Assessment Indicators

# Criteria 1 – Curricular Aspects (150)

	Key Aspects			Assessment Indicators
1.1	Curriculum Design and Development		1.	Curriculum design is aligned with the institutional goals and objectives.
			2.	Curriculum design and development is done through a well defined process.
			3.	Curricula developed/ adopted have relevance to the local/national/regional/global developmental needs.
		(50)	4.	Employability & entrepreneurship, pursuit of higher knowledge, overall development of students are major considerations in the design and development of the curriculum.
			5.	Developing global competencies is evident in the curriculum design.
			6.	Consultation with academic experts, industry/ employment sector /alumni / other stakeholders within and outside the institution is effectively done for developing the curricula.
			7.	Leadership is provided to affiliated colleges (if applicable) for enriching the curriculum by encouraging skill development, need based programmes, etc.
1.2.	Academic Flexibility		8.	The institution offers a number of program options leading to different degrees, diplomas and certificates (UG/ PG/ PG Diploma/ Diploma Certificate).
		(50)	9.	The curriculum offers a number of Choice Based Credit System (CBCS) / elective options.
				A number of new programs and program combinations re developed/adopted to meet the needs of the students

and the society.

Key Aspects	Assessment Indicators
	<ol> <li>Options are available to students for additional/ supplementary / enrichment courses along with their regular curricula. (Eg. UG degree + a Certificate PG degree + a diploma and so on).</li> </ol>
	12. The institution provides for inter-institutional credit transfers.
	13. The institution follows a semester system.
1.3. Curriculum Enrichment	14. The institution revises the curriculum at regular intervals and analyses the impact.
(30)	15. The curriculum provides adequate scope for introducing programmes in emerging thrust areas/interdisciplinary areas.
	16. All learners have access to value-added programmes, including communication skills / soft skills.
1.4. Feedback System	17. Structured feedback from students is an essential component in the curricular design and development process.
(20)	18. The institution draws on the feedback from national and international faculty.
	19. Inputs from affiliated colleges are an essential part of the feedback system (if applicable).

## Criteria 2 – Teaching-learning and Evaluation (200)

	Key Aspects		Assessment Indicators
2.1.	Student Enrolment and Profile		<ol> <li>The admission process of the institution is widely publicized and is transparent.</li> </ol>
			2. The institution has periodic reviews of its enrolment profile and the outcomes are used for improvement of the process.
		(10)	<ol> <li>The institution has an inclusive admission policy catering to diverse student groups.</li> </ol>
			<ol> <li>The institution implements the statutory reservation policies.</li> </ol>
2.2.	Catering to Student Diversity		5. The institution organises orientation programmes / induction programmes for freshers.
	Diversity	(20)	<ol> <li>The institution assesses the learning levels of the students, after admission and designs programmes for advanced learners and slow learners.</li> </ol>
			7. Analyses the academic growth of differently-abled students and provides tutorials for needy students.
			8. The institution fosters an inclusive academic ambience.
2.3.	Teaching- learning Process		9. The institution meticulously plans and organizes its teaching schedule.
			10. Student centered methods are an integral part of the pedagogy adopted by the faculty.
			11. Experiential learning, participative learning, problem solving methodologies are used.
			12. The institution has formal linkages with national agencies like NMEICT to promote blended learning.
		(50)	13. Latest technologies are used by the faculty for effective teaching.
			14. The learning environment is conducive for critical thinking, creativity and scientific temper

Key Aspects	Assessment Indicators
	15. The institution follows a system of mentor-mentee to meet the academic and personal needs of students.
	16. The institution gives due recognition to innovative and creative contributions of its faculty and students.
	<ol> <li>Projects / field experiences are integrated into the learning programmes.</li> </ol>
	<ol> <li>Feedback on the evaluation of teachers is leveraged for improvement of the quality of teaching-learning process.</li> </ol>
2.4. Teacher	19. The institution has adequate, well qualified faculty.
Quality	20. Diversity in the recruitment of faculty is encouraged.
	21. The institution facilitates the participation of its teachers in teacher recharge programmes.
	22. The institution ensures that teaching positions against sanctioned posts are filled in reasonable time.
(50)	23. The institution adheres to UGC/ State Govt. norms for faculty recruitment and promotion.
	24. The institution organizes induction and in-service academic development programmes for its faculty.
	25. The institution attracts distinguished faculty for appointment as emeritus / distinguished professors.
	26. The faculty are encouraged to demonstrate creativity and innovation in teaching.
	27. The institution facilitates mobility of its faculty through exchange programmes.
2.5. Evaluation Process and Reforms	28. The institution disseminates the evaluation processes to all its stakeholders.
Reionins	29. The institution adheres to the academic calendar for conduct of examinations.
	<ol> <li>The institution ensures timely declaration of results. (for Universities and Autonomous Colleges)</li> </ol>

