

B. Profile of the University

1. Name and address of the university:

Name:		
Address:		
City:	Pin:	State:
Website:		

2. For communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Vice Chancellor		O: R:			
Pro Vice Chancellor (s)		O: R:			
Registrar		O: R:			
Steering Committee / IQAC Co-ordinator		O: R:			

3. Status of the University:

State University	<input type="checkbox"/>
Central University	<input type="checkbox"/>
University under Section 3 of UGC	<input type="checkbox"/>
State Private University	<input type="checkbox"/>
Institution of National Importance	<input type="checkbox"/>
Any other (specify) <input style="width: 400px;" type="text"/>	<input type="checkbox"/>

4. Type of University:

Unitary	<input type="checkbox"/>
Affiliating	<input type="checkbox"/>

5. Nature of funding:

Central	<input type="checkbox"/>
State	<input type="checkbox"/>
Self-financing	<input type="checkbox"/>
Any other	<input type="checkbox"/>

6. a. Date of establishment of the university: (dd/mm/yyyy)

b. Prior to the establishment of the university was it a

i. PG Centre Yes No

ii. Affiliated College Yes No

iii. Constituent College Yes No

iv. Autonomous college Yes No

v. Any other (please specify)

If yes, give the date of establishment (dd/mm/yyyy)

7. Date of recognition as a university by UGC or any other national agency:

Under Section	dd	mm	yyyy	Remarks
i. 2f of UGC*				
ii. 12B of UGC *				
iii. 3 of UGC #				
iv. Any other ^ (specify)				

* Certificate of recognition to be enclosed

Notification of MHRD and UGC for all courses / programs / campus (s) to be enclosed

^ Certificate of recognition by any other national agency to be enclosed

8. Has the university been recognized

a. By UGC as a University with Potential for Excellence?

Yes No

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

b. For its performance by any other governmental agency?

Yes No

If yes, Name of the agency and

Date of recognition: (dd/mm/yyyy)

9. Does the university have off-campus centres?

Yes No

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

date of recognition : (dd/mm/yyyy)

10. Does the university have off-shore campuses?

Yes No

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

date of recognition : (dd/mm/yyyy)

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

	Location *	Campus area in sq. mts.	Built up area in sq. mts.
i. Main campus area			
ii. Other campuses in the country			
iii. Campuses abroad			

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

If the university has more than one campus, it may submit a consolidated self-study report reflecting the activities of all the campuses. However, campus-wise department inputs may be provided.

12. Does the university have the following facilities? In case of multi-campus University, please provide campus-wise information.

- Auditorium/seminar complex with infrastructural facilities
- Sports facilities
 - * play ground
 - * swimming pool
 - * gymnasium
- Hostel
 - * Boys hostel
 - i. Number of hostels
 - ii. Number of inmates
 - iii. Facilities
 - * Girls' hostel
 - i. Number of hostels
 - ii. Number of inmates
 - iii. Facilities
 - * Working women's hostel
 - i. Number of hostels
 - ii. Number of inmates
 - iii. Facilities
- Residential facilities for faculty and non-teaching - how many are on the campus?
- Cafeteria
- Health centre - Nature of facilities available - inpatient, outpatient, ambulance, emergency care facility, etc.

- Facilities like banking, post office, book shops
- Transport facilities to cater to the needs of students and staff
- Facilities for persons with disabilities
- Animal house
- Incinerator for laboratories
- Power house
- Waste management facility

13. Number of institutions affiliated to the university

Type of colleges	Total	Permanent	Temporary
Arts, Science and Commerce			
Law			
Medicine			
Engineering			
Education			
Management			
Others (specify and provide details)			

14. Does the university Act provide for conferment of autonomy (as recognized by the UGC), to its affiliated institutions? If yes, give the number of autonomous colleges under the jurisdiction of the University

Yes No Number

15. Furnish the following information:

Particulars	Number	Number of Students
a. University Departments Under Graduate Post Graduate Research centres		
b. Constituent colleges		
c. Affiliated colleges		
d. Colleges with 2f and 12b		
e. NAAC accredited colleges		
f. UGC recognized CPE (Colleges with Potential for Excellence)		
g. Autonomous colleges		
h. Number of colleges with Post-graduate Departments		
i. University recognized Research Institutes/Centres		

16. Does the university conform to the specification of Degrees as enlisted by the UGC? Yes No

If the university uses any other nomenclatures, please specify.

17. Academic programmes offered by the university departments at present, under the following categories: (Enclose the list of academic programmes offered)

Programmes	Number
UG	
PG	
Integrated Masters	
M.Phil.	
Ph.D.	
Integrated Ph.D	
Certificate	
Diploma	
PG Diploma	
Any other	
Total	

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

19. Number of teaching days during the last academic year

(Teaching days means days on which lectures were engaged. Examination days are not to be included)

20. Does the university have a department of Teacher Education?

Yes No

If yes,

a. How many years of standing does the department have?

..... years

b. NCTE recognition details (if applicable)

Notification No.:

Date: (dd/mm/yyyy)

c. Is the department opting for assessment and accreditation separately?

Yes No

21. Does the university have a teaching department of Physical Education?

Yes No

If yes,

a. How many years of standing does the department have?

..... years

b. NCTE recognition details (if applicable)

Notification No.:

Date: (dd/mm/yyyy)

c. Is the department opting for assessment and accreditation separately?

