy of facilities for teaching –learning as per the minimum specified requirement by statutory bodies within a maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Paste link for additional information 	<p>10</p>

<p>4.1.2 Q_iM</p>	<p><i>The institution has adequate facilities for cultural activities, yoga, games (indoor, outdoor) and sports. (gymnasium, yoga centre, auditorium, etc.)</i></p> <p>Describe the adequacy facilities for cultural activities, yoga, games (indoor, outdoor) and sports which include specification about area/size, year of establishment and user rate within minimum of 500 characters and maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Geotagged pictures • Paste link for additional information 	<p align="center">5</p>												
<p>4.1.3 Q_iM</p>	<p><i>Availability of general campus facilities and overall ambience</i></p> <p>Describe the general campus facilities and its utilization in maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Paste link for additional information 	<p align="center">5</p>												
<p>4.1.4 Q_nM</p>	<p><i>Average percentage of expenditure excluding salary for infrastructure augmentation during the last five years (INR in Lakhs)</i></p> <p>4.1.4.1: Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)</p> <table border="1" data-bbox="496 1160 1206 1285"> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>INR in lakhs</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Budget allocated for infrastructure augmentation • Total expenditure for infrastructure augmentation • Audited statement of accounts • Total expenditure excluding Salary <p>Formula:</p> $\text{Percentage per year} = \frac{\text{Expenditure for infrastructure augmentation excluding salary}}{\text{Total expenditure excluding salary}} \times 100$ $\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$ <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Upload audited utilization statements • Upload Details of budget allocation, excluding salary during the last five years (Data Template) 	Year						INR in lakhs						<p align="center">10</p>
Year														
INR in lakhs														

Key Indicator - 4.2 Library as a Learning Resource (20)

Metric No.		Weightage												
4.2.1 Q ₁ M	<p><i>Library is automated using Integrated Library Management System (ILMS) and has digitisation facility</i></p> <p>Describe the implementation of the automation of the Library and the digitization facility available and used in maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Paste link for additional information 	4												
4.2.2 Q _n M	<p><i>Institution has subscription for e-Library resources</i></p> <p>Library has regular subscription for the following:</p> <ol style="list-style-type: none"> 1. e – journals 2. e-books 3. e-ShodhSindhu 4. Shodhganga 5. Databases <p>Options:</p> <p>A. Any 4 or all of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above</p> <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga Membership etc.. (Data Template) 	6												
4.2.3 Q _n M	<p><i>Average annual expenditure for purchase of books/ e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)</i></p> <p>4.2.3.1: Annual expenditure for purchase of books and journals year wise during the last five years (INR in lakhs)</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td align="center">Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td align="center">INR in lakhs</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Expenditure on the purchase of books • Expenditure on the purchase of journals in ith year • Year of expenditure: <p>Formula:</p> $\frac{1}{5} \times \sum_{i=1}^5 \text{Expd}_i$ <p>Where: Expd_i = Expenditure in rupees on purchase of books and journals in ith year</p>	Year						INR in lakhs						5
Year														
INR in lakhs														

	<p>File Description (Upload)</p> <ul style="list-style-type: none"> Any additional information Audited statements of accounts <p>Details of annual expenditure for purchase of books and journals during the last five years (Data Template as of 4.2.2)</p>	
<p>4.2.4 Q_nM</p>	<p><i>Percentage per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)</i></p> <p>4.2.4.1: Number of teachers and students using library per day over last one year</p> <p>Data Requirements:</p> <ul style="list-style-type: none"> Upload last page of accession register details per day login/online users of library Number of users using library through e-access Number of physical users accessing library <p>Formula:</p> $\frac{\text{Number of teachers and students using library per day}}{\text{Total number of teachers and students}} \times 100$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> Any additional information Details of library usage by teachers and students (Library accession register, online accession details to be provided as supporting documents) 	<p>5</p>

Key Indicator – 4.3 IT Infrastructure (30)

Metric No.		Weightage
<p>4.3.1 Q_nM</p>	<p><i>Percentage of classrooms and seminar halls with ICT - enabled facilities such as LCD, smart board, Wi-Fi/LAN, audio video recording facilities .(Data for the latest completed academic year)</i></p> <p>4.3.1.1: Number of classrooms and seminar halls with ICT facilities</p> <p>Data Requirements: (As per Data Template)</p> <ul style="list-style-type: none"> Number of classrooms with LCD facilities Number of classrooms with Wi-Fi/LAN facilities Number of seminar halls with ICT facilities <p>Formula:</p> $\frac{\text{Number of classrooms and seminar halls with ICT facilities}}{\text{Total number of classrooms/seminar halls in the institution}} \times 100$	<p>5</p>

