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Report of the Expert Committee Visit For **Accreditation** of **UNDER GRADUATE PROGRAMME**

Name of the Institution : Vidya Jyothi Institute of Technology
Programme Title : Electronics & Comm. Engg
Dates of visit : 13th, 14th & 15th May 2011



NATIONAL BOARD OF ACCREDITATION

All India Council For Technical Education

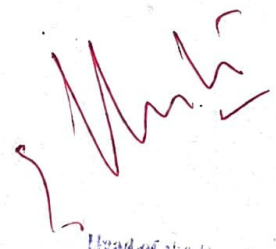
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Head of the Department
Department of Electronics and Communication Engg.
Vidyalaya College of Engineering and Technology
Bengaluru

FORMAT OF THE REPORT OF
THE VISITING TEAM
(Confidential)

for UG Programme

Dates of Visit 13th, 14th & 15th May 2011

Programme Title ECE

Name of the Institution

Vidya Jyothi Institute
of Technology

Name of the affiliating University, if any

J.N.T.U.
Hyderabad

Programme Evaluator1

Name Prof. D.K. Trivedi
Organisation Ex. Prof. MANIT, BPL
II/10, MANIT Campus
Bhopal 462051

Programme Evaluator2

Name Prof. T.K. Bandyopadhyay
Organisation Asst. Director
UIT, Bhatkal
Univ. Bhopal

Chairperson

Name Prof. B.S. PATEL

Organisation

Head of Department
Department of Electronics and Communication Engineering
Vidya Jyothi Institute of Technology
Hyderabad-500075

PART II

SUMMARY ASSESSMENT

	Maximum Marks Allotted	Actual Marks Awarded
I Organization and Governance	80	55
II Financial Resources, Allocation And Utilization	70	54
III Physical Resources (Central Facilities)	50	34
IV Human Resources : Faculty & Staff	200	132
V Human Resources : Students	100	83
VI Teaching-Learning Processes	350	268
VII Supplementary Processes	50	35
VIII Research & Development And Interaction Effort	100	43
Total	1000	704

RECOMMENDATIONS :

Name of Institution Vidya Tytilm Institute of Technology

Programme Title (DIP) Electronics & comm. Engg.

(a) Marks Awarded

704 / 1000

(b) Withdrawn from Accreditation :

Yes ☐ No ☒

DK Tnn
Programme Evaluator 1

TCS
Programme Evaluator 2

[Signature]
Head of the Department
Department of Electronics and Communication Engg.
Vidya Tytilm Institute of Technology,
Derabad-S00075

[Signature] Team, Chairperson

I ORGANISATION AND GOVERNANCE

- a) Planning & Monitoring
- b) Recruitment Procedure & its Effectiveness
- c) Promotional Policies/ procedure
- d) Leadership
- e) Motivational initiatives
- f) Transparency
- g) Decentralization and Delegation & Participation of faculty
- h) Constitution of GC/ GB

80

55

II FINANCIAL RESOURCES, ALLOCATION AND UTILISATION

- a) Budget allocated to the Institution
 - i) Recurring Budget (allocated and % utilized)
 - ii) Non-Recurring Budget (allocated and % utilized)
- b) Budget allocated to the Department
 - i) Recurring Budget (allocated and % utilized)
 - ii) Non-Recurring Budget (allocated and % utilized)

70 -

54

III PHYSICAL RESOURCES (CENTRAL FACILITIES)

- a) Hostels (Men students & Women students)
- b) Power back up provision at Institution and Hostels
- c) Reprographic facilities
- d) Banking facilities
- e) Post Office facilities
- f) Counseling and guidance,
- g) Language laboratory
- h) Medical facilities
- i) Internet Facilities
- j) Canteen facilities
- k) Transport facilities

50

34

IV HUMAN RESOURCES : FACULTY AND STAFF

IV.1 FACULTY

- a) Numbers, Faculty Student Ratio, Cadre Ratio, Average. Experience, Faculty Retention, Turnover
- b) Qualifications
- c) Participation of faculty towards Institutional development/departmental development/ Academic Matters/ Students Development/ Self Growth
- d) Implementation and Impact of Faculty Development Programmes
- e) Analysis and Follow up of Performance Appraisal.
- f) Service rules, Pay package, Incentives.

