**ANNAMALAI UNIVERSITY, ANNAMALAI NAGAR**

(Accredited with ‘A’ Grade by NAAC)

**‘1000 points’** **PERFORMANCE MEASURES OF DEPARTMENTS / CENTRES**

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| **CHECKLIST** | **ACADEMIC YEAR** |  |

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| --- | --- |
| **NAME OF DEPARTMENT / CENTRES** |  |

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **S.**  **No.** | **Details** | **Levels of Performance** | | | **State X/Y/Z** | **Scores** | |
| **X** | **Y** | **Z** | **Max** | **Actual** |
| 1 | Plan of Academic Programs (Academic/ Research/Training) offered | Annual/ Occasional | Semester, Non- CBCS | Semester, CBCS |  | 10 |  |
| 2 | No. Programs offered during the year (BE, ME, MA, MSc, MBA, M.Com, M.Phil, Ph.D, D.Litt/ DSc, Dip. PG Dip/ Innovative Programs / etc. | 1-2 | 3 | 4 or more |  | 30 |  |
| 3 | No. of Programs newly introduced or Revised within last 3 years | 1 | 2 | 3 or more |  | 10 |  |
| 4 | Degree of ICT/Web-enabled and other modern Pedagogy followed (PPT/Online/ Interactive, A-V aid, etc.) | 40% | 41-60% | 61% or more |  | 20 |  |
| 5 | No. of Courses/Subjects offered in all programs during the year (all semesters/ trimesters, put together) | Upto 20 | 21-40 | 41 or more |  | 30 |  |
| 6 | No. of hours of Refresher/Remedial/Bridge/ Special coaching given to students per class on an average during the year | 20-40 hours / 4 - 8 days | 41-80 hours/ 8-16 days | 81 hours or more / >16 days |  | 20 |  |
| 7 | No. of types of Feedback and analysis done –(Student/ Employer/Parent/Teacher/ Alumni/ Others) | 1-2 | 3-4 | 5 or more |  | 10 |  |
| 8 | No. of Meetings held with Students/ Employer/ Parent-Teacher/Alumni on Curriculum/Counseling (not less than 20% attendance or 30 attendees, whichever is lower) | 1-2 | 3-4 | 5 or more |  | 10 |  |
| 9 | No. of Years since Establishment | Upto 10 | 11 -20 | 21 or more |  | 10 |  |
| **Sub-total for Curriculum** | | | | | | **150** |  |

