

*Information Brochure*

***UPTU- Academic Excellence Award***

**( UPTU - AEA )**



**2009**

*Instituted by*

**Uttar Pradesh Technical University,**

**I.E.T. Campus, Sitapur Road, LUCKNOW – 226 021 (U.P.)**

**UPTU Academic Excellence Award**

## **INTRODUCTION**

There is a steady increase in the demand for technical education in the State. In 2009 the candidates who appeared in SEE was more than 2.72 lakhs compared to 2.62 lakhs in 2008 and 2.12 lakhs in 2007. Recognizing the fact that more than a million students pass 10+2 every year from U.P., there is a need to have large number of good quality technical institutions.

Prior to 1995-96; there were only 12 engineering colleges in U.P. state apart from University of Roorkee, which became an IIT in the year 2001. After the private equity participation in technical education, there has been a steady and rapid increase in technical education in U.P. In the year 1995 the intake capacity was 1800 which rose to 20,000 in the year 2002 after establishment of U.P. Technical University in May 2000. In the year 2008 this increased to more than 65000 and in 2009 it reaches up to more than 90,000 students intake in Engg. programs alone. To date; there are 276 engineering colleges and a total of 589 institutions affiliated to UPTU and an enrolment of around 3,00,000 students.

This rather exponential growth rate is welcome provided the quality and the standards of academics are maintained above a certain acceptable level. If quality is not ensured, the growth in numbers alone may not be worthwhile or might be even counter productive. Ensuring employability of our graduates should be an important objective of teaching-learning process.

Keeping quality and academic excellence as a key mission of UPTU and playing the role of a facilitator in nurturing quality amongst its affiliated institutions, the UPTU Academic Excellence Award Model was developed and implemented in the year 2007. It is envisaged that this would generate healthy competition among institutions and provide them a roadmap to nurture quality through an honest introspection because in the long run only quality survives! The purpose is to motivate institutions to follow quality path by recognizing academic excellence and letting all others know as to what steps and initiatives should they take to move steadily on the journey of academic excellence, which is a never ending one.

In the UPTU Academic Excellence Award Model-2009; there are improvements made based on the experience of the 2007 and 2008 model implementation process. Under factor 9, there have been modification in the scoring formula to avoid under-estimation based on the Gross Average Intellectual Attainment per student as the parameter reflecting total performance of the institute on academic performance.

The second change over 2007 was that in 2008 every institute has to file the **'Mandatory Disclosure Report'** in the prescribed format of this model so that their performance may be assessed holistically even if they are not candidates for Academic Excellence Award. It is hypothesized that valuable insights provided by the model after being filed objectively and sincerely will unfold the directions of improvements for each institute. In addition, the better performing institutions will be rewarded similar to 2008 process to recognize their achievements. In this context factor 10 weightage will be merged with factor 9 for those institutes where a batch is yet to graduate and hence not available for placements.