160

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IV.2 SUPPORTING STAFF

40

- a) Numbers
- b) Qualification/ Skills
- c) Skill Up-gradation

30

V HUMAN RESOURCES : STUDENTS

100

- a) Student admissions
- b) Academic results
- c) Performance in Competitive Examinations
- d) Placement

83

VI TEACHING - LEARNING PROCESSES

350

- a) Delivery of Syllabus contents
- b) Contents beyond the syllabus
- c) Academic Calendar
- d) Continuous evaluation procedure
- e) Utilization of Laboratories/ Equipment
- f) Information access facilities
- g) Student centric learning initiatives
- h) Student's feedback

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VII SUPPLEMENTARY PROCESSES

50

- a) Extra & co-curricular activities
- b) Personality Development initiatives
- c) Professional Society Activities
- d) Entrepreneurship Development
- e) Alumni Interaction
- f) Ethics
- g) Student Publications/ Awards

35

VIII RESEARCH AND DEVELOPMENT AND INTERACTION EFFORT

100

- a) Budget for in house R&D activities and its utilization
- b) Academic/ Sponsored/ Industrial Research and Development
- c) Publications and Patents
- d) Industry participation in developmental and student related activities
- e) Continuing Education (organizing & attending)
- f) Consultancy and Testing
- g) Student Project Work

43

1000

Grand Total

704

Total Marks Awarded

Head of the Department
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Warananagar-500075

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QUESTIONNAIRE

Name of the Institution: Vidya Jyothi Institute of Technology

Programme Title: Electronics & Comm. Engg.

Dates of visit: 13th, 14th & 15th May 2011

1. ORGANIZATION AND GOVERNANCE

1. Does the Governing Body have a documented strategic plan, which incorporates the missions, goals and objectives for the institution? ☒ Yes
2. Was there active participation of the faculty and all other stakeholders in The development of the strategic plan? ☒ Yes
3. Are written statements of the mission, goals and objectives available to all staff and students? ☒ Yes
4. Is there a process in place for regular review and revision of the strategic plan? ☒ Yes
5. If the answer to (4) is yes then what is the Date of last review? ☒ 20-2-2011
6. Is the decision-making and delegation of powers decentralized for achieving the aims and objectives?
(a) at the college level ☒ Yes (b) at the department level? ☒ Partially

2. FINANCIAL RESOURCES, ALLOCATION AND UTILISATION

7. Is the annual budget adequate?
(a) Is Operational budget available? ☒ Yes
(b) Is maintenance budget available? ☒ Yes
8. Are developmental activities (in terms of increasing infrastructure/ facilities/ services) carried out? ☒ Yes

NOTE:

Please write 'NA' wherever the information sought is not relevant to the program(s) under consideration.

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3. PHYSICAL RESOURCES (CENTRAL FACILITIES)

9. Is the present usable floor area of the buildings for all academic programmes of the institution adequate? ☒ yes
10. Is the land area available as per the AICTE Norms? ☒ yes
11. If yes, mention the area in Acres: 12 Acres
12. Is the maintenance function carried out to ensure
- (a) safety? ☒ yes
- (b) hygiene? ☒ yes
- Is there a monitoring mechanism available? yes
13. Are adequate hostel facilities available?
- (a) for men students? ☒ yes
- (b) for women students? ☒ yes } Rented.
14. Are there any transport facilities for students and/ or employees for travel from hostel/ residence to institution/ important city locations? ☒ yes
15. Are essential medical services available on the premises?
- (a) First-aid services? ☒ yes
- (b) Emergency services? ☒ yes
16. Are the service facilities, especially electrical and other installations; certified to be safe and free from hazards? ☒ yes

4. HUMAN RESOURCES-FACULTY AND STAFF

- 17 (a) What is the total number of full time regular (not retired or part time) faculty members? 24
- (b) What is the total number of full time Adhoc Faculty members? NIL
- (c) What is the overall Faculty-Student ratio? 1:15
- (d) What is the ratio between (i) Professor : Asst Professor : Lecturer 3:5:16

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(e) What is the number of Visiting faculty?