Key Aspects	Assessment Indicators
(40)	<ol> <li>Reforms in the examination procedures and processes have positively impacted the examination management system. (for Universities and Autonomous Colleges)</li> </ol>
	32. Transparency and security of evaluation system is ensured.
	<ol> <li>Technology is effectively used in the examination management process.</li> </ol>
	34. The institution has an effective mechanism for redressal of grievances pertaining to examinations.
2.6. Student Performance	35. The graduate attributes of the institution are clearly defined /articulated
and Learning Outcomes	36. The institution ensures that its various programmes and activities help acheive the stated graduate attributes.
	37. The institution encourages all its departments to clearly state the learning outcomes of its programmes.
(30)	<ol> <li>The acheivement of intended learning outcomes is central to the pedagogical and assessment processes of the university.</li> </ol>
	39. The institution has mechanisms in place to analyze short falls in achievement of learning outcomes and suggest improvement measures.
	40. New technologies are deployed by the institution to enhance student learning.

Key Aspects	Assessment Indicators
3.1. Promotion of research	<ol> <li>The institution facilitates its faculty to undertake research by providing research funds (seed money).</li> </ol>
	<ol> <li>Provision for research facilities in terms of laboratory equipment, research journals and research incentives are made available to the faculty.</li> </ol>
	<ol> <li>The institution encourages and promotes a research culture (eg. teaching work load remission, opportunitites for attending conferences etc.).</li> </ol>
(20)	4. The faculty are encouraged to undertake research by colloborating with other research oraganizations/ industry.
	5. Faculty are given due recognition for guiding research.
	6. The institution has research committees for promoting and directing research.
	<ol> <li>The institution encourages the establishment of specific research units/ centers by funding agency / university.</li> </ol>
	<ol> <li>The institution has a well defiend policy to promote research in its affiliated / constituent colleges (for universities).</li> </ol>
	<ol> <li>Workshops/ training programmes/ sensitization programmes are conducted by the institution to promote a research culture on campus.</li> </ol>
	10. The institution facilitates researchers of eminence to visit the campus as adjunct professors (for universities).
	<ol> <li>The institution has a good percentage of faculty who have utilized sabbatical leave for pursuit of higher research in premier institutions within the country and abroad.</li> </ol>
3.2. Resource Mobilization for Research	12. Financial provisions are made in the institution's budget for supporting students' research projects.
	13. The institution takes special efforts to encourage its faculty to file patents.

#### Criteria 3 – Research, Consultancy and Extension (250)

Key Aspects	Assessment Indicators
(20)	14. Projects sponsored by the industry / corporate houses are availed by the institution.
	15. The institution receives quantum of research grants from external agencies for major and minor projects.
	<ol> <li>The institution has recognised Research Centres. (National and international, eg. UGC, ICSSR, ICHR, ICPR, DST, DBT, UNESCO, UNICEF).</li> </ol>
3.3. Research Facilities	17. Efforts are made by the institution to improve its infrastructure requirements to facilitate research.
	18. The institution has a University Science Instrumentation Centre (USIC) (for universities).
(30)	19. Residential facilities (with computer and internet facilities) for research scholars, post-doctoral fellows, research fellows of various academies and visiting scientists (national/international) are available.
	20. The institution has a specialized research centre/ workstation on-campus and off-campus to address the special challenges of research programmes.
	21. The institution has centres of national and international recognition/repute.
27	22. Research facilities are enhanced through research projects.
3.4. Research	23. Significant faculty involvement in research is evident.
Publications and Awards	24. The institution has an official Code of Ethics to check malpractices and plagiarism in research.
	25. Interdepartmental / interdisciplinary research projects are undertaken.
	26. The institution has instituted research awards.
	27. Incentives are given to the faculty for receiving state, national and international recognition for research contributions.

Key Aspects	Assessment Indicators
(100)	<ol> <li>Research awards and recognition are received by the faculty and students from reputed professional bodies and agencies.</li> </ol>
	29. Output in terms of M.Phil, Ph.D. students is significant.
	<ol> <li>The institution has received research recognition and awards (including patents).</li> </ol>
	31. The institution's research has contributed to the industry's requirements/ productivity.
	32. A significant number of research articles are published in reputed/ refereed journals.
	<ol> <li>The institution has published books and proceedings based on research work of its faculty.</li> </ol>
	<ol> <li>The institution is acclaimed for its research as evidenced by metrics such as Citation Index, Impact Factor, h-index, SNIP, SJR, etc.</li> </ol>
3.5. Consultancy	35. The institution publicizes the expertise available for consultancy services.
	36. The institution renders consultancy services to industries.
(20)	<ol> <li>The institution renders consultancy services to Government / Non- Government organizations/ community/ public.</li> </ol>
	<ol> <li>Resources (financial and material) are generated through consultancy services of the institution.</li> </ol>
	39. Mutual benefits accrued due to consultancy.
	40. The institution has an official policy for structured Consultancy.
3.6. Extension Activities and Institutional	41. The conduct of extension activities is promoted by the institution.
Social	42. Need-based extension programmes are organised.
Responsibility	43. Students and faculty participate in extension programmes.
	44. NSS/NCC activities are organised.