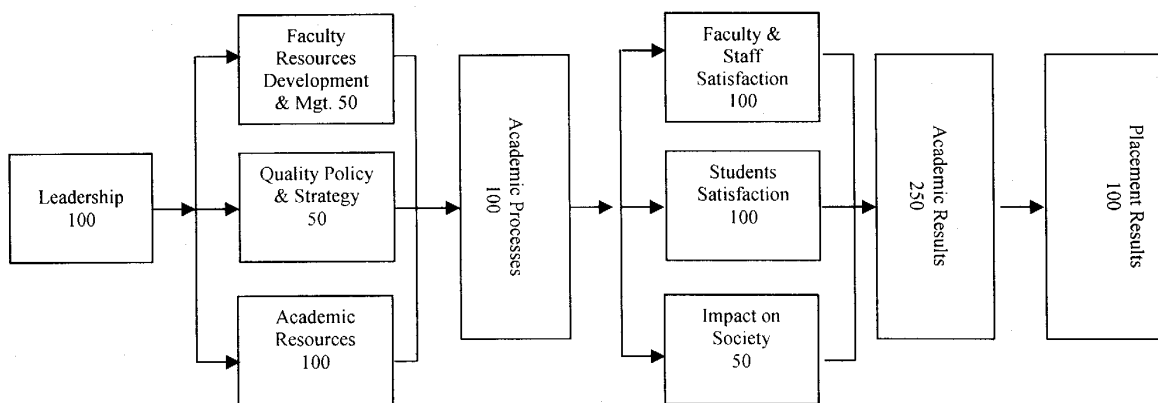
### **ACADEMIC EXCELLENCE AWARD MODEL**

The Excellence Model is a non-prescriptive framework based on ten criteria. Five of these criteria are 'Enablers' and remaining five are 'Results'. The 'Enabler' criteria cover what an institution does. The 'Results' criteria cover what an institution achieves. 'Enablers' cause 'Results'.

The Model which recognizes that there are many approaches to achieving sustainable excellence in all aspects of performance, is based on the premise that:

**Excellent results with respect to Performance, Customers, People and Society are achieved through Leadership driving Policy & Strategy, People, Partnerships & Resources, and Processes.**

The Excellence Model is presented below in a diagrammatic form :



The model is dynamic in nature. The innovative strategies and processes together with continuous learning helps to improve enablers that in turn lead to improved results. The Model's ten boxes, shown above, represent the criteria against which an institution's

progress towards excellence is to be assessed. Each of the ten criteria has a definition, which explains the high level meaning of that criterion. To develop the high level meaning further each criterion is supported by a number of sub-criteria. Sub-criteria pose a number of questions that should be considered in the course of an assessment.

### **The CAR – MAP Logic**

At the heart of the model lies the logic known as **CAR – MAP**. It consists of six elements namely **C**ommitment, **A**cademic processes, **R**esources, **M**otivation, **A**cademic results and **P**lacement. The first three elements are *enablers* and the last three are results. This logic states that an institution needs.

- **Commitment** of top management, administration and faculty to Quality and Academic Leadership. In order to ensure sustainable Quality of Teaching- Learning in the Institution, the commitment must follow the waterfall model and should flow from the top. In an excellent Institution the results show positive trends and/or sustained good performance. Targets may be set by the management with a commitment to meet or exceed them. Performance may be compared internally and with other Institutions, particularly against best in the region and/or world class. The cause and effect link between approaches adopted and results achieved will be clear. It helps in understanding and identification of improvement opportunities, and the results may be segmented for example by the Director or by the department.

- To have **Academic processes** in place with a clear Quality Policy & Strategy. To achieve desired results covering the performance of the institution, both financially and operationally, and the perceptions of all of its stakeholders, it is necessary to have a well defined Quality policy which is clearly understood by all concerned. This should be followed by enforcing duly monitored Good Academic Practices. The Institute should plan and develop an integrated set of sound approaches to deliver the required results both now and in the future. It should deploy the approaches in a systematic way to ensure full implementation. Excellent Institutions will have sound approaches. A sound approach has a clear rationale that focuses on the Institution's current and future goals; is delivered through well-defined and developed processes, and has a clear focus on the required competencies for the employability of the students.

- **Resources** – physical, financial human & academic – all of them in adequate number and quality. Having quality resources in sufficient number is a necessary, but not sufficient, condition for achieving the pre- defined goal of the institute.
- **Motivation** and high level of satisfaction felt by faculty, staff and students of the students creates the right ambience suitable for teaching- learning. Transparency, open mindedness, impartiality with out bias of any kind, healthy competition, opportunities for growth and personality development generates the positive Attitude among the human population of the institute, which is necessary to nurture the talent. In an excellent Institution with motivated people, the processes will be implemented in relevant areas in a systematic way. Systematic implementation is well planned and is introduced in a manner suitable for the approach and the Institution.
- **Academic results** and suitable **Placement** are the output indicators of the teaching- learning process followed by the Institute. The Institute should asses & review the processes followed based on monitoring and analysis of the results achieved and ongoing learning activities. Finally identify, prioritize, plan and implement the improvements where needed. In a good Institution the processes and its effective implementation will be subject to regular **impact assessment** and the output will be used to identify, prioritize, plan and implement improvement.

