

PART A



Evaluator's Visit Report

Postgraduate Management Program

Name of the Institution

Name of the Program

Visit Dates

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 Evaluator Summary

Overview

The Expert team of National Board of Accreditation (NBA) conducted a three-day accreditation visit from _____ to _____, <<name of institution>> To evaluate PG Management program <<name of the program>>.

During the visit, the visiting team met with Head of the Institution/Dean_____. The briefing on the Institution was given by_____and on the program was given by the <<Name of the respective Head of the Department/Program Coordinator>>. Apart from comprehensive review of documental evidences pertaining to various accreditation criteria, the visiting team also held meeting and discussions with the following stakeholders (kindly tick).

Faculty

Alumni

Employers

Parents

Staff members

Student

The Program Evaluation Team found that (general findings about the program to be mentioned)

Program Details

Name of the Program:					
Year of Commencement					
No. of Students admitted	Year	Sanctioned Intake	Actual Admitted	Percentage of students admitted	
	CAY (20__ - 20__)				
	CAY m1 (20__ - 20__)				
	CAY m2 (20__ - 20__)				
	Averaged percentage over three academic years i.e. CAY, CAYm1 and CAYm2.				
Placement	Year	No. of students in 1st year	No. of students placed	Percentage of students placed	
	CAY m1 (20__ - 20__)				
	CAY m2 (20__ - 20__)				
	CAY m3 (20__ - 20__)				
	Averaged percentage over three academic years i.e. CAYm1, CAYm2 and CAYm3.				
No. of faculty members (Attach a Copy of faculty list compared with Time Table)	Regular		CAY	CAYm1	CAYm2
		No. of Professors			
		No. of Associate Professors			
	Contractual	No. of Assistant Professors			
		No. of Professors			
		No. of Associate Professors			
	No. of PhD. available in the Dept.				
	Student - Faculty Ratio (SFR) value in the Department				
	Student - Faculty ratio in the Department averaged over CAY, CAYm1 and CAYm2				
	Name of the faculty with the domain specific qualification (with Ph.D) for the program under consideration		CAY	CAYm1	
		No. of Professors			
No. of Associate Professors					
Previous accreditation (if any)	First accreditation	No. of years accredited for			
		With effect from			
	Previous accreditation	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 or hourly based), 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:

1. Shall have the AICTE prescribed qualifications and experience.
2. Shall be appointed on full time basis and worked for consecutive two semesters during the particular academic year under consideration.
3. 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

Accreditation for 6 years:

- i. Program should score a minimum of 750 points out of 1,000 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).

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 60% of the sanctioned intake either for CAY or averaged for 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).

No Accreditation

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

Programme Specific Criteria:

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	250		
7	Industry & International Connect	100		
8	Infrastructure	75		
9	Alumni Performance and Connect	50		
10	Continuous Improvement	50		
TOTAL		1,000		

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)**