	<p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Paste link for additional information • Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) 	
4.3.2 Q ₁ M	<p><i>Institution has an IT policy, makes appropriate budgetary provision and updates its IT facilities including Wi-Fi facility</i></p> <p>Providing the salient features of the IT Policy and describe the process of implementation and adherence to the policy , budgetary provisions made and utilized and the expansion plan in maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Paste link for additional information 	5
4.3.3 Q _n M	<p><i>Student - Computer ratio (Data for the latest completed academic year)</i></p> <p>Number of students : Number of Computers available to students for academic purposes</p> <p>Data Requirements:</p> <ul style="list-style-type: none"> • Number of computers for academic purposes in working condition • Total Number of students <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Student – computer ratio 	10
4.3.4 Q _n M	<p><i>Available bandwidth of internet connection in the Institution (Leased line)</i></p> <p>Options:</p> <p>A. ≥1 GBPS B. 500 MBPS - 1 GBPS C. 250 MBPS - 500 MBPS D. 50 MBPS - 250 MBPS E. <50 MBPS</p> <p>Data Requirements:</p> <ul style="list-style-type: none"> • Available internet bandwidth <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Details of available bandwidth of internet connection in the Institution 	5
4.3.5 Q _n M	<p><i>Institution has the following Facilities for e-content development</i></p> <ol style="list-style-type: none"> 1. Media centre 2. Audio visual centre 3. Lecture Capturing System(LCS) 4. Mixing equipments and softwares for editing <p>Options:</p> <p>A. All of the above B. Any 3 of the above</p>	5

	<p>C. Any 2 of the above D. Any 1 of the above E. None of the above</p> <p>Data Requirements: (As per Data Template)</p> <ul style="list-style-type: none"> • Upload the names of the e-content development facilities <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Links of photographs • Facilities for e-content development such as Media Centre, Recording facility, LCS etc (Data Templates as of 3.4.7) 	
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Key Indicator - 4.4 Maintenance of Campus Infrastructure (20)

Metric No.		Weightage												
<p>4.4.1</p> <p>Q_nM</p>	<p><i>Average percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component during the last five years</i></p> <p>4.4.1.1: Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year wise during the last five years (INR in lakhs)</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;">Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">INR in lakhs</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years:(As per Data Template)</p> <ul style="list-style-type: none"> • Non salary expenditure incurred • Expenditure incurred on maintenance of campus infrastructure <p>Formula:</p> $\text{Percentage per year} = \frac{\text{Expenditure on maintenance of physical and academic support facilities excluding salary component}}{\text{Total expenditure excluding salary component}} \times 100$ $\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$ <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Audited statements of accounts. • Details about assigned budget and expenditure on physical facilities and academic facilities (Data Templates as of 4.1.4) 	Year						INR in lakhs						<p>10</p>
Year														
INR in lakhs														

4.4.2 Q _n M	<p><i>There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.</i></p> <p>Describe policy details of systems and procedures for maintaining and utilizing physical, academic and support facilities within a minimum of 500 word and maximum of 1000 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Paste link for additional information 	10
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Criterion V - Student Support and Progression (100)

Key Indicator - 5.1 Student Support (30)

Metric No.		Weightage												
5.1.1 Q _n M	<p><i>Average percentage of students benefited by scholarships and freeships provided by the institution, Government and non-government agencies (NGOs) during the last five years (other than the students receiving scholarships under the government schemes for reserved categories)</i></p> <p>5.1.1.1: Number of students benefited by scholarships and freeships provided by the institution, Government and non-government agencies (NGOs) year wise during the last five years (other than the students receiving scholarships under the government schemes for reserved categories)</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;">Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years:(As per Data Template)</p> <ul style="list-style-type: none"> • Name of the scheme • Number of students benefiting <p>Formula:</p> $\text{Percentage per year} = \frac{\text{Number of students benefited by scholarships and freeships by institution, government and non-government agencies}}{\text{Number of students}} \times 100$ <p>Average percentage = $\frac{\sum \text{Percentage per year}}{5}$</p> <p>File Description</p> <ul style="list-style-type: none"> • Upload self attested letter with the list of students sanctioned scholarship 	Year						Number						10
Year														
Number														

