

CRITERION WISE DATA

CRITERION 1 - CURRICULAR ASPECTS

KEY INDICATOR 1.1 - CURRICULAR PLANNING AND IMPLEMENTATION		
1.1.1	Curriculum Planning and delivery	View file
KEY INDICATOR 1.2 - ACADEMIC FLEXIBILITY		
1.2.1	Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc.	
	List of students and the attendance sheet for the above mentioned programs	View file
	Institutional programme brochure/notice for Certificate / Value added programs with course modules and outcomes	View file
	Institutional data in the prescribed format	View file
	Evidence of course completion, like course completion certificate etc. apart from the above	View file
	Any other relevant document	View file
1.2.2	Percentage of students enrolled in Certificate/ Value added courses and also completed	
	Supporting document	View file
	Institutional data in the prescribed format	View file
KEY INDICATOR 1.3 CURRICULUM ENRICHMENT		
1.3.1	Crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum	View file
1.3.2	Percentage of students undertaking project work/field work/ internships	
	Supporting document	View file
	Institutional data in the prescribed format	View file
KEY INDICATOR 1.4 FEEDBACK SYSTEM		
1.4.1	Institution obtains feedback on the academic performance and ambience of the institution	
	Feedback analysis report submitted to appropriate bodies	View file
	At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View file
	Action taken report on the feedback analysis	View file
	Provide Links for any other relevant document to support the claim	View file
	Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View file

CRITERION 2 - TEACHING-LEARNING AND EVALUATION

KEY INDICATOR- 2.1. STUDENT ENROLMENT AND PROFILE		
2.1.1	Enrolment percentage	
	Institutional data in the prescribed format	View file
	Final admission list as published by the HEI and endorsed by the competent authority	View file
	Document related to sanction of intake from affiliating University / Government / statutory body for first year's students only.	View file
	Provide Links for any other relevant document to support the claim (if any)	View file
2.1.2	<i>Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years</i>	
	Institutional data in the prescribed format	View file
	Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View file
	Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View file
	Provide Links for any other relevant document to support the claim (if any)	View file
KEY INDICATOR - 2.2 STUDENT TEACHER RATIO		
2.2.1	Student – Full time Teacher Ratio	
	Additional information	View file
	Link for Additional information	View file
KEY INDICATOR - 2.3 TEACHING- LEARNING PROCESS		
2.3.1	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process	
	Additional information	View file
	Link for Additional information	View file
KEY INDICATOR - 2.4 TEACHER PROFILE AND QUALITY		
2.4.1	Percentage of full-time teachers against sanctioned posts during the last five years	
	Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View file
	Links for any other relevant document to support the claim (if any)	View file
2.4.2	<i>Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt. /L.L.D. during the last five years</i>	
	List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View file

	Institution data in the prescribed format	View file
	Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View file
	Provide Links for any other relevant document to support the claim (if any)	View file
KEY INDICATOR - 2.5 EVALUATION PROCESS AND REFORMS		
2.5.1	Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient	
	Additional information	View file
	Link for Additional information	View file
KEY INDICATOR - 2.6 STUDENT PERFORMANCE AND LEARNING OUTCOMES		
2.6.1	<i>Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website</i>	
	Additional information	View file
	Link for Additional information	View file
2.6.2	<i>Attainment of POs and COs are evaluated</i>	
	Additional information	View file
	Link for Additional information	View file
2.6.3	Pass percentage of Students during last five years	
	Institutional data in the prescribed format	View file
	Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree program wise / year-wise.	View file
	Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View file
	Links for any other relevant document to support the claim (if any)	View file
KEY INDICATOR - 2.7 STUDENT SATISFACTION SURVEY		
2.7.1	Upload database of all students on roll as per data template	
	Additional information	View file
	Link for Additional information	View file

CRITERION 3 - RESEARCH, INNOVATIONS AND EXTENSION

KEY INDICATOR - 3.1 Resource Mobilization for Research		
3.1.1	Grants received from Government and non-governmental agencies for research projects	
	supporting document	View file
	Institutional data in the prescribed format	View file
KEY INDICATOR - 3.2 Innovation Ecosystem		
3.2.1	Institution has created an ecosystem for innovations, Indian Knowledge System	
	Additional information	View file
	Link for Additional information	View file
3.2.2	Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years	
	Supporting document	View file
	Institutional data in the prescribed format	View file
KEY INDICATOR - 3.3 Research Publications and Awards		
3.3.1	Number of research papers published per teacher in the Journals notified on UGC care list during the last five years	
	Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View file
	Link to re-directing to journal source-cite website in case of digital journals	View file
	Links to the papers published in journals listed in UGC CARE list or	View file
	Institutional data in the prescribed format	View file
	Links for any other relevant document to support the claim (if any)	View file
3.3.2	Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years	
	List of chapter/book along with the links redirecting to the source website	View file
	Institutional data in the prescribed format	View file
	Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View file
	Links for any other relevant document to support the claim (if any)	View file
KEY INDICATOR - 3.4 Extension Activities		
3.4.1	Outcomes of Extension activities in the neighbourhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.	
	Additional information	View file
	Link for Additional information	View file