Yes No

22. Number of positions in the university

Positions	Teaching faculty			Non-teaching staff	Technical staff
	Professor	Associate Professor	Assistant Professor		
Sanctioned by the UGC / University / State Government <i>Recruited</i> <i>Yet to recruit</i>					
Number of guest faculty on the campus					

23. Qualifications of the teaching staff

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

24. Emeritus, Adjunct and Visiting Professors engaged with the university.

	Emeritus	Adjunct	Visiting
Number			

25. Students enrolled in the university departments during the current academic year, with the following details:

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

26. 'Unit cost' of education

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

(a) including the salary component = Rs.

(b) excluding the salary component = Rs.

27. Academic Staff College

- Year of establishment
- Number of programmes conducted (with duration)

28. Does the university offer distance education programmes (DEP)?

Yes No

If yes, is it recognized by the Distance Education Council? Indicate the number of programmes offered.

29. Is the university applying for?

Accreditation: Cycle 1 Cycle 2 Cycle 3 Cycle 4

Re-Assessment:

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

Cycle 1: (dd/mm/yyyy) Grade Awarded

Cycle 2: (dd/mm/yyyy) Grade Awarded

Cycle 3: (dd/mm/yyyy) Grade Awarded

* Kindly enclose copy of accreditation certificate(s) and peer team report(s)

31. Does the university provide the list of accredited institutions under its jurisdiction on the university website? Provide details of the number of accredited affiliated / constituent / autonomous colleges under the university.

32. Date of establishment of Internal Quality Assurance Cell (IQAC) and dates of submission of Annual Quality Assurance Reports (AQAR).

IQAC (dd/mm/yyyy)

AQAR (i) (dd/mm/yyyy)

(ii) (dd/mm/yyyy)

(iii) (dd/mm/yyyy)

(iv) (dd/mm/yyyy)

33. Any other relevant data, the university would like to include.

C. Criteria-Wise Inputs

CRITERION I: CURRICULAR ASPECTS

1.1 Curriculum Design and Development

- 1.1.1 How are the institutional vision / mission reflected in the academic programmes of the university?
- 1.1.2 Does the university follow a systematic process in the design and development of the curriculum? If yes, give details on the process. (need assessment, feedback, etc)
- 1.1.3 How are the following aspects ensured through curriculum design and development?
- * Employability
 - * Innovation
 - * Research
- 1.1.4 To what extent does the university use the guidelines of the regulatory bodies for developing or restructuring the curricula? Has the university been instrumental in leading any curricular reform which has created a national impact?
- 1.1.5 Does the university interact with industry, research bodies, civil society, in the curriculum revision process? If so, how has the university benefitted through these stakeholder interactions?
- 1.1.6 Give details of how the university facilitates the introduction of new programmes of studies in its affiliated institutions.
- 1.1.7 Does the university encourage its colleges to provide additional skill oriented programmes, relevant to regional needs? Cite instances. (Not applicable for Unitary Universities)

1.2 Academic Flexibility

- 1.2.1 Furnish the inventory for the following:
- * Programmes taught on the campus
 - * Overseas programmes offered on the campus
 - * Programmes available for colleges to choose from
- 1.2.2 Give details on the following provisions with reference to academic flexibility
- a. Core / Elective options
 - b. Enrichment courses
 - c. Courses offered in modular form

- d. Credit transfer and accumulation facility
 - e. Lateral and vertical mobility within and across programmes and courses
- 1.2.3 Does the university have an explicit policy and strategy for attracting international students?
- 1.2.4 Have any courses been developed specially targeting international students? If so, how successful have they been? If 'no', explain the impediments.
- 1.2.5 Does the university facilitate dual degree and twinning programmes? If yes, give details.
- 1.2.6 Does the university offer self-financing programmes? If yes, list them and indicate if policies regarding admission, fee structure, teacher qualification and salary are at par with the aided programmes?
- 1.2.7 Does the university provide the flexibility of combining the conventional face to face and distance mode of education for students to make use of the combination of courses they are interested in? If 'yes' give operational details.
- 1.2.8 Has the university adopted the Choice Based Credit System (CBCS)? If yes, for how many programmes? What efforts have been made by the university to encourage the CBCS in its affiliated colleges?
- 1.2.9 What percentage of programmes offered by the university follow:
- * Annual system
 - * Semester system
 - * Trimester system
- 1.2.10 What is the policy of the university to promote inter-disciplinary programmes?

1.3 Curriculum Enrichment

- 1.3.1 How often is the curriculum of the university reviewed for making it socially relevant and/or job oriented / knowledge intensive and meeting the emerging needs of students and other stakeholders?
- 1.3.2 During the last four years, how many new programmes at UG and PG level have been introduced? Mention details.
- * Inter-disciplinary
 - * programmes in emerging areas
- 1.3.3 What are the strategies adopted for revision of the existing programmes? What percentage of courses underwent a major syllabus revision?

1.3.4 What are the value-added courses offered by the university and how does the University ensure that all students have access to them?

1.4 Feedback System

1.4.1 Does the university have a formal mechanism to obtain feedback from students regarding the curriculum and how is it made use of?

1.4.2 Does the university elicit feedback on the curriculum from national and international faculty? If yes, specify a few methods - conducting webinars, workshops, online forum discussions, etc.

1.4.3 Specify the mechanism through which affiliated institutions give feedback on curriculum enrichment and the extent to which it is made use of.

1.4.4 What are the quality sustenance and quality enhancement measures undertaken by the university in ensuring effective development of the curricula?

1.4.5 Any other relevant information regarding Curricular Aspects which the university would like to include.

CRITERION II: TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1.1 How does the university ensure publicity and transparency in the admission process?

2.1.2 Explain in detail the process of admission put in place by the University. Explain and criteria for admission (Eg.: (i) merit, (ii) merit with entrance test, (iii) merit, entrance test and interview, (iv) common test conducted by state agencies and national agencies (v) others followed by the university?)