	<ul style="list-style-type: none"> • Upload any additional information • Average percentage of students benefited by scholarships and freeships provided by the institution, Government and non-government agencies (NGOs) during the last five years (Data Template) 													
<p>5.1.2</p> <p>Q_nM</p>	<p><i>Average percentage of students benefited by career counseling and guidance for competitive examinations offered by the Institution during the last five years</i></p> <p>5.1.2.1: Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year wise during the last five years</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;">Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years:(As per Data Template)</p> <ul style="list-style-type: none"> • Name of the scheme • Number of students who have passed in the competitive exam • Number of students benefited by career counseling. <p>Formula:</p> $\text{Percentage per year} = \frac{\text{Number of students benefited by career counseling and guidance for competitive examinations}}{\text{Number of students}} \times 100$ $\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Any additional information • Number of students benefited by guidance for competitive examinations and career counselling during the last five years (Data Template) 	Year						Number						<p>10</p>
Year														
Number														
<p>5.1.3</p> <p>Q_nM</p>	<p><i>Following Capacity development and skills enhancement initiatives are taken by the institution</i></p> <ol style="list-style-type: none"> <i>1. Soft skills</i> <i>2. Language and communication skills</i> <i>3. Life skills (Yoga, physical fitness, health and hygiene)</i> <i>4. Awareness of trends in technology</i> <p>Options:</p> <ol style="list-style-type: none"> All of the above Any 3 of the above Any 2 of the above Any 1of the above None of the above 	<p>5</p>												

	<p>Data Requirements: (As per Data Template)</p> <ul style="list-style-type: none"> • Name of the capacity development and skills enhancement scheme • Year of implementation • Number of students enrolled • Name of the agencies involved with contact details <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Link to Institutional website • Any additional information • Details of capacity development and skills enhancement schemes (Data Template) 	
<p>5.1.4</p> <p>Q_nM</p>	<p><i>The Institution adopts the following for redressal of student grievances including sexual harassment and ragging cases</i></p> <ol style="list-style-type: none"> <i>1. Implementation of guidelines of statutory/regulatory bodies</i> <i>2. Organisation wide awareness and undertakings on policies with zero tolerance</i> <i>3. Mechanisms for submission of online/offline students' grievances</i> <i>4. Timely redressal of the grievances through appropriate committees</i> <p>Options:</p> <ol style="list-style-type: none"> A. All of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above <p>Data Requirement: Upload the grievance redressal policy document with reference to prevention of sexual harassment committee and anti ragging committee, constitution of various committees for addressing the issues, minutes of the meetings of the committees, number of cases received and redressed.</p> <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee • Upload any additional information • Details of student grievances including sexual harassment and ragging cases 	<p align="center">5</p>

Key Indicator - 5.2 Student Progression (40)

Metric No.		Weightage																								
<p>5.2.1</p> <p>Q_nM</p>	<p><i>Average percentage of students qualifying in state/ national/ international level examinations during the last five years (eg: NET/SLET/GATE/GMAT/CAT/GRE/TOEFL/Civil Services/State government examinations)</i></p> <p>5.2.1.1: Number of students qualifying in state/ national/ international level examinations (eg: NET/SLET/GATE/GMAT/CAT/GRE/TOEFL/ Civil services/State government examinations) year wise during the last five years</p> <table border="1" data-bbox="497 741 1137 848"> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>5.2.1.2: Number of students appearing in state/ national/ international level examinations (eg: NET/SLET/GATE/GMAT/CAT/GRE/TOEFL/ Civil Services/State government examinations) year wise during the last five years</p> <table border="1" data-bbox="497 1010 1137 1117"> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years: (As per Data Template)</p> <p>Number of students selected to</p> <ul style="list-style-type: none"> • NET • SLET • GATE • GMAT • CAT • GRE • TOEFL • Civil Services • State government examinations <p>Formula:</p> <p align="center">Percentage per year =</p> $\frac{\text{Number of students qualifying in state ,national ,international level exams}}{\text{Number of students appeared for the state ,national ,Inter national level exams}} \times 100$ <p align="center">Average percentage = $\frac{\sum \text{Percentage per year}}{5}$</p>	Year						Number						Year						Number						<p align="center">10</p>
Year																										
Number																										
Year																										
Number																										

