

## IMPACT ASSESSMENT NURSING PART B

**Note: If the assessor observes any fact/ figure which according to him/her is relevant to the assessment, but is not covered in**

### **Instruction to Assessors:**

1. Assessors should not change the already typed parameters / clauses/ explanations/ values etc in the given format.
2. Assessors to submit the report **only in EXCEL format and NEVER** in 'Word' or 'pdf' or 'image' formats.
3. Assessors are strictly instructed to not to allot any point to any parameter if the institute is not able to produce a **documented evidence** in support of its claim.
4. Value of any parameter greater than 100% should be taken as 100%. Maximum score for any parameter should not exceed 100%.
5. An Academic Year shall mean a period from 1st August to 31st July.

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**Date of Assessment**

**07-05-2019**

**Names and Designations of Assessors**

### **Preliminary Data**

College Name

Late Pandurang Patil Nursing College

Address :

At Post Kanheri (Sarap), Tq. Barshitakli, Dist. Akola - 444401

Telephone Numbers with STD Code :

07255 - 254433

E-mail Address :

nursing@sanmati.in

### **TEACHING LEARNING AND EVALUATION**

**350**

**Score**

#### **IA Students enrolment and profile**

**20**

**20**

#### **IA1 Average Enrollment Percentage (Average of last one year)**

**10**

**10**

**10**

% one year = (Total number of students admitted ÷ Total number of sanctioned seats) x 100

Average percentage =  $\sum$  percentage one year/ 01

Average % for 01 year

100%

10

90%

9

80%

8

70%

7

60%

6

50%

5

40%

4

30%

3

20%

2

10%

1

0%

0

#### **IA2 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last one years**

**10**

**10**

**10**

% per year = (Actual of students admitted from reserved categories ÷ Total number of seats earmarked for reserved category as per GOI or State Government rule) x 100

Average percentage =  $\sum$  percentage one year/ 01

Average % for one year

100%

10

90%

9

80%

8

70%

7

60%

6

50%

5

40%

4

30%

3

20%

2

10%

1

0%

0

#### **IB Catering to Student Diversity**

**50**

**50**

**50**

	<b>Catering to Student Diversity:</b> The strategies adopted by institution to fulfill the needs of a heterogeneous group of students.				
<b>IB1</b>	<b>The institution assesses the learning levels of students, after admission and organizes special programs for advanced learners and slow learners</b>	<b>20</b>	<b>20</b>		<b>20</b>
	<b>Low Performers:</b> Students who perform very much below the class averages (<35%). <b>High Achievers:</b> Students who perform very much better than the class averages (>70%).				
	Whether a documented policy is in place categorizing the students as Low performers and high achievers, defining the criteria for categorizing such levels, defining the measures to be adopted and its frequency, monitoring the progress of students, defining the parameters of effectiveness of methods adopted.		5		5
	List of Low performers and high achievers of each batch. And that of students who progressed from slow learners to normal learners.		3		3
	Time schedule of TL program for Low performers and high achievers of each batch		2		2
	Attendance sheets of programs for Low performers and high achievers of each batch		2		2
	What is the frequency of such measures? Weekly (4)/ monthly (3)/ at the end of each term(2)/ at the end of each academic year(1)? Whether it is as per the policy?		4		4
	Whether the measures adopted are effective?		2		2
	Whether the effectiveness of such measures is being monitored?		2		2
<b>IB2</b>	<b>Percentage availability of MUHS Approved Teachers</b>	<b>30</b>	<b>30</b>		<b>30</b>
	% of Approved teachers (AT) (--- % of teachers as required by MSR of central council) (E.g. If 25 teachers are required and the institute has only 8 AT i.e. 32%, then it will get 9 points on this parameter.) [The number of AT required for a particular nursing course is given in Table A3 of Part A of the Nursing Impact Assessment Format]				
	Ideal percentage as required by MUHS/ Central Council (Student : Approved Teacher) = 100%				
	Total of % of availability of AT over past one Academic Year ÷ 01 = Average percentage availability over one year period				
	100% Compliance		30		
	90-99%		27		
	80-89%		24		
	70-79%		21		
	60-69%		18		
	50-59%		15		
	40-49%		12		
	30-39%		9		
	20-29%		6		
	10-19%		3		
	0-9%		0-1		
	(Note: "Approved Teacher (AT)" means a teacher approved as per MUHS act, working full time in the institute.				
	(Note: The percentage of AT should be calculated for one year for past one year and an average score for one year shall be taken as the final score for this parameter.)				
	(Note: If a teacher leaves the institute during any academic year, then the vacancy thus created shall be filled in by the institute as soon as possible. For counting a post of AT for the purpose of this parameter, the post of such teacher should have been filled for at least 75% of the time during that academic year.				
	(Note: For the purpose of assessment of this criteria, a year shall mean "academic year".				
<b>IC</b>	<b>Teaching-Learning Process</b>	<b>50</b>	<b>50</b>		<b>50</b>
<b>IC1</b>	<b>Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences</b>	<b>20</b>	<b>20</b>		<b>20</b>

	Number of Experiential, Participative learning, Problem Based Learning sessions used during last one academic year (The schedule of these methodologies, type of methodology, attendance record and record of monitoring of effectiveness to be verified by the assessor)	Experiential Learning (Peer Reviewed) Participative learning (Seminars, Symposia, Group Discussion,			
	Average of such methodologies per year = Total number of sessions conducted over previous one academic year ÷ 01				
	0-5		4		
	6 to 10		8		
	11 to 15		12		
	16 to 20		16		
	>20		20		
<b>IC2</b>	<b>Teachers using ICT (Information Communication Technology) for effective teaching with Learning Management Systems (LMS), E-learning resources etc.</b>	<b>10</b>	<b>10</b>		<b>10</b>
	Whether infrastructural facilities for utilization of ICT (informative website, academic management system, e-learning resources including LCD projectors, screens in each teaching learning area, Wi0-Fi campus/ internet facilities in TL areas, department wise/ subject wise power point banks, feedback of students on effectiveness of ICT, monitoring of effectiveness of use of ICT) are available or not? [(Method of Assessment): Random assessment of availability and effectiveness of ICT by random visits, verifying meticulous documentation and interviewing.]		10		
<b>IC3</b>	<b>Ratio of mentor to students for academic and stress related issues Data Requirement for last one year :</b>	<b>10</b>	<b>10</b>		<b>10</b>
	Whether a functional Mentor-Mentee (MM) scheme exists in the institute? To verify the MM ratio, frequency of meetings, Minutes of meeting, purpose, aims and objectives, monitoring the implementation of the scheme and its effectiveness [(Method of Assessment): Random assessment of existence and effectiveness of MM Scheme by random visits, verifying meticulous documentation and interviewing.]		10		
<b>IC4</b>	<b>Innovation and creativity in teaching-learning</b>	<b>10</b>	<b>10</b>		<b>10</b>
	Institute to describe in minimum 300 words, the innovative and creative methods/ experiments in teaching/ Learning.				
	Assessors to verify the documentation to that effect i.e. the records of methodology adopted, the time table, the attendance/ participation of students and to assess if in fact it is an innovative / creative method or not. [(Method of Assessment): Random assessment of existence and effectiveness of these innovative/ creative methods of TL by random visits, verifying meticulous documentation and interviewing.]		10		
<b>ID</b>	<b>Teacher Profile and Quality</b>	<b>90</b>			
<b>ID1</b>	<b>Average percentage of Approved teachers against sanctioned posts during the last one year</b>	<b>30</b>	<b>24</b>		<b>24</b>
	% of Number of approved teachers (AT) (--- % of AT as required by MSR of Central Council) (E.g. If 25 AT are required and the institute has only 8 AT i.e. 32%, then it will get 3 points on this parameter.)				
	% of AT	100%	30		
	% of AT	90-99%	27		
	% of AT	80-89%	24		
	% of AT	70-79%	21		
	% of AT	60-69%	18		
	% of AT	50-59%	15		
	% of AT	40-49%	12		
	% of AT	30-39%	9		
	% of AT	20-29%	6		
	% of AT	10-19%	3		
	% of AT	0-9%	0-1		
	(Note: AT, means a teacher approved as per MUHS act, working full time in the institute.				