2.1.3 Provide details of:

- * admission process for UG, PG and Ph.D. programmes in the university departments
- * admission process for affiliated colleges and the university's role in monitoring the same.

2.1.4 Does the university have a mechanism to review its admission process and student profiles annually? If yes, what is the outcome of such an analysis and how has it contributed to the improvement of the process?

2.1.5 What are the strategies adopted to increase / improve access for students belonging to

- * SC/ST
- * OBC
- * Women
- * Different categories of persons with disabilities
- * Economically weaker sections
- * Outstanding achievers in sports and extracurricular activities

2.1.6 Furnish the number of the students admitted in the university departments in the last four academic years.

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

2.1.7 Has the university conducted any analysis of demand ratio for the various programmes of the university departments and affiliated colleges? If so, indicate any significant trends i.e., explaining the reasons for increase / decrease.

Programmes	Number of applications	Number of students admitted	Demand Ratio
UG			
PG			
Integrated Masters			
M.Phil.			
Ph.D.			
Integrated Ph.D.			
Certificate			
Diploma			
PG Diploma			
Any other			

2.2 Catering to Diverse Needs

- 2.2.1 Does the university have a mechanism through which the “differential requirements of student population” are analysed after admission and before the commencement of classes? If so, how are the key issues identified and addressed?
- 2.2.2 Does the university provide bridge / remedial / add-on courses? If yes, how are they structured into the time table? Give details of the courses offered, department-wise/faculty-wise?
- 2.2.3 Does the university organize orientation / induction programme for freshers? If yes, give the details of the duration of programme, issues covered, experts involved and mechanism for using the feedback in subsequent years.
- 2.2.4 Has the university conducted a study on the academic growth of different categories of students - student from disadvantaged sections of society, economically disadvantaged, physically challenged and slow learners etc.?

2.3 Teaching-Learning Process

- 2.3.1 How does the university plan and organise the teaching, learning and evaluation schedules? (Academic calendar, teaching plan and evaluation blue print, etc.)
- 2.3.2 Does the university provide course outlines and course schedules prior to the commencement of the academic session? If yes, how is the effectiveness of the process ensured?
- 2.3.3 How is ‘learning’ made more student-centric? Give a list of participatory learning activities adopted by the faculty that contribute to holistic development and improved student learning, besides facilitating life-long learning and knowledge management.
- 2.3.4 What is the university policy on inviting experts / people of eminence to provide lectures / seminars for students?
- 2.3.5 Does the university formally encourage blended learning by using the e-learning resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT)?

- 2.3.6 What are the technologies and facilities used by the faculty for effective teaching? *Eg.:* Virtual laboratories, e-learning, open educational resources, mobile education, etc.
- 2.3.7 Is there a provision for the services of counsellors / mentors/ advisors for each class or group of students for academic, personal and psycho-social guidance? If yes, give details of the process and the number of students who have benefitted.
- 2.3.8 Are there any innovative teaching approaches/methods/practices adopted/put to use by the faculty during the last four years? If yes, did they improve the learning? What methods were used to evaluate the impact of such practices? What are the efforts made by the institution in giving the faculty due recognition for innovation in teaching?
- 2.3.9 How does the university create a culture of instilling and nurturing creativity and scientific temper among the learners?
- 2.3.10 Does the university consider student projects a mandatory part of the learning programme? If so, for how many programmes is it made mandatory?
- * Number of projects executed within the university
 - * Names of external institutions associated with the university for student project work
 - * Role of the faculty in facilitating such projects
- 2.3.11 Does the university have well qualified pool of human resource to meet the requirements of the curriculum? If there is a shortfall, how is it supplemented?
- 2.3.12 How are the faculty facilitated to prepare computer-aided teaching/ learning materials? What are the facilities available in the university for such efforts?
- 2.3.13 Does the university have a mechanism for evaluation of teachers by the students / alumni? If yes, how is the evaluation used for improvement of quality of the teaching-learning process?

2.4 Teacher Profile

- 2.4.1 How does the university plan and manage the human resources to meet the needs of changing requirements of the curriculum?

2.4.2 Furnish details of the faculty

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

2.4.3 Does the university encourage diversity in its faculty recruitment? Provide the following details departments / school-wise details.

Department	% of faculty from the same university	% of faculty from other universities within the State	% of faculty from the universities of other States	% of faculty from abroad

2.4.4 How does the university ensure that qualified faculty is appointed for new programmes / emerging areas of study (Bio-technology, Bio-informatics, etc)? How many faculty members were appointed to teach new programmes during the last four years?

2.4.5 How many Emeritus / Adjunct Faculty / Visiting Professors are on the rolls of the university?

2.4.6 What policies/systems are in place to recharge teachers? (Eg.: providing research grants, study leave, nomination to national/international conferences/Seminars, in-service training, organizing national/international

conferences etc.)

2.4.7 Give the number of faculty who received awards / recognitions for excellence in teaching at the state, national and international level during the last four years.

2.4.8 Provide the number of faculty who have undergone staff development programmes during the last four years. (Add any other programme if necessary)

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

2.4.9 What percentage of the faculty have

- * been invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies
- * participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies
- * presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies
- * teaching experience in other universities / national institutions and others
- * industrial engagement
- * international experience in teaching

2.4.10 How often does the university organize academic development programmes for its faculty, leading to enrichment of teaching-learning process?

- * Curricular Development
- * Teaching-learning methods
- * Examination reforms
- * Content / knowledge management
- * Any other

2.4.11 Does the university have a mechanism to encourage

- * Mobility of faculty between universities for teaching

* Faculty exchange programmes with national and international bodies?