	<p>File Description (Upload)</p> <ul style="list-style-type: none"> • Upload supporting data for the same • Any additional information • Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template) 													
<p>5.2.2 Q_nM</p>	<p><i>Average percentage of placement of outgoing students during the last five years</i></p> <p>5.2.2.1: Number of outgoing students placed year wise during the last five years</p> <table border="1" data-bbox="496 607 1134 712"> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Name of the employer with contact details • Number of students placed <p>Formula:</p> $\text{Percentage per year} = \frac{\text{Number of outgoing students placed}}{\text{Number of outgoing students}} \times 100$ $\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Self attested list of students placed • Upload any additional information • Details of student placement during the last five years (Data Template) 	Year						Number						<p align="center">15</p>
Year														
Number														
<p>5.2.3 Q_nM</p>	<p><i>Percentage of recently graduated students who have progressed to higher education (previous graduating batch)</i></p> <p>5.2.3.1: Number of outgoing students progressing to higher education</p> <p>Data Requirement : (As per Data Template)</p> <p>Number of students proceeding from</p> <ul style="list-style-type: none"> • UG to PG • PG to MPhil • PG to PhD • MPhil to PhD • PhD to Post doctoral <p>Formula:</p> $\frac{\text{Number of outgoing students progressing to higher education}}{\text{Total number of final year students}} \times 100$ <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Upload supporting data for student/alumni • Any additional information 	<p align="center">15</p>												

	<ul style="list-style-type: none"> • Details of student progression to higher education (Data Template) 	
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Key Indicator - 5.3 Student Participation and Activities (20)

Metric No.		Weightage												
5.3.1 Q_nM	<p><i>Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national/international events (award for a team event should be counted as one) during the last five years</i></p> <p>5.3.1.1: Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national/international level (award for a team event should be counted as one) year wise during the last five years</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;">Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Name of the award/ medal • Inter-university/State/National/ International • Name of the event <p>File Description (Upload)</p> <ul style="list-style-type: none"> • e-copies of award letters and certificates • Any additional information • Number of awards/medals for outstanding performance in sports/cultural activities at inter-university/state/ national/international level during the last five year (Data Template) 	Year						Number						10
Year														
Number														
5.3.2 Q₁M	<p><i>Presence of Student Council and its activities for institutional development and student welfare.</i></p> <p>Describe the <i>Student Council and its activities for institutional development and student welfare</i> within a maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Paste link for additional information • Upload any additional information 	5												
5.3.3 Q_nM	<p><i>Average number of sports and cultural events / competitions organised by the institution per year</i></p> <p>5.3.3.1: Number of sports and cultural events / competitions organised by the institution year wise during the last five years</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;">Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years: (As per Data Template)</p> <ul style="list-style-type: none"> • Name of the event / competition 	Year						Number						5
Year														
Number														

	<p>Formula:</p> $\frac{\text{Number of sports and cultural events or competitions organised by the institution during the last 5 years}}{5}$ <p>File Description</p> <ul style="list-style-type: none"> • Report of the event • Upload any additional information • Number of sports and cultural events / competitions organised per year (Data Template) 	
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Key Indicator - 5.4 Alumni Engagement (10)

Metric No.		Weightage
5.4.1 Q ₁ M	<p><i>The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and other support services during the last five years</i></p> <p>Describe contribution of alumni association to the institution within a maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Paste link for additional information • Upload any additional information 	2
5.4.2 Q _n M	<p><i>Alumni contribution during the last five years (INR in lakhs)</i></p> <p>Options:</p> <p>A. ≥ 100 Lakhs B. 50Lakhs - 100 Lakhs C. 20 Lakhs - 50 Lakhs D. 5 Lakhs - 20 Lakhs E. <5 Lakhs</p> <p>Data Requirement for last five years (year wise):</p> <ul style="list-style-type: none"> • Alumni association / Name of the alumnus • Quantum of contribution • Audited Statement of account of the institution reflecting the receipts. <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information 	8

Criterion VI – Governance, Leadership and Management (100)

Key Indicator - 6.1 Institutional Vision and Leadership (10)

Metric No.		Weightage
6.1.1 Q ₁ M	<p><i>The institution has a clearly stated vision and mission which are reflected in its academic and administrative governance</i></p> <p>Write description in maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none">• Paste link for additional information• Upload any additional information	5
6.1.2 Q ₁ M	<p><i>The effective leadership is reflected in various institutional practices such as decentralization and participative management.</i></p> <p>Write description in maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none">• Paste link for additional information• Upload any additional information	5

Key Indicator - 6.2 Strategy Development and Deployment (10)