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| 10 | Demand Ratio during the year (Applications Received / Seats filled) | Big Cities with 7.5 lakhs population or more | Upto 3 | 3 – 5 | Above 5 |  | 10 |  |
| Other Places | Upto 2 | 2 – 3 | Above 3 |  |
| 11 | Percent of First Generation/Women/ OBC/SC/ST classes of students (without double count) | | Upto 50% | 51-75% | 76 % or more |  | 20 |  |
| 12 | No. of Professional Membership per faculty member in the Dept./College/Centre | | 1- 2 | 3-4 | 5 or more |  | 10 |  |
| 13 | % of Faculty with at least one National/Regional/ International awards | | Upto 30% | 31-60% | 61 % or more |  | 10 |  |
| 14 | % Faculty with Overseas Service/Foreign visit | | Upto 30% | 31-60% | 61 % or more |  | 10 |  |
| 15 | % Teachers presenting papers in overseas workshops, seminars, etc. during the year | | Upto 30% | 31-60% | 61 % or more |  | 15 |  |
| 16 | % Teachers presenting papers in India in International/ National / Regional Seminars, Conferences, etc. during the year | | Upto 60% | 61-80% | 81 % or more |  | 15 |  |
| 17 | % of Courses for which feedback given to students within 10 days of Continuous Internal Assessment | | 51-70% | 71-85% | 86% or more |  | 20 |  |
| 18 | Opportunity for Improvement / Facility for Extra credit earning/Revaluation/Double valuation/ Xerox copy of answer script, etc | | Any 2 | Any 3-4 | Any 5 or more |  | 20 |  |
| 19 | No. of Academic Competitions/ Field visits/ Study Tours/Industry/ etc. held in the year | | 1- 3 | 4-6 | 7 or more |  | 20 |  |
| 20 | Average Per cent of Students participating in the Events in the above listed Events | | Upto 60% | 61-80% | 81 % or More |  | 20 |  |
| 21 | Student Pass Percent during the year | | Upto 60% | 61-80% | 81 % or more |  | 20 |  |
| 22 | No. of Students or Percent of Students Clearing NET/ SLET/ GMAT/ TOEFL/ UGC Rajiv Gandhi Fellowship/ Your University Pre-Ph.D Entrance Exam, if All-India type/ Etc. | | Upto 5 or 10% | 6-10 or 11-15% | 11 or more OR over 15% |  | 10 |  |
| **Sub-total for TLE** | | | | | | | **200** |  |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 23 | No. of Overseas Research Seminar/ Conference Paper Presentations by faculty members in the year | | | | 2-4 | 5-6 | 7 or more |  | 10 |  |
| 24 | No. of National/International (in India) Research Paper Presentations in the year | | | | Upto 20 | 21-40 | 41 or more |  | 10 |  |
| 25 | No. of International Publications during the year (Anything exceeding 30 papers may be considered as equal to National publications @ 1 for 3, and credited in the Item below, if need be.) | | | | Upto 10 | 11-20 | 21 -30 |  | 50 |  |
| Aggregate of Impact factors of Publications by faculty members during the year (Impact factor aggregate exceeding 30 may be considered as equal to National publications @ 1 for 3, and credited in the Item below, if need be.) | | | |
| 26 | No. of National Publications during the year  (Excess of 60 may be considered as equal to International publications @ 3 for 1 and credited in the Item above, if need be.) | | | | Upto 20 | 21-40 | 41 -60 |  | 50 |  |
| 27 | Total Value (Rs. Lakhs) of ICT/ Laboratory/ other Equipment items/ Installation in the Dept./Centre. | Upto 90  Upto 60 | | 91- 150 | 151 or more |  |  |  | 15 |  |
| 61-90 | 91 or more |  |  |
| Upto 10  Upto 5 | | 11-30 | 31 or more |  |  |
| 6 to 10 | Above 11 |  |  |
| 28 | No. of Minor Projects under execution during the year (Overdue projects excluded) | | | | 1-2 | 2-4 | 5 or more |  | 10 |  |
| 29 | No. of Major Projects under execution during the year (Overdue projects excluded) | | | | 1-2 | 2-4 | 5 or more |  | 10 |  |
| 30 | Value of All Projects under execution (Rs. Lakhs) | | Upto 75 | | 71- 150 | 151 or more |  |  | 15 |  |
| Upto 20 | | 21- 30 | 31 or more |  |
| 31 | No. of Collaborations with Overseas/National/ Regional/Local institutions for Research | | Upto 2 | | 3-4 | 5 or more |  |  | 10 |  |
| 1 | | 2 | 3 or more |  |  |  |
| 32 | Value of Consultancy Revenue Generated (Rs. Lakhs) | | | | Upto 5 | 6- 10 | 11 or more |  | 20 |  |
| 33 | Score for Ph.D/M.Phil awarded (1 Ph.D = 15 and 1M.Phil =5) during the year | | | | Upto 80 | 81-120 | Above 120 |  | 20 |  |
| 34 | No. of Patents held / Registered | | | | 1-2 | 3-4 | 5 or more |  | 10 |  |
| 35 | Department level Cells/Clubs/Circles for social/ cultural/public/consumer/literary causes | | | | Upto 3 | 4-5 | 6 or more |  | 10 |  |
| 36 | % of student participation in Village Adoption, Village stay and similar programs | | | | Upto 60 | 61-90 | 91 or more |  | 10 |  |
|  |  | | | | **Sub-total for RCE** | | | | **250** |  |
| 37 | Per faculty Room space (Air-conditioned/Mosaic or Tiled surface full points/ Otherwise only 80% of respective level maximum score) | | | | Upto 100 sq.ft | 101 to 200 sq.ft | Above 200 sq.ft |  | 10 |  |
| 38 | Ladies Rest room/Dining Hall/Visitors Hall/ Attached toilet/ Staff Recreation room/ UPS arrangement, etc | | | | Any 3 | Any 4-5 | 6 or more |  | 15 |  |
| 39 | Class Room Furniture | | | | 3 or more sharing | Double sharing | Individual type |  | 5 |  |
| 40 | Last 3 year addition to stock of Books per student in the Department | | | | Upto 10 | 11-19 | 20 or more |  | 20 |  |
| 41 | Ratio of ICT equipment to Students: [No. of Computers (P 3 or later versions only) + No. of Laptops + (No. of LCDs x 3)] ÷ [No. of Students and Scholars] | | | | 3 or more | 2 to 3 | 2 or less |  | 15 |  |
| 42 | Wifi Campus/Net Connectivity/Video-Conference suit/ Smart class rooms/ e-Administration/Exclusive Computer lab with No. of systems equal to at least 25% of the No. of students/Each faculty member with Computer/ laptop provision | | | | Any 2 | Any 3-4 | Any 5 or more |  | 15 |  |
| 43 | Maintenance of Campus facilities (Average No. of Days taken to rectify any related problem) | | | | 10 or more | 4 to 9 | 3 or less |  | 20 |  |
|  |  | | | | **Sub-total for ILR** | | | | **100** |  |
| 44 | No. of students who won National/State Level Sports Awards during the year | | | | 1-3 | 4-6 | 7 or more |  | 15 |  |
| 45 | No. of students who have won University/ Inter-departmental cultural / Sports awards during the year | | | | 5-10 | 11-20 | 21 or more |  | 15 |  |
| 46 | % of Eligible Students’ Progression ( Placed /Enrolled for Higher Education) during the year | | | | 30-50% | 51-75% | 76% or more |  | 30 |  |
| 47 | Drop out percent | | | | 2% or more | 1-2% | Less than 1% |  | 20 |  |
| 48 | Hours of Mentoring/ Yoga/ Motivational/ Extra-curricular /Co-curricular/ Outreach exposure per student in the year (Actual scheduled hours) | | | | Upto 30 hours | 31 to 60 hours | 61 hours or more |  | 20 |  |
|  |  | | | | **Sub-total for SSP** | | | | **100** |  |
| 49 | No. of Activities/Meetings under the aegis of Department Committees like Research Committee, Mentoring, Sports, Ambience, Cultural, Communication, Clubs, etc. | | | | 10 or less | 11-15 | 16 or more |  | 20 |  |
| 50 | No. of Days of Faculty Empowerment Programs organized | | | | 5 days or less | 6-10 days | 11 or more |  | 20 |  |
| 51 | % of Junior faculty participated in Faculty Empowerment Programs (not less than 5 days duration) and % of faculty members involved in providing training within or outside the Institution (not less than 5 such instances) | | | | 30% | 31-60% | 61% more |  | 10 |  |
| 52 | Funded under SAP/FIST/PURSE, etc | | | | Any 1 | Any 2 | Any 3 or more |  | 20 |  |
| 53 | No. of Quality initiatives taken in the Department like Coaching for Weak students (30 hours or more), Encouragement for Bright students ( at least 10% of students) , Student Library system, Student subscription to newspapers (at least 80 of students) , Department Quality Circle, Annual Academic Audit, etc) | | | | Any 4 | 4-6 | 7 or more |  | 30 |  |
|  |  | | | | **Sub-total for GLM** | | | | **100** |  |