If yes, how have these schemes helped in enriching quality of the faculty?

2.4.12 Has the university implemented the UGC Guidelines - 2010 for recruitment of teachers?

2.4.13 What percentage of the faculty are involved in interdisciplinary teaching?

2.5 Evaluation Process and Reforms

2.5.1 How does the University ensure that all the stakeholders are aware of the evaluation processes that are operative?

2.5.2 Are the university examinations held as per the declared schedule? If not, what measures have been taken to address the delay?

2.5.3 What are the major examination reforms initiated by the university and to what extent have they been implemented in the university departments, affiliated colleges? Cite a few examples which have positively impacted the examination management system?

2.5.4 What is the average time taken by the University for Declaration of examination results?

Indicate the mode / media adopted by the University for the publication of examination results. *Eg.:* website, SMS, email, etc.

2.5.5 Does the university have an integrated examination platform for the following processes?

* Pre-examination processes – Time table generation, OMR, student list generation, invigilators, squads, attendance sheet, online payment gateway, etc.

* Examination process – Examination material management, logistics.

* Post examination process – attendance capture, OMR based exam result, auto processing, generic result processing and certification.

2.5.6 Does the university recognize the specialized interdisciplinary areas of research by mentioning it in the degree certificate?

2.5.7 Has the university introduced any reforms in its Ph.D. evaluation process?

2.5.8 What efforts are made by the University to streamline the operations at the Office of the Controller of Examinations? Mention any significant efforts which have improved process and functioning of the examination division/section?

2.6. Learning Outcomes

- 2.6.1 What measures have been taken by the institution for continuous evaluation of students and ensuring their progress and improved performance?
- 2.6.2 What percentage of marks is given for continuous internal assessment? Indicate the mechanisms strategized to ensure rigour of the internal assessment process?
- 2.6.3 Give programme-wise details of the pass percentage and completion rate of students in each of the teaching department.
- 2.6.4 What are the new technologies deployed by the institution in enhancing student learning and evaluation and how does it seek to meet the new / future challenges?
- 2.6.5 Detail any significant innovation/s in teaching/learning/evaluation introduced by the institution.
- 2.6.6 Any other relevant information regarding Teaching, Learning and Evaluation, which the university would like to include.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

- 3.1.1 Does the university have a research committee to monitor and address the issues of research? If yes, what is its composition? Mention a few recommendations which have been implemented and their impact.
- 3.1.2 What is the policy of the university to promote research in its affiliated / constituent colleges?
- 3.1.3 What are the proactive mechanisms adopted by the university to facilitate smooth implementation of research schemes/projects?
 - * advancing funds for sanctioned projects
 - * providing seed money
 - * autonomy to the principal investigator/coordinator for utilizing overhead charges
 - * timely release of grants
 - * timely auditing
 - * submission of utilization certificate to the funding authorities

- 3.1.4 How is interdisciplinary research promoted?
- * between/among different departments /schools of the university and
 - * collaboration with national/international institutes / industries.
- 3.1.5 Give details of workshops/ training programmes/ sensitization programmes conducted by the university to promote research culture.
- 3.1.6 How does the university facilitate researchers of eminence to visit the campus as adjunct professors? Explain the impact of such efforts on the research activities of the university?
- 3.1.7 What percentage of faculties have utilized sabbatical leave for research activities? How does the university monitor the output?
- 3.1.8 Provide details of national and international conferences organized by the university highlighting the names of eminent scientists/scholars who participated in these events.

3.2 Resource Mobilization for Research

- 3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.
- 3.2.2 How many research fellows receive fellowship out of the university funds?
- 3.2.3 Does the University encourage research by Post Doctoral Fellows/Research Associates? If yes, provide details like number of registered students, funding by the University and other sources.
- 3.2.4 What are the financial provisions made in the University budget for supporting student research projects?
- 3.2.5 Are there any special efforts by the university to encourage faculty to file for patents? If so, how many have been filed and accepted?
- 3.2.6 Provide the following details of ongoing research projects:

	Year wise	Number	Name of the project	Name of the funding agency	Total grant received
A. University awarded projects					
Minor projects					
Major projects					
Industry sponsored					
B. Other agencies (specify)					
Minor projects					

Major projects					
Industry sponsored					

3.2.7 How many departments of the university have been recognized for their research activities by national / international agencies (UGC-SAP, CAS, DST-FIST; DBT, ICSSR, ICHR, ICPR, etc.) and what is the quantum of assistance received? Mention any two significant outcomes or breakthrough due to this recognition.

3.2.8 List details of research projects completed and grants received during the last four years (funded by National/International agencies).

3.3 Infrastructure for Research

3.3.1 What efforts are made by the University to keep pace with the infrastructure requirements to facilitate Research? How and what strategies are evolved to meet the needs of researchers in emerging disciplines?

3.3.2 Does the university have an information resource centre to cater to the needs of researchers? If yes, provide details on the facility.

3.3.3 Does the university have a University Science Instrumentation Centre (USIC) facilities? If yes, whether the facilities made available to research scholars?

3.3.4 How do various departments of the university avail the services of the Workshop/Instrumentation Centre?

3.3.5 Does the university provide residential facilities (with computer and internet facilities) for research scholars, post doctorates/ research associates, visiting scientists (national/international)?

3.3.6 Does the university have a specialized research centre/ workstation: on-campus and off-campus to address special novel challenges of research programmes?

3.3.7 Does the university have any research facilities (centre, etc.) of national and international recognition/repute? Give a brief description of how these facilities are made use of by researchers from other laboratories?

