

Benchmark Document – Autonomous Colleges

Criterion I – Curricular Aspects (150)

Key Indicator – 1.1 Curriculum Design and Development

Key Indicator – 1.2 Academic Flexibility

Metric No.	Description	4	3	2	1	0
1.2.1 Q _n M	<i>Percentage of new courses introduced out of the total number of courses across all programs offered during the last five years</i>	>=20	15-20	10-15	5-10	<5

Key Indicator – 1.3 Curriculum Enrichment

Metric No.	Description	4	3	2	1	0
1.3.2 Q _n M	<i>Number of certificate/value added courses/Diploma Programmes offered by the institutions and online courses of MOOCs, SWAYAM/e-PG Pathshala/ NPTEL etc. where the students of the institution have enrolled and successfully completed during the last five years</i>	>=50	40-50	20-40	5-20	<5
1.3.3	<i>Percentage of programmes that have components of field projects / research projects / internships during the last five years</i>	>=80	60-80	40-60	20-40	<20

Key Indicator – 1.4 Feedback System

Metric No.	Description	4	3	2	1	0
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1.4.1 Q _n M	<p><i>Structured feedback for curriculum and its transaction is regularly obtained from stakeholders like Students, Teachers, Employers, Alumni, Academic peers etc., and Feedback processes of the institution may be classified as follows:</i></p> <p>A. Feedback collected, analysed, action taken & communicated to the relevant bodies and feedback hosted on the institutional website B. Feedback collected, analysed, action has been taken and communicated to the relevant bodies C. Feedback collected and analysed D. Feedback collected E. Feedback not collected</p>	A	B	C	D	E
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Criterion II – Teaching-Learning and Evaluation (300)

Key Indicator - 2.1 Student Enrolment and Profile

Metric No.	Description	4	3	2	1	0
2.1.1 Q _n M	<i>Enrolment percentage</i>	≥90	80-90	70-80	50-70	<50
2.1.2 Q _n M	<i>Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years</i>	≥80	70-80	50-70	40-50	<40

Key Indicator - 2.2 Catering to Student Diversity

Metric No.	Description	4	3	2	1	0
2.2.2 Q _n M	<i>Student - Full time teacher ratio(Data for the latest completed academic year)</i>	<20:1	20:1 – 30:1	30:1- 50:1	50:1- 60:1	≥60:1

Key Indicator - 2.4 Teacher Profile and Quality

Metric No.	Description	4	3	2	1	0
2.4.1 Q _n M	<i>Percentage of full time teachers against sanctioned posts during the last five years</i>	>=90	80-90	70-80	50-70	<50
2.4.2 Q _n M	<i>Percentage of full time teachers with Ph.D. /D.Sc. / D.Litt. / L.L.D during the last five years</i>	>=70	60-70	50-60	40-50	<40
2.4.3 Q _n M	<i>Average teaching experience of full time teachers (Data to be provided only for the latest completed academic year, in number of years)</i>	>=15	12-15	9-12	6-9	<6
2.4.4 Q _n M	<i>Average teaching experience of full time teachers in the same institution (Data to be provided only for the latest completed academic year, in number of years)</i>	>=15	12-15	9-12	6-9	<6

Key Indicator - 2.5 Evaluation Process and Reforms

Metric No.	Description	4	3	2	1	0
2.5.1 Q _n M	<i>Average number of days from the date of last semester-end/ year- end examination till the last date of declaration of results during the last five years</i>	<20	20-30	30-40	40-50	>=50
2.5.2 Q _n M	<i>Percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years</i>	<1	1-5	5-10	10-15	>=15

Key Indicator - 2.6 Student Performance and Learning Outcomes

Metric No.		4	3	2	1	0

2.6.2 Q _n M	<i>Pass percentage of students(excluding backlog students) (Data for the latest completed academic year)</i>	>=90	80-90	70-80	60-70	<60
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Criterion III – Research, Innovations and Extension (150)

Key Indicator - 3.1 Promotion of Research and Facilities

Metric No.	Description	4	3	2	1	0
3.1.2 Q _n M	<i>The institution provides seed money to its teachers for research</i>	>=20	10-20	5-10	1-5	<1
3.1.3 Q _n M	<i>Percentage of teachers receiving national/ international fellowship/financial support by various agencies for advanced studies/ research during the last five years</i>	>=5	4-5	2-4	>0-2	0