Key Aspects	Assessment Indicators
	45. Awards and recognitions have been received for extension activities.
(40)	46. The impact of extension activities on the community goes through a cycle of evaluation, review and upgrading the extension programmes.
	47. Partnerships with industry, community and NGOs for extension activities are established.
	48. The institution has a mechanism to track the students' involvement in various social movements / activities which promote citizenship roles.
	49. The institution is cognisant of its Institutional Social Responsibilities (ISR).
	50. All constituents of the institution are made aware of its ISR.
3.7. Collaborations	51. The institution has linkages for various activities such as faculty exchange, student placement, etc.
	52. The linkages established by the institution have enhanced its academic profile.
(20)	53. Specific examples of linkages to promote curriculum development, internship, on-the-job training, faculty exchange and development, research, etc.
(20)	54. The institution has MoUs with institutions of national/ international importance/other universities/ industries/ corporate houses etc.
	<ul> <li>55. Institute-industry interactions have resulted in the establishment / creation of highly specialized laboratories / facilities.</li> </ul>
	56. The impact of the institutional collaborations are formally reviewed.

#### Criteria 4 – Infrastructure and Learning Resources (100)

Key Aspects			Assessment Indicators
4.1. Physical Facilities		1.	The institution has adequate facilities for teaching- learning.
		2.	The institution provides necessary facilities for laboratories. (Furniture, fixtures, equipment and good laboratory practices)
		3.	The institution has adequate facilities for general computer education of students.
	(30)	4.	Infrastructural facilities are augmented from time to time.
		5.	Infrastructure facilites are being utilised optimally.
		6.	Additional facilities for sports and extra- curricular activities (gymnasium, swimming pool, auditorium etc.) are provided.
		7.	Health services for students, teaching and non-teaching are provided by the institution.
		8.	The institution facilitates active academic participation of physically disabled students by providing the necessary facilities.
4.2. Library as a Learning		9.	The library has adequte physical facilities such as reading room, reprography, internet.
Resource		10.	Number of book titles per student (in the central library) excluding book bank is greater than 80.
		11.	The library is stocked with adequate number of journals (national + international) and other library resources (i.e. CDs/ cassettes, etc.).
	(20)	12.	Library resources are augmented every year with newer editions and titles.
		13.	The library operations (issue of books, getting the necessary references, etc) are effective and user-friendly.
		14.	The Library Advisory Committee is responsible for the effective functioning of the library.

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Key Aspects	Assessment Indicators
	15. The library collects feedback from users and incorporates the suggestions for its enhanced functioning.
	16. The library is computerized and networked with other libraries.
4.3. IT Infrastructure	17. The institution frequently upgrades its IT facility and has latest computing facilities – hardware and software.
	18. The faculties are provided with the requisite facilities for preparation of computer aided teaching learning material.
(30)	19. The institution is connected with the National Knowledge Network and other such facilities.
	20. Budget provision is made for purchase, upgrading and maintenance of computers.
4.4. Maintenance of Campus Facilities	<ol> <li>The institution has a budget for maintenance of the facilities available on the campus – physical facilities and academic support facilities.</li> </ol>
(20)	22. There are established procedures and systems for maintaining and utilising physical and academic support facilities – library, sports complexes, computer, classrooms etc.
	23. The funds allocated for maintenance of infrastructure are utilised in total for the planned activities.

### Criterion 5 - Student Support and Progression (100)

Key Aspects	Assessment Indicators
5.1 Student Mentoring and	1. The institution has an independent system for student support and mentoring (for universities).
Support	2. Adequate student welfare measures (scholarships, freeships, insurance, etc.) are provided by the institution.
	<ol> <li>Personal enhancement and development schemes – coaching classes for competitive examinations, career counseling, soft skill development, etc. are available to the students.</li> </ol>
	4. Information about the institution is publicly accessible.
	5. The institution has an international students cell to cater to the requirements of foreign students (for universities).
(40)	6. Student participation in co-curricular and extra-curricular activities is encouraged.
	7. The institution has a placement cell which helps to identify job opportunities and develop entrepreneurship skills.
	8. On-campus interviews are an essential mechanism to ensure student placement (for universities).
	9. The Alumni Association contributes significantly to the development plans of the institution.
	10. The institution has a mechanism for timely redressal of student greivanaces.
	11. The institution has an anti-ragging committee which monitors student interactions effectively.
	12. Specific student support is provided for SC, ST, OBC, PWD and economically weaker sections of society.
	13. The institution has a mechanism for prevention of sexual (gender) harassment.