	(Note: The percentage of AT should be calculated for every year for past one year and an average score for all one year shall be taken as the final score for this parameter.)				
	(Note: If a teacher leaves the institute during any academic year, then the vacancy thus created shall be filled in by the institute as soon as possible. For counting a post of AT for the purpose of this parameter, the post of such teacher should have been filled for at least 75% of the time during that academic year.				
	(Note: For the purpose of assessment of this criteria, a year shall mean "academic year".				
<b>ID2</b>	<b>Average percentage of full time teachers with Ph.D. during the last one year</b>	<b>10</b>			<b>0-2</b>
	(Number of teachers with Ph.D. every academic year for last one year ÷ 01)				
	> 15		10		
	10 to 15		8		
	7 to 10		6		
	4 to 6		4		
	0-3		0-2		
<b>ID3</b>	<b>Average teaching experience of full time teachers in number of years Data Requirement for last one year :</b>	<b>25</b>	<b>25</b>		
	Sum of total experience of full time teachers ÷ Total number of full time teachers				
		<b>Tutor</b>	<b>Assistant Professor</b>	<b>Associate Professor</b>	<b>Professor</b>
	>36	10	10	10	10
	>32 to 36	9	9	9	9
	>28 to 32	8	8	8	8
	>24 to 28	7	7	7	7
	>20 to 24	6	6	6	6
	>16 to 20	5	5	5	5
	>12 to 16	4	4	4	4
	>8 to 12	3	3	3	3
	>4 to 8	2	2	2	2
	>0 to 4	1	1	1	1
	00-Jan	0	0	0	0
		N1	N2	N3	N4
	Get average of all scores (N1+N2+N3+N4) ÷ 4 = N				
	N is the final score for this parameter for one year.				
	Calculate average of 'N's of last one year, which will be the final score for this parameter.				
<b>ID4</b>	<b>Average percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognized bodies during the last one year</b>	<b>10</b>			<b>10</b>
	(Number of full time teachers who received AWARDS/RECOGNITION/ FELLOWSHIPS from state level, national level, international level bodies ÷ Total number of teachers) x 100				
	Calculate the percentage for each year and then calculate average of percentages for one year. Awards and Recognition should be academic/ curricular awards only.				
	Average % last one year				
	1 to 10%		1		
	>10 to 20%		2		
	>20 to 30%		3		
	>30 to 40%		4		
	>40 to 50%		5		
	>50 to 60%		6		
	>60 to 70%		7		

	>70 to 80%		8		
	>80 to 90%		9		
	>90%		10		
<b>ID5</b>	<b>Teachers contribution to curricular enrichment. Personal contribution/ CME organized/ Workshop organized to discuss the curricular aspect of the Nursing program.</b>	<b>5</b>			
	<b>Only one contribution per teacher/ CME/ Workshop per Academic year shall be counted.</b>				
	No Contribution		0		
	Personal Contribution of teacher		1		
	Personal Contribution of >1 teacher		2		
	CME organized/ Workshop organized for the said purpose		3		
	Whether inputs of expert groups, feedback from stakeholders taken before such contribution		4		
	Evidence that the MUHS implemented the suggestions		5		
<b>ID6</b>	<b>Consultancy Services provided by the faculty</b>	<b>5</b>			<b>NA</b>
	Means an activity organized or managed by the faculty for an external agency for which the expertise and the specific knowledge base of the faculty becomes the major input. The finances generated through consultancy are fairly utilized by the institution.				
	Whether any consultancy services are provided by any faculties of the institute to an external agency (other than the routine services rendered by the faculty to the parent hospital patients)		1		
	Whether the institute earns any revenue from the consultancy services provided by the faculty/ faculties.		1		
	Does the institute has any policy for 'revenue sharing' between the teacher and institute?		1		
	Does the institute shares the revenue (generated from the consultancy of such faculty) with te said faculty?		1		
	If not, then is the faculty taking up consultancy, properly rewarded		1		
<b>ID7</b>	<b>Teachers involvement in MUHS run activities like Student Welfare, Formation and functioning of MET/ HSET units/ Research societies/ Trainings in RM/ MET</b>	<b>5</b>			<b>4</b>
	Only one contribution per teacher per Academic year shall be counted.				
	Number of teachers involved in one academic year				
	1 to 3	1			
	4 to 6	2			
	7 to 10	3			
	10 to 15	4			
	>15	5			
<b>IE</b>	<b>Evaluation Process</b>	<b>50</b>	<b>50</b>		<b>50</b>
<b>IE1</b>	<b>Continuous Internal Evaluation(CIE) system at the institutional level</b>	<b>15</b>	<b>15</b>		<b>15</b>
	Whether the institute informs the students about the CIE and its significance in evaluation of academic performance by MUHS?		3		3
	Procedure for appointment of teachers for CIE.		3		3
	Frequency of CIE, as per MUHS criteria. Yes/No. Verify		3		3
	Records of CIE, properly maintained or not and whether they are audited or not?		3		3
	Whether the results of CIE are displayed on departmental notice board within a reasonable period after the assessment (3-5 days)		3		3
<b>IE2</b>	<b>Mechanism of internal assessment is transparent and robust in terms of</b>	<b>10</b>	<b>10</b>		<b>10</b>
	Whether the student is assessed throughout the academic year?		5		5
	Whether the theoretical as well as practical knowledge is assessed?		5		5
<b>IE3</b>	<b>Mechanism to deal with examination related grievances is transparent, time-bound and efficient</b>	<b>10</b>	<b>10</b>		<b>10</b>
	Whether there is a grievance redressed committee? Verify its existence, constitution, aims and objectives, frequency of meetings, minutes of meetings		5		5

