



# **National Assessment & Accreditation Council (NAAC)**

**AKS University, 2023**



by

**Professor B.A.Chopade**  
**Vice-Chancellor**

09/06/2023



**NAAC Criteria : 6**  
**Governance, Leadership & Management**  
**100 Marks**

Key Indicators : 05, Sub Indicators : 16



by  
**Professor B. A. Chopade**  
**Vice-Chancellor**  
**AKS University**

09/06/2023

## Criteria 6

# Governance, Leadership & Management

Weightage : Marks : 100

S. N.	Key Indicator	University		Autonomous College	Affiliated College/ Constituent College	
					UG	PG
6.1	<b>Institutional Vision &amp; Leadership</b>	<b>15</b> New	<b>10</b> Old	<b>10</b>	<b>10</b>	<b>10</b>
6.2	<b>Strategy Development and Deployment</b>	<b>10</b>		<b>10</b>	<b>10</b>	<b>10</b>
6.3	<b>Faculty Empowerment Strategies</b>	<b>25</b> New	<b>30</b> Old	<b>30</b>	<b>30</b>	<b>30</b>
6.4	Financial Management and Resource Mobilization	20		20	20	20
6.5	Internal Quality Assurance System	<b>30</b>		<b>30</b>	<b>30</b>	<b>30</b>
		<b>100</b>		<b>100</b>	<b>100</b>	<b>100</b>

## **Criteria 6: Marks : 100**

### **Key Indicators : 5**

- 
- **6.1 Institutional Vision & Leadership** : **15/10**
  - **6.2 Strategy Development and Deployment** : **10**
  - **6.3 Faculty Empowerment Strategies** : **25/30**
  - **6.4 Financial Management and Resource Mobilization** : **20**
  - **6.5 Internal Quality Assurance System (IQAC)** : **30**
- 
- : 100**
-

## Metrics : 52 + 48 =100 Marks

### Qualitative Metrics (QIM)

<b>6.1.1</b>	<b>1</b>	<b>15</b>
6.2.1	1	05
<b>6.3.1</b>	<b>1</b>	<b>04</b>
<b>6.4.1</b>	<b>1</b>	<b>04</b>
6.4.3	1	04
6.5.1	1	10
<b>6.5.3</b>	<b>1</b>	<b>10</b>
<b>Total</b>	<b>07</b>	<b>52</b>

### Quantitative Metrics (QnM)

6.2.2	1	05
6.3.2	1	15
<b>6.3.3</b>	<b>1</b>	<b>06</b>
<b>6.4.2</b>	<b>1</b>	<b>12</b>
<b>6.5.2</b>	<b>1</b>	<b>10</b>
<b>Total</b>	<b>05</b>	<b>48</b>

6.2.2, 6.3.2, 6.3.3, 6.4.2, 6.5.2 = **Total 5 Data Templates**

## Key Indicator 6.1

# Institutional Vision & Leadership

Metric No.	Metric Description	Weightage
6.1.1 QIM	<p>The <b>Institutional Governance</b> and <b>Leadership</b> are in Accordance with <b>Vision</b> and <b>Mission</b> of the Institution and it is Visible in <b>Various Institutional Practices</b> such as <b>NEP</b> Implementation, <b>Sustained Institutional Growth, de-Centralization</b>, Participation in the Institutional Governance and in their <b>Short Term</b> and <b>Long Term Institutional Perspective Plan</b>.</p> <p>Write Description in a Maximum of <b>500 Words</b>.</p> <p>File Description</p> <ul style="list-style-type: none"><li>• <b>Provide</b> the <b>Link</b> for Additional Information.</li><li>• <b>Upload</b> any Additional Information.</li></ul>	<b>15</b>

## Key Indicator : 6.2

# Strategy Development and Deployment :10

Metric	Metric Description	Weightage
6.2.1 QIM	<p>The <b>Institutional Perspective Plan</b> is <b>Effectively Deployed</b> and <b>Functioning</b> of the <b>Institutional Bodies</b> are <b>Effective</b> and <b>Efficient</b> as Visible from Policies, Administrative <b>Set-Up, Appointment, Service Rules, Procedure</b> etc.</p> <p>File Description:</p> <ul style="list-style-type: none"><li>• <b>Strategic Plan</b> and <b>Deployment Document</b> on the <b>Website</b>.</li><li>• <b>Provide</b> the <b>Link</b> for Additional Information.</li><li>• <b>Upload</b> any Additional Information.</li></ul>	<b>5</b>