Key Aspects	Assessment Indicators
5.2 Student Progression	<ol> <li>The progression of students in various programmes of the institution is regularly monitored.</li> </ol>
	15. The institution makes special efforts to reduce its dropout rate and increase its pass percentage.
(40)	16. The institution facilitates and monitors timely submission of Ph.D./D.Litt./D.Sc. theses (for universities)
	17. The institution has a successful track record of students appearing and qualifying in competitive examinations.
5.3 Student Participation and Activities	<ol> <li>The institution has a range of games, extra-curricular activities which contribute to overall development of students.</li> </ol>
	19. Feedback from students is used for planning and developing support services.
(20)	20. Active student participation through Student Councils is encouraged.
	21. Students are represented on academic and administrative bodies of the institution.
	22. Institution facilitates for students to publish materials like catalogues, wall magazines, institution magazines, etc. (for Autonomous Colleges and Affiliated/Constituent Colleges)
	23. Student participation in state, national and international level sports events is encouraged.

Key Aspects	Assessment Indicators
6.1. Institutional Vision and Leadership (10)	<ol> <li>The vision, mission and goals of the institution are in tune with the objectives of higher education.</li> </ol>
	<ol> <li>The governance of the institution is reflective of an effective leadership.</li> </ol>
	3. The institution practices decentralization and participative management.
	4. The institution provides academic leadership to its affiliated colleges. (for Universities)
	5. The institution formulates its strategic planning and interacts with stakeholders.
	<ol><li>The institution monitors and evaluates its policies and plans.</li></ol>
	7. The institution grooms leadership at various levels.
	8. All decisions of the institution are governed by management of facts, information and objectives.
6.2. Strategy Development and Deployment (10)	<ol> <li>Perspective plan document is an important component of the institution's strategy development and deployment process.</li> </ol>
	<ol> <li>The institution has a well defined organisational structure with effective processes developed for all its major activities.</li> </ol>
	11. The institution has an effective feedback system involving all stakeholders.
	<ol> <li>The institution has a well defined Quality Policy and deployed with a systems perspective.</li> </ol>
	<ol> <li>The institution has an action plan and schedules for its future development.</li> </ol>
	13. The institution has an effective Grievance Redressal Cell.

Key Aspects	Assessment Indicators
	15. Management and monitoring of the affiliated colleges is effectively handled by the institution.
	16. Student Satisfaction Survey is an integral input factor for all policies of the institution.
6.3. Faculty Empowerment Strategies (30)	17. The institution takes sustained interest in recruitment and promotion aspects of its employees.
	<ol> <li>The institution adheres to GOI/ State Govt. policies on recruitment (access, equity, gender sensitivity and physically disabled).</li> </ol>
	12. The institution has an effective welfare mechanism for teaching and non-teaching staff.
	20. The institution ensures transparent use of Performance Appraisal Reports.
	21. The institution conducts programmes to enhance the competency of its faculty and non-teaching staff.
	22. Performance budgeting is a core planning activity used by the institution for informed decision making.
	23. The institution incorporates gender auditing to enhance inclusiveness.
	24. Effective welfare mechanisms of the institutions are available to its teaching and non-teaching staff.
	25. The institution conducts programme for professional development of its staff.
	26. Impact of Academic Staff College programmes forms an important feedback for improvement of programmes. (for Universities)
6.4. Financial Management and Resource Mobilization	27. The institution has adequate budgetary provisions for academic and administrative activities.
	28. Optimal utilization of budget is strictly adhered to by the institution.

Key Aspects	Assessment Indicators
(20)	29. Monitoring financial management practices through internal audit is evidenced in the institution's financial health.
	30. The institution maintains a Reserve and Corpus fund.
	31. The institution has conducted internal and external audits are regularly conducted.
	32. The institution and leadeship takes initiatives for mobilization of resources.
6.5. Internal Quality Assurance System (30)	<ol> <li>Academic audit of departments and its impact is an important quality initiative of the institution.</li> </ol>
	<ol> <li>The institution has an effective quality management and enhancement systems.</li> </ol>
	35. The institution reviews its teaching learning process, structure, methodologies of operations and learning outcomes at periodic intervals.
	<ol> <li>Internal Quality Assurance Cell (IQAC) has contributed significantly to institutionalizing quality assurance strategies and processes.</li> </ol>
	37. External members contribute significantly in the functioning of the IQAC.
	38. Autonomy to academic departments is encouraged.

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

#### Criteria 7 – Innovations and Best Practices (100)

Manual for Self-study Universities