

**PART A**

**Evaluator's Visit Report**

**Postgraduate Management Program**

**Name of the Institution**

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**Name of the Program**

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**Visit Dates**

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**NATIONAL BOARD OF ACCREDITATION**  
NBCC Place, East Tower, 4th Floor, Bhisham Pitamah Marg,  
Pragati Vihar, New Delhi 110003  
Tel: +91 112430620-22; 01124360654; www.nbaind.org



## Program Details

| Name of the Program  |   |  |                                  |                                      |              |
|--|---|--|----------------------------------|--------------------------------------|--------------|
| <b>Year of Commencement</b>  |   |  |                                  |                                      |              |
| <b>Student</b>   | <b>Year</b>   | <b>Sanctioned Intake</b>                         | <b>Actual Admitted</b>           | <b>Percentage</b>                    |              |
|  | CAY (20__ - 20__)   |  |                                  |                                      |              |
|  | CAY m1 (20__ - 20__)  |  |                                  |                                      |              |
|  | CAY m2 (20__ - 20__)  |  |                                  |                                      |              |
|  | <b>Total Students in the Programme 1<sup>st</sup> to Final Year</b>   |  |                                  |                                      |              |
| <b>Averaged over three academic years i.e. CAY, CAYm1 and CAYm2.</b>                         |   |  |                                  |                                      |              |
| <b>Placement</b>   | <b>Year</b>   | <b>Number of students in 1<sup>st</sup> Year</b> | <b>Number of students placed</b> | <b>Percentage of students placed</b> |              |
|  | CAYm1 (20__ - 20__)   |  |                                  |                                      |              |
|  | CAY m2 (20__ - 20__)  |  |                                  |                                      |              |
|  | CAY m3 (20__ - 20__)  |  |                                  |                                      |              |
|  | <b>Averaged over three academic years i.e. CAYm1, CAYm2 and CAYm3</b> |  |                                  |                                      |              |
| <b>Faculty</b><br>(Attach a Copy of faculty list compared with Time Table)                   | <b>Regular</b>  |  | <b>CAY</b>                       | <b>CAYm1</b>                         | <b>CAYm2</b> |
|  |   | Professor  |                                  |                                      |              |
|  |   | Associate professor                              |                                  |                                      |              |
|  | <b>Contractual</b>  | Assistant professor                              |                                  |                                      |              |
|  |   | Professor  |                                  |                                      |              |
|  |   | Associate professor                              |                                  |                                      |              |
|  | Assistant professor   |  |                                  |                                      |              |
|  | <b>No. of PhD. available in the dept.</b>                             |  |                                  |                                      |              |
| <b>Student - Faculty ratio averaged over three academic years i.e. CAY, CAYm1 and CAYm2.</b> |   |  |                                  |                                      |              |
| <b>Previous accreditation( if any)</b>   | <b>First accreditation</b>  | No. of years accredited for                      |                                  |                                      |              |
|  |   | With effect from                                 |                                  |                                      |              |
|  | <b>Previous accreditation</b>   | No. of years accredited for                      |                                  |                                      |              |
|  |   | With effect from                                 |                                  |                                      |              |

CAY: Current Academic Year

CAYm1: Current Academic Year minus 1= Current Assessment year

CAYm2: Current Academic Year minus 2= Current Assessment year minus 1

**Note:** All the faculty whether regular or contractual (except Part-Time), will be considered. The contractual faculty (doing away with the terminology of visiting/adjunct faculty, whatsoever) who have taught for 2 consecutive semesters in the corresponding academic year on full time basis shall be considered for the purpose of calculation in the Faculty Student Ratio. However, following will be ensured in case of contractual faculty:

- i. Shall have the AICTE prescribed qualifications and experience.
- ii. Shall be appointed on full time basis and worked for consecutive two semesters during the particular academic year under consideration.
- iii. Should have gone through an appropriate process of selection and the records of the same shall be made available to the visiting team during NBA visit

**Explicit observations about the program**

*(Please use additional sheets if necessary to elaborate)*

**Program title** \_\_\_\_\_

**Strengths:**

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_
4. \_\_\_\_\_  
\_\_\_\_\_
5. \_\_\_\_\_  
\_\_\_\_\_

**Concerns:**

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_
4. \_\_\_\_\_  
\_\_\_\_\_
5. \_\_\_\_\_  
\_\_\_\_\_

**Weakness/Areas of improvement:**

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_
4. \_\_\_\_\_  
\_\_\_\_\_
5. \_\_\_\_\_  
\_\_\_\_\_

**Deficiencies:**

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_
4. \_\_\_\_\_  
\_\_\_\_\_
5. \_\_\_\_\_  
\_\_\_\_\_