## Strategy Development and Deployment (10)

Metric	Metric Description	Weightage			
<p style="color: red; font-weight: bold;">6.2.2</p> <p style="color: red; font-weight: bold;">QnM</p>	<p style="color: red; font-weight: bold;">Institution Implements E-governance</p> <p style="color: purple; font-weight: bold;">in its Operations.</p> <p style="color: red; font-weight: bold;">6.2.2.1</p> <p style="color: blue; font-weight: bold;">E-governance</p> <p style="color: red; font-weight: bold;">is Implemented Covering</p> <p style="color: red; font-weight: bold;">the following Areas of Operations:</p> <ol style="list-style-type: none"> <li style="color: purple; font-weight: bold;">1. Administration Including Complaint Management.</li> <li style="color: red; font-weight: bold;">2. Finance and Accounts.</li> <li style="color: red; font-weight: bold;">3. Student Admission and Support.</li> <li style="color: blue; font-weight: bold;">4. Examinations.</li> </ol> <p>Options:</p> <table style="border: none;"> <tr> <td style="vertical-align: top;"> <p style="color: red; font-weight: bold;">A. All of the Above</p> <p>B. Any 3 of the above</p> <p>C. Any 2 of the above</p> <p>D. Any 1 of the above</p> <p>E. None of the above</p> </td> <td style="font-size: 3em; vertical-align: middle; padding: 0 10px;">}</td> <td style="vertical-align: middle;">Opt any one</td> </tr> </table>	<p style="color: red; font-weight: bold;">A. All of the Above</p> <p>B. Any 3 of the above</p> <p>C. Any 2 of the above</p> <p>D. Any 1 of the above</p> <p>E. None of the above</p>	}	Opt any one	<p style="color: red; font-weight: bold; font-size: 2em;">5</p>
<p style="color: red; font-weight: bold;">A. All of the Above</p> <p>B. Any 3 of the above</p> <p>C. Any 2 of the above</p> <p>D. Any 1 of the above</p> <p>E. None of the above</p>	}	Opt any one			

## Key Indicator : 6.2

# Strategy Development and Deployment :10

6.2.2  
QnM

**Upload the Specific Document as per Description Given Below:**

- Institutional Data in the Prescribed Format (**Data Template**)
- **Institutional Expenditure Statement** for the Budget heads of E-governance Implementation **ERP** Document.
- Screen shots of user interfaces of each module reflecting the name of the **HEI**.
- Annual E-governance Report Approved by the

**Governing Council**

**Board of Management**

**Syndicate Policy Document**

**E-Governance**

- **Provide** the Relevant Information in Institutional **Website** as Part of **Public Disclosure**.

**Apart from the above:**

**Provide Links** for any other Relevant Document Support the Claim.

(if any)

**5**

## Data Template : 6.2.2

<b>1. Administration</b>	<b>Yes/ No</b>	Link to Relevant Document
<b>2. Finance and Accounts</b>	<b>Yes/ No</b>	Link to Relevant Document
<b>3. Student Admission and Support</b>	<b>Yes/ No</b>	Link to Relevant Document
<b>4. Examinations</b>	<b>Yes/ No</b>	Link to Relevant Document

## Benchmark : 6.2.2

Metric	Description	4	3	2	1	0
6.2.2 Q <sub>n</sub> M	<p><b>Institution Implements E-Governance</b> in its <b>Areas of Operations (5)</b></p> <p>6.2.2.1 <b>E-governance</b> is <b>implemented covering</b> The following areas of operations:</p> <ol style="list-style-type: none"> <li><b>1. Administration</b></li> <li><b>2. Finance and Accounts</b></li> <li>3. Student Admission and Support</li> <li><b>4. Examinations</b></li> </ol>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>

# Standard Operating Procedure (SOP) : 6.2.2

(SOP Published on :14/12/2022 by NAAC)

S.N	Metric	Documents Needed	Specific instruction to HEI	Avoid the following while uploading data
1.	<p><b>6.2.2</b>  <b>Institution Implements E-governance</b> in its <b>Operations</b>.</p> <p><b>6.2.3.1</b>  <b>E-governance is Implemented Covering</b>                      The following areas of operations:</p> <ol style="list-style-type: none"> <li><b>1. Administration</b></li> <li><b>2. Finance and Accounts</b></li> <li><b>3. Student Admission &amp; Support</b></li> <li><b>4. Examinations</b></li> </ol> <p><b>Options:</b>                      A. All of the above                      B. 3 of the above                      C. 2 of the above                      D. 1 of the above                      E. None of the above</p>	<ul style="list-style-type: none"> <li>• <b>Institutional Expenditure Statements</b> for the <b>Budget</b> heads of <b>E-governance</b> Implementation <b>ERP Document</b></li> <li>• <b>Screen Shots</b> of User Interfaces of Each Module Reflecting the Name of the <b>HEI</b>.</li> <li>• <b>Annual E-governance Report</b> approved by the Governing Council/ Board of Management/ Syndicate Policy Document on E-governance</li> </ul>	<div style="border: 2px solid green; border-radius: 50%; width: 80%; margin: auto; padding: 20px; text-align: center;"> <p><b>Bills</b> for the <b>Expenditure</b> on <b>Implementation</b> of <b>E-governance</b> in the Areas of Operation</p> </div>	