(f) What is the expenditure incurred on Visiting Faculty?

18. How many Faculty members possess AICTE-prescribed qualifications?

19. What is the number of the Faculty in the department with Doctorate/Master's degrees?

(a) Doctorate

(b) Masters'

20. How many Faculty members recruited during the last academic year (as percentage of total existing strength)? And, in the last three years?

21. Is the average teaching load of a Lecturer (L), Asst. Professor (AP) and Professor (P), in the terms of the theory and laboratory, classes as per AICTE Norms?

22. Is the welfare support i.e. provident fund/ pension fund gratuity, etc. available to the Faculty members?

23. Are employees and students covered by any group insurance?

24. Do the Faculty members subject their courses to evaluation by students through a well designed questionnaire?

25. Are there schemes for Faculty Development in existence?

26. Is there a mechanism by which performance appraisal results are used to improve the quality of the teaching/ learning processes?

27. Is adequate administrative and laboratory supporting staff available?

28. (a) Are there schemes for skill up-gradation of teaching staff in existence?

(b) Are there schemes for skill up gradation of non-teaching staff in existence?

29. Whether the performance monitoring of the non-teaching staff carried out?

30. Whether there is a provision for incentives for Faculty/ Staff on up-gradation of qualification?

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5. HUMAN RESOURCES-STUDENTS

31. What is the percentage of students (of those admitted annually) who clear the Programme in the minimum scheduled duration?
32. What is the percentage of placement for the final year students of the programme through on campus recruitment?
33. How many students qualify in national-level competitive exams, like UPSC, Engineering Services, IAS, etc?
34. How many student pursue PG students through GATE or other national and international level exams like GRE, GMAT, CAT, etc?
35. Does the Department/Placement office maintain a record of student employment and feedback received from the employers pertaining to achievements of old students?

6. TEACHING-LEARNING PROCESSES

36. Does the institution/ department have an academic calendar?
37. (i) What is the minimum number of days of instruction (apart from examination or other cocurricular activities)? days in a semester
- (ii) Do the Faculty members
- a. Maintain a course plan for each course?
- b. Conduct tests in the middle of semester regularly?
- c. Declare the results of tests, homework assignments etc regularly?
38. When was the current syllabus last updated?
39. In case of non-performance of duties by the teachers, is there a mechanism, by which this can be brought to the attention of management for remedial action?
40. Is the laboratory work consistent with already acquired theoretical background?
41. What % of students who have carried out hardware projects in the last three years?
42. How many new experiments set by faculty in the last three years?
43. What is the system followed for routine checking and calibration of all lab equipment, and how is this coordinated with the academic objectives?

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45. Is the Campus card system in place? ☐ I Cards are issued (Photo ID)
46. Are the demonstration-type kits adequate for the number of students who work in the laboratory in each session? ☐ yes
47. What is the average number of students performing single experiment with common apparatus? ☐ 2 or 3
48. Is there a provision for giving different quantitative measurement for different students to encourage independent learning experience? ☐ yes
49. Is the academic structure in place for the removal of obsolete experiments and introduction of contemporary and new experiments? ☐ yes
50. Is the lab work examination conducted by an outside examiner? ☐ yes
51. Is the system in place for reviewing grades upon appeal by the students? ☐ yes
52. What is the % of attendance required for laboratory completion? ☐ 75%
53. Are library, computing and e-mail facilities available to the students outside and normal working hours and on holidays? ☐ yes
54. (a) Does the Institution have a departmental library in addition to a central library? ☐ yes
- (b) What is the daily average number of students using the central library? ☐ 135
- (c) What is the daily average number of students using the Departmental library? ☐ 10
55. What is the number of books in core subject areas, and what are the facilities in the form of CD-ROM/ on-line data in major areas of knowledge? ☐ 3292 volumes
C.D's 96, Book CD's 21, E-journals.
56. Is the library a part of a national or an international network, with access to remotely available information? ☐ yes
57. How many titles were added during the last academic year, exclusively for

(a) Postgraduate programme? ☐ NA

(b) Faculty research needs? ☐ 40

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58. Is there a separate Photocopying service for students and faculty available within the library premises? ☒ Yes

59. Is the Library Automation System in place? ☒ Yes

60. How many refresher courses or other continuing education programmes have been attended by library staff during the last academic year?