The above logic can be used under a number of different circumstances by the Institutions. The Self- Assessment may be carried out by the Institutions themselves using the CAR-MAP scoring method. The CAR-MAP elements, together with the model criterion parts, can be used to stimulate the thinking in the Institution. It will prompt the Institution to consider questions regarding the approaches to be used, how the Institution will deploy them and how the Institution will measure the effectiveness of its chosen path. Another advantage may be taken by using the CAR-MAP as a method of structured problem analysis. The CAR-MAP elements give a structure to work through a process, project or approach and identify problem areas.

### **Eligibility Criterion**

Any institution offering AICTE approved courses and affiliated to UP Technical University is eligible to apply for the Award.

### **Awareness Workshops**

The awareness/ training workshops at 4-5 zones within UPTU domain can be organized, if needed, to sensitize institutions and colleges about the model and the role it can play as quality implementation roadmap by combining self-assessment, peer-assessment and benchmarking quality strategies.

### **Frequency of the Award**

The Award will be given once in an academic year ( July – June). Award will comprise of a plaque and citation. An award ceremony will be held with a renowned dignitary as Chief-Guest.

### **Number of Awards**

The number of Awards will be as follows-

- (a) One overall Academic Excellence Trophy - a rotating shield to be passed on to next years winner leaving a replica of the same with the current winner. This will be earmarked for B. Tech. or composite colleges as these cover larger proportion of UPTU students.
- (b) Three Awards for best B.Tech. Colleges.
- (c) One Award for best of B.Arch./B.Pharma/B.H.M.C.T. colleges.
- (d) One Award for best M.B.A. College.
- (e) One Award for best M.C.A. College.

### **Benefits to the applicant Institutions**

- It will enable the Institution to assess its own level of commitment to quality.
- It will also indicate the extent to which the commitment is being deployed through every level of Institution and its various areas of activities.
- The Institution will be able to identify its strengths and weaknesses.

### **Benefits to the Award winners**

- Awardees can publicize their recognition through press release, magazines, articles and mentioning it on their letter-heads and stationary.
- Awardee's will have the obligation to share their best practices with others by organizing lectures and seminars throughout the state of U.P. and help nurture other weak institutions in their zone to improve their performance in the spirit of 'hand holding', mentoring. This will be done for one year after the Award.

- Visible recognition by the University of the quality work carried out by the Awardees Institutions will generate high level of satisfaction among themselves and will motivate them to perform better in years to come. If you consistently chase **perfection**, some where in the way you will catch **excellence**.

### **Application/ Assessment Fee**

No application/ assessment fee is to be paid by the applicant Institution for participating in the Academic Quality Competition.

### **Procedure for Implementation**

1. Put the UPTU Academic Excellence Award model on website.
2. Arrange training workshops, if needed by the institutions, at 4-5 zones within UPTU domain to sensitize institutions and colleges about the model and the role it can play as quality implementation roadmap by combining self-assessment, peer-assessment and benchmarking quality strategies.
3. Publicize the model extensively and prepare a self-contained brochure.
4. Invite proposals from aspiring institutions / colleges both from Govt. / private colleges in all areas of technical education; by a certain cut - off date.
5. Appoint a panel of eminent jury headed by an outstanding academician having experts in quality management from academics, industry and other NGO's. Jury should have at least five members including chairperson.
6. The panel analyses the self - assessment report of each aspiring institution and decides on a cut - off score based on self - assessment report to site visit the organizations short-listed.
7. A five member team of assessors having reputation, experience in quality management from academics, industry and consulting / NGO's to be appointed for site visit.