## Key Indicator – 6.3

### Faculty Empowerment Strategies : 25

Metric	Metric Description	Weightage
6.3.1 QIM	<p>The Institution has <b>Performance Appraisal System, Effective Welfare Measures</b> for <b>Teaching</b> and <b>Non-teaching Staff</b> and Avenues for Career Development/ Progression.</p> <p>Write Description in a Maximum of <b>500</b> Words.</p> <p>File Description:</p> <ul style="list-style-type: none"><li>• <b>Provide</b> the <b>Link</b> for Additional Information.</li><li>• <b>Upload</b> any Additional Information.</li></ul>	<b>4</b>

## Faculty Empowerment Strategies : 25

Metric	Metric Description	Weightage												
<p><b>6.3.2</b> QnM</p>	<p><b>Percentage of Teachers</b> Provided with <b>Financial Support</b> to <b>Attend Conferences/ Workshops</b> and <b>Towards Membership</b> Fee of <b>Professional Bodies. : 5 Yr.</b></p> <p><b>6.3.2.1:</b> Number of Teachers Provided with Financial Support to attend Conference/ Workshops and towards Membership Fee of Professional Bodies year-wise. <b>: 5 Yr.</b></p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <tr> <td style="width: 15%;"><b>Year</b></td> <td style="width: 15%;"></td> </tr> <tr> <td><b>Number</b></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p><b>Formula :</b></p> <div style="border: 2px solid black; padding: 10px; margin: 10px 0; background-color: #ffffcc;"> <p style="text-align: center;"> <b>Total Number of Teachers</b> Provided with <b>Financial Support</b> to Attend  <b>Percentage : Conferences, Workshops</b> and <b>Towards Membership</b> Fee of <b>X 100</b>  <b>Professional Bodies : 5 Yr.</b>  <hr style="width: 80%; margin: 0 auto;"/> <b>(2.1) Total Number</b> of <b>Full time Teachers : 5 Yr.</b> </p> </div>	<b>Year</b>						<b>Number</b>						<p style="font-size: 24px; color: red;"><b>15</b></p>
<b>Year</b>														
<b>Number</b>														

<p>6.3.2 QnM</p>	<p><b>Upload the Specific Document as per Description given below</b></p> <ul style="list-style-type: none"> <li>• Institutional Data in the Prescribed Format. (<b>Data Template</b>)</li> <li>• <b>Policy Document</b> on Providing <b>Financial Support</b> to <b>Teachers</b>.</li> <li>• <b>E-copy</b> of <b>Letter/s</b> Indicating <b>Financial Assistance</b> to <b>Teachers</b> and <b>List</b> of Teachers Receiving Financial Support year-wise under each head.</li> <li>• <b>Audited Statement</b> of <b>Account Highlighting</b> the <b>Financial Support</b> to Teachers to Attend Conferences/ Workshops and towards <b>Membership Fee</b> or <b>Professional Bodies</b>.</li> </ul> <p><b>Apart from the above: Provide Links</b> for any other <b>Relevant Document</b> to Support the Claim (if any)</p> <p><b>Note: Financial Support</b> of Minimum of <b>Rs. 5000/-</b> per year per faculty will be <b>Considered</b>.</p>	<p><b>15</b></p>
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### Benchmark : 6.3.2

Metric	Description	4	3	2	1	0
6.3.2 QnM	<p><b>Percentage of teachers provided with financial support</b> to attend <b>Conferences/ Workshops</b> and <b>towards Membership Fee of Professional Bodies</b> during the last five years (15)</p>	>=60	40-60	25-40	10-25	<10

## Data Template : 6.3.2

Year - 1.....5					
Year	Name of Teacher	Name of Conference/ Workshop Attended for which Financial Support Provided	Name of the Professional Body for which Membership Fee is provided	Amount of support	Amount of support (in INR)

## Standard Operating Procedure (SOP) : 6.3.2

(SOP Published on :14/12/2022 by NAAC)