61. Is there a qualified librarian as per AICTE norms? ☒ Yes

7. SUPPLEMENTARY PROCESSES

62. Are there facilities available to the students for extra-curricular and co-curricular activities? ☒ Yes

63. Is the system of guidance and counseling available to the new students

(a) for academic work? ☒ Yes

(b) for social interaction and compatibility? ☒ Yes

64. Are the students encouraged to undertake professional society activities, by forming student branches or student chapters on the campus? ☒ Yes

65. Is training for entrepreneurship provided for the senior students (3rd-4th year) through any specific programme or through guidance from exposure to local/regional industry? ☒ Yes

66. Is there an Alumni Association? ☒ Yes

67. (a) When was the last get-together of alumni held?

(b) What is the frequency of such events? a year

8. R&D INITIATIVES AND INTERACTION EFFORTS

68. How many staff members of the programme have access to funding through sponsored research projects?

69. Is the sponsorship of Projects primarily from (a) Govt. organizations ☒ No

(b) private industry? ☒ No

70. Is there collaboration between staff members and industry personnel for joint papers and patents? ☒ No ; If yes, what is the number of such collaborations in the last three years?

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71. Has the Programme/Department been recognized for any specific area of excellence based on the availability of sophisticated equipment and/ or competent faculty expertise? ☒ **yes**
72. Are the Fellowships and Assistantships available through college or project funds for undertaking postgraduate courses? ☒ **No** (Radar)
73. During the last three years, how many research papers were published based on
- (a) Personal driven research of faculty members? **02**
- (b) Sponsored research funded by external agencies? **Nr**
74. How many postgraduate students have been employed in the areas of their project work? **NA**
75. How many staff members have completed their Ph.D. Thesis work in the departmental labs? **Nr**
76. Are the system/software packages developed for Ph.D. work made available for the use of students/ research workers? **No**
77. Is industry participation ensured in planning of curriculum at the University level or at the college level or in finalizing the undergraduate and postgraduate programmes? ☒ **yes**
78. Has the department offered programmes fulfilling the needs of continuing education of industry personnel in the nearby area? ☒ **yes**
79. Is any industrial exposure availed of by the faculty in the local or regional industry in the last academic year? ☒ **yes**
80. How many of the projects undertaken by the final year students reflect the needs and problems of the Industry? **05**
81. Is there participation of industry exists in successful implementation of such projects? ☒ **yes**
82. How many industry experts have given lectures to the students to familiarize them with the state-of-art industry practices and their correlation with the text-book material taught? **05**
83. Are training and placement facilities available at the institution? ☒ **yes**

Signatures

(Programme Evaluator I)

(Programme Evaluator II)

(Team Chairperson)

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Vidya Jyoti Institute of Technology.
Hyderabad-500075

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To be Returned to NBA Secretariat through Chairman of the visiting Team alongwith the Report

Name of the Institution: Vidya Jyothi Institute of Technology
Programme: ECE

Work Sheet for Quantitative Evaluation of Accreditation Parameters Engineering and Technology disciplines