3.4 Research, Publications and Awards

3.4.1 Highlight the major research achievements of the university through

- * major papers presented in national and international conferences
- * publication per faculty

- * faculty serving on the editorial boards of national and international journals?
 - * faculty members on the organisation committees of international conferences, recognized by reputed organizations / societies.
- 3.4.2 Does the university publish research journal(s)? If yes, indicate the composition of the editorial board, publication policies and whether it is listed in any international database?
- 3.4.3 Give details of publications by the faculty:
- * Publication per faculty
 - * Number of papers published in peer reviewed journals (national / international)
 - * Number listed in International Database (For *Eg.*: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)
 - * Citation Index
 - * SNIP
 - * SJR
 - * Impact factor
 - * h-index
 - * Monographs
 - * Chapter in Books
 - * Editing Books
 - * Books with ISBN/ISSN numbers with details of publishers
- 3.4.4 Indicate the average number of successful M.Phil. and Ph.D. scholars guided per faculty.
- 3.4.5 What is the stated policy of the university to check malpractices and misconduct in research?
- 3.4.6 Does the university promote interdisciplinary research? If yes, how many inter departmental / inter disciplinary research projects have been undertaken and mention the number of departments involved in such endeavour?
- 3.4.7 Mention the research awards instituted by the university.

- 3.4.8 Provide details of
- * research awards received by the faculty
 - * recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally
- 3.4.9 State the incentives given to faculty for receiving state, national and international recognitions for research contributions.

3.5 Consultancy

- 3.5.1 What is the stated policy of the university for structured consultancy? List a few important consultancies undertaken by the university.
- 3.5.2 Does the university have university-industry cell? If yes, what is its scope and range of activities?
- 3.5.3 What is the mode of publicizing the expertise of the university for consultancy services? Mention the departments from whom consultancy was sought.
- 3.5.4 How does the university encourage the faculty to utilise the expertise for consultancy services?
- 3.5.5 List the broad areas of consultancy services provided by the University and the revenue generated during the last four years.

3.6 Extension Activities

- 3.6.1 How does the university plan and organise its extension and outreach programmes? List the major extension and outreach programmes which have created an impact on students' campus experience.
- 3.6.2 How does the university promote university-neighborhood network and student engagement, contributing to holistic development of students and sustained community development?
- 3.6.3 How does the university promote the participation of the students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?
- 3.6.4 Give details on social surveys, research or extension work (if any) undertaken by the university to ensure social justice and empower under-privileged and most vulnerable sections of society?
- 3.6.5 What is the impact of the university's extension programmes, on the community? Substantiate with specific examples.

3.6.6 Give details of awards / recognition received by the university for extension activities / community development work.

3.7 Collaboration

3.7.1 How has the university's collaboration with other agencies impacted the visibility, identity and diversity of activities on the campus? To what extent has the university benefitted academically and financially because of collaborations?

3.7.2 Mention specific examples of, how these linkages promote

- * Curriculum development
- * Internship
- * On-the-job training
- * Faculty exchange and development
- * Research
- * Consultancy
- * Extension
- * Publication
- * Student placement
- * Any other, please specify

3.7.3 Does the university have MoUs nationally / internationally and with institutions of national importance/other universities/ industries/corporate houses etc.? If yes, explain how they have contributed in enhancing the quality and output of research and development activities of the university?

3.7.4 Have the university industry interactions resulted in the establishment / creation of highly specialized laboratories / facilities?

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

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

Teaching Learning

4.1.1 How does the university plan and ensure adequate availability of physical infrastructure and ensure its optimal utilization?

- 4.1.2 Does the university have a policy for creation and enhancement of infrastructure in order to promote a good teaching-learning environment? If yes, mention a few recent initiatives.
- 4.1.3 Does the university provide all departments with facilities like office room, common room, separate rest rooms for women students and staff?
- 4.1.4 How does the university ensure that the infrastructure facilities meet the requirements of students/staff with disabilities?

Campus facilities

- 4.1.5 How does the university cater to the residential requirements of campus students? Mention
- * Capacity of the hostels and occupancy (to be given separately for men and women)
 - * Recreational facilities in hostel/s like gymnasium, yoga center, etc.
 - * Broadband connectivity / wi-fi facility in hostel/s.
- 4.1.6 How does the university cope with the health related support services for its students, faculty and non-teaching staff on the campus?
- 4.1.7 What special facilities are made available on the campus to promote interest in sports, games and cultural events?

4.2 Library as a Learning Resource

- 4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?
- 4.2.2 Provide details of the following:
- * Total area of the library (in Sq. Mts.)
 - * Total seating capacity
 - * Working hours (on working days, on holidays, before examination days, during examination days, during vacation)
 - * Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)
 - * Access to the premises prominently display of clearly laid out floor plan; adequate signage; fire alarm; access to differently abled users and mode of access to collection)

4.2.3 Give details on the library holdings

Total No.