S.N	Metric	Documents Needed	Specific instruction to HEI	Avoid the following while uploading data
1.	<b>6.3.2</b> Percentage of Teachers Provided with Financial Support to Attend Conferences/ Workshops and Towards Membership Fee of Professional Bodies during the last five years.	<ul style="list-style-type: none"> <li>• <b>Policy Document</b> on Providing <b>Financial Support</b> to <b>Teachers</b>.</li> <li>• <b>E-copy</b> of <b>Letter/s</b> Indicating <b>Financial Assistance</b> to <b>Teachers</b> and <b>List</b> of Teachers Receiving Financial Support year-wise under each head.</li> <li>• <b>Audited Statement</b> of Account <b>Highlighting</b> the <b>Financial Support</b> to Teachers to Attend Conferences/ Workshops and towards <b>Membership Fee</b> or <b>Professional Bodies</b>..</li> </ul>	<ul style="list-style-type: none"> <li>• If the Data is Large Documents Related to Specific Teachers will be Sought during the DVV Clarification.</li> <li>• Receipt of Institution in Favors of teacher with Amount given should be Considered.</li> </ul>	<ul style="list-style-type: none"> <li>• Without proof of payment on financial support for faculty development, mere name/ list of the faculty will not be considered.</li> <li>• Mere Cash Vouchers for Payment will not be considered</li> </ul> <div style="border: 1px solid black; border-radius: 15px; padding: 10px; background-color: #e0ffe0; text-align: center;"> <p><b>Financial Support</b> of Minimum of <b>Rs. 5000/- per year per faculty</b> will be <b>Considered</b>.</p> </div>

## Key Indicator – 6.3

### Faculty Empowerment Strategies (25)

Metric	Metric Description	Weightage												
<b>6.3.3</b> QnM	<p style="color: red; font-weight: bold;">Percentage of Teachers Undergoing Online/ Face-to-Face Faculty Development Programmes (FDP)/ Management Development Programs (MDP) : 5 Yr</p> <p><b>6.3.3.1:</b> Percentage of Teachers Undergoing Online/ Face-to-Face Faculty Development Programmes (FDP)/ Management Development Programs (MDP) during the last five years.</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse; text-align: center;"> <tr style="background-color: #ffffcc;"> <th style="padding: 5px;">Year</th> <td style="width: 40px; height: 20px;"></td> </tr> <tr style="background-color: #ffffcc;"> <th style="padding: 5px;">Number</th> <td style="width: 40px; height: 20px;"></td> </tr> </table> <p style="color: red; font-weight: bold;">(Professional Development Programmes, Orientation/ Induction Programmes, Refresher Course, Short Term Course)</p>	Year						Number						6
Year														
Number														
Formula: Percentage = $\frac{\text{Total No. of Teaching Staff Attending Such Programmes}}{(2.1) \text{ Total No. of Full Time Teachers}} \times 100$														
<p style="color: red; font-weight: bold;">Upload</p> the Specific Document as per Description given below														
<ul style="list-style-type: none"> <li>• Institutional data in the Prescribed Format (Data Template).</li> </ul>														

<p>6.3.3 QnM</p>	<ul style="list-style-type: none"> <li>• <b>Refresher Course/ Faculty Orientation</b> or Other Programmes as per <b>UGC/ AICTE</b> stipulated periods, as Participated by Teachers year wise.</li> <li>• <b>E-copy</b> of the <b>Certificates</b> of the Program Attended by <b>Teacher</b>.</li> <li>• <b>Annual Reports</b> Highlighting the Programmes undertaken by the <b>Teachers</b>.</li> <li>• Provide the <b>Relevant Information</b> in Institutional <b>Website</b> as part of Public Disclosure.</li> </ul> <p><b>Apart from the above :</b>  <b>Provide Links</b> for any other <b>Relevant Document</b> to Support the Claim.  (if any)</p> <p><b>Note: FDP less than 5 days will not be considered.</b></p>	<p><b>6</b></p>
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### Benchmark : 6.3.3

Metric	Description	4	3	2	1	0
<p>6.3.3 QnM</p>	<p><b>Percentage of Teachers Undergoing Online/ face-to-face Faculty Development Programmes (FDP), Management Development Programs (MDP) during the last five years (Professional Development Programmes, Orientation/ Induction Programmes, Refresher Course, Short Term Course ) (6)</b></p>	<p><b>&gt;=60</b></p>	<p><b>40-60</b></p>	<p><b>25-40</b></p>	<p><b>10-25</b></p>	<p><b>&lt;10</b></p>

# Data Template

**Year - 1**

Name of the Faculty	Type of Program (Professional Development Programmes, Orientation/ Induction Programmes, Refresher Course, Short Term Course)	Duration (in No. of days)	Start Date and End date

## Standard Operating Procedure (SOP) : 6.3.2

(SOP Published on :14/12/2022 by NAAC)