	Random assessment of effectiveness of grievance redressed committee by random interviewing of students		5		5
<b>IE4</b>	<b>The institution adheres to the academic calendar for the conduct of CIE</b>	<b>15</b>	<b>15</b>		<b>15</b>
	<b>Academic Calendar:</b> The schedule of the institution for the academic year, giving details of all academic and administrative events.				
	Whether the institute displays the calendar of CIE to the students at the beginning of academic year? Verify records.		15		15
	Whether the displayed academic calendar tallies with the dates of actual CIEs?		10		10
<b>IF</b>	<b>Student Performance and Learning Outcomes</b>	<b>40</b>	<b>40</b>		
	<p><b>Some Definitions:</b> (1) <b>Program:</b> A range of learning experiences offered to students in a formal manner over a period of one-to-four years leading to certificates/ diplomas/ degrees. Examples: Basic B.Sc. (Nursing). (2) <b>Course:</b> A course is a unit of 2 to 6 credits in a formal program. A 3-credit course will have three classroom sessions of one-hour duration during each week for the entire semester. Example: Program: Basic B.Sc (Nursing); Course: Regional Anatomy of Upper Limb; Credits: 6. (3) <b>Outcome:</b> An outcome of an educational program is what the student should be able to do at the end of a program/ course/ instructional unit. (4) <b>Outcome Based Education:</b> OBE is an educational theory that bases each part of an educational system around outcomes. Each student should have achieved the outcome by the end of the educational experience. (5) <b>Program Outcomes:</b> POs are statements that describe what the students graduating from any of the educational programs should be able to do. (6) <b>Program Specific Outcomes:</b> PSOs are statements that describe what the graduates of a specific educational program should be able to do. (7) <b>Course Outcomes:</b> COs are statements that describe what students should be able to do at the end of a course (8) <b>Attainment of Course Outcomes:</b> (COs) COs are to be attained by all students at the end of a formal course. While the method of computation of attainment of COs is not unique, each institution has to follow a well-defined direct method of computing CO attainment based on the student performance in all assessment instruments, and indirect method of computing COs through course exit survey of students.</p>				
<b>IF1</b>	<b>Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed on website and communicated to teachers and students</b>	<b>10</b>	<b>10</b>		<b>10</b>
	Whether program outcomes are stated and displayed on website		1		1
	Whether program specific outcomes are stated and displayed on website		1		1
	Whether course outcomes are stated and displayed on website		1		1
	Whether program outcomes are communicated to teachers		1		1
	Whether program specific outcomes are communicated to teachers		1		1
	Whether course outcomes are communicated to teachers		1		1
	Whether program outcomes are communicated to students		1		1
	Whether program specific outcomes are communicated to students		1		1
	Whether course outcomes are communicated to students		1		1
	Whether a document describing the mechanism of communication is available in the institute.		1		1
<b>IF2</b>	<b>Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution</b>	<b>10</b>	<b>10</b>		<b>10</b>
	Whether the institute has a defined Policy to evaluate the attainment of PO, PSO and CO?		2		2
	Whether the institute evaluates attainment of POs?		2		2
	Whether the institute evaluates attainment of PSOs?		2		2
	Whether the institute evaluates attainment of COs?		2		2
	Evidence and Documentation to that effect		2		2
<b>IF3</b>	<b>Average pass percentage of students</b>	<b>20</b>	<b>20</b>		<b>20</b>



	(Total number of final year students who passed in the examination ÷ Total number of final year students who appeared for the examination) x 100				
	value in %				
	>95		20		
	>90 to 95		19		
	>85 to 90		18		
	>80 to 85		17		
	>75 to 80		16		
	>70 to 75		15		
	>65 to 70		14		
	>60 to 65		13		
	>55 to 60		12		
	>50 to 55		11		
	>45 to 50		10		
	>40 to 45		9		
	>35 to 40		8		
	>30 to 35		7		
	>25 to 30		6		
	>20 to 25		5		
	>15 to 20		4		
	>10 to 15		3		
	>5 to 10		2		
	1 to 5		1		
	0		0		
<b>IG</b>	<b>Student Satisfaction Survey</b>	<b>50</b>	<b>50</b>		<b>50</b>
<b>IG1</b>	<b>Online/ manual student satisfaction survey by the institute with regard to teaching learning process.</b>	<b>50</b>	<b>50</b>		<b>50</b>
	Whether a database of all students (Name, class, gender, student ID No, Adhar ID No, Mobile No, E-mail ID, Degree program) is ready?		10		10
	Whether a format for obtaining 'students satisfaction' prepared and available?		10		10
	Whether the students' satisfaction survey is being regularly conducted?		10		10
	Whether the students' satisfaction survey is being regularly monitored and assessed?		10		10
	Whether a mechanism is in place to take effective measures to improve the teaching learning process of the institute based on students' satisfaction survey?		10		10
	<b>TOTAL I</b>	<b>350</b>			
<b>II</b>	<b>Research, Innovations and Extension</b>	<b>135</b>			
	Note: Duration of all the information that will be required for assessment of the Institution will need to be mentioned by the Authorized body (MUHS). The format of information, assessors' tools and criteria are prepared for one year data or what is existing or available at the time of inspection, unless otherwise specified.				
<b>IIA</b>	<b>Resource Mobilization for Research</b>	<b>10</b>			
<b>IIA1</b>	<b>Research projects by teachers / students sponsored by the non-government sources. (Number of projects)</b>	<b>1</b>			
	(Average number of projects over a period of one year = Total number of projects received from Non-Govt sources in last one year ÷ 01)				
	Randomly verify data presented by the college by checking relevant documents e.g. approval letters of research projects by non-government sources, evidence of funding (bank account details, institutional account books etc.), evidence of ongoing/ planned research work.				
	Number of projects				
	0		0		
	1 to 5		0.5		
	>5		1		

<b>IIA2</b>	<b>Research projects by teachers / students sponsored by the government sources during last one year. (Number of Projects)</b>	<b>6</b>			
	(Average number of projects over a period of one year = Total number of projects received from Govt sources in last one year ÷ 01)				
	Randomly verify data presented by the college by checking relevant documents e.g. approval letters of research projects by government sources, evidence of funding (bank account details, institutional account books etc.), evidence of ongoing/ planned research work.				
	Number of projects				
	0		0		
	1 to 3		1		
	4 to 6		2		
	7 to 9		3		
	10 to 12		4		
	13 to 15		5		
	16 and more		6		
<b>IIA3</b>	<b>Average number of research projects per teacher funded by government and non-government agencies per year</b>	<b>3</b>			<b>NA</b>
	Randomly verify data presented by the college by checking relevant documents e.g. evidence of ongoing research works by a teacher and stage of completion in the form of data collected, data analysis reports, special equipment/ material used, if any etc.				
	Nil		0		
	1 to 2 (Average per teacher per year)		1		
	3 to 4		2		
	5 or more		3		
<b>IIB</b>	<b>Innovation Ecosystem</b>	<b>10</b>			
<b>IIB1</b>	<b>Institution has created an eco-system for innovations including Incubation center and other initiatives for creation and transfer of knowledge.</b>	<b>2</b>			<b>2</b>
	(An incubation center aims to facilitate the researchers to start/develop their own research through financial and infrastructural help. The incubation center provides them the facilities, an ambience to develop their ideas, mentoring and networking to reach their goals successfully and thus becoming a milestone for other researchers. Incubation center also mentors and supports for patenting such research products and also in start up.)				
	Examine policy documents pertaining to establishment and Standard Operating Procedures of incubation center for innovation and evidence of its usage with the activities undertaken in the form of usage register, records of meetings, topics discussed, action taken after such meetings and evidence of success etc.				
	Evidence of existence and usage of such center				
	No.		0		
	Yes, but unsatisfactory		1		
	Yes, satisfactory		2		
<b>IIB2</b>	<b>Number of workshops/seminars/ CMEs conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices in one year</b>	<b>2</b>			<b>2</b>
	Randomly verify data presented by the college by checking relevant documents e.g. evidence of workshops/ seminars conducted per year.				
	Number of Workshops/ Seminars/ CMEs conducted				
	Nil		0		
	1 to 2 per year		0.5		
	3 to 4		1		
	5 to 6		1.5		
	7 and more		2		