- a) Print
(Books, back volumes and thesis)
- b) Non Print (Microfiche, AV)
- c) Electronic (e-books, e-Journals)
- d) Special collection
(Eg.: Text book, Reference books, standards, patents)

4.2.4 What tools does the library deploy to provide access to the collection?

- * OPAC
- * Electronic Resource Management package for e-journals
- * Federated searching tools to search articles in multiple databases
- * Library Website
- * In-house/remote access to e-publications

4.2.5 To what extent is the ICT deployed in the library?

- * Library automation
- * Total number of computers for public access
- * Total numbers of printers for public access
- * Internet band width speed □ 2mbps □ 10 mbps □ 1 GB
- * Institutional Repository
- * Content management system for e-learning
- * Participation in Resource sharing networks/consortia (like INFLIBNET)

4.2.6 Provide details

- * Average number of walk-ins
- * Average number of books issued/returned
- * Ratio of library books to students enrolled
- * Average number of books added during last three years
- * Average number of login to OPAC
- * Average number of login to e-resources
- * Average number of e-resources downloaded/printed
- * Number of information literacy trainings organized

4.2.7 Give details of the specialized services provided by the library

- * Manuscripts
- * Reference

- * Reprography
- * Inter Library Loan Service
- * Information Deployment and Notification
- * OPACS
- * Internet Access
- * Downloads
- * Printouts
- * Reading list/ Bibliography compilation
- * In-house/remote access to e-resources
- * User Orientation
- * Assistance in searching Databases
- * INFLIBNET/IUC facilities

4.2.8 Provide details on the annual library budget and the amount spent for purchasing new books and journals.

4.2.9 What strategies are deployed by the Library to collect feedback from users? How is the feedback analysed and used for further improvement of the library services?

4.2.10 List out the efforts made towards infrastructural development of the library in the last four years.

4.3 IT Infrastructure

4.3.1 Does the university have a comprehensive IT policy addressing standards on IT Service Management, Information Security, Network Security, Risk Management and Software Asset Management?

4.3.2 Give details of the university's computing facilities i.e., hardware and software.

- Provide the different configuration and number of systems available for each
- Computer-student ratio
- Stand alone facility
- LAN facility
- Licensed software
- Number of nodes/ computers with internet facility
- Any other

- 4.3.3 How are the faculty facilitated to prepare computer aided teaching-learning materials? What are the facilities available in the university for such initiatives?
- 4.3.4 How are the computers and their accessories maintained? (AMC, etc.)
- 4.3.5 Does the university avail of the National Knowledge Network connectivity? If so, what are the services availed of?
- 4.3.6 Provide details on the provision made in the annual budget for update, deployment and maintenance of the computers in the university?

4.4 Maintenance of Campus Facilities

- 4.4.1 Does the university have an Estate Office / designated officer for overseeing maintenance of buildings, class-rooms and laboratories? If yes, mention a few campus specific initiatives undertaken to improve the physical ambience.
- 4.4.2 Does the university appoint staff for maintenance and repair? If not, how are the infrastructure facilities, services and equipment maintained? Give details.
- 4.4.3 Any other relevant information on Infrastructure and Learning Resources and the university would like to include.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

- 5.1.1 Does the university have an independent system for student support and mentoring? If yes, what are its structural and functional characteristics?
- 5.1.2 What provisions exist for academic mentoring apart from class room work?
- 5.1.3 Does the university provide personal enhancement and development schemes for students? If yes, describe techniques employed. *Eg.:* career counselling, soft skill development, career path identification, orientation to well being training, etc.
- 5.1.4 Does the university publish its updated prospectus and handbook annually? If yes, what are the main issues / activities / information included / provided to students through these documents? Is there a provision for online access?
- 5.1.5 Specify the type and number of university's scholarships / freeships given to the students during the last four years and whether the financial aid was available on time? UG/PG/M.Phil/Ph.D./Diploma/others in tabular form.
- 5.1.6 What percentage of students receive financial assistance from state

government, central government and other national agencies? (For Eg.: Kishore Vaigyanik Protsahan Yojana (KVPY), SN Bose Fellow, etc.)

- 5.1.7 Does the university have an International Student Cell to cater to the needs of foreign students? If so, what measures have been taken to attract foreign students?
- 5.1.8 What types of support services are available for
- * overseas students
 - * physically challenged / differently abled students
 - * SC/ST, OBC and economically weaker sections
 - * students to participate in various competitions/conferences in India and abroad
 - * health centre, health insurance etc.
 - * skill development (spoken English, computer literacy, etc.,)
 - * performance enhancement for slow learners
 - * exposure of students to other institution of higher learning/ corporates/business houses, etc.
 - * publication of student magazines
- 5.1.9 Does the university provide guidance / coaching classes for NET/SLET and competitive exams?
- 5.1.10 Mention the policies of the university for enhancing student participation in sports and extracurricular activities through strategies such as
- * additional academic support, flexibility in examinations
 - * special dietary requirements, sports uniform and materials
 - * any other
- 5.1.11 Does the university have an institutionalized mechanism for placement of its students? What services are provided to help students identify job opportunities, prepare themselves for interview, and develop entrepreneurship skills?
- 5.1.12 Give the number of students selected during campus interviews by different employers (list the employers and the number of companies who visited the campus annually for the last four years).
- 5.1.13 Does the university have a registered Alumni association? If yes, what are its activities and contributions to the development of the university?
- 5.1.14 Does the university have a student grievance redressal cell? Give details of

the nature of grievances reported and how they were redressed.

- 5.1.15 Does the university have a cell and mechanism to resolve issues of sexual harassment?
- 5.1.16 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?
- 5.1.17 How does the university elicit the cooperation from all stakeholders to ensure overall development of the students considering the curricular and co-curricular activities, research, community orientation, etc. ?
- 5.1.16 What special schemes/mechanisms are in place to motivate students for participation in extracurricular activities such as sports, cultural events, etc?
- 5.1.17 How does the University ensure participation of women in 'intra' and 'inter' institutional sports competitions and cultural activities? Provides details of sports and cultural activities in which such efforts were made?

5.2 Student Progression

- 5.2.1 What is the student strength of the university for the current academic year? Analyse the Programme-wise data and provide the trends for the last four years. How did this analysis and trends help the affiliated colleges?
- 5.2.2 What were the trends in Student Progression? Provide details of the last four batches to highlight such progression.