S.N	Metric	Documents Needed	Specific instruction to HEI	Avoid the following while uploading data
1.	<p><b>6.3.3</b>  <b>Percentage of Teachers Undergoing Online/ Face-to-Face Faculty Development Programmes (FDP)/ Management Development Programs (MDP) : 5 Yr.</b></p>	<ul style="list-style-type: none"> <li>• <b>Refresher Course/ Faculty Orientation</b> or Other Programmes as per <b>UGC/ AICTE</b> stipulated periods, as Participated by Teachers year wise.</li> <li>• <b>E-copy</b> of the <b>Certificates</b> of the Program Attended by <b>Teacher</b>.</li> <li>• Annual Reports Highlighting the Programmes Undertaken by the Teachers</li> </ul>	<ul style="list-style-type: none"> <li>• One Teacher Attending more than One Professional Development Program in a year to be counted as one only.</li> <li>• If the Data is Large Documents Related to Specific Teachers will be sought during the DVV Clarification.</li> </ul>	<ul style="list-style-type: none"> <li>• Attending Seminars/ Invited talks are not to be Considered.</li> <li>• Programs of duration less than those stipulated by UGC/ AICTE or one week will not be considered.</li> </ul> <div style="border: 1px solid green; border-radius: 15px; padding: 10px; text-align: center; background-color: #e0ffe0;"> <p><b>FDP Less than 5 days will not be Considered</b></p> </div>

## Key Indicator – 6.4

# Financial Management and Resource Mobilization (20)

Metric	Metric Description	Weightage
6.4.1 QIM	<p><b>Institutional Strategies</b> for <b>Mobilization</b> of Funds other than <b>Salary</b> and <b>Fees</b> the Optimal Utilization of Sources.</p> <p><b>Describe</b> the <b>Resource Mobilization Policy</b> and <b>Procedures</b> of the Institution within a maximum of <b>500 words</b>.</p> <p>File Description:</p> <ul style="list-style-type: none"><li>• <b>Provide</b> the <b>Link</b> for Additional Information.</li><li>• <b>Upload</b> any Additional Information.</li></ul>	<b>4</b>

## Financial Management and Resource Mobilization : 20

Metric	Metric Description	Weightage												
6.4.2 QnM	<p><b>Funds/ Grants</b> Received from <b>Government Bodies/ Non Government Philanthropists for Development &amp; Maintenance</b> of <b>Infrastructure</b> (Not Covered under Criteria III and V) : <b>5 Yr.</b></p> <p><b>6.4.2.1:</b> <b>Total Grants Received</b> from <b>Government and Non-Government Bodies and Philanthropists for Development &amp; Maintenance</b> of <b>Infrastructure</b> (not covered under Criteria III and V) : <b>5 Yr.</b></p> <table border="1" data-bbox="285 696 1580 825"> <thead> <tr> <th data-bbox="285 696 595 761">Year</th> <th data-bbox="595 696 803 761"></th> <th data-bbox="803 696 981 761"></th> <th data-bbox="981 696 1205 761"></th> <th data-bbox="1205 696 1398 761"></th> <th data-bbox="1398 696 1580 761"></th> </tr> </thead> <tbody> <tr> <td data-bbox="285 761 595 825">INR in Lakhs</td> <td data-bbox="595 761 803 825"></td> <td data-bbox="803 761 981 825"></td> <td data-bbox="981 761 1205 825"></td> <td data-bbox="1205 761 1398 825"></td> <td data-bbox="1398 761 1580 825"></td> </tr> </tbody> </table> <p><b>Upload</b> the <b>Specific Document</b> as per description given below</p> <ul style="list-style-type: none"> <li>• Institutional Data in the Prescribed Format (<b>Data Template</b>).</li> <li>• <b>Annual Audited Statement</b> of Accounts Highlighting the Grants Received.</li> <li>• <b>Copy</b> of the <b>Sanction letters</b> Received from <b>Government Bodies/ Non Government</b> bodies and <b>Philanthropists for Development &amp; Maintenance</b> of <b>Infrastructure</b> .</li> </ul> <p><b>Apart from the above:</b> <b>Provide Links</b> for any other <b>Relevant Document</b> to Support the Claim. (if any)</p>	Year						INR in Lakhs						<b>12</b>
Year														
INR in Lakhs														

## Data Template : 6.4.2

Year	Name of the Non - Government Funding Agencies/ Individuals	Purpose of the Grant	Funds/ Grants Received (INR in lakhs)	Link to Audited Statement of Account Reflecting the Receipts