<b>IIB3</b>	<b>Number of awards for innovation won by institution/ teachers/ research scholars/ students during last one year</b>	<b>3</b>			<b>NA</b>
	Randomly verify information by examining certificates/ award letters/ trophies etc. won for innovation				
	Number of Awards				
	Nil		0		
	1 to 2		1		
	3 to 4		2		
	5 or more		3		
<b>IIB4</b>	<b>Number of start-ups incubated on campus.</b>	<b>3</b>			<b>2</b>
	Verify the information provided by the institution by examining letters of approval of such start-ups by Academic Council/ Board of Management or other authorized body. Proof of such start up incubated at the institution.				
	Number of Start-ups				
	Nil		0		
	1 to 3		1		
	4 to 6		2		
	7 or more		3		
<b>IIC</b>	<b>Research Publications and Awards</b>	<b>20</b>			<b>4</b>
<b>IIC1</b>	<b>The institution has a stated Code of Ethics to check malpractices and plagiarism in Research. (YES/ NO)</b>	<b>2</b>	<b>2</b>		<b>2</b>
	Examine documents of Code of Ethics to check malpractices and plagiarism in Research				
	Evidence of existence of such guidelines				
	No.		0		
	Yes, but unsatisfactory		1		
	Yes, satisfactory		2		
<b>IIC2</b>	<b>The institution provides incentives to teachers who receive state, national and international recognition/ awards</b>	<b>2</b>	<b>2</b>		<b>NA</b>
	Randomly verify evidence of such incentives given to teachers by institution. Examine proof in the form of certificates of such awards, account records of incentives given to teachers etc.				
	Only one incentive per teacher shall be counted per year, even if the same teacher has been given incentive more than once in that Academic Year.				
	Number of Incentives given to teachers				
	0		0		
	1 to 5		1		
	> 5		2		
<b>IIC3</b>	<b>Number of Patents published/awarded during the last one year</b>	<b>2</b>			<b>NA</b>
	Randomly verify the data by examining copy of award letters issued by competent patent awarding agency. (Guidelines below are for one year.)				
	Number of Patents awarded				
	Nil		0		
	1 to 5		1		
	> 5		2		
<b>IIC4</b>	<b>Number of PhD students allotted per teacher during the last one year</b>	<b>4</b>			<b>NA</b>
	(Number of PhD degrees awarded during the last one year ÷ 01 Total number of teachers as recognized guides)				
	Source: Shodhganga and Institutional website				
	Randomly verify data by examining documents e.g. University letter of approval of teacher as PhD teacher, records of PhD students under each PhD guide, University approval letter of PhD dissertation etc. (Guidelines below are for one year.)				
	Number of PhD students allotted per teacher				
	Nil		0		
	1		1		
	2		2		
	3		3		
	4		4		

<b>IIC5</b>	<b>Number of research papers per teacher in reputed indexed specialty Journals during the last one year (As per MCI/UGC guidelines)</b>	<b>4</b>			<b>2</b>
	(Number of publications in journals that are recommended by Central Council during last one year ÷ Total number of teachers)				
	Randomly verify data by examining the published research papers by teachers in reputed indexed specialty journals. (Guidelines below are for one year.)				
	Average number of research papers per teacher				
	0		0		
	1		1		
	2		2		
	3		3		
	4		4		
<b>IIC6</b>	<b>Number of books and chapters in edited volumes / books published, and papers in national/ international conference-proceedings, per teacher during last one year</b>	<b>2</b>			<b>NA</b>
	(Total number of books and chapters in edited volumes, books published, and papers in National/ International conference proceedings during last one year ÷ Total number of teachers)				
	Randomly verify data by examining proof of such publications e.g. books, conference proceedings etc.				
	0		0		
	1 to 5		1		
	> 5		2		
<b>IIC7</b>	<b>Bibliometrics of the publications based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index</b>	<b>2</b>			<b>NA</b>
	<b>Some Definitions:</b> (1) <b>Citation Index:</b> The number of times a research papers is referred to by other researchers in refereed journals, and is a measure of validity of its contents. (2) <b>H-index (Hirsch Index):</b> An index that attempts to measure both the productivity and impact of the published work of a scientist or scholar. The index is based on the set of the scientist's most cited papers and the number of citations that they have received in other publications. (3) <b>Impact Factor:</b> A measure of the citations to science and social sciences journals. The impact factor for a journal is calculated based on a three-year period and can be considered to be the average number of times published papers are cited up to 2 years after publication. (4) <b>Bibliometrics:</b> It is a statistical analysis of written publications, such as books or articles.				
	(Total number of journal citations received by publications in SCOPUS, Web of Science, Indian Citation Index, indexed journals ÷ Total number of publications in SCOPUS, Web of Science, Indian Citation Index, indexed journals)				
	Randomly verify documents exhibiting such information from Scopus/ Web of Science or Pub Med/ Indian Citation Index.				
	Average Citation Index				
	0		0		
	1 to 5		1		
	> 5		2		
<b>IIC8</b>	<b>Bibliometrics of the publications on Scopus/ Web of Science – h-index of the institution</b>	<b>2</b>			<b>NA</b>
	(Number of citations received by individual research publication ÷ Number of publications receiving proportionately maximum number of citations)				
	Randomly verify documents exhibiting h-index from Scopus/ Web of Science.				
	0		0		
	1 to 5		1		
	> 5		2		
<b>IID</b>	<b>Extension Activities (Data of last one year)</b>	<b>75</b>			

<b>IID1</b>	<b>Extension activities in the neighborhood community in terms of impact and sensitizing students to social issues and holistic development. (In last one year)</b>	<b>20</b>	<b>20</b>		<b>20</b>
	Verify data by examining relevant documentary records of extension activities and students involvement in the same.				
	Document mentioning the policy and impact of extension activities				
	<b>One mark per such community based activity. Maximum 20 marks.</b>				
<b>IID2</b>	<b>Number of awards and recognition received for extension activities from Government /recognized bodies (In previous Year )</b>	<b>25</b>			
	Randomly verify documents e.g. letters of awards from government/recognized bodies.				
	Number of Awards				
	0		0		
	1		2		
	2		4		
	3		6		
	4		8		
	5		10		
	6		12		
	7		14		
	8		16		
	9		18		
	10		20		
	11		22		
	12		24		
	13 or more		25		
<b>IID3</b>	<b>Number of extension and outreach programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/NCC/Red cross/YRC etc.</b>	<b>20</b>			<b>8</b>
	<b>Extension Activities:</b> The aspect of education, which emphasizes neighbourhood services. These are often integrated with curricula as extended opportunities intended to help, serve reflect and learn. The curriculum- extension interface has educational values, especially in rural India. <b>Outreach Activities:</b> Is the practice of conducting local public awareness activities through targeted community interaction.				
	Randomly verify data by examining proof of conduct of such activities e.g. MoUs with various organizations, activity register mentioning date of activity, name of activity etc.				
	Number of Activities				
	0		0		
	1 to 2		2		
	3 to 5		4		
	6 to 8		6		
	9 to 11		8		
	12 to 14		10		
	15 to 17		12		
	18 to 20		14		
	21 to 23		16		
	24 to 26		18		
	> 26		20		
<b>IID4</b>	<b>Average percentage of students participating in extension activities with Government Organizations, Non-Government Organizations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc.</b>	<b>10</b>	<b>10</b>		<b>10</b>
	<b>% per year = (Number of students participating in such activities ÷ Total number of students) x 100</b>				
	<b>Average percentage = <math>\sum</math> percentage per year ÷ 01</b>				

	Verify the documents pertaining to students' participation in extension activities e.g. academic calendar, lesson plan, attendance registers, posting records etc. Marks can be allotted as below:				
	<b>Any number of activities by any one particular student in one Academic year shall be counted as 'one' activity.</b>				
	Percentage of students participated in each activity				
	0		0		
	1 to 10%		1		
	>10 to 20%		2		
	>20 to 30%		3		
	>30 to 40%		4		
	>40 to 50%		5		
	>50 to 60%		6		
	>6- to 70%		7		
	>70 to 80%		8		
	>80 to 90%		9		
	>90		10		
<b>IIE</b>	<b>Collaboration</b>	<b>20</b>			
<b>IIE1</b>	<b>Number of Collaborative activities for research, faculty exchange, student exchange per year</b>	<b>5</b>			
	Verify data by random examination of proof of collaborative activities e.g. MoUs of collaboration for research, faculty exchange and student exchange, records of such activities, letters of communication between collaborating institutions.				
	Number of Activities				
	0		0		
	1		1		
	2		2		
	3		3		
	4		4		
	5		5		
<b>IIE2</b>	<b>Number of linkages with institutions/industries for internship, on-the job training, project work, sharing of research facilities etc.</b>	<b>5</b>			
	Verify data by random examination of proof of linkage e.g. MoUs of collaboration for internship, project work etc., records of such activities, attendance registers, letters of communication etc.				
	Number of Linkages				
	<b>0</b>		0		
	<b>1 to 3</b>		1		
	<b>4 to 6</b>		2		
	<b>7 to 9</b>		3		
	<b>10 to 12</b>		4		
	<b>13 or more</b>		5		
<b>IIE3</b>	<b>Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. (only functional MoUs with ongoing activities to be considered)</b>	<b>10</b>			<b>NA</b>
	Verify data by random examination of proof of functional MoUs e.g. MoUs with date of coming into effect and date of expiry, proof of recent activity (within 6 months) etc.				
	Number of Functional MoUs				
	0		0		
	1		1		
	2		2		
	3		3		
	4		4		
	5		5		
	6		6		
	7		7		
	8		8		
	9		9		
	10		10		
	<b>Total II</b>	<b>135</b>			