**Other Observations, if any:**

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_
4. \_\_\_\_\_  
\_\_\_\_\_
5. \_\_\_\_\_  
\_\_\_\_\_

## **EVALUATION CRITERIA**

### **AWARD OF ACCREDITATION FOR THE PG MANAGEMENT PROGRAMS**

#### **1. Accreditation for 6 years**

- i. Program should score a minimum of 750 points in aggregate out of 1000 points with at least 60% in all criteria.
- ii. Admissions in the program should be greater than or equal to 75% of Sanctioned Intake, averaged over three academic years i.e. Current Academic Year (CAY), Current Academic Year Minus One (CAYM1) and Current Academic Year Minus Two (CAYM2).
- iii. Number of Ph.D. available in the program should be greater than or equal to 33% of the required number of faculty, averaged over two academic years i.e. Current Academic Year (CAY) and Current Academic Year Minus One (CAYM1).
- iv. The institution should have two Professor(s) or one Professor and one Associate Professor with Ph.D. qualification (on regular basis) for each Management Program being offered by the department/ institution for two academic years i.e. Current Academic Year (CAY) and Current Academic Year Minus One (CAYM1).
- v. The Faculty Student Ratio in the department under consideration should be less than or equal to 1:15, averaged over three academic years i.e. Current Academic Year (CAY), Current Academic Year Minus One (CAYM1) and Current Academic Year Minus Two (CAYM2).
- vi. The HOD should possess Ph.D. degree for the programs under consideration in current academic year.
- vii. The placement ratio (Placement + Higher Studies + Entrepreneurship) should be greater than or equal to 75%, averaged over three academic years i.e. Current Academic Year (CAYm1), Current Academic Year Minus One (CAYM2) and Current Academic Year Minus Two (CAYM3).

#### **2. Accreditation for 3 years**

- i. Program should score a minimum of 600 points with at least 40% in criteria VI (Faculty Attributes & Contributions)
- ii. Number of PhDs available in the program should be greater than or equal to 20% of the required number of faculty, averaged over two academic years i.e. Current Academic Year (CAY) and Current Academic Year Minus One (CAYM1).
- iii. Admissions in the program should be more than or equal to 60% of Sanctioned Intake, averaged over three academic years i.e. Current Academic Year (CAY), Current Academic Year Minus One (CAYM1) and Current Academic Year Minus Two (CAYM2).
- iv. The institution should have two Professor(s) or one Professor and one Associate Professor with Ph.D. qualification (on regular basis) for each Management

- Program being offered by the department/ institution for two academic years i.e. Current Academic Year (CAY) and Current Academic Year Minus One (CAYM1).
- v. The placement ratio (Placement + Higher Studies + Entrepreneurship) should be greater than or equal to 60% averaged over three academic years i.e. Current Academic Year (CAYm1), Current Academic Year Minus One (CAYM2) and Current Academic Year Minus Two (CAYM3).
  - vi. 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).

### 3. **No Accreditation**

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: \_\_\_\_\_

| S. No.       | Criteria   | Max. Marks  | Marks Awarded | Remarks |
|--------------|--|-------------|---------------|---------|
| 1            | Vision, Mission & Program Educational Objectives | 50          |               |         |
| 2            | Governance, Leadership & Financial Resources     | 100         |               |         |
| 3            | Program Outcomes & Course Outcomes               | 100         |               |         |
| 4            | Curriculum & Learning Process                    | 125         |               |         |
| 5            | Student Quality and Performance                  | 100         |               |         |
| 6            | Faculty Attributes and Contributions             | 220         |               |         |
| 7            | Industry & International Connect                 | 130         |               |         |
| 8            | Infrastructure                                   | 75          |               |         |
| 9            | Alumni Performance and Connect                   | 50          |               |         |
| 10           | Continuous Improvement                           | 50          |               |         |
| <b>TOTAL</b> |  | <b>1000</b> |               |         |

\_\_\_\_\_  
Signature  
(Chairman)

\_\_\_\_\_  
Signature  
(Program Evaluator 1)

\_\_\_\_\_  
Signature  
(Program Evaluator 2)