8. The team of assessors visits each of these institutions short-listed for a 3-day period. Interacts with all stake holders, discusses with top management, faculty and staff, students, alumni, some citizens around the location, peruses through databases, documents, results, and based on total aspects during site-visit, performs the following-
  - (i) Arrives at a consensus score among the members of the team on each of the 10 factors and total score.
  - (ii) Identifies Strengths and Areas for Improvement on each of these 10 factors and on overall basis. This will be passed on to each of the site visited institutions to help them to develop and enhance their quality score in future. This will be one of the most important contribution as an objective, professional consultation / guidance is available from top experts on quality management as bonus for their participation.
  - (iii) Team of assessors submits their reports on each of site - visited institutions and presents a comparative table of self - assessment scores and consensus scores after site - visit on each factor as well as total score.
  - (iv) Team leader(s) presents major findings of the team for each sitevisited institution through power point presentation before the jury on each factor identifying strengths and areas for improvements as well as scores. They respond to any queries from the members of the jury and then withdraw from the meeting of jury.
  - (v) Jury deliberates on presentations made and firms up its opinion on the awards to be recommended to the vice-chancellor.
  - (vi) The Vice -Chancellor finalises the awards after receiving the recommendations of the jury.
  - (vii) Results announced through web, electronic and print media.
  - (viii) An award ceremony held with a renowned dignitary as Chief-Guest and Awards given.
  - (ix) Awardees can publicize their recognition through press release, magazines, articles and mentioning it on their letter-heads and stationary.

- (x) Awardee's will have the obligation to share their best practices with others by organizing lectures and seminars throughout the state of U.P. and help nurture other weak institutions in their zone to improve their performance in the spirit of 'hand holding', mentoring. This will be done for one year after the Award. For next year, the job will be taken over by the next year's Awardee.
- (xi) The number of Awards will be as follows-
  - (a) One overall Academic Excellence Trophy - a rotating shield to be passed on to next year's winner leaving a replica of the same with the current winner. This will be earmarked for B. Tech. or composite colleges as these cover a larger proportion of UPTU students.
  - (b) Three Awards for best B. Tech. Colleges.
  - (c) One Award for best of B.Arch./B. Pharma/B.H.M.C.T. colleges.
  - (d) One Award for best M.B.A. College.
  - (e) One Award for best M.C.A. College.
- (xii) Award will comprise of a plaque and citation.
- (xiii) All those institutions/colleges which score more than 700 points out of 1000 will be offered the membership of 'Star Performer's Circle' with whom the university will be extensively interacting to help improve the quality of U.P.T.U. institutions. Certain privileges may be granted to such star performers.
- (xiv) If score is less than 750 points out of 1000 no award will be given but a Certificate of Merit can be considered for score more than 700.
- (xv) A certificate of appreciation may be given to institutions scoring 650 or more but less than 700 points.
- (xvi) Few prizes may also be considered for recognizing institutions for highest rate of improvement over past year in terms of academic results.

## **Structure of UPTU Academic Excellence Award Model**

**Assessment will be made out of 1000 points as per following distribution:**

A. **Enablers**: 400 points allocated as follows:

1. Top Management's commitment to Quality & Academic Leadership : 100 points
2. Faculty Resources Development & Management : 50 points
3. Quality Policy & Strategy : 50 points
4. Academic Resources : 100 points
5. Academic Processes : 100 points

B. **Results**: 600 points allocated as follows:

6. Faculty & Staff satisfaction : 100 points
7. Students satisfaction : 100 points
8. Impact on Society : 50 points
9. Academic Results : 250 points
10. Placement Results : 100 points

(Based on Performance of July 2008-June 2009)

**1. Top Management's commitment to Quality & Academic Leadership: 100 points**

**A. 50 points for Chairman of the Trust**

Sl. No.	Sub factors	High 05	Very Good 04	Good 03	Satisfactory 02	Low 01
1.	Qualifications for the role being performed					
2.	Academic Commitment					
3.	Perceived will to excel and sincerity of purpose					
4.	Perceived concern for faculty development					
5.	Vision and direct involvement in realization of that vision					
6.	Involvement with quality improvement process directly					
7.	Attitude towards faculty & staff					
8.	Attitude towards students					
9.	Academic autonomy to faculty and open-mindedness towards suggestions					
10.	Inspirational quality of leadership/Role model for excellence					