Key Indicator – 3.2 Resource Mobilization for Research

Metric No.	Description	4	3	2	1	0
3.2.1 Q _n M	<i>Research funding received by the institution and its faculties through Government and non-government sources such as industry, corporate houses, international bodies for research project, endowment research chairs during the last five years</i>	>=50	40-50	20-40	10-20	<10
3.2.2 Q _n M	<i>Percentage of teachers having research projects during the last five years</i>	>=30	20-30	10-20	5-10	<5
3.2.3 Q _n M	<i>Percentage of teachers recognised as research guides as in the latest completed academic year</i>	>=30	20-30	10-20	5-10	<5

Key Indicators - 3.4 Research Publications and Awards

Metric No.	Description	4	3	2	1	0
3.4.1 Q _n M	<p><i>The Institution ensures implementation of its stated Code of Ethics for research</i></p> <p>3.4.1.1 The institution has a stated Code of Ethics for research and the implementation of which is ensured through the following:</p> <ol style="list-style-type: none"> 1. Inclusion of research ethics in the research methodology course work 2. Presence of institutional Ethics committee (Animal, Chemical, Bio-ethics etc.) 3. Plagiarism check through software 4. Research Advisory Committee 	A	B	C	D	E
3.4.2 Q _n M	<i>Number of candidates registered for Ph.D per teacher (as per the data given w.r.t recognized Ph.D guides/ supervisors provided at 3.2.3 metric) during the last five years</i>	>=6	4-6	2-4	1-2	<1
3.4.3 Q _n M	<i>Number of research papers published per teacher in the Journals as notified on UGC CARE list during the last five years</i>	>=5	3-5	2-3	1-2	<1
3.4.4 Q _n M	<i>Number of books and chapters in edited volumes published per teacher during the last five years</i>	>=8	5-8	3-5	1-3	<1
3.4.5 Q _n M	<i>Bibliometrics of the publications during the last five years based on average Citation index in Scopus/ Web of Science</i>	>=8	6-8	3-6	1-3	<1
3.4.6 Q _n M	<i>Bibliometrics of the publications during the last five years based on Scopus/ Web of Science – h-index of the Institution</i>	>=12	10-12	5-10	1-5	<1

Key Indicators - 3.5 Consultancy

Metric No.	Description	4	3	2	1	0
3.5.1 Q _n M	<i>Revenue generated from consultancy and corporate training during the last five years (INR in Lakhs)</i>	>=50	40-50	30-40	10-30	<10

Key Indicators - 3.6 Extension Activities

Metric No.	Description	4	3	2	1	0
3.6.2 Q _n M	<i>Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years</i>	≥75	60-75	40-60	10-40	<10

Key Indicator - 3.7 Collaboration

Metric No.	Description	4	3	2	1	0
3.7.1 Q _n M	<i>Number of functional MoUs/linkages/collaboration with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years</i>	≥30	20-30	10-20	5-10	<5

Criterion IV – Infrastructure and Learning Resources (100)

Key Indicator - 4.1 Physical Facilities

Metric No.	Description	4	3	2	1	0
4.1.2 Q _n M	Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years (INR in Lakhs)	≥35	25-35	15-25	5-15	<5

Key Indicator - 4.2 Library as a Learning Resource

Metric No.	Description	4	3	2	1	0
4.2.2 Q _n M	<i>Percentage of expenditure for purchase of books/ e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)</i>	≥10	8-10	6-8	2-6	<2

Key Indicator – 4.3 IT Infrastructure

Metric No.	Description	4	3	2	1	0
4.3.2 Q _n M	<i>Student - Computer ratio (Data for the latest completed academic year)</i>	<=5:1	5:1- 10:1	10:1- 15:1	15:1- 25:1	>25:1

Key Indicator - 4.4 Maintenance of Campus Infrastructure

Metric No.	Description	4	3	2	1	0
4.4.1 Q _n M	<i>Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years</i>	>=30%	20%- 30%	10%- 20%	5%-10%	<5%

Criterion V - Student Support and Progression (100)