Metric No.		Weightage
6.2.1 Q ₁ M	<p><i>The institutional Strategic plan is effectively deployed.</i></p> <p>Describe one successfully implemented activity based on the strategic plan within a maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none">• Strategic Plan and deployment documents on the website• Paste link for additional information• Upload any additional information	3
6.2.2 Q ₁ M	<p><i>The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.</i></p> <p>Write description in maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none">• Paste link for additional information• Link to Organogram of the University webpage• Upload any additional information	2
6.2.3 Q _n M	<p><i>Institution Implements e-governance in its areas of operations</i></p> <p>6.2.3.1 e-governance is implemented covering following areas of operation</p> <ol style="list-style-type: none">1. Administration2. Finance and Accounts3. Student Admission and Support4. Examination	5

	<p>Options:</p> <ul style="list-style-type: none"> A. All of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above <p>Data Requirements: (As per Data Template)</p> <ul style="list-style-type: none"> • Areas of e-governance Administration Finance and Accounts Student Admission and Support Examination • Name of the Vendor with contact details • Year of implementation <p>File Description (Upload)</p> <ul style="list-style-type: none"> • ERP (Enterprise Resource Planning) Document • Screen shots of user interfaces • Any additional information • Details of implementation of e-governance in areas of operation, Administration etc (Data Template) 	
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Key Indicator - 6.3 Faculty Empowerment Strategies (30)

Metric No.		Weightage												
6.3.1 Q₁M	<p><i>The institution has a performance appraisal system, promotional avenues and effective welfare measures for teaching and non-teaching staff</i></p> <p>Write description in maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Paste link for additional information • Upload any additional information 	4												
6.3.2 Q_nM	<p><i>Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years</i></p> <p>6.3.2.1: Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year wise during the last five years</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;">Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years:(As per Data Template)</p> <ul style="list-style-type: none"> • Name of teacher 	Year						Number						10
Year														
Number														

	<ul style="list-style-type: none"> • Name of conference/ workshop attended for which financial support provided • Name of the professional body for which membership fee is provided <p>Formula:</p> <p>Percentage per year = $\frac{\text{Number of teachers provided with financial support to attend conferences ,workshops and towards membership fee of professional bodies}}{\text{Number of full time teachers}} \times 100$</p> <p>Average percentage = $\frac{\sum \text{Percentage per year}}{5}$</p> <p>File Description</p> <ul style="list-style-type: none"> • Upload any additional information • Details of teachers provided with financial support to attend conferences, workshops etc. during the last five years (Data Template) 													
<p>6.3.3 Q_nM</p>	<p><i>Average number of professional development / administrative training Programmes organized by the institution for teaching and non teaching staff during the last five years</i></p> <p>6.3.3.1: Total number of professional development / administrative training Programmes organized by the Institution for teaching and non teaching staff year wise during the last five years</p> <table border="1" data-bbox="483 1137 1123 1243"> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years:(As per Data Template)</p> <ul style="list-style-type: none"> • Title of the professional development Programme organised for teaching staff • Title of the administrative training Programme organised for non-teaching staff • Dates (From-to) <p>Formula:</p> <p align="center"> $\frac{\text{Total Number of professional development or administrative training Programmes organized for teaching and non teaching staff during the last five years}}{5}$ </p> <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Reports of the Human Resource Development Centres (UGC ASC or other relevant centres). • Reports of Academic Staff College or similar centers • Upload any additional information • Details of professional development / administrative training 	Year						Number						<p align="center">8</p>
Year														
Number														

	Programmes organized by the University for teaching and non teaching staff (Data Template)													
6.3.4 Q_nM	<p><i>Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course)</i></p> <p>6.3.4.1: Total number of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course)year wise during the last five years</p> <table border="1"> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Number</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years:(As per Data Template)</p> <ul style="list-style-type: none"> • Name of teachers • Title of the Programme • Duration (From -to) <p>Formula:</p> $\text{Percentage per year} = \frac{\text{Total Number of teaching staff attending such Programmes}}{\text{Number of full time teachers}} \times 100$ $\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$ <p>File Description</p> <ul style="list-style-type: none"> • IQAC report summary • Reports of the Human Resource Development Centres (UGC ASC or other relevant centers). • Upload any additional information • Details of teachers attending professional development Programmes during the last five years (Data Template) 	Year						Number						8
Year														
Number														

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

Metric No.		Weightage
6.4.1 Q₁M	<p><i>Institutional strategies for mobilisation of funds and the optimal utilisation of resources</i></p> <p>Describe the resource mobilisation policy and procedures of the Institution within a maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Paste link for additional information 	4