**B. 50 points for Director/ Principal**

Sl. No.	Sub factors	High 05	Very Good 04	Good 03	Satisfactory 02	Low 01
1.	Qualifications for the role being performed					
2.	Academic Commitment					
3.	Perceived will to excel and sincerity of purpose					
4.	Perceived concern for faculty development					

5.	Vision and direct involvement in realization of that vision					
6.	Involvement with quality improvement process directly					
7.	Attitude towards faculty & staff					
8.	Attitude towards students					
9.	Academic autonomy to faculty and open-mindedness towards suggestions					
10.	Inspirational quality of leadership/Role model for excellence					

## **2. Human (Faculty) Resource Development & Management: 50 points**

<b>Sl. No.</b>	<b>Sub factors</b>	<b>High 05</b>	<b>Very Good 04</b>	<b>Good 03</b>	<b>Satisfactory 02</b>	<b>Low 01</b>
1.	Recruitment process leading to excellence					
2.	Financial compensation package/process					
3.	Perks and performance incentives					
4.	People development process-encouragement to improve qualifications					
5.	Work culture					
6.	Faculty & Staff performance appraisal process					
7.	Networking with reputed academic institutions-encouragement & support					
8.	Ambience in offices of faculty & staff					
9.	Encouragement for industry interaction					

10.	Skill-up gradation / conference Sponsorship and peer interaction encouragement					
-----	--	--	--	--	--	--

### 3. Quality Policy & Strategy: 50 points

Sl. No.	Sub factors	High 05	Very Good 04	Good 03	Satisfactory 02	Low 01
1.	Quality policy on student admissions					
2.	Quality policy on faculty recruitment process					
3.	Quality policy on faculty promotion/recognition process					
4.	Student orientation					
5.	Industry (employer) orientation					
6.	Quality of physical ambience					
7.	Quality improvement policy for faculty & staff					
8.	Vision / Mission leading to quality					
9.	Core values leading to quality of education					
10.	Quality Management Systems-ISO etc in place					

### 4. Academic Resources: 100 points

#### (a) Library Resources: 20 points

Sl. No.	Sub factors	High 05	Very Good 04	Good 03	Satisfactory 02	Low 01
1.	Number and quality of books					
2.	Number and quality of journals					
3.	Library ambience / computerization etc					
4.	Adequacy & attitude of library staff					

**(b) Computational Resources: 20 points**

Sl. No.	Sub factors	High 05	Very Good 04	Good 03	Satisfactory 02	Low 01
1.	Number of computers per student					
2.	Networking quality / LAN etc					
3.	Access timings & % availability of computers					
4.	Degree of modernization of computational facilities					

**(c) Internet Connectivity: 10 points**

Sl. No.	Sub factors	High 05	Very Good 04	Good 03	Satisfactory 02	Low 01
1.	Bandwidth, keeping size in mind / campus networking					
2.	Availability of online-journals / learning resources					

**(d) Laboratories Infrastructure: 25 points**

Sl. No.	Sub factors	High 05	Very Good 04	Good 03	Satisfactory 02	Low 01
1.	Adequacy in terms of number of labs required for the programmes.					
2.	Adequacy in terms of equipment / facilities required					
3.	Availability of technical support (manpower) relevant to the lab					
4.	General ambience & upkeep of equipment and space					
5.	Availability of laboratory Manuals and other instructional resources					

**(e) Lecture-Hall Infrastructure: 25 points**

<b>Sl. No.</b>	<b>Sub factors</b>	<b>High 05</b>	<b>Very Good 04</b>	<b>Good 03</b>	<b>Satisfactory 02</b>	<b>Low 01</b>
1.	Adequacy of lecture halls with respect to students strength					
2.	Quality and ambience in lecture halls-lighting, furniture etc					
3.	Educational technology / multi media and other facilities					
4.	Tutorial rooms / project rooms availability					
5.	Auditorium for special lectures, industry lectures, Training & Placement activity etc					

