

# **Annexure IX**

## **Part A**

# Chairperson's Visit Report

## Undergraduate Engineering Program TIER-I

**Name of the Institution**

.....

**Name of the Program**

.....

**Visit Dates**

.....

**Team Composition**

Name of the Chairperson: .....

Designation: .....

**Program 1**

Program Evaluator 1	Name:
	Organization:
Program Evaluator 2	Name
	Organization:

**Program 2**

Program Evaluator 1	Name:
	Organization:
Program Evaluator 2	Name:
	Organization:

**Institute Details**

Year of Establishment: .....

Physical Infrastructure and Ambience: .....

**Number of Programs being run in the Institution\***

(I) UG - .....

(II) PG - .....

**Total Number of Students:**

(I) In UG programs - .....

(II) In PG programs - .....

**Name of Programs Applied for Accreditation**

(I).....

(II).....

*\*to be verified from the SAR*

## Information for Evaluation

### Award of Accreditation [TIER I (UG)]

#### 1. Accreditation for Six years will be accorded to a program on fulfilment of the following requirements:

Y	C	W	D
$\geq 7$	$\leq 3$	0	0

- ☞ There should not be any “Deficiency” or “Weakness” in any of the criteria and at least seven criteria must be fully compliant with only “Concerns” in the remaining criteria.
- ☞ Number of available Ph.D. in the department should be greater than or equal to 30 per cent of the required number of faculty averaged over two academic years i.e. Current Academic Year (CAY) and Current Academic Year Minus One (CAYM1).
- ☞ The admissions in the UG program should be more than or equal to 60 per cent, averaged over three academic years (including lateral entry), i.e., Current Academic Year minus One (CAYm1), Current Academic Year minus Two (CAYm2) and Current Academic Year minus Three (CAYM3).
- ☞ Faculty Student Ratio in the department should be less than or equal to 1:20 averaged over three academic years i.e. Current Academic Year (CAY), Current Academic Year Minus One (CAYM1) and Current Academic Year Minus Two (CAYM2).
- ☞ At least 2 Professors or 1 Professor and 1 Associate Professor (on regular basis) with Ph.D. degree should be available in the respective department for two academic years i.e. Current Academic Year (CAY) and Current Academic Year Minus One (CAYM1).
- ☞ HoD of the program under consideration should possess Ph.D. degree in the Current Academic Year (CAY)

#### 2. Accreditation for Three years will be accorded to a program on fulfilment of the following requirements:

Y	D
$\geq 4$	0

- ☞ There should be at least four criteria fully compliant with zero (0) “Deficiency” in the remaining criteria.
- ☞ The admissions in the UG program should be more than or equal to 60 per cent, averaged over three academic years (including lateral entry) i.e., Current Academic Year Minus One (CAYM1), Current Academic Year Minus Two (CAYM2) and Current Academic Year minus three (CAYM3).

- ☞ At least 2 Professors or 1 Professor and 1 Associate Professor (on regular basis) with Ph.D. degree should be available in the respective department for two academic years i.e. Current Academic Year (CAY) and Current Academic Year Minus One (CAYM1).
- ☞ The faculty student ratio in the department under consideration should be less than or equal to 1:25 averaged over three academic years i.e. Current Academic Year (CAY), Current Academic Year Minus One (CAYM1) and Current Academic Year Minus Two (CAYM2).
- ☞ Number of available Ph.D. in the department should be greater than or equal to 20 per cent of the required number of faculty averaged over two academic years i.e. Current Academic Year (CAY) and Current Academic Year Minus One (CAYM1).
- ☞ HoD of the program under consideration should possess Ph.D. degree in the Current Academic Year (CAY).

### **3. No Accreditation of the program**

If the program fails to meet the criteria for award of accreditation for three years, it is awarded “Not Accredited” Status.

Name of the Program 1: \_\_\_\_\_

**A. Marks given by Evaluators:**

**Department/Programme Specific Criteria:**

S. No.	Criteria	Max. Marks	Marks Awarded	Grade (Y, C, W, D)	Remarks
1.	Vision, Mission and Program Educational Objectives	50			
2.	Program Curriculum and Teaching-Learning Processes	100			
3.	Course Outcomes and Program Outcomes	175			
4.	Students' Performance	100			
5.	Faculty Information and Contributions	200			
6.	Facilities and Technical Support	80			
7.	Continuous Improvement	75			
	<b>TOTAL</b>	<b>780</b>			

**B. Institution Level Criteria (to be filled in by the Chairman) :**

S. No.	Criteria	Max. Marks	Marks Awarded	Grade (Y, C, W, D)	Remarks
8.	First Year Academics*	50			
9.	Student Support Systems	50			
10.	Governance, Institutional Support and Financial Resources*	120			
	<b>TOTAL</b>	<b>220</b>			
	<b>GRAND TOTAL (A +B)</b>	<b>1000</b>			

\*Assessment for Criteria 8 (8.3, 8.4 &8.5) and 10 (10.3) is different for individual program.

**Total Grade:**

**No. of Y:** \_\_\_\_\_, **C:** \_\_\_\_\_, **W:** \_\_\_\_\_, **D:** \_\_\_\_\_

\_\_\_\_\_  
Signature  
(Chairperson)

Name of the Program 2: \_\_\_\_\_

**A. Marks given by Evaluators:**

**Department/Programme Specific Criteria:**

S. No.	Criteria	Max. Marks	Marks Awarded	Grade (Y, C, W, D)	Remarks
1.	Vision, Mission and Program Educational Objectives	50			
2.	Program Curriculum and Teaching-Learning Processes	100			
3.	Course Outcomes and Program Outcomes	175			
4.	Students' Performance	100			
5.	Faculty Information and Contributions	200			
6.	Facilities and Technical Support	80			
7.	Continuous Improvement	75			
	<b>TOTAL</b>	<b>780</b>			

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S. No.	Criteria	Max. Marks	Marks Awarded	Grade (Y, C, W, D)	Remarks
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10.	Governance, Institutional Support and Financial Resources*	120			
	<b>TOTAL</b>	<b>220</b>			
	<b>GRAND TOTAL (A +B)</b>	<b>1000</b>			

\*Assessment for Criteria 8 (8.3, 8.4 &8.5) and 10 (10.3) is different for individual program.

**Total Grade:**

**No. of Y:** \_\_\_\_\_, **C:** \_\_\_\_\_, **W:** \_\_\_\_\_, **D:** \_\_\_\_\_

\_\_\_\_\_  
Signature  
(Chairperson)

## Overall Observations

1.

SI No	Name of the Program	Intake			Admissions	Student-Faculty Ratio
		CAY	CAYm1	CAYm2	Average of CAY, CAYm1 and CAYm2	Average of CAY, CAYm1 and CAYm2

Also, see the Evaluator's Report for the above parameters and if you disagree with the same, kindly give your comment.

## 2. About the progress since last accreditation (to be filled for institutes who have applied for re-accreditation)

Kindly mention the changes made as recommended by NBA, since the previous visit.

## 3. Observation on general facilities and about the programs.

Kindly mention general observations about facilities like labs, library etc. and a general review about the programs.

- ☞ 1st year
- ☞ Academic Ambience
- ☞ Student Support Systems
- ☞ Strengths, Weaknesses, Concerns, Suggestions

## 4. Status of imbibing of outcome based accreditation. For Example:

- ☞ Formulation of PEOs, PSOs, COs and mappings carried out and implemented
- ☞ Methodology for assessing the attainment of outcomes
- ☞ Continual improvement process status
- ☞ Stakeholders (especially the faculty, HOD, students etc.) awareness about the process