3.4.2	Awards and recognitions received for extension activities from government / government recognised bodies	
	Additional information	View file
	Link for Additional information	View file
3.4.3	<i>Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years</i>	
	Photographs and any other supporting document of relevance should have proper captions and dates	View file
	Institutional data in the prescribed format	View file
	Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View file
	Provide Links for any other relevant document to support the claim (if any)	View file
KEY INDICATOR - 3.5 Collaboration		
3.5.1	<i>Number of functional MoUs/linkages with institutions/ industries</i>	
	Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View file
	List of year wise activities and exchange should be provided	View file
	List and Copies of documents indicating the functional MoUs / linkage / collaborations activity wise and year-wise	View file
	Institutional data in the prescribed format	View file
	Provide Links for any other relevant document to support the claim (if any)	View file

CRITERION 4 - INFRASTRUCTURE AND LEARNING RESOURCES

KEY INDICATOR - 4.1 PHYSICAL FACILITIES		
4.1.1	The Institution has adequate infrastructure and other facilities	
	Additional information	View file
	Link for Additional information	View file
4.1.2	<i>Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years</i>	
	Institutional data in the prescribed format	View file
	Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority	View file
	Provide Links for any other relevant document to support the claim (if any)	View file
KEY INDICATOR - 4.2 LIBRARY AS A LEARNING RESOURCE		
4.2.1	<i>Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students</i>	
	Additional information	View file
	Link for Additional information	View file
KEY INDICATOR - 4.3 IT INFRASTRUCTURE		
4.3.1	Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection	
	Additional information	View file
	Link for Additional information	View file
4.3.2	Student – Computer ratio	
	Purchased Bills/Copies highlighting the number of computers purchased	View file
	Extracts stock register/ highlighting the computer issued to respective departments for student's usage.	View file
	Links for any other relevant document to support the claim (if any)	View file
KEY INDICATOR - 4.4 MAINTENANCE OF CAMPUS INFRASTRUCTURE		
4.4.1	<i>Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years</i>	
	Institutional data in the prescribed format	View file
	Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority	View file
	Expenditure claimed for maintenance of infrastructure	View file
	Links for any other relevant document to support the claim (if any)	View file

CRITERION 5 - STUDENT SUPPORT AND PROGRESSION

KEY INDICATOR – 5.1 STUDENT SUPPORT		
5.1.1	Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years	
	Year-wise list of beneficiary students in each scheme duly signed by the competent authority	View file
	Upload Sanction letter of scholarship and free ships	View file
	Upload policy document of the HEI for award of scholarship and free ships.	View file
	Institutional data in the prescribed format	View file
	Provide Links for any other relevant document to support the claim	View file
5.1.2	<i>Following capacity development and skills enhancement activities are organised for improving students' capability</i> 1. Soft skills 2. Language and communication skills 3. Life skills (Yoga, physical fitness, health and hygiene) 4. ICT/computing skills	
	Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills	View file
	Report with photographs on ICT/computing skills enhancement programs	View file
	Institutional data in the prescribed format	View file
	Provide Links for any other relevant document to support the claim (if any)	View file
5.1.3	Percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years	
	Upload supporting document	View file
	Institutional data in the prescribed format	View file
5.1.4	<i>The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases</i> 1. Implementation of guidelines of statutory/regulatory bodies 2. Organisation wide awareness and undertakings on policies with zero tolerance 3. Mechanisms for submission of online/offline students' grievances 4. Timely redressal of the grievances through appropriate committees	
	Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View file
	Proof related to Mechanisms for submission of online/offline students' grievances	View file
	Proof for Implementation of guidelines of statutory/regulatory bodies	View file
	Details of statutory/regulatory Committees (to be notified in institutional website also)	View file

	Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View file
	Provide Links for any other relevant document to support the claim (if any)	View file
KEY INDICATOR – 5.2 STUDENT PROGRESSION		
5.2.1	Percentage of placement of outgoing students and students progressing to higher education during the last five years	
	Number and List of students placed along with placement details such as name of the company, compensation, etc., and links to Placement order	View file
	List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.	View file
	Institutional data in the prescribed format	View file
	Provide Links for any other relevant document to support the claim	View file
5.2.2	Percentage of students qualifying in state/national/ international level examinations during the last five years	
	List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View file
	Institutional data in the prescribed format	View file
	Provide Links for any other relevant document to support the claim (if any)	View file
KEY INDICATOR – 5.3 STUDENT PARTICIPATION AND ACTIVITIES		
5.3.1	Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years	
	Upload supporting document	View file
	list and links to e-copies of award letters and certificates	View file
	Institutional data in the prescribed format	View file
	Provide Links for any other relevant document to support the claim (if any)	View file
5.3.2	Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)	
	Upload supporting document	View file
	Institutional data in the prescribed format	View file
KEY INDICATOR – 5.4 ALUMNI ENGAGEMENT		
5.4.1	There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services	
	Upload Additional information	View file
	Provide Link for Additional information	View file