## Benchmark : 6.4.2

Metric	Description	4	3	2	1	0
6.4.2 Q <sub>n</sub> M	<b>Funds/ Grants</b> Received from <b>Government Bodies/ Non Government</b> during the last five years for Development and Maintenance of Infrastructure (not covered under Criteria III and V) (INR in Lakhs) <span style="float: right;">(12)</span>	<b>&gt;= 100</b>	<b>80-100</b>	<b>60-80</b>	<b>30-60</b>	<b>&lt;30</b>

# Standard Operating Procedure (SOP) : 6.3.2

(SOP Published on :14/12/2022 by NAAC)

S.N	Metric	Documents Needed	Specific instruction to HEI	Avoid the following while uploading data
1.	<p>6.4.2  <b>Funds/ Grants</b>                      Received from  <b>Government Bodies/ Non Government Philanthropists for Development &amp; Maintenance of Infrastructure</b></p> <p>(Not Covered Under Criteria III and V (INR in Lakhs)</p>	<ul style="list-style-type: none"> <li>• <b>Annual Audited Statement</b> of Accounts Highlighting the Grants Received.</li> <li>• <b>Copy</b> of the <b>Sanction Letters</b> Received from Government/ Non government Bodies and Philanthropists for Development and Maintenance of Infrastructure.</li> </ul>		<ul style="list-style-type: none"> <li>• Avoid Duplication Contribution in kind in the form of equipment / software etc cannot be counted.</li> </ul> <div style="border: 1px solid black; border-radius: 15px; background-color: #d9ead3; padding: 10px; margin: 10px 0;"> <p style="text-align: center;"><b>Grants Received Under Criterion III &amp; V Not to be Repeated here.</b></p> </div> <div style="border: 1px solid black; border-radius: 25px; background-color: #ffffcc; padding: 10px; margin: 10px 0;"> <p style="text-align: center;"><b>Grants Received from Government other than Development &amp; Maintenance of Infrastructure cannot be Considered.</b></p> </div>

## Key Indicator – 6.4

### Financial Management and Resource Mobilization : 20

Metric	Metric Description	Weightage
6.4.3 QIM	<p><b>Institution</b> Regularly <b>Conducts Internal</b> and <b>External Financial Audits.</b></p> <p><b>Enumerate</b> the Various <b>Internal</b> and <b>External Financial Audits. Carried Out</b> during the last five years with the <b>Mechanism</b> for <b>Settling Audit Objections</b> within a Maximum of <b>500 Words.</b></p> <p>File Description</p> <ul style="list-style-type: none"><li>• <b>Provide</b> the <b>Link</b> for additional information.</li><li>• <b>Upload</b> any additional information.</li></ul>	<b>4</b>

## Key Indicator – 6.5

### Internal Quality Assurance System (IQAS) : 30

Metric	Metric Description	Weightage
<p>6.5.1 QIM</p>	<p><b>Internal Quality Assurance Cell (IQAC)/ Internal Quality Assurance System (IQAS) has Contribution Significantly</b> for Institutionalizing the <b>Quality Assurance Strategies</b> and <b>Process</b>, by <b>Constantly Reviewing</b> the <b>Teaching- Learning Process</b>, <b>Structures &amp; Methodologies</b> of Operations and <b>Learning Outcomes</b>, at <b>Periodic Intervals</b>.</p> <p><b>6.5.1.1</b> <b>Internal Quality Assurance Cell (IQAC) has Contributed Significantly</b> for <b>Institutionalizing the Quality Assurance Strategies and Process Visible in Terms of</b> Incremental Improvements made for the Preceding five years with regard to quality (in case of first cycle)</p>	<p><b>10</b></p>

## Key Indicator – 6.5

### Internal Quality Assurance System (IQAS) : 30

<p>6.5.1 QIM</p>	<p><b>Incremental Improvements</b> made for the <b>Preceding</b> five years with Regard to <b>Quality</b> and <b>Post Accreditation Quality Initiatives</b> (Second and Subsequent Cycles)</p> <p><b>Describe Two Practices</b> Institutionalized as a result of <b>IQAC Initiatives</b> within a maximum of <b>500 Words</b>.</p> <p>File Description</p> <ul style="list-style-type: none"><li>• <b>Provide</b> the <b>Link</b> for Additional Information.</li><li>• <b>Upload</b> any Additional Information.</li></ul>	<p><b>10</b></p>
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## Key Indicator – 6.5