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

| S. No.       | Criteria   | Max. Marks  | Marks Awarded | Remarks |
|--------------|--|-------------|---------------|---------|
| 1            | Vision, Mission & Program Educational Objectives | 50          |               |         |
| 2            | Governance, Leadership & Financial Resources     | 100         |               |         |
| 3            | Program Outcomes & Course Outcomes               | 100         |               |         |
| 4            | Curriculum & Learning Process                    | 125         |               |         |
| 5            | Student Quality and Performance                  | 100         |               |         |
| 6            | Faculty Attributes and Contributions             | 220         |               |         |
| 7            | Industry & International Connect                 | 130         |               |         |
| 8            | Infrastructure                                   | 75          |               |         |
| 9            | Alumni Performance and Connect                   | 50          |               |         |
| 10           | Continuous Improvement                           | 50          |               |         |
| <b>TOTAL</b> |  | <b>1000</b> |               |         |

\_\_\_\_\_  
Signature  
(Chairman)

\_\_\_\_\_  
Signature  
(Program Evaluator 1)

\_\_\_\_\_  
Signature  
(Program Evaluator 2)

Name of the Program 3: \_\_\_\_\_

| S. No.       | Criteria   | Max. Marks  | Marks Awarded | Remarks |
|--------------|--|-------------|---------------|---------|
| 1            | Vision, Mission & Program Educational Objectives | 50          |               |         |
| 2            | Governance, Leadership & Financial Resources     | 100         |               |         |
| 3            | Program Outcomes & Course Outcomes               | 100         |               |         |
| 4            | Curriculum & Learning Process                    | 125         |               |         |
| 5            | Student Quality and Performance                  | 100         |               |         |
| 6            | Faculty Attributes and Contributions             | 220         |               |         |
| 7            | Industry & International Connect                 | 130         |               |         |
| 8            | Infrastructure                                   | 75          |               |         |
| 9            | Alumni Performance and Connect                   | 50          |               |         |
| 10           | Continuous Improvement                           | 50          |               |         |
| <b>TOTAL</b> |  | <b>1000</b> |               |         |

\_\_\_\_\_  
**Signature  
(Chairman)**

\_\_\_\_\_  
**Signature  
(Program Evaluator 1)**

\_\_\_\_\_  
**Signature  
(Program Evaluator 2)**

Name of the Program 4 : \_\_\_\_\_

| S. No.       | Criteria   | Max. Marks  | Marks Awarded | Remarks |
|--------------|--|-------------|---------------|---------|
| 1            | Vision, Mission & Program Educational Objectives | 50          |               |         |
| 2            | Governance, Leadership & Financial Resources     | 100         |               |         |
| 3            | Program Outcomes & Course Outcomes               | 100         |               |         |
| 4            | Curriculum & Learning Process                    | 125         |               |         |
| 5            | Student Quality and Performance                  | 100         |               |         |
| 6            | Faculty Attributes and Contributions             | 220         |               |         |
| 7            | Industry & International Connect                 | 130         |               |         |
| 8            | Infrastructure                                   | 75          |               |         |
| 9            | Alumni Performance and Connect                   | 50          |               |         |
| 10           | Continuous Improvement                           | 50          |               |         |
| <b>TOTAL</b> |  | <b>1000</b> |               |         |

\_\_\_\_\_  
**Signature  
(Chairman)**

\_\_\_\_\_  
**Signature  
(Program Evaluator 1)**

\_\_\_\_\_  
**Signature  
(Program Evaluator 2)**

Name of the Program 5 : \_\_\_\_\_

| S. No.       | Criteria   | Max. Marks  | Marks Awarded | Remarks |
|--------------|--|-------------|---------------|---------|
| 1            | Vision, Mission & Program Educational Objectives | 50          |               |         |
| 2            | Governance, Leadership & Financial Resources     | 100         |               |         |
| 3            | Program Outcomes & Course Outcomes               | 100         |               |         |
| 4            | Curriculum & Learning Process                    | 125         |               |         |
| 5            | Student Quality and Performance                  | 100         |               |         |
| 6            | Faculty Attributes and Contributions             | 220         |               |         |
| 7            | Industry & International Connect                 | 130         |               |         |
| 8            | Infrastructure                                   | 75          |               |         |
| 9            | Alumni Performance and Connect                   | 50          |               |         |
| 10           | Continuous Improvement                           | 50          |               |         |
| <b>TOTAL</b> |  | <b>1000</b> |               |         |

\_\_\_\_\_  
Signature  
(Chairman)

\_\_\_\_\_  
Signature  
(Program Evaluator 1)

\_\_\_\_\_  
Signature  
(Program Evaluator 2)

***Declaration of Conformity with evaluator's report by the Team Chair***

I agree with the observations of the program evaluators on each criterion.

Or

I agree with most of the observations of the program evaluators. However, I have following comments to make on certain criteria:

| Criteria | Comments |
|----------|----------|
|          |          |
|          |          |
|          |          |
|          |          |
|          |          |
|          |          |
|          |          |
|          |          |
|          |          |
|          |          |

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