<b>III</b>	<b>Infrastructure and Learning Resources</b>	<b>245</b>			
<b>IIIA</b>	<b>Physical Facilities</b>	<b>80</b>			
<b>IIIA1</b>	<b>Availability of LCD/Computer in Lecture theatres, Cordless mike/ podium mike/collar mike rather than conventional</b>	<b>10</b>	<b>10</b>		<b>10</b>
	Nil	0			
	50% compliance	5			
	100% compliance	10			
<b>IIIA2</b>	<b>Museum with properly displayed-charts/specimens/models/photographs/drugs with at least 20 booklets containing information about the museum for 100 students</b>	<b>20</b>	<b>20</b>		
	Museum -charts/models/specimens available but unsatisfactory	10			
	Museum -charts/models/specimens available and satisfactory	20			
<b>IIIA3</b>	<b>Generator back up must</b>	<b>10</b>	<b>10</b>		
	Present for entire college & Hospital		10		
	only hospital		7		
	only college		5		
	only office		3		
	No backup		0		
<b>IIIA4</b>	<b>The college and hospital should be easily accessible for disabled students</b>	<b>10</b>			
	Available		10		
	partially available i.e. only ramp		5		
	Not available		5		
<b>IIIA5</b>	<b>Boys/ladies common rooms, rest rooms for faculty</b>	<b>10</b>	<b>10</b>		
	LCR		2		
	LCR with recreational facilities		2		
	BCR		2		
	BCR with recreational facilities		2		
	Rest rooms for faculty		2		
<b>IIIA6</b>	<b>Separate hostels for boys/girls/PG</b>	<b>10</b>	<b>10</b>		
	Boys hostel UG		2		
	Rooms available for at least 70%		2		
	Girls hostel UG		2		
	Rooms available for at least 70% girls		2		
	PG hostel for all PG students		2		
<b>IIIA7</b>	<b>Sports and cultural facility</b>	<b>10</b>	<b>10</b>		
	Whether facility for indoor games available?		1		
	Is it adequate?		1		
	Whether facility for outdoor sports available?		1		
	Is it adequate?		1		
	Whether Gymnasium facility available		1		
	Whether yoga centre is available on the campus?		1		
	Whether facilities for cultural activities available?		1		
	Is it adequate?		1		
	Whether the facilities for cultural activities are being utilized by the students?		2		
<b>IIIB</b>	<b>Library</b>	<b>90</b>			
<b>IIIB1</b>	<b>Library- separate</b>	<b>5</b>	<b>5</b>		
	Separate space		1		
	Separate reading hall		1		
	Separate reference section		1		
	Faculty reading area		1		
	Journal section		1		
<b>IIIB2</b>	<b>Good physical facilities for seating</b>	<b>5</b>	<b>5</b>		
	Adequate number of chairs -50% of student strength		5		
	If between 40-50%		4		
	If between 30-40%		3		
	If between 20-30%		2		
	If between 10-20%		2		
<b>IIIB3</b>	<b>Easy access to differently abled students</b>	<b>2</b>	<b>2</b>		
	Available- ramp, elevator		2		
	Partially available- only ramp		1		
	Not available		0		
<b>IIIB4</b>	<b>Issue section</b>	<b>10</b>	<b>10</b>		

	Available		2		
	Adequate non-teaching staff		2		
	Working hours-12/8		2 or 1		
	one/ two or more books for students		2 or 1		
	Manual/ digital system for issuing books		2		
<b>IIIB5</b>	<b>Reference section- latest editions</b>	<b>10</b>	<b>10</b>		
	Available		2		
	Less than 10% of total books		2		
	More than 10% of total books		2		
	Utilization by students-register		2		
	adequate seating space		2		
<b>IIIB6</b>	<b>Various software's related to library</b>	<b>3</b>			
	OPAC/SOUL and other		2		
	Any other software		1		
	None		0		
<b>IIIB7</b>	<b>Facilities for students</b>	<b>10</b>	<b>10</b>		
	Water cooler		2		
	Adequate lighting and ventilation		2		
	Adequate fans		2		
	washrooms boys		2		
	washrooms girls		2		
<b>IIIB8</b>	<b>Reading hall timings routine</b>	<b>3</b>	<b>3</b>		
	Routine 8 to 12 hours		1		
	During exam 12 to 24 hours		1		
	During vacation 8 to 12 hours		1		
<b>IIIB9</b>	<b>Total number of books purchased in last 5 years</b>	<b>10</b>	<b>10</b>		
	More than 500 books		10		
	450-500		9		
	350-400		8		
	300-350		7		
	250-300		6		
	200-250		5		
	150-200		4		
	100-150		3		
	50-100		2		
	Less than 50		1		
<b>IIIB10</b>	<b>Collaboration with libraries other than their own management</b>	<b>2</b>	<b>2</b>		<b>NA</b>
	Available with more than 2		2		
	Available with 1		1		
	Not available		0		
<b>IIIB11</b>	<b>Facilities for students and faculty</b>	<b>5</b>	<b>5</b>		
	Xerox for students		1		
	Subsidized rates for Xerox for students		1		
	Scanning available for students		1		
	Scanning at subsidized rates for students		1		
	Xerox of medical literature for faculty free		1		
<b>IIIB12</b>	<b>Question bank</b>	<b>5</b>	<b>5</b>		<b>5</b>
	Same institute available last one year (UG + PG)		1		
	Same university available for last one year (UG + PG)		1		
	Other University (UG + PG)		1		
	Available on college website		1		
	Whether the Questions are validated by IQAC?		1		
<b>IIIB13</b>	<b>Availability of internet</b>	<b>5</b>	<b>4</b>		<b>3</b>
	>20 MBPS		5		
	16 to 20 MBPS		4		
	11 to 15 MBPS		3		
	6 to 10 MBPS		2		
	2 to 5 MBPS		1		
<b>IIIB14</b>	<b>Number of computers in library</b>	<b>5</b>	<b>5</b>		<b>5</b>
	Whether separate facility for computer with internet facility available or not		5		
	Whether separate facility for computer without internet facility available or not		4		
	Facility available but no separate space		2		