I	ORGANISATION AND GOVERNANCE				30 (Dip.)	80 (UG)	50 (PG)	55
	S.No.	PARAMETERS	PERSPECTIVE/ CONTEXT	LEVEL	MAX. MARKS			SCORE
	A	Planning and Monitoring	Long term & Short Terms mission/goals Mechanisms, Focus on quality & growth	I	04	10	06	08
	B	Recruitment Procedure & its Effectiveness	AICTE Norms, Sel Comm. Constitution	I	05	15	10	11
	C	Promotional Policies/ Procedure	AICTE Norms, Flexibility Motivation, Innovative	I	04	10	06	07
	D	Leadership	Role, Nature, New Initiatives	I/D	02	05	03	04
	E	Motivational initiatives	F/S/St, Nature and Purpose	I/D	04	10	06	06
	F	Transparency	Policy making executive action, monitoring F/S matters	I/D	04	10	06	06
	G	Decentralization and Delegation & Participation of faculty	Decision making, governance, Academic Issues, purchase	I/D	05	15	10	08
	H	Constitution of GC/GB		M	02	05	03	05

I: Institute **D: Department** **M: Management** **P: Principal** **F: Faculty** **S: Staff** **St: Students**
GD: Gen. Discussion **BS: Balance Sheet**

(Very High and very low-marks should be supported by indicating the Specific Strengths & Weaknesses)

Specific Strength(s)

- (1) Progressive management with planning and monitoring processes in place.
- (2) Recruitment done as per laid down procedures.

Specific Weakness(s)

- (1) Decentralisation is upto Panchayat level and does not percolate to family level.

II FINANCIAL RESOURCES, ALLOCATION AND UTILIZATION					70 (Dip.)	70 (UG)	50 (PG)	54
S.No.	PARAMETERS	PERSPECTIVE/ CONTEXT	LEVEL	INFORMATION SOURCE	MAX.MARKS			SCORE
II.1	Budget allocated to the Institution 35				35 (Dip)	25 (UG)	25 (PG)	27
A	Recurring Budget	Adequacy, (allocated and % utilized)	I	Financial statement (Inc/ Exp; BS), Stock ledger, Board Proceedings	20	20	15	17
B	Non-Recurring Budget	Adequacy, (allocated and % utilized)	I	Financial statement (Inc/Exp;BS), Stock ledger, Board Proceedings	15	15	10	10

(Very High and Very low marks should be supported by indicating the Specific Strengths & Weaknesses)

Specific Strength(s)

Budget is adequate with appropriate utilisation.

[Signature]

[Signature]
Head of the Department
Department of Electronics and Communication Engg.
Vidya Institute of Technology
Bangalore-560075

[Signature]

Specific Weakness(s)

6.16.8

S.No.	PARAMETERS	PERSPECTIVE/ CONTEXT	LEVEL	INFORMATION SOURCE	MAX.MARKS			SCORE
II.2	Budget allocated to the Department				35 (Dip)	35 (UG)	25 (PG)	27
A	Recurring Budget	Adequacy, (allocated and % utilized)	D	Financial statement (Inc/ Exp; BS), Stock ledger, Board Proceedings, GD(F)	20	20	15	17
B	Non-Recurring Budget	Adequacy, (allocated and % utilized)	D	Financial statement (Inc/Exp;BS), Stock ledger, Board Proceedings, GD(F)	15	15	10	10

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(Very High and Very low marks should be supported by indicating the Specific Strengths & Weaknesses)

Specific Strength(s)

Adequate budget is available in the dept with planned utilisation.

Specific Weakness(s)

Red budget is not appropriately utilized.

Department of Electronics and Communication Engg.
Vidya Jyothi Institute of Technology,
Hyderabad-500075