# Internal Quality Assurance System (IQAS) : 30

Metric	Metric Description	Weightage		
6.5.2 QnM	<p>Institution has Adopted the following for Quality Assurance :</p> <ol style="list-style-type: none"> <li>1. <b>Academic</b> and <b>Administrative Audit (AAA)</b> and follow up Action Taken .</li> <li>2. <b>Conference, Seminars, Workshops</b> on <b>Quality</b> Conducted.</li> <li>3. <b>Collaborative Quality Initiatives</b> with other <b>Institution</b> (s)</li> <li>4. <b>Orientation Programme</b> on Quality Issues for <b>Teachers</b> and <b>Students</b>.</li> <li>5. Participation in <b>NIRF</b> and Other Recognized Ranking like Shanghai Ranking, <b>QS Ranking</b> Times Ranking etc.</li> <li>6. Any other <b>Quality Audit</b> Recognized by State, <b>National</b> or <b>International Agencies</b>.</li> </ol> <p><b>Options:</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 80%;"> <ol style="list-style-type: none"> <li>A. Any 5 or more of the above</li> <li>B. Any 4 of the above</li> <li>C. Any 3 of the above</li> <li>D. Any 2 of the above</li> <li>E. Any 1 of the above</li> </ol> </td> <td style="width: 20%; vertical-align: middle; text-align: center;">  <p style="color: red; font-weight: bold; font-size: 1.2em;">Opt any one</p> </td> </tr> </table>	<ol style="list-style-type: none"> <li>A. Any 5 or more of the above</li> <li>B. Any 4 of the above</li> <li>C. Any 3 of the above</li> <li>D. Any 2 of the above</li> <li>E. Any 1 of the above</li> </ol>	 <p style="color: red; font-weight: bold; font-size: 1.2em;">Opt any one</p>	10
<ol style="list-style-type: none"> <li>A. Any 5 or more of the above</li> <li>B. Any 4 of the above</li> <li>C. Any 3 of the above</li> <li>D. Any 2 of the above</li> <li>E. Any 1 of the above</li> </ol>	 <p style="color: red; font-weight: bold; font-size: 1.2em;">Opt any one</p>			

<p>6.5.2 QnM</p>	<p><b>Upload the Specific Document as per description given below :</b></p> <ul style="list-style-type: none"> <li>• Institutional data in the prescribed format (<b>Data Template</b>)</li> <li>• <b>Supporting Documents Pertaining to NIRF</b> (Along with link to the <b>HEI's</b> Ranking in the <b>NIRF Portal</b>)/ <b>NBA/ ISO</b> as <b>Applicable</b> and Valid for the <b>Assessment Period</b>.</li> <li>• <b>List of Conferences/ Seminars/ Workshops</b> on Quality Conducted along with <b>Brochures</b> and <b>Geo-Tagged Photos</b> with caption and date.</li> <li>• <b>List of Collaborative</b> Quality Initiatives with other Institutions (s) along with <b>Brochures</b> and <b>Geo-Tagged Photos</b> with Caption and Date.</li> <li>• <b>List of Orientations Programmes</b> Conducted on <b>Quality Issues</b> for <b>Teachers</b> and <b>Students</b> along with <b>Geo Tagged Photos</b> and <b>Supporting Documents</b>.</li> </ul> <p><b>Apart from the above: Provide Links</b> for any other relevant document to support the claim (if any)</p>	<p><b>10</b></p>
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## Benchmark : 6.5.2

Metric	Description	4	3	2	1	0			
6.5.2 Q <sub>n</sub> M	<p><b>Institution has adopted the following for Quality Assurance : (10)</b></p> <ol style="list-style-type: none"> <li>1. <b>Academic and Administrative Audit (AAA)</b> and Follow up Action Taken .</li> <li>2. Conferences, Seminars, Workshops on quality conducted</li> <li>3. <b>Collaborative quality initiatives with other institution (s)</b></li> <li>4. Orientation programme on quality issues for teachers and students</li> <li>5. <b>Participation in NIRF and other recognized ranking like Shanghai Ranking, QS Ranking, Times Ranking etc</b></li> <li>6. Any other quality audit recognized by state, national or international agencies</li> </ol> <p><b>Options:</b></p> <table style="width: 100%; border: none;"> <tr> <td style="border: none;"> <p><b>A. Any 5 or all of the above</b></p> <p>B. Any 4 of the above</p> <p>C. Any 3 of the above</p> <p>D. Any 2 of the above</p> <p>E. Any 1 of the above</p> </td> <td style="border: none; vertical-align: middle; font-size: 3em;">}</td> <td style="border: none; vertical-align: middle; text-align: center;">Opt Any One</td> </tr> </table>	<p><b>A. Any 5 or all of the above</b></p> <p>B. Any 4 of the above</p> <p>C. Any 3 of the above</p> <p>D. Any 2 of the above</p> <p>E. Any 1 of the above</p>	}	Opt Any One	A	B	C	D	E
<p><b>A. Any 5 or all of the above</b></p> <p>B. Any 4 of the above</p> <p>C. Any 3 of the above</p> <p>D. Any 2 of the above</p> <p>E. Any 1 of the above</p>	}	Opt Any One							