	<ul style="list-style-type: none"> • Upload any additional information 													
<p>6.4.2</p> <p>Q_nM</p>	<p><i>Funds / Grants received from government bodies during the last five years for development and maintenance of infrastructure (not covered under Criteria III and V) (INR in Lakhs)</i></p> <p>6.4.2.1: Total Grants received from government bodies for development and maintenance of infrastructure (not covered under Criteria III and V) year wise during the last five years (INR in Lakhs)</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>INR in Lakhs</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years:(As per Data Template)</p> <ul style="list-style-type: none"> • Name of the government funding agencies/ individuals • Funds/ Grants received <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Annual statements of accounts • Any additional information • Details of Funds / Grants received from government bodies during the last five years (Data Template) 	Year						INR in Lakhs						8
Year														
INR in Lakhs														
<p>6.4.3</p> <p>Q_nM</p>	<p><i>Funds / Grants received from non-government bodies, individuals, philanthropists during the last five years for development and maintenance of infrastructure (not covered under Criteria III and V) (INR in Lakhs)</i></p> <p>6.4.3.1: Total Grants received from non-government bodies, individuals, philanthropers year wise during the last five years (INR in Lakhs)</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td>Year</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>INR in Lakhs</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Data Requirement for last five years:(As per Data Template)</p> <ul style="list-style-type: none"> • Name of the non government funding agencies/ individuals • Funds/ Grants received <p>File Description (Upload)</p> <ul style="list-style-type: none"> • Annual statements of accounts • Any additional information • Details of Funds / Grants received from non-government bodies during the last five years (Data Template as of 6.4.2) 	Year						INR in Lakhs						6
Year														
INR in Lakhs														
<p>6.4.4</p> <p>Q_iM</p>	<p><i>Institution conducts internal and external financial audits regularly</i></p> <p>Enumerate the various internal and external financial audits carried out during the last five years with the mechanism for settling audit objections within a maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Paste link for additional information 	2												

	<ul style="list-style-type: none"> • Upload any additional information 	
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Key Indicator - 6.5 Internal Quality Assurance System (30)

Metric No.		Weightage
6.5.1 Q₁M	<p><i>Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes by constantly reviewing the teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals</i></p> <p>Describe two practices institutionalized as a result of IQAC initiatives within a maximum of 500 words</p> <p>File Description</p> <ul style="list-style-type: none"> • Paste link for additional information • Upload any additional information 	10
6.5.2 Q_nM	<p><i>Institution has adopted the following for Quality assurance</i></p> <ol style="list-style-type: none"> <i>1. Academic Administrative Audit (AAA) and follow up action taken</i> <i>2. Conferences, Seminars, Workshops on quality conducted</i> <i>3. Collaborative quality initiatives with other institution(s)</i> <i>4. Orientation programme on quality issues for teachers and students</i> <i>5. Participation in NIRF</i> <i>6. Any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)</i> <p>Options:</p> <ol style="list-style-type: none"> A. Any 5 or all of the above B. Any 4 of the above C. Any 3 of the above D. Any 2 of the above E. Any 1 of the above <p>Data Requirement for last five years:(As per Data Template)</p> <p>Quality initiatives</p> <ul style="list-style-type: none"> • AQARs prepared/ submitted • Academic Administrative Audit (AAA) and follow up action • Conferences, Seminars, Workshops on quality conducted • Collaborative quality initiatives with other institution(s) • Orientation programme on quality issues for teachers and students • Participation in NIRF • ISO Certification • NBA or any other certification received <p>File Description</p> <ul style="list-style-type: none"> • Paste web link of Annual reports of University • Upload e-copies of the accreditations and certifications • Upload any additional information • Upload details of Quality assurance initiatives of the institution (Data 	10

	Template)	
6.5.3 Q_iM	<p><i>Incremental improvements made for the preceding five years with regard to quality (in case of first cycle)</i></p> <p><i>Post accreditation quality initiatives (second and subsequent cycles)</i> Describe quality enhancement initiatives in the academic and administrative domains successfully implemented during the last five years within a Maximum of 500 words each</p> <p>File Description</p> <ul style="list-style-type: none"> • Paste link for additional information • Upload any additional information 	10

Criterion VII – Institutional Values and Best Practices (100)