**5. Academic Processes: 100 points**

<b>Sl. No.</b>	<b>Sub factors</b>	<b>High 05</b>	<b>Very Good 04</b>	<b>Good 03</b>	<b>Satisfactory 02</b>	<b>Low 01</b>
1.	Effectiveness of teaching-learning process-in terms of class size					
2.	Tutorial process-size of tutorial groups & effectiveness					
3.	Laboratory process-size, mechanism of report writing & interaction with instructor					
4.	Process of lecture delivery / focus on learning and interaction					
5.	Industry-interaction process					
6.	Process of projects allocation and guidance					
7.	Evaluation process for sessionals / labs					
8.	Practical orientation					

9.	Process for allocating summer training					
10.	Process to enhance communication skills					
11.	Process to improve social skills					
12.	Personality development process					
13.	Process for value orientation					
14.	Sports orientation and facilities					
15.	Support towards Technical- symposia/ festivals					
16.	Networking with academia in India/abroad					
17.	Discipline					
18.	Academic schedule regularity					
19.	Grievance handling process with respect to students admissions					
20.	Grievance handling process with respect to students results					

**6. Faculty and Staff Satisfaction: 100 points (Conduct Surveys)**

**Rate Faculty and Staff Satisfaction on following factors on a 5 points scale**

Sl. No.	Sub factors	High 05	Very Good 04	Good 03	Satisfactory 02	Low 01
A.	<b>Hygiene factors: satisfaction level:</b>					
1.	Pay					
2.	Perks					
3.	Promotional avenues					
4.	Physical working conditions					

5.	Workload-Academic					
6.	Workload-Non Academic					
7.	Housing on campus/or allowances					
8.	Transport allowance / facilities					
9.	Locational convenience					
10.	Safety / security on campus					
<b>B.</b>	<b>Motivational factors: satisfaction level:</b>					
11.	Career advancements / opportunities					
12.	Self Esteem / perceived respect in the organization					
13.	Fairness in recognitions					
14.	Class room academic challenges					
15.	Professional & peer interaction					
16.	Research facilities available					
17.	Consulting opportunities					
18.	Nurturing of talent for academic growth by the institution					
19.	Conference support given					
20.	Autonomy for professional growth					

## 7. Student Satisfaction: 100 points

(To be based on surveys and feedbacks)

Sl. No.	Sub factors	High 05	Very Good 04	Good 03	Satisfactory 02	Low 01
<b>A.</b>	<b>Hygiene factors: satisfaction level:</b>					
1.	Lecture facilities					
2.	Library facilities					
3.	Project facilities/quality of guidance					
4.	Tutorial help					
5.	Computational facilities					
6.	Sports facilities					
7.	Medical help/support					
8.	Sanitation / Housekeeping					
9.	Maintenance of buildings					
10.	Cafeteria / Canteen					
<b>B.</b>	<b>Motivational factors: satisfaction level:</b>					
11.	Teaching effectiveness					
12.	Fairness in evaluation					
13.	Intellectual learning environment					
14.	Summer projects quality					
15.	Industrial interaction					
16.	Placement levels					
17.	Creative pursuits					
18.	Co-curricular activities					

19.	Support by Administration					
20.	Inspirational academic leadership, teachers and staff					

**8. Impact on Society: 50 points**

**(Based on feedback, databases on following 10 factors)**

Sl. No.	Sub factors	Impact level				
		High 05	Very Good 04	Good 03	Satisfactory 02	Low 01
1.	Concern for economically poor					
2.	Concern for socially backward					
3.	Gender equality and fairness					
4.	Encouraging talent in schools in the zone					
5.	Help in improving schools quality					
6.	Fellowships instituted					
7.	Fee waivers given					
8.	Environmental concerns in neighborhood					
9.	Support to NSS / NCC					
10.	Rural development initiatives					

**9. Academic Results: 250 points: - Directly on % of Average Gross Intellectual**

Attainment per student using the following : Score = 2.50(15+x) where x= Av. Gross Intellectuals Attainment per student in % terms.