CRITERION 6 - GOVERNANCE, LEADERSHIP AND MANAGEMENT

KEY INDICATOR – 6.1 INSTITUTIONAL VISION AND LEADERSHIP		
6.1.1	<i>The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan</i>	
	Upload Additional information	View file
	Provide Link for Additional information	View file
KEY INDICATOR – 6.2 STRATEGY DEVELOPMENT AND DEPLOYMENT		
6.2.1	<i>The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc</i>	
	Upload Additional information	View file
	Institutional perspective Plan and deployment documents on the website	View file
	Provide Link for Additional information	View file
6.2.2	Institution implements e-governance in its operations 1.Administration 2.Finance and Accounts 3.Student Admission and Support 4.Examination	
	Screen shots of user interfaces of each module reflecting the name of the HEI	View file
	Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View file
	Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View file
	Provide Links for any other relevant document to support the claim (if any)	View file
KEY INDICATOR – 6.3 FACULTY EMPOWERMENT STRATEGIES		
6.3.1	The institution has performance appraisal system, effective welfare measures for teaching and nonteaching staff and avenues for career development/progression	
	Upload Additional information	View file
	Provide Link for Additional information	View file
6.3.2	Percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years	
	Policy document on providing financial support to teachers	View file
	Institutional data in the prescribed format	View file
	Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	View file
	Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	View file

	Provide Links for any other relevant document to support the claim (if any)	View file
6.3.3	Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years	
	Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View file
	Institutional data in the prescribed format	View file
	Copy of the certificates of the program attended by teachers.	View file
	Annual reports highlighting the programmes undertaken by the teachers	View file
	Provide Links for any other relevant document to support the claim (if any)	View file
KEY INDICATOR – 6.4 FINANCIAL MANAGEMENT AND RESOURCE MOBILIZATION		
6.4.1	Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)	
	Upload Additional information	View file
	Provide Link for Additional information	View file
KEY INDICATOR – 6.5 INTERNAL QUALITY ASSURANCE SYSTEM		
6.5.1	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities	
	Upload Additional information	View file
	Provide Link for Additional information	View file
6.5.2	Quality assurance initiatives of the institution include: 1. Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented 2.Academic and Administrative Audit (AAA) and follow-up action taken 3.Collaborative quality initiatives with other institution(s) 4.Participation in NIRF and other recognized rankings 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.	
	Quality audit reports/certificate as applicable and valid for the assessment period.	View file
	NIRF report, AAA report and details on follow up actions	View file
	List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date	View file
	Link to Minute of IQAC meetings, hosted on HEI website	View file
	Provide Links for any other relevant document to support the claim (if any)	View file

CRITERION 7 - INSTITUTIONAL VALUES AND BEST PRACTICES

KEY INDICATOR – 7.1 INSTITUTIONAL VALUES AND SOCIAL RESPONSIBILITIES		
7.1.1	Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years	
	Additional information	View file
	Link for Additional information	View file
7.1.2	The Institution has facilities and initiatives for 1. Alternate sources of energy and energy conservation measures 2. Management of the various types of degradable and non-degradable waste 3. Water conservation 4. Green campus initiatives 5. Disabled-friendly, barrier free environment	
	Policy document on the green campus/plastic free campus	View file
	Geo-tagged photographs/videos of the facilities	View file
	Circulars and report of activities for the implementation of the initiatives document	View file
	Bills for the purchase of equipment's for the facilities created under this metric	View file
	Links for any other relevant document to support the claim	View file
7.1.3	Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following 1.Green audit / Environment audit 2.Energy audit 3.Clean and green campus initiatives 4.Beyond the campus environmental promotion activities	
	Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View file
	Policy document on environment and energy usage Certificate from the auditing agency	View file
	Green audit/environmental audit report from recognized bodies	View file
	Certificates of the awards received from recognized agency (if any)	View file
	Links for any other relevant document to support the claim (if any)	View file
7.1.4	Describe the Institutional efforts/initiatives in providing an inclusive environment	
	Additional information	View file
	Link for Additional information	View file
KEY INDICATOR – 7.2 BEST PRACTICES		
7.2.1	Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual	
	Best practices as hosted on the Institutional website	View file
	Any other relevant information	View file
KEY INDICATOR – 7.3 INSTITUTIONAL DISTINCTIVENESS		
7.3.1	Portray the performance of the Institution in one area distinctive to its priority and thrust	
	Appropriate web in the Institutional website	View file
	Any other relevant information	View file