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

Metric No.		Weightage								
	Gender Equity									
7.1.1 Q_iM	<p><i>Measures initiated by the Institution for the promotion of gender equity during the last five years.</i></p> <p>Describe gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words</p> <p><i>Provide Web link to:</i></p> <ul style="list-style-type: none"> • Annual gender sensitization action plan • Specific facilities provided for women in terms of: <ol style="list-style-type: none"> a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information 	5								
	Environmental Consciousness and Sustainability									
7.1.2 Q_nM	<p><i>The Institution has facilities for alternate sources of energy and energy conservation measures</i></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">1. Solar energy</td> <td align="center"><input type="text"/></td> </tr> <tr> <td>2. Biogas plant</td> <td align="center"><input type="text"/></td> </tr> <tr> <td>3. Wheeling to the Grid</td> <td align="center"><input type="text"/></td> </tr> <tr> <td>4. Sensor-based energy conservation</td> <td align="center"><input type="text"/></td> </tr> </table>	1. Solar energy	<input type="text"/>	2. Biogas plant	<input type="text"/>	3. Wheeling to the Grid	<input type="text"/>	4. Sensor-based energy conservation	<input type="text"/>	5
1. Solar energy	<input type="text"/>									
2. Biogas plant	<input type="text"/>									
3. Wheeling to the Grid	<input type="text"/>									
4. Sensor-based energy conservation	<input type="text"/>									

	<p>5. Use of LED bulbs/ power efficient equipment <input type="checkbox"/></p> <p>Options: A. Any 4 or all of the above B. Any 3 of the above C. Any 2 of the above D. Any 1of the above E. None of the above</p> <p>Upload:</p> <ul style="list-style-type: none"> • <i>Geotagged Photographs</i> • <i>Any other relevant information</i> 											
<p>7.1.3 Q₁M</p>	<p><i>Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)</i></p> <ul style="list-style-type: none"> • Solid waste management • Liquid waste management • Biomedical waste management • E-waste management • Waste recycling system • Hazardous chemicals and radioactive waste management <p>Provide web link to</p> <ul style="list-style-type: none"> • Relevant documents like agreements/MoUs with Government and other approved agencies • Geotagged photographs of the facilities • Any other relevant information 	<p align="center">4</p>										
<p>7.1.4 Q_nM</p>	<p><i>Water conservation facilities available in the Institution:</i></p> <table border="0"> <tr> <td>1. Rain water harvesting</td> <td align="right"><input type="checkbox"/></td> </tr> <tr> <td>2. Borewell /Open well recharge</td> <td align="right"><input type="checkbox"/></td> </tr> <tr> <td>3. Construction of tanks and bunds</td> <td align="right"><input type="checkbox"/></td> </tr> <tr> <td>4. Waste water recycling</td> <td align="right"><input type="checkbox"/></td> </tr> <tr> <td>5. Maintenance of water bodies and distribution system in the campus</td> <td align="right"><input type="checkbox"/></td> </tr> </table> <p>Options: A. Any 4 or all of the above B. Any 3 of the above C. Any 2 of the above D. Any 1of the above E. None of the above</p> <p>Upload :</p> <ul style="list-style-type: none"> • Geotagged photographs / videos of the facilities • Any other relevant information 	1. Rain water harvesting	<input type="checkbox"/>	2. Borewell /Open well recharge	<input type="checkbox"/>	3. Construction of tanks and bunds	<input type="checkbox"/>	4. Waste water recycling	<input type="checkbox"/>	5. Maintenance of water bodies and distribution system in the campus	<input type="checkbox"/>	<p align="center">4</p>
1. Rain water harvesting	<input type="checkbox"/>											
2. Borewell /Open well recharge	<input type="checkbox"/>											
3. Construction of tanks and bunds	<input type="checkbox"/>											
4. Waste water recycling	<input type="checkbox"/>											
5. Maintenance of water bodies and distribution system in the campus	<input type="checkbox"/>											