Exceptional : 90-100%		Satisfactory : 40-50%	
Outstanding : 80-90%		Marginal : 30-40%	
Excellent : 70-80%		Low : 20-30%	
Very Good : 60-70%		Very Low : 10-20%	
Good : 50-60%		Unacceptable : 0-10%	

**10. Placement Results\* : 100 points:** - Directly on % of campus placement

$$\left( \frac{\text{No. of students placed}}{\text{No. of students registered for placement}} \right)$$

moderated by a factor given by "Average salary level/Industry average salary".

Exceptional : 90-100%		Satisfactory : 40-50%	
Outstanding : 80-90%		Marginal : 30-40%	
Excellent : 70-80%		Low : 20-30%	
Very Good : 60-70%		Very Low : 10-20%	
Good : 50-60%		Unacceptable : 0-10%	

\* For institutions where the batch has not yet graduated the weightage of this factor will be merged in factor 9 which will then be assessed out of 350 points instead of 250 points and score on factor 9 will be computed using the formula  $3.5(15+x)$  where x is % Gross Av. Intellectual Attainment/student.

**Application Form**

**2009 UPTU- Academic Excellence Award/Mandatory Disclosure of Performance**

---

1.1 Name of applicant Institution (as it appears in the AICTE approval letter)

1.2 Address

Pin Code:

2.1 Name of the contact person

2.2 Designation

2.3 Telephone

2.4 Fax

2.5 Email

2.6 Contact address (if different from above)

3.1 Name of the Director/ Principal

3.2 Designation

3.3 Qualification (starting from graduation level)

3.4 Telephone

3.5 Fax

3.6 Email





## **5. Financial Resources (for the session 2008 – 2009)**

### (a) **Revenue**

(i)	From Fee	:	Rs.	Lac
(ii)	From other sources	:	Rs.	Lac
	<b>Total</b>	:	Rs.	Lac

### (b) **Expenditure**

(i)	Total non – recurring expenditure	:	Rs.	Lac
(a)	Expenditure on purchase of Computers/ Software	:	Rs.	Lac
(b)	Expenditure on purchase of Lab. equipments	:	Rs.	Lac
(ii)	Total recurring expenditure of the Institute	:	Rs.	Lac
(a)	Expenditure on salary to faculty and staff	:	Rs.	Lac
(b)	Expenditure on Books, Journals, Learning resources	:	Rs.	Lac
(c)	Expenditure on operation and maintenance of Lab. Equipment, Computers, Internet etc.	:	Rs.	Lac
(d)	Expenditure on R & D (Seminar, Conferences, Travel, Grant, Projects etc )	:	Rs.	Lac
(e)	Expenditure on incentives given to faculty, staff & students	:	Rs.	Lac

## **6. Academic Resources:**

- (a) Library : (i) No. of books :  
(ii) No. of titles :  
(III) No. of journals : National :  
International :

(iv) Library computerization:  Yes  No

- (b) Computers: (i) Total no. of computers in Institute :  
(ii) Student – Computer ratio :  
(iii) Access timing : \_\_\_\_\_ AM to \_\_\_\_\_ PM
- (c) Internet: (i) Band width : \_\_\_\_\_ kbps/ mbps  
(ii) On line journals : Available/ Not - available
- (d) Laboratories: (i) Total expenditure on Lab. : Rs. Lac  
equipment till date  
(ii) Total expenditure on : Rs. Lac  
computers till date

(iii) Total no. of programmes offered :

(iv) Total no. of Labs. In the :

Institute

### **7. Policies & Strategies:**

Please indicate (Yes/ No) whether the following policies/ rules are implemented & duly circulated to all concerned in the Institution.

If yes, then provide a copy of the same as an annexure.