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

* Courses run by university

- 5.2.3 What is the Programme-wise completion rate/dropout rate within the time span as stipulated by the University?
- 5.2.4 What is the number and percentage of students who appeared/qualified in examinations like UGC-CSIR-NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central / State services, Defense, Civil Services, etc.
- 5.2.5 Provide details regarding the number of Ph.D/D.Sc thesis submitted, accepted, resubmitted and rejected in the last four years.

5.3 Student Activities

- 5.3.1 List the range of sports and games, cultural and extracurricular activities available to students. Provide details of participation and program calendar.
- 5.3.2 Provide details of the previous four years regarding the achievements of students in co-curricular, extracurricular activities and cultural activities at different levels: University / State / Zonal / National / International, etc.
- 5.3.3 How often does the university collect feedback from students for improving the support services? How is the feedback used?
- 5.3.4 Does the university have a mechanism to seek and use data and feedback from its graduates and employers, to improve the growth and development of the institution?
- 5.3.5 How does the university involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the major publications/ materials brought out by the students during the previous academic session.
- 5.3.6 Does the university have a Student Council or any similar body? Give details on its constitution, major activities and funding.
- 5.3.7 Give details of various academic and administrative bodies that have student representatives on them. Provide details of their activities.
- 5.3.8 Any other relevant information regarding Student Support and Progression, which the university would like to include.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

- 6.1.1 State the vision and mission of the university.
- 6.1.2 Does the mission statement define the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?
- 6.1.3 How is the leadership involved?
 - * in ensuring the organization's management system development, implementation and continuous improvement
 - * in interaction with stakeholders

- * in reinforcing culture of excellence
 - * in identifying needs and championing organizational development (OD)
- 6.1.4 Were any of the leadership positions of the University vacant for more than a year? If so, indicate the reasons.
- 6.1.5 Does the university ensure that all positions in its various statutory bodies are filled and meetings conducted at the stipulated intervals?
- 6.1.6 Does the university promote a culture of participative management? If yes, indicate the levels of participative management.
- 6.1.7 Give details of the academic leadership provided to affiliated colleges?
- 6.1.8 How does the university groom the leadership at various levels?
- 6.1.9 Has the university evolved a knowledge management strategy? If yes, give details.
- 6.1.10 How are the following values reflected in various functions of the university?
- * Contributing to national development
 - * Fostering global competencies among students
 - * Inculcating a value system among students
 - * Promoting use of technology
 - * Quest for excellence

6.2 Strategy Development and Deployment

- 6.2.1 Does the university have a perspective plan for development? If so, give the aspects considered in development of policy and strategy.
- * Teaching and learning
 - * Research and development
 - * Community engagement
 - * Human resource planning and development
 - * Industry interaction
 - * Internationalisation
- 6.2.2 Describe the university's internal organizational structure and decision making processes and their effectiveness.
- 6.2.3 Specify how many planned proposals were initiated/implemented, during the last four years. Give details.
- 6.2.4 Does the university have a formally stated quality policy? How is it designed, driven, deployed and reviewed?

- 6.2.5 How does the university ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyse the nature of grievances for promoting better stakeholder-relationship?
- 6.2.6 Does the university have a mechanism for analyzing student feedback on institutional performance and to arrive at Student Satisfaction Index? If yes, specify.
- 6.2.7 What are the mechanisms evolved by the university to identify the developmental needs of the affiliated institutions?
- 6.2.8 Does the university have a functional College Development Council (CDC) or Board of College and University Development (BCUD)? If yes, detail its structure, functions and major achievements.

6.3 Human Resource Development and Faculty Empowerment Strategies

- 6.3.1 What are the efforts made to enhance the professional development of teaching and non teaching staff?
- 6.3.2 What is the outcome of the review of the Performance Appraisal Reports? List the major decisions.
- 6.3.3 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?
- 6.3.4 What are the measures taken by the university for attracting and retaining eminent faculty?
- 6.3.5 Does the university conduct performance budgeting in its various departments?
- 6.3.6 Has the university conducted a gender audit during the last four years? If yes, mention a few salient findings.
- 6.3.7 Does the university conduct any gender sensitization programs for its staff?
- 6.3.8 What is the impact of the University's Academic Staff College Programmes in enhancing competencies of the University faculty?

6.4 Financial Management and Resource Mobilization

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

- 6.4.2 Provide audited income and expenditure statement of academic and administrative activities of the previous two years.
- 6.4.3 Does the university have a mechanism for internal and external audit? Give details.
- 6.4.4 Have the accounts been audited regularly? What are the major audit objections and how are they complied with?
- 6.4.5 Is there any provision for university to hold corpus fund? If yes, give details.

6.5 Quality Management System and Academic Autonomy

- 6.5.1 Does the University conduct academic audit of its departments? If yes, give details.
- 6.5.2 Based on the recommendations of Academic Audit what specific measures have been taken by the university to improve teaching, learning and evaluation?
- 6.5.3 Is there a central body within the university to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?
- 6.5.4 What policies are in place for periodic review of administrative and academic departments, subject areas, research centres, etc.?
- 6.5.5 Give details of a few best practices which have contributed to quality enhancement of academic and administrative functioning of the university.
- * Promotion of innovation
 - * Internalization of the concept
 - * Institutionalization of the practice
- 6.5.6 Does the university encourage autonomy to its academic departments and how does it ensure accountability?
- 6.5.7 Any other relevant information regarding Governance, Leadership and Management, which the university would like to include.

CRITERIA VII: INNOVATIVE PRACTICES

7.1 Institutional Social Responsibility (ISR)

- 7.1.1 How does the university promote social responsibilities and citizenship roles among students? Does it have any exclusive program for the same?