<p>7.1.5 Q_nM</p>	<p><i>Green campus initiatives include (4)</i> 7.1.5.1. The institutional initiatives for greening the campus are as follows:</p> <ol style="list-style-type: none"> 1. Restricted entry of automobiles <input type="checkbox"/> 2. Use of Bicycles/ Battery powered vehicles <input type="checkbox"/> 3. Pedestrian Friendly pathways <input type="checkbox"/> 4. Ban on use of Plastic <input type="checkbox"/> 5. Landscaping with trees and plants <input type="checkbox"/> <p>Options: A. Any 4 or all of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above</p> <p>Upload</p> <ul style="list-style-type: none"> • Geotagged photos / videos of the facilities • Various policy documents / decisions circulated for implementation • Any other relevant documents 	<p align="center">4</p>
<p>7.1.6 Q_nM</p>	<p><i>Quality audits on environment and energy are regularly undertaken by the institution (5)</i> 7.1.6.1. The institutional environment and energy initiatives are confirmed through the following</p> <ol style="list-style-type: none"> 1. Green audit <input type="checkbox"/> 2. Energy audit <input type="checkbox"/> 3. Environment audit <input type="checkbox"/> 4. Clean and green campus recognitions/awards <input type="checkbox"/> 5. Beyond the campus environmental promotional activities <input type="checkbox"/> <p>Options: A. Any 4 or all of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above</p> <p>Upload:</p> <ul style="list-style-type: none"> • Reports on environment and energy audits submitted by the auditing agency • Certification by the auditing agency • Certificates of the awards received • Any other relevant information 	<p align="center">5</p>
<p>7.1.7 Q_nM</p>	<p><i>The Institution has disabled-friendly, barrier free environment</i></p> <ol style="list-style-type: none"> 1. Built environment with ramps/lifts for easy access to classrooms. <input type="checkbox"/> 2. Disabled-friendly washrooms <input type="checkbox"/> 3. Signage including tactile path, lights, display boards and signposts <input type="checkbox"/> 4. Assistive technology and facilities for persons with disabilities (<input type="checkbox"/> 	<p align="center">4</p>



	<p><i>Divyangjan</i>) accessible website, screen-reading software, mechanized equipment</p> <p>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading <input type="checkbox"/></p> <p>Options: A. Any 4 or all of the above B. Any 3 of the above C. Any 2 of the above D. Any 1of the above E. None of the above</p> <p>Upload:</p> <ul style="list-style-type: none"> • Geotagged photographs / videos of the facilities • Policy documents and information brochures on the support to be provided • Details of the Software procured for providing the assistance • Any other relevant information 	
	<i>Inclusion and Situatedness</i>	
7.1.8 Q ₁ M	<p><i>Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).</i></p> <p><i>Provide Web link to:</i></p> <ul style="list-style-type: none"> • Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) • Any other relevant information. 	5
	<i>Human Values and Professional Ethics</i>	
7.1.9 Q ₁ M	<p><i>Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens</i></p> <p>Describe the various activities in the Institution for inculcating values for being responsible citizens as reflected in the Constitution of India within 500 words.</p> <p><i>Provide weblink to :</i></p> <ul style="list-style-type: none"> • Details of activities that inculcate values; necessary to render students in to responsible citizens • Any other relevant information 	4
7.1.10 Q _n M	<p><i>The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.</i></p> <p>1. The Code of Conduct is displayed on the website <input type="checkbox"/></p> <p>2. There is a committee to monitor adherence to the Code of Conduct <input type="checkbox"/></p>	5

	<p>3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff <input type="checkbox"/></p> <p>4. Annual awareness programmes on Code of Conduct are organized <input type="checkbox"/></p> <p>Options: A. All of the above B. Any 3 of the above C. Any 2 of the above D. Any 1of the above E. None of the above</p> <p>Upload:</p> <ul style="list-style-type: none"> • Code of ethics policy document • Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims. • Any other relevant information 	
<p>7.1.11 Q₁M</p>	<p><i>Institution celebrates / organizes national and international commemorative days, events and festivals</i></p> <p>Describe the efforts of the Institution in celebrating /organizing national and international commemorative days, events and festivals during the last five years within 500 words</p> <p>Provide weblink to :</p> <ul style="list-style-type: none"> • Annual report of the celebrations and commemorative events for the last five years • Geotagged photographs of some of the events • Any other relevant information 	<p align="center">5</p>

Key Indicator - 7.2 Best Practices (30)

Metric No.		Weightage
<p>7.2.1 Q₁M</p>	<p>Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.</p> <p>Provide web link to:</p> <ul style="list-style-type: none"> • Best practices in the Institutional web site • Any other relevant information 	<p align="center">30</p>

Note:

Format for Presentation of Best Practices

1. Title of the Practice

This title should capture the keywords that describe the practice.

2. Objectives of the Practice

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

3. The Context

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

4. The Practice

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

5. Evidence of Success

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

6. Problems Encountered and Resources Required

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

7. Notes (Optional)

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

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

Key Indicator - 7.3 Institutional Distinctiveness (20)

Metric No.		Weightage
7.3.1 QM	<i>Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words</i> Provide web link to: <ul style="list-style-type: none">• Appropriate web in the Institutional website• Any other relevant information	20