	No facility		0		
<b>IIIB15</b>	<b>Average annual expenditure for purchase of books and journals during last year (Data of previous one year to be assessed)</b>	<b>10</b>	<b>10</b>		
	1 to 2% of annual college budget	2			
	3 to 5% of annual college budget	4			
	6 to 7% of annual college budget	6			
	8 to 9% of annual college budget	8			
	>9% of annual college budget	10			
<b>IIIC</b>	<b>IT Infrastructure</b>	<b>55</b>			
<b>IIIC1</b>	<b>Separate digital library</b>	<b>5</b>	<b>5</b>		<b>5</b>
	Available as per requirements of regulatory bodies		5		
	Not available		0		
<b>IIIC2</b>	<b>Wi-Fi</b>	<b>5</b>	<b>5</b>		<b>5</b>
	Available free-students		1		
	For faculty		1		
	Security for Wi-Fi available		1		
	Only for learning resources		1		
	undertaking from students about usage		1		
<b>IIIC3</b>	<b>Availability of e-resources of the concerned subject</b>	<b>10</b>			<b>10</b>
	Available subscribed by college		2		
	National Knowledge Network		2		
	e shodhganga		3		
	e-shodhsindhu		3		
<b>IIIC4</b>	<b>Availability of student software</b>	<b>5</b>	<b>5</b>		<b>5</b>
	Shared with Parents		1		
	Regular updating		1		
	Student attendance		1		
	Time tables		1		
	Students Performance		1		
<b>IIIC5</b>	<b>Digital records in office</b>	<b>10</b>	<b>10</b>		<b>10</b>
	Tally software/Salary		2		
	Student records UG		2		
	Student record PG		2		
	Examination section		2		
	HR section		2		
<b>IIIC6</b>	<b>Facilities for e content development</b>	<b>5</b>	<b>5</b>		<b>5</b>
	e content facilities available		3		
	recording facility		2		
<b>IIIC7</b>	<b>Institute / College Website</b>	<b>15</b>	<b>15</b>		<b>15</b>
	Information about College / Courses / Faculty (Teaching & Non teaching)		3		
	Information about events organized by college & students		3		
	Information about hospitals attached		3		
	Information about sports and cultural activities		3		
	Information about awards received by faculty / students		3		
<b>IIID</b>	<b>Maintenance</b>	<b>20</b>	<b>20</b>		
<b>IIID1</b>	<b>Average expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last year</b>	<b>10</b>	<b>10</b>		
	(Expenditure on maintenance of physical and academic support facilities excluding salary component ÷ Total expenditure excluding salary component) x 100				
	Average percentage = ( $\sum$ percentage per year ÷ 1)				
	Average %				
	>90%		10		
	>80 to 90%		9		
	>70 to 80%		8		
	>60 to 70%		7		
	>50 to 60%		6		
	>40 to 50%		5		
	>30 to 40%		4		
	>20 to 30%		3		
	>10 to 20%		2		
	<10%		1		

	0		0		
<b>IID2</b>	<b>There are established systems and procedures for maintaining and utilizing physical, academic and support facilities -laboratory, library, sports complex, computers, classrooms etc.</b>	<b>10</b>	<b>10</b>		<b>10</b>
	<b>In addition to other parameters, the assessors should compulsorily assess the AMC/ CMC for current Academic Year.</b>				
	There are established systems and procedures for maintaining and utilizing laboratory facility		2		
	There are established systems and procedures for maintaining and utilizing library facility		2		
	There are established systems and procedures for maintaining and utilizing sports complex facility		2		
	There are established systems and procedures for maintaining and utilizing computers facility		2		
	There are established systems and procedures for maintaining and utilizing classrooms facility		2		
	<b>Total III</b>	<b>245</b>			
<b>IV</b>	<b>Student Support and Progression</b>	<b>100</b>			
	<b>Student Progression:</b> Vertical movement of students from one level of education to the next higher level successfully or towards gainful employment. <b>Student Support:</b> Facilitating mechanism for access to information fee structure and refund policies and also guidance and placement cell with student welfare measures to give necessary learning support to the students.				
<b>IVA</b>	<b>Student Support</b>	<b>40</b>	<b>40</b>		
<b>IVA1</b>	<b>Average percentage of students benefited by scholarships and free ships provided by the Government during the last one year</b>	<b>12</b>	<b>12</b>		<b>12</b>
	Percentage per year = (Number of students benefited by scholarships and free ships provided by the Government ÷ Total number of students) x 100				
	Average percentage = $\sum$ Percentage per year ÷ 01				
	Sanction letters to be verified				
	Average %				
	0-5		0 to 4		
	6 to10		6		
	11 to 15		8		
	16 to 20		10		
	> 20		12		
<b>IVA2</b>	<b>Average percentage of students benefited by scholarships , free ships, etc. provided by the institution besides government schemes during the last one year</b>	<b>12</b>	<b>12</b>		<b>12</b>
	Percentage per year = (Number of students benefited by scholarships and free ships beside Government ÷ Total number of students) x 100				
	Average percentage = $\sum$ Percentage per year ÷ 01				
	Sanction letters to be verified				
	Average %				
	0-5		0 to 4		
	6 to10		6		
	11 to 15		8		
	16 to 20		10		
	> 20		12		
<b>IVA3</b>	<b>Number of capability enhancement and development schemes offered by the institution during the last one year.</b>	<b>10</b>	<b>10</b>		<b>10</b>
	Guidance for competitive examinations/ career counseling		2		
	Soft skill development/ Language Lab etc		2		
	Remedial coaching,		2		
	Yoga and Meditation		2		
	Personal Counseling		2		
<b>IVA4</b>	<b>The institution has a transparent mechanism for timely redressed of student grievances including sexual harassment and ragging cases.</b>	<b>6</b>	<b>6</b>		<b>6</b>

	Verify the minutes of the meetings of student grievance redressal committee, prevention of sexual harassment committee and anti –ragging committee				
	Whether students grievance redressed committee is in force ?		1		
	Composition of the committee and its minutes of meetings		1		
	Whether gender harassment committee /ICC (Internal Complaint Cell) is in force ?		1		
	Composition of the committee and its minutes of meetings		1		
	Whether Anti-ragging committee and anti ragging squad are in force ?		1		
	Composition of the committee and the squad and its minutes of meetings		1		
<b>IVB</b>	<b>Student Progression</b>	<b>25</b>	<b>25</b>		
<b>IVB1</b>	<b>Percentage of student progression to higher education (previous graduating batch)</b>	<b>20</b>	<b>20</b>		<b>20</b>
	(Number of outgoing students progressing to higher education ÷ Total number of final year students) x 100				
	Evidence of such student/ alumni database				
	UG to PG				
	UG/ PG to PhD				
	PG to Super specialization				
	UG/ PG to recognized fellowships				
	UG/ PG to Certificate courses from recognized institute/ universities				
	Total %				
	0 to 10%		0 to 5		
	11 to 25%		10		
	26 to 40%		15		
	>40%		20		
<b>IVB2</b>	<b>Average percentage of students qualifying in state / national /international level examinations during the last one year. (e.g.: NEET-PG/ GRE / TOEFL / USMLE/ PLAB/ Civil Services / State government examinations etc)</b>	<b>5</b>	<b>5</b>		<b>5</b>
	Percentage per year = (Number of students qualifying in state/ national/ international level exams ÷ Total number of students who have appeared for these exams ) x 100				
	Average percentage = $\sum$ Percentage per year ÷ 01				
	Evidence of such student/ alumni database.				
	Average %				
	0%		0		
	1 to 5%		1		
	6 to 10%		2		
	11 to 15%		3		
	16 to 20%		4		
	>20%		5		
<b>IVC</b>	<b>Student Participation and Activities</b>	<b>25</b>			
<b>IVC1</b>	<b>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</b>	<b>15</b>			
	Each University Level = 1 Mark				
	Each State Level Event= 2 Mark				
	Each National Level Event= 3 Marks				
	Each International level event = 5 Marks				
	Number of marks = score (Maximum score up to 15)				
	i.e. 3 marks = 3, 10 marks = 10 score etc.				
<b>IVC2</b>	<b>Presence of an active Student Council &amp; representation of students on academic &amp; administrative bodies / committees of the institution</b>	<b>5</b>	<b>5</b>		<b>5</b>
	Whether student council is in force and it is as per guidelines by MUHS		1		
	Whether the meetings are being held regularly as per MUHS guidelines and to verify the minutes of meetings		1		
	Assessors opinion whether the students council is active		1		