Key Indicator - 5.1 Student Support

Metric No.	Description	4	3	2	1	0
5.1.1 Q _n M	<i>Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years</i>	>=60	50-60	40-50	20-40	<20
5.1.3 Q _n M	<i>Following capacity development and skills enhancement activities are organised for improving students' capability</i> <ol style="list-style-type: none"> 1. Soft skills 2. Language and communication skills 3. Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills) 4. Awareness of trends in technology 	A	B	C	D	E
5.1.4 Q _n M	<i>The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases</i> <ol style="list-style-type: none"> 1. Implementation of guidelines of statutory/regulatory bodies 2. Organisation wide awareness and undertakings on policies with zero tolerance 3. Mechanisms for submission of online/offline students' grievances 4. Timely redressal of the grievances through appropriate committees 	A	B	C	D	E

Key Indicator - 5.2 Student Progression

Metric No.	Description	4	3	2	1	0
5.2.1 Q _n M	<i>Percentage of placement of outgoing students and students progressing to higher education for latest completed academic year</i>	≥80	60-80	40-60	20-40	<20
5.2.3 Q _n M	<i>Percentage of students qualifying in state/ national/ international level examinations out of the graduated students during the last five years</i>	≥1	0.8-1	0.6-0.8	0.4-0.6	<0.4

Key Indicator - 5.3 Student Participation and Activities

Metric No.	Description	4	3	2	1	0
5.3.1 Q _n M	<i>Number of awards/medals for outstanding performance in sports/cultural activities at inter-university / state /national / international events during the last five years</i>	≥50	40-50	20-40	5-20	<5
5.3.3 Q _n M	The institution conducts / organizes following activities: 1. Sports competitions/events 2. Cultural competitions/events 3. Technical fest/Academic fest 4. Any other events through Active clubs and forums	A	B	C	D	E

Key Indicator - 5.4 Alumni Engagement

Metric No.	Description	4	3	2	1	0
5.4.1 Q _n M	<i>Alumni contribution during the last five years (INR in lakhs) to the institution through registered Alumni association</i>	≥ 50	40-50	25-40	10-25	<10

Criterion VI – Governance, Leadership and Management (100)

Key Indicator - 6.2 Strategy Development and Deployment

Metric No.	Description	4	3	2	1	0
6.2.3 Q _n M	<i>Institution implements e-governance in its operations</i>					
	6.2.2.1 e-governance is implemented covering the following areas of operations: 1. Administration including complaint management 2. Finance and Accounts 3. Student Admission and Support 4. Examinations	A	B	C	D	E

Key Indicator - 6.3 Faculty Empowerment Strategies

Metric No.	Description	4	3	2	1	0
6.3.2 Q _n M	<i>Percentage of teachers provided financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years</i>	>=50	40-50	25-40	10-25	<10
6.3.3 Q _n M	<i>Percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDPs)/ Management Development Programmes (MDPs) during the last five years</i>	>=50	40-50	25-40	10-25	<10

Key Indicator – 6.4 Financial Management and Resource Mobilization (20)

Metric No.	Description	4	3	2	1	0
6.4.2 Q _n M	<i>Funds / Grants received from government bodies, non-government bodies, and philanthropists during the last five years (not covered in Criterion III and V) (INR in Lakhs)</i>	>=20	15-20	10-15	1-10	<1

Key Indicator - 6.5 Internal Quality Assurance System (30)

Metric No.	Description	4	3	2	1	0
6.5.3 Q_nM	<p><i>Quality assurance initiatives of the institution include:</i></p> <ol style="list-style-type: none"> 1. Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented 2. Academic and Administrative Audit (AAA) and follow-up action taken 3. Collaborative quality initiatives with other institution(s) 4. Participation in NIRF and other recognized rankings 5. Any other quality audit recognized by state, national or international agencies 	A	B	C	D	E

Criterion VII – Institutional Values and Best Practices (100)

Key Indicator - 7.1 Institutional Values and Social Responsibilities (50)

Metric No.	Description	4	3	2	1	0
7.1.2 Q_nM	<i>The Institution has facilities for alternate sources of energy and energy conservation measures</i>	A	B	C	D	E
7.1.4 Q_nM	<i>Water conservation facilities available in the Institution</i>	A	B	C	D	E
7.1.6 Q_nM	<i>Quality audits on environment and energy are regularly undertaken by the institution</i>	A	B	C	D	E
7.1.10 Q_nM	<i>The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.</i>	A	B	C	D	E