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III	PHYSICAL RESOURCES (CENTRAL FACILITIES)				50 (Dip.)	50 (UG)	50 (PG)	34
S.No.	PARAMETERS	PERSPECTIVE/ CONTEXT	LEVEL	INFORMATION SOURCE	MAX.MARKS			SCORE
A	Hostel (Boys & Girls)	Floor area, Comfort & Convenience	I	Inspection, Discussion with Students	8	8	8	02
B	Power back up provision at Institution, Department and Hostels	Availability, adequacy and safety	I/D	Inspection, Discussion with Students	4	4	4	02
C	Reprographic Facilities	Availability, adequacy	I/D	Inspection, Discussion with Students	3	3	3	03
D	Bank	Availability	I	Inspection	3	3	3	03
E	Post Office	Availability	I	Inspection	3	3	3	00
F	Counseling and Guidance, Language Lab	Role (Academic, Career Personal), Effectiveness, Utilization of service	I	Records of the activity of the counseling center, GD (resource Person/st) Budget allocation & its Utilization	7	7	7	06
G	Medical Facility	Availability extent, adequacy	I	Inspection, GD (F/S/St)	7	7	7	06
H	Internet Facility	Availability	I	Inspection, GD (F/S/St)	5	5	5	03
I	Canteen	Availability, adequacy	I	Inspection, GD (F/S/St)	5	5	5	04
J	Transport	Availability, adequacy	I	Inspection, GD (F/S/St)	5	5	5	05

(Very High and Very low marks should be supported by indicating the Specific Strengths & Weaknesses)

Specific Strength(s)

- (1) Reprographic, bank and medical facilities available on campus
- (2) Good transport facilities.

Specific Weakness(s)

- (1) There is no hostel on the campus

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[Signature]

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[Signature]

IV	HUMAN RESOURCES - FACULTY AND STAFF				200 (Dip.)	200 (UG)	200 (PG)	132
S.No.	PARAMETERS	PERSPECTIVE/ CONTEXT	LEVEL	INFORMATION SOURCE	MAX. MARKS			SCORE
IV.1	Faculty				160 (Dip.)	160 (UG)	160 (PG)	102
A	Numbers, Student Faculty Ratio Cadre Ratio (P:AP:L) Avg. Experience, Faculty Retention, Turnover	AICTE Norms, adequacy, Quality & Stability	D	Faculty Records (GD/F)	25	25	25	20
B	Qualifications	AICTE Norms & Beyond	D	Faculty Records	30	30	30	15
C	Participation of faculty in Institutional development/ Departmental development/ Academic Matters/Students Development/Self Growth	Proactive Involvement, Institutional Mechanism, Level of Participation, Impact, Enrichment of Skills & Competence	I/D	GD(F), Records (Responsibility Assignment orders) at the Institutional & Departmental Level	20	20	20	15
D	Implementation and Impact of Faculty Development Initiatives	Nature & Extent of Impact on academic matters, Student Development, Creation of Knowledge, Technology development etc; Acceptability, effectiveness, Deputation for higher qualification; Skill developm- ent, Extent of implementation	I	Board documents & Supporting documents, GD (M/F), Budgeting provision	40	40	40	20
E	Analysis and Follow up of Performance Appraisal	System, Effectiveness, Follow up	I/D	GD (F/St) Appraisal/Student feedback forms, Personal Files, Commendation Initiatives	15	15	15	11
F	Service rules, Pay package, Incentives	AICTE Norms & Beyond	I	Service Book, Faculty Records, GD (M/F)	30	30	30	21

(Very High and Very low marks should be supported by indicating the Specific Strengths & Weaknesses)

Specific Strength(s)

(1) Well qualified staff as per AICTE norms

(2) Faculty Student ratio and cadre ratio is near to AICTE norms

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Specific Weakness(s)

Faculty deputed for higher education is without salary.

S.No.	PARAMETERS	PERSPECTIVE/ CONTEXT	LEVEL	INFORMATION SOURCE	MAX.MARKS			SCORE
IV.2	Supporting Staff (Tech./Admn.)				40 (Dip)	40 (UG)	40 (PG)	30
A	Numbers	In Program labs, Computer Center, Library, Maintenance, Main Offices	I/D	Dept. records, Visit to common facilities	10	10	10	09
B	Qualification/ skills (Lab, Office, Comp. Centre etc.)	AICTE Norms, Competence	I/D	Dept. records, Personal files, GD (F/S/St)	15	15	15	13
C	Skill Up gradation	M/S Initiative New skills acquired	I/D	GD (M/F/S), Dept. records Personal files	15	15	15	08

(Very High and Very low marks should be supported by indicating the Specific Strengths & Weaknesses)

Specific Strength(s)

(1) Supporting staff is well qualified and pursue higher studies.