	Evidence to the effect that there is fair representation of students on academic bodies / committees of the institution		1		
	Evidence to the effect that there is fair representation of students on administrative bodies/ committees of the institution		1		
<b>IVC3</b>	<b>Average number of sports and cultural activities / competitions organized at the institution level per year (Date required of last one year)</b>	<b>5</b>	<b>5</b>		<b>5</b>
	(Number of such activities organized by the institution during the last one year ÷ 01)				
	1		1		
	2		2		
	3		3		
	4		4		
	5 or more		5		
<b>IVD</b>	<b>Alumni Engagement</b>	<b>10</b>	<b>10</b>		
<b>IVD1</b>	<b>The Alumni Association / Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last one year</b>	<b>6</b>	<b>6</b>		<b>6</b>
	Whether a duly registered Alumni Association is in force?		1		
	Whether regular meetings of the core committee of the Alumni Association is held regularly? To verify the minutes of meetings.		1		
	Evidence to the effect that the alumni association has significantly contributed to the development of the institution through financial means during last one year?		2		
	Evidence to the effect that the alumni association has significantly contributed to the development of the institution through non-financial means during last one year?		2		
<b>IVD2</b>	<b>Number of Alumni Association / Chapters meetings held during the last one year</b>	<b>4</b>	<b>4</b>		<b>1</b>
	1 to 2 meetings		1		
	3 to 4 meetings		2		
	5 to 6 meetings		3		
	> 6 meetings		4		
	<b>Total IV</b>	<b>100</b>			
<b>V</b>	<b>Governance Leadership and Management</b>	<b>120</b>			
<b>VA</b>	<b>Institutional Vision and Mission</b>	<b>14</b>	<b>14</b>		<b>14</b>
<b>VA1</b>	<b>Vision Statement</b>	<b>1.5</b>	<b>1.5</b>		<b>1.5</b>
	Does the institute has a vision statement		0.5		
	Is it in consonance with the objectives of MUHS & Central Council		0.5		
	On assessment, are the assessors satisfied that the progress of the institute is in tune with its Vision statement		0.5		
<b>VA2</b>	<b>Mission Statement</b>	<b>1.5</b>	<b>1.5</b>		<b>1.5</b>
	Does the institute has a mission statement		0.5		
	Is it in consonance with the objectives of MUHS & Central Council		0.5		
	On assessment, are the assessors satisfied that the progress of the institute is in tune with its mission statement		0.5		
<b>VA3</b>	<b>How does the institution promote a culture of participative management.</b>	<b>6</b>	<b>6</b>		<b>6</b>
	Describe in minimum 300 words		1		
	Documented evidence that the institute follows and makes efforts to promote the involvement of students and parents in participative management		2		
	Documented evidence that the institute follows and makes efforts to promote the involvement of staff and other employees in participative management		2		
	Whether the assessors are satisfied with the system of participative management employed by the institute		1		
<b>VA4</b>	<b>How does the institution provide an opportunity to groom leadership qualities?</b>	<b>5</b>	<b>5</b>		<b>5</b>
	Describe in minimum 300 words		1		
	Evidence that the institute provides opportunity to groom leadership qualities amongst its students		2		

	Effectiveness of the efforts on the part of institute to provide leadership qualities to its students.		2		
<b>VB</b>	<b>Strategy Development &amp; Deployment</b>	<b>40</b>			<b>35</b>
<b>VB1</b>	<b>Strategic plan of the institution (prepared at the start of the academic year): Highlight the salient points of the strategic plan</b>	<b>2</b>	<b>2</b>		<b>2</b>
	Whether the institute has a documented strategic plan prepared at the start of academic year (for each year)?		1		
	Whether the assessor is satisfied with the contents of the strategic plan and its implementation by the institute?		1		
<b>VB2</b>	<b>Institutional Organogram</b>	<b>1</b>	<b>1</b>		<b>1</b>
	Does the institute has a documented organogram in place?		0.5		
	Whether separate organograom for college and hospital available ?		0.5		
<b>VB3</b>	<b>Names and constitution of various Committees and their Standard Operating Procedures</b>	<b>10</b>	<b>10</b>		<b>10</b>
	Has the institute constituted all the relevant committees required for systematic functioning of the hospital? Documentation to that effect.		2		
	Has the institute constituted all the relevant committees required for systematic functioning of the college? Documentation to that effect.		2		
	Does the institute have the SOPs for the committees in force?		2		
	Assessors' satisfaction as to the regular conduct of meetings of all committees ?		2		
	Maintaining of Minutes of meetings		2		
<b>VB4</b>	<b>System for Healthcare Audit</b>	<b>20</b>	<b>20</b>		<b>20</b>
	Whether the institute conducts regular audits of various services in the hospital. Some examples of audits are given below:				
	Mortality audits, medical records audits, prescription audits, antibiotic audits, audits of emergency services in hospital, audits of laboratory services in hospital, biomedical waste management audits, hospital infection audits, audits of radiological services in hospital, any other audit carried out				
	Two points for each audits. Maximum score 20.				
<b>VB5</b>	<b>Recruitment Policy (Describe in minimum 300 words)</b>	<b>2</b>	<b>2</b>		<b>2</b>
	Does the hospital has a recruitment cell to assess the manpower requirement of each section of the hospital and to suggest the management accordingly?		1		
	Documentation to the above effect.		1		
<b>VB6</b>	<b>Has the institution adopted a policy of E-Governance? If yes, in which areas (Planning, administration, finance, Student Support, examination)</b>	<b>5</b>			<b>NA</b>
	Assessors to verify the actual functioning of the e-Governance in respective areas, name of the vendor with contact details, year of implementation and continuity, payments made to vendors are reflected in the statement of accounts, ERP documents, screen shots of user interface to be obtained etc.				
	Is there evidence that e-Governance policy is in place in the area of 'planning'?		1		
	Is there evidence that e-Governance policy is in place in the area of 'administration'?		1		
	Is there evidence that e-Governance policy is in place in the area of 'finance'?		1		
	Is there evidence that e-Governance policy is in place in the area of 'Student Support'?		1		
	Is there evidence that e-Governance policy is in place in the area of 'examination'?		1		
<b>VC</b>	<b>Faculty Empowerment</b>	<b>30</b>			<b>24</b>
<b>VC1</b>	<b>Welfare measures for teaching staff</b>	<b>2</b>	<b>2</b>		<b>2</b>
	Institute to submit a list of welfare measures for teaching staff.		0.5		
	Assessors to verify the facts of existence of these measures claimed by the institute and evidence of their implementation.		1.5		
<b>VC2</b>	<b>Welfare measures for non-teaching staff</b>	<b>2</b>	<b>2</b>		<b>2</b>