7.1.2 Does the university have a mechanism to track the students' involvement in various social movements / activities which promote citizenship roles?

7.1.3 What are the steps taken by the university to attract and retain students to enhance students' performance and to meet their expectations of learning?

7.2 Internal Quality Assurance

7.2.1 How has IQAC contributed to institutionalizing the quality assurance processes?

7.2.2 How many decisions of the IQAC have been placed before the statutory authorities of the university for implementation?

7.2.3 Does the IQAC have external members on its committees? If so, mention any significant contribution made by such members.

7.2.4 Has the IQAC conducted a study on the incremental academic growth of students from disadvantaged sections of society?

7.2.5 Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.

7.3 Environment Consciousness

7.3.1 Does the university conduct a Green Audit of its campus?

7.3.2 What are the initiatives taken by the university to make the campus eco-friendly?

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

7.4 Inclusive Practices

7.4.1 How are government policies implemented to facilitate persons with disabilities? Give details.

7.4.2 What are the promotional / proactive measures implemented by the university for inclusiveness of?

Categories	Number	Percentage
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SC

ST

OBC

Women

Persons with disabilities

Rural

Tribal

Any other (specify)

7.4.3 What special efforts are made to achieve gender balance amongst students and staff?

7.4.4 Any other significant features

Profile of the Department

1. Name of the Department
2. Year of Establishment
3. Is the department a part of a "School" of the University?
4. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
5. Annual/ semester/choice based/choice base credit system
6. Interdisciplinary courses: the names of the departments involved
7. Participation of the department in the courses offered by other departments
8. Courses in collaboration with other universities, industries, foreign institutions, etc.
9. Details of courses discontinued (if any) with reasons
10. Number of Teaching posts sanctioned and filled (Professors/Associate Professors/Asst. Professors)

	Sanctioned	Filled
Professor		
Associate Professors		
Asst. Professors		

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years

12. List of senior visiting faculty/ adjunct faculty/ emeritus faculty
13. Quantum (percentage) of classes taken by temporary faculty
14. Student Teacher Ratio
15. Number of academic support staff (technical) and administrative staff; sanctioned and filled

16. State/ National/ International recognition/awards to faculty
17. Research Thrust Areas recognized by the funding agencies
18. Number of faculty with ongoing projects from a) National b) International c) funding agencies d) Total grants received
19. Inter-institutional collaborative projects-grants received
a) National b) International c) All India collaborated
20. Departmental projects funded by DST-FIST; UGS-SAP/CAS, PE; DBT, ICSSR, etc.;; total grants
21. Research facility/Centre - State / National / International recognition
22. Special research laboratories sponsored by / created by the study centre
23. Publications:
 - Publication per faculty
 - Number of papers published in peer reviewed journals (national / international)
 - Number listed in International Database (For Eg.: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)
 - Citation Index
 - SNIP
 - SJR
 - Impact factor
 - h-index
 - Monographs
 - Chapter in Books
 - Editing Books
 - Books with ISBN/ISSN numbers with details of publishers
24. Details about Patents and income generated from it
25. Areas of consultancy and income generated from it
26. Faculty: National/ international selection to visit other labs in India and abroad
27. Faculty in
a) National committees b) International Committees c) Editorial Boards....

28. Faculty recharging strategies

29. Student projects

- Percentage of students who have done in-house projects
- Percentage of students doing projects in other labs within the university or outside the university

30. Awards / recognitions received at the national and international level by

- Faculty
- Doctoral / post doctoral
- Students

31. List of visiting fellows to the department

32. Seminars/ Conferences/Workshops organized & the source of funding

a) National

b) International

c) Reputed participants

33. Laboratories: animal ethics: Highlights

34. Student profile course wise:

Name of the Course (refer question no. 4)	Applications received	Selected	Men	Women

35. Diversity of Students

Name of the Course (refer question no. 4)	% of students from the same university	% of students from other universities within the State	% of students from the universities of other States	% of students from abroad

36. How many students have cleared NET, SLET and GATE?

37. Student progression

Student progression	%
UG to PG	
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed <ul style="list-style-type: none">• Campus selection• Other than campus recruitment	
Competitive Exams <ul style="list-style-type: none">• State• National level	

38. Diversity of staff

Percentage of faculty who are graduates	
of the same university	
from other universities within the State	
from other universities from other States	
from abroad	

39. Pass percentage in the university teaching departments

40. Number of Doctoral degrees successfully guided per faculty

41. Number of faculty who were awarded with Ph.D., D.Sc. and D.Litt. during the assessment period

42. Details about Infrastructural facilities

a) Library

b) Internet facilities for staff and students

c) Total number of class rooms

d) Class rooms with ICT facility

e) Students laboratories

f) Research laboratories

43. List the number of post doctoral students/ Research Associates

a) from same university

b) from other universities

44. Number of post graduate students getting financial assistance from university
45. Was any need assessment exercise undertaken before development of new program? If so, give the methodology.
46. Does the department obtain feedback from
 - a. faculty, on curriculum as well as teaching-learning-evaluation, if so, how does the department utilize it?
 - b. students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?
 - c. alumni and employers on the programmes and what is the response of the department to the same?
47. List the distinguished Alumni of the department (maximum 10)
48. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts
49. How does the department ensure that the following methodologies are adequately reflected in the teaching styles of its faculty?
 - Field visit
 - Problem solving
 - Project work
 - Case study
50. Participation of students and faculty in extension activities
51. Details of “Beyond syllabus scholarly activities” of the department
52. Whether the programme/ department is accredited/ graded by other agencies
53. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department
54. Future plans