Specific Weakness(s)

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V	HUMAN RESOURCES - STUDENTS					100 (Dip.)	100 (UG)	100 (PG)	83
S.No.	PARAMETERS	PERSPECTIVE/ CONTEXT	LEVEL	INFORMATION SOURCE	MAX.MARKS			SCORE	
A	Student admission	Intake quality, % of seats filled	I	Admission records with ranks	25	25	25	20	
B	Academic results	Analysis, Performance, quality	D	Result records & Analysis	45	45	45	42	
C	Performance in Competitive Examinations	No. of Students appeared & successful in GATE, CAT, GRE, IAS, IES etc	I/D	GD(M/HOD/F)	10	10	10	05	
D	Placement	No of candidates Passed/ Graduated/Employed: Campus interview jobs/ Direct Jobs	I/D	Placement Record GD(HOD/F/S)	20	20	20	16	

(Very High and Very low marks should be supported by indicating the Specific Strengths & Weaknesses)

Specific Strength(s)

(1) Very few seats are left vacant.

(2) Fairly good academic results

Specific Weakness(s)

(1) Poor performance in competitive exams

(2) Placement need to be improved

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VI	TEACHING - LEARNING PROCESS					450 (Dip.)	350 (UG)	250 (PG)	268
	S.No.	PARAMETERS	PERSPECTIVE/ CONTEXT	LEVEL	INFORMATION SOURCE	MAX.MARKS			SCORE
19	A	Delivery of Syllabus, contents	Teaching method; Make-up classes and Remedial teaching; Monitoring learning; Assignments; Percentage of syllabus covered	D	Perscribed syllabus; Time Tables; Course files; Assignments record; GD (St)	120	100	60	75
	B	Contents beyond the syllabus	Additional topics/ subjects covered; Special lectures Guest lectures and General lectures arranged	D	List of topics covered and/ or Lecture schedule; GD (F/St)	30	30	40	23
	C	Academic Calendar	Number of instruction days/semester; Contact hours/week, Implementation	I/D	Published documents; Time Table-Course/tutorials, Lab sessions and examinations; Attendance registers, GD.	60	25	10	22
	D	Continuous evaluation procedure	Mid-semester class tests, Assignments, Other methods of testing; Breakdown of weightages given Regularity-conducting and announcing results	I/D	Published documents; Records of sessionals, GD	60	40	20	32
	E	Utilization of Laboratories/ Equipments	Adequacy as per syllabus-numbers, quality status specs, working condition and maintenance; Availability of equipment and facilities beyond syllabus; Batch size; Sharing with other programmes	D	Physical verification; Testing of equipment Working; Stock ledger; Lab time tables; Journal records; GD (St)	60	40	30	32
	F	Information access facilities	Adequacy of computers, licensed software and internet, as per AICTE norms; Adequacy and relevance of books/journals in Central/Dept. Libraries; Reading space; Weekly working hours; Campus Card System. Library Automation System, Facilities beyond the syllabus	I/D	Visits and verification of facilities; Stock ledger for computers, Data base for library; Daily attendance registers; GD (F,St)	40	55	40	38
	G	Student Centric learning initiatives	Adequacy of self learning facilities-OHP sheets, Power point presentations, audio/video courses etc covering syllabus and also beyond; Other learning facilities/opportunities provided	I/D	Physical verification; Daily users' records: GD (St)	30	35	40	27
	H	Students' feedback	Method followed; Contents and adequacy of feedback mechanism; Implementation Utilization for improving teaching-learning process	I/D	Feedback form used; Records maintained:GD (T St)	50	25	10	19

(Very High and Very low marks should be supported by indicating the Specific Strengths & Weaknesses)

Head of the Department
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Specific Strength(s)

- (1) Teaching learning process is well in place
(2) Standard books are referred.

Specific Weakness(s)

Thought provoking questions need to be set in the examination.