<b>S. No.</b>	<b>Policy/ Rule/ Scheme</b>	<b>Whether implemented (Yes/ No)</b>	<b>A copy is attached as annexure</b>
1	Faculty recruitment policy		Annexure No.
2	Policy for fixing initial pay of the faculty		Annexure No.
3	Faculty Development and promotion policy		Annexure No.
4	Policy on student admission		Annexure No.
5	Service rules/ Leave rule		Annexure No.
6	Quality Management System (NBA accreditation, ISO)		Annexure No.
7	Incentive scheme for faculty		Annexure No.
8	Incentive scheme for students		Annexure No.
9	Student feedback on Academics		Annexure No.
10	Student feedback on extra-academic activities		Annexure No.
11	Feedback from alumni and employers		Annexure No.
12	Faculty appraisal system		Annexure No.

**8. Support facilities:**

S. No.	Facilities	Quantity
1	Hostel for girls	No. of seats =
2	Hostel for boys	No. of seats =
3	Transport (total passenger capacity of all vehicles)	----- Passengers
4	Communication/ PCO	Yes/ No
5	Canteen (seating capacity)	----- seats
6	Bank/ ATM/ Courier/ Post office	(name facilities available)
7	Power back up	----- KW
8	Number of water coolers	----- numbers
9	Mess charges	Rs. ----- per year.
10	Parking space with shade	For ----- vehicles
11	Residential accommodation for faculty	No. of residences =
12	Security on campus and hostels	Yes/ No
13	Gym and health club	Yes/ No
14	Games and sports (a) Outdoor	Yes/ No
	(b) Indoor	Yes/ No
15	Hobby clubs (pl. give names)	

**9. Processes and Approaches (session 2008 – 09):**

1. Average size of theory class = Students/ class
2. Average size of tutorial class = Students/ class
3. Average size of Lab. Class = Students/ class
4. Number of students per student counselor = Students
5. Career counseling to students = provided/ not provided
6. Grievance redresser for students = available/ not available
7. Number of major incidences =  
(ragging/ strike/ unrest) involving students

- |  |   |  |
|--|---|--|
| 8. Regularity of personality development activities for students   | = | Regular/ occasional/ not held                              |
| 9. Number of medals/ prizes won by students in Inter-institutional Extra – curricular & co-curricular activities (outside the college) | = |  |
| 10. Frequency of monitoring of student attendance  | = | Weekly/ monthly/ twice per semester/ once per semester     |
| 11. Frequency of monitoring of continuous evaluation of student  | = | Weekly/ monthly/ twice per semester/ once per semester     |
| 12. Whether lesson plan, Course file, Academic calendar etc. followed  | = | rigorously followed/ followed to some extent/ not followed |

**10. Training, Placement and Interaction with Industry (session 2008 – 09):**

**1. Training**

- (a) Total no. of students who required summer training =
- (b) Total no. of students for whom training was organized by the Institution =

**2. Placement**

- (a) Total number of students who passed out in 2007 =
- (b) Total number of students who were placed on campus =
- (c) Average salary per annum = Rs. Lac
- (d) Maximum salary per annum = Rs. Lac

**2. Industry Interaction**

- (a) No. of industry sponsored projects =
- (b) No. of Expert lectures given by Corporate professionals =
- (c) No. of lectures given by faculty in the Industry =
- (d) No. of joint activities organized =  
(Seminar/ Conferences/ Projects)

I agree, on behalf of my Institution, to abide by the rules of the **UPTU-AEA Award for Excellence** competition and accept that the decisions of UP Technical University are final. I confirm that my Institution is eligible to take part in this competition and that all information in this application *and accompanying application documents* are correct.

Date \_\_\_\_\_

(Signature of the Director/ Principal)

### **The Timetable for the Year 2009**

- 12<sup>th</sup> Jan. 2010** : *Circulation of Information Brochure through website.*
- 15<sup>th</sup> Feb. 2010** : *Final date for receipt of Applications.*
- March 2010** : *Site visits where applicable*
- 15<sup>th</sup> April 2010** : *Announcement of Result*
- Last week of April 2010** : *Award Ceremony*