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| --- | --- | --- | --- | --- | --- | --- | --- |
| 54 | Litter free campus/class room, protected gardening, annual tree-planting, quarterly weeding/ bush-clearing/tree-trimming, tobacco free/ plastic-free campus, at least 80% student participation in one or more of these, etc. | Any 4 | 5-6 | 7 or more |  | 30 |  |
| 55 | Alternative learning exercises (Tracking of Particular Issue/ Development/ Stock/Market/R&D by students), Learning by doing by at least 25% of students, Mix of Variety in any Conference/ Seminar program ( with Cultural or Quiz Competition/ Case or Debate by students / Public service) apart the core event, Individualized Courses, Gender audit, Happiness Audit, etc)- Please list. | Any 4 | 5-6 | 7 or more |  | 30 |  |
| 56 | Own Corpus for research projects, Earn while you learn, Department level Cells and clubs not less than 5 for addressing various needs of students/staff/society, Department level Celebrations of at least 5 National/ International Days/Functions, Daily athletic/field & track practices by at least 10% of students, Department level Calendar of events, Text book owning by every student for at least 80% of courses, Remedial learning for about 30 hours, Superior learning opportunities for about 20% of learners, An average of at least one Project per faculty in the Department, Reward for scholarly publication of not less than 5% one’s salary, etc. | Any 6 | 7-8 | 9 or more |  | 40 |  |
|  | **Sub-total for IBP** | | | | | **100** |  |
| **Total** | | | | | | **1000** |  |

**A. Incentive Score Increment for Young Departments (up to 5 years old only) / for Departments with Additional Executive Responsibilities Held (Not Additive with lean staff)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Years Old** | **1** | **2** | **3** | **4** | **5** |
| **No. of Addl. Responsibilities, Including Headship** | **9 or more** | **7 or 8** | **5 or 6** | **3 or 4** | **1 or 2** |
| Incentive Score (% of Maximum Score) |  |  |  |  |  |

**B. Lean Staff (3 or less) Department Incentive Adjustment (Not Additive with Young Dept.)**

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| Adjusted Score = 20 percent of Maximum Score. |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Actual Score** |  | **% of Incentive, if any, applicable** | **Young Dept.** |  | **Total Incentive Score** |  | **Final Score** |  |
| **Addl. Responsibility** |  |
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**Signature of the Head of the Department / Centre:**

Signature of Academic Auditors:

Signature of the Authorities:

Coordinator - IQAC

Registrar