VII	SUPPLEMENTARY PROCESS					(Dip.)	50 (UG)	50 (PG)	30 35
S.No.	PARAMETERS	PERSPECTIVE/ CONTEXT	LEVEL	INFORMATION SOURCE	MAX.MARKS			SCORE	
A	Extra & Co-curricular activities (NCC, NSS, Others)	Extent, and novelty; Sports, Cultural, social, service related activities; Achievements	I	Visits to facilities NCC/NSS/Sports and other records; Prizes/Awards won, recognitions received in multi-institutional competetions	10	10	10	07	
B	Personality Development initiatives	Nature and extent of effort; Type of programmes conducted	I/D	Published documents; Successes achieved; GD (St.)	06	06	06	03	
C	Professional Society Activities	Nature and extent of activities; Periodicity of programmes conducted	I/D	Activity records, publications brought out, if any; Budget document, GD (F,St)	05	08	08	06	
D	Entrepreneurship Development	Nature and extent of effort; Type of programmes conducted	I	Activity records; Course material used; Budget document; GD (St.)	10	06	06	04	
E	Alumni Interaction	Alumni association and Chapters; Periodicity of meetings; Interaction with Management/ Faculty Students	I	Activity records; Alumni contributions to institution-material, financial, any other; List of eminent alumni.	10	07	03	06	
F	Ethics	Special programmes arranged	I	Activity record; Successes achieved GD(F,St.)	05	05	05	04	
G	Student Publications/Awards	Encouragement/Incentives from Management, Faculty, Alumni, Any other	I	Published documents. GD (F,St)	04	08	12	05	

(Very High and Very low marks should be supported by indicating the Specific Strengths & Weaknesses)

Specific Strength(s)

(1) Membership of some Professional societies is available
(2) Ethical education is given due importance

Specific Weakness(s)

VIII	R&D INITIATIVES AND INTERACTION EFFORT				50 (Dip.)	100 (UG)	250 (PG)	43
S.No.	PARAMETERS	PERSPECTIVE/ CONTEXT	LEVEL	INFORMATION SOURCE	MAX.MARKS			SCORE
A	Budget for in house R&D activities and its utilization	Adequacy and type of provision; Method of utilization	I/D	Budget document Accounts statement, List of R&D projects supported	10	10	30	07
B	Academic/Sponsored/ Industrial Research and Development	Encouragement, Simplified institutional procedures	I/D	Documents verification; Lists of projects taken up, in progress and those completed; Project reports prepared; funds received and utilized	05	10	30	00
C	Publications and Patents	Encouragement and incentives: Simplified procedures	I/D	List of papers published and/or in print; patents filed and/or approved; Copies of papers and patents;	05	20	50	07
D	Industry participation in developmental and student related activities	Nature, extent and level of participation; Frequency of interactions; Type of industry sector	I/D	Activity records; Assignments completed and successes, if any; (GD (F/St)S	05	20	40	05
E	Continuing Education (organizing & attending)	Nature and extent of programmes; Frequency of programmes arranged/ attended Faculty participation	I/D	Lists of programmes arranged/ attended; and of faculty participated	10	10	20	06
F	Consultancy and Testing	Nature and number of projects taken up; Institutional norms	I/D	List of projects undertaken, in progress and those completed: Record of funds received	05	10	30	00
G	Student Project Work	Nature, relevance	D	List of projects undertaken with relevant records	10	20	50	18

(Very High and Very low marks should be supported by indicating the Specific Strengths & Weaknesses)

Specific Strength(s)

- (1) Hardware oriented project are more in number
- (2) ~~the~~ R & D Budget is also allocated

Specific Weakness(s)

- (1) No consultancy and sponsored projects are taken
- (2) Industry participation needs to be strengthened

Signatures

Prof. D. K. Tonu
Programme Evaluator 1

Prof. T. K. Bondupadhy
Programme Evaluator 2

Place:

Hyderabad

Date:

15.5.11

[Signature]
Head of the Department
Department of Electronics and Communication Engg.
Vidya Jyothi Institute of Technology.

(Note : Evaluators are requested to sign on all the pages of the worksheet)