	Institute to submit a list of welfare measures for non-teaching staff.		0.5		
	Assessors to verify the facts of existence of these measures claimed by the institute and evidence of their implementation.		1.5		
<b>VC3</b>	<b>Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last one year</b>	<b>6</b>	<b>6</b>		<b>NA</b>
	Percentage per year = (Number of teachers provided with financial support to attend conferences, workshops and towards membership fee of professional bodies ÷ Total number of teachers) x 100				
	Average percentage = (ΣPercentage per year ÷ 01)				
	Average %				
	Nil		0		
	<10%		1		
	11 to 15%		2		
	16 to 20%		3		
	21 to 25%		4		
	26 to 30%		5		
	>30%		6		
<b>VC4</b>	<b>Average number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff during the last one year</b>	<b>6</b>	<b>6</b>		<b>6</b>
	(Number of professional development or administrative training programs organized for teaching and non-teaching staff during the last one year ÷ 1)				
	To verify: Reports of Human Resource Development Centers (UGC ASC or other relevant centers)				
	Nil		0		
	<2		1		
	3 to 5		2		
	6 to 8		3		
	9 to 11		4		
	12 to 14		5		
	15 and more		6		
<b>VC5</b>	<b>Number of Professional Development Programs attended by Faculty</b>	<b>4</b>	<b>4</b>		<b>4</b>
	Whether the institute maintains record of Number of Professional Development Programs attended by Faculty. To verify.		1		1
	Average attendance of faculties if <50%		1		
	Average attendance of faculties if 51 to 70%		2		
	Average attendance of faculties if >70%		3		3
<b>VC6</b>	<b>Performance Appraisal System for teaching and non-teaching staff. Enclose formats for Performance Appraisal. (Describe in minimum 300 words)</b>	<b>4</b>	<b>4</b>		<b>4</b>
	Whether a performance appraisal system for teaching staff is in place? Whether it is effective? Proof of its effectiveness.		2		
	Whether a performance appraisal system for non-teaching staff is in place? Whether it is effective? Proof of its effectiveness.		1		
	Whether assessors are satisfied with the system?		1		
<b>VC7</b>	<b>Staff Salaries</b>	<b>6</b>	<b>6</b>		<b>6</b>
	Salaries of all teaching staff are paid regularly every month		1.5		
	Salaries of all non-teaching staff are paid regularly every month		1.5		
	Salary scales are as per the existing rules and norms (Government/INC/ MNC/ UGC etc, whatever applicable and accepted by the institute)		1		
	Salaries of entire staff are credited in Nationalized banks/Scheduled banks		1		
	Entire staff is satisfied about the regularity and mode of payment of salaries		1		
<b>VD</b>	<b>Financial Management</b>	<b>10</b>	<b>10</b>		
<b>VD1</b>	<b>Mechanism for Internal and External Finance Audit</b>	<b>3</b>	<b>3</b>		<b>3</b>
	Whether the institute has a system of Internal Finance audit in place?		1		



	Whether the institute has a system of External Finance audit in place?		1		
	Whether assessors are satisfied with the system?		1		
<b>VD2</b>	<b>Funds/ Grants received from the University and non-government bodies in last one year (other than those already mentioned hereinabove)</b>	<b>3</b>	<b>3</b>		<b>NA</b>
	Yes/No		1		
	To verify the annual statement of accounts. If in order		2		
<b>VD3</b>	<b>Audited statement of accounts with details of expenses for academics, research and administrative activities for last 5 years</b>	<b>4</b>	<b>4</b>		<b>4</b>
	Audited statement of accounts with details of expenses for academics activities for last one year		1		
	Audited statement of accounts with details of expenses for research activities for last one year		1		
	Audited statement of accounts with details of expenses for administrative activities for last one year		1		
	Whether the assessors are satisfied with the audited statements?		1		
<b>VE</b>	<b>Internal Quality Assurance Mechanism</b>	<b>26</b>			<b>26</b>
<b>VE1</b>	<b>Teaching-Learning reforms facilitated by the Internal Quality Assurance Cell</b>	<b>10</b>	<b>10</b>		<b>10</b>
	Whether IQAC is in force?		2		
	Whether its composition/ constitution, objectives are well defined and documented?		2		
	Whether its meetings are regularly held? To check the records		2		
	Whether the minutes of meetings are maintained?		2		
	Whether the functioning of the IQAC is in tune with its objectives?		2		
<b>VE2</b>	<b>Has the institution conducted an Internal and External Academic Audit? Yes / No If Yes, provide details</b>	<b>6</b>	<b>6</b>		<b>6</b>
	<b>Academic Audit:</b> An exercise which serves to provide assurance that the delegated responsibilities for quality and standards of academic provision are being appropriately discharged.				
	Internal Audit		3		
	External Audit		3		
<b>VE3</b>	<b>Administrative reforms facilitated by the Internal Quality Assurance Cell</b>	<b>10</b>	<b>10</b>		<b>10</b>
	Institute to submit its write up on this issue in not more than 500 words.				
	Whether all assessors unanimously agree to it?				
	If yes		10		
	If No		5		
	If none of the assessors are satisfied with the genuinity of the write up		0		
	<b>Total V</b>	<b>120</b>			
<b>VI</b>	<b>Institutional Values and Best Practices</b>	<b>50</b>			<b>50</b>
<b>VIA</b>	<b>Gender Equity</b>	<b>6</b>	<b>6</b>		<b>6</b>
	“ <b>Gender equality</b> , equality between men and women...does not mean that women and men have to become the same, but that their rights, responsibilities and opportunities will not depend on whether they were born male or female. <b>Gender equity</b> means fairness of treatment for men and women according to their respective needs. This may include equal treatment or treatment that is different but which is considered equivalent in terms of rights, benefits, obligations, and opportunities.” –United Nations Educational, Scientific and Cultural Organization (UNESCO). [ <b>Equality: the end goal, Equity: the means to get there</b> ]				
<b>VIA1</b>	<b>Number of gender equity promotion programs organized by the institution during the last one year</b>	<b>3</b>	<b>3</b>		<b>3</b>
	Assessors to verify the Title of the program, its duration and number of participants.				
	Nil		0		
	1 to 3		1		
	4 to 6		2		
	7 to 9		3		

<b>VIA2</b>	<b>Institution shows gender sensitivity in providing following facilities</b>	<b>3</b>	<b>3</b>		<b>3</b>
	Safety and security		1		
	Counseling		1		
	Common Rooms		1		
<b>VIB</b>	<b>Environmental Consciousness and Sustainability</b>	<b>14</b>	<b>14</b>		<b>14</b>
<b>VIB1</b>	<b>Power requirement of the institution met by the renewable energy sources</b>	<b>2+3=5</b>	<b>5</b>		<b>5</b>
	Nil				
	<33%		1		
	34 to 66%		3		
	> 66%		5		
<b>VIB2</b>	<b>Lighting power requirement met through LED bulbs</b>	<b>2</b>	<b>2</b>		<b>2</b>
	Nil		0		
	<33%		0.5		
	34 to 66%		1		
	> 66%		2		
<b>VIB3</b>	<b>Waste Management steps</b>	<b>2+3=5</b>	<b>5</b>		<b>5</b>
	Solid waste management		1.5		
	Liquid waste management		1.5		
	E-waste management		2		
<b>VIB4</b>	<b>Rain water harvesting strategies and utilization in the campus</b>	<b>1</b>	<b>0</b>		<b>1</b>
	Yes/No		1		
	No		0		
<b>VIB5</b>	<b>Green Practices</b>	<b>6</b>	<b>6</b>		<b>6</b>
	Students and staff using Bicycles/ Foot walk		1		
	Students and staff using Public Transport		1		
	Students and staff using Pedestrian Friendly Roads		1		
	Plastic free campus		1		
	Paperless office		1		
	Green landscaping with trees and plants		1		
<b>VIC</b>	<b>Infection Control measures in the campus</b>	<b>5</b>	<b>5</b>		<b>5</b>
	Nil		0		
	Yes, available but not satisfactory		2		
	Yes, available and satisfactory		5		
<b>VID</b>	<b>Best Practices</b>	<b>25</b>	<b>25</b>		<b>25</b>
	Describe a best practice that has contributed to better academic/ administrative functioning in the institution, in following format				
	Title of the practice				
<b>VID1</b>	<b>Objectives</b>		<b>5</b>		
<b>VID2</b>	<b>Context</b>		<b>5</b>		
<b>VID3</b>	<b>Description of the practice</b>		<b>5</b>		
<b>VID4</b>	<b>Evidence of success</b>		<b>5</b>		
<b>VID5</b>	<b>Problems encountered</b>		<b>5</b>		
	<b>Total VI</b>	<b>50</b>			
	<b>GRAND TOTAL</b>	<b>1000</b>			