## Data Template : 6.5.2

1. Academic and Administrative Audit (AAA) and follow up action taken.	<b>Yes/ No</b>	Linked to relevant document
2. Conferences, Seminars, Workshops on quality conducted.	<b>Yes/ No</b>	Linked to relevant document
3. Collaborative quality initiatives with other institution (s)	<b>Yes/ No</b>	Linked to relevant document
4. Orientation Programme on quality issues for teachers and students.	<b>Yes/ No</b>	Linked to relevant document
5. Participation in NIRF and other recognized ranking like shanghai Ranking, QS Ranking Times Ranking etc.	<b>Yes/ No</b>	Linked to relevant document
6. Any other quality audit recognized by state, national or international agencies (ISO Cortication, NBA and such others)	<b>Yes/ No</b>	Linked to relevant document

# Standard Operating Procedure (SOP) : 6.5.2

(SOP Published on :14/12/2022 by NAAC)

S.N	Metric	Documents Needed	Specific instruction to HEI	Avoid the following while uploading data
1.	<p><b>6.5.2</b>  <b>Institution</b> has <b>Adopted</b> the following for <b>Quality Assurance</b></p> <ol style="list-style-type: none"> <li><b>1. Academic</b> and <b>Administrative Audit (AAA)</b> and follow up Action Taken .</li> <li><b>2. Conference, Seminars, Workshops</b> on <b>Quality</b> Conducted.</li> <li><b>3. Collaborative Quality Initiatives</b> with other <b>Institution (s)</b></li> <li><b>4. Orientation Programme</b> on Quality Issues for <b>Teachers</b> and <b>Students</b>.</li> <li>5. Participation in <b>NIRF</b> and Other Recognized Ranking like Shanghai Ranking, <b>QS Ranking</b> Times Ranking etc.</li> <li>6. Any other <b>Quality Audit</b> Recognized by State, <b>National</b> or <b>International Agencies</b>.</li> </ol>	<ul style="list-style-type: none"> <li>• <b>Supporting Documents Pertaining to NIRF</b> (Along with <b>Link</b> to the HEI's Ranking in the <b>NIRF Portal</b>) / <b>NBA</b> / <b>ISO</b> as Applicable and Valid for the <b>Assessment period</b>.</li> <li>• <b>List of Conferences/ Seminars/ Workshops</b> on Quality Conducted along with <b>Brochures</b> and <b>Geo-Tagged Photos</b> with Caption and Date.</li> <li>• <b>List of Collaborative Quality Initiatives</b> with other Institutions (s) along with <b>Brochures</b> and <b>Geo-Tagged Photos</b> with Caption and Date.</li> <li>• <b>List of Orientations Programmes</b> Conducted on <b>Quality Issues</b> for <b>Teachers</b> and <b>Students</b> along with <b>Geo Tagged Photos</b> and <b>Supporting Documents</b></li> </ul>	<ul style="list-style-type: none"> <li>• AQAR not Applicable for Cycle I</li> <li>• For Large data, DVV will seek proof of list of attendance, participation certificates etc for the randomly selected activities.</li> </ul>	<p><b>Collaborative Quality Initiatives</b> with <b>Sister Organizations</b> under the same <b>Management</b> not to be <b>Considered</b></p>

## Key Indicator – 6.5

# Internal Quality Assurance System (IQAS) : 30

Metric	Metric Description	Weightage
<p><b>6.5.3</b> QIM</p>	<p><b>Incremental Improvement</b> made for the Preceding five years with Regard to Quality (in Case of <b>First Cycle NAAC A/A</b>) Post <b>Accreditation Quality Initiatives</b> (Second and <b>Subsequent Cycle</b> of <b>NAAC A/A</b>)</p> <p><b>Describe Quality Enhancement Initiatives</b> in the Academic and Administrative domains successfully Implemented during the last five years within a Maximum of <b>500 Words</b> for Either.</p> <p>File Description:</p> <ul style="list-style-type: none"> <li>• <b>Provide</b> the <b>Link</b> for Additional Information.</li> <li>• <b>Upload</b> any Additional Information.</li> </ul>	<p><b>10</b></p>

# Summary of Criteria 6

## Governance, Leadership & Management : 100 Marks

S.N.	Metrics	Topic	Marks
<b>Key Indicator – 6.1, Institutional Vision &amp; Leadership : 15 Marks</b>			
1	6.1.1 QIM	The <b>Institutional Governance</b> and <b>Leadership</b> are in Accordance with <b>Vision</b> and <b>Mission</b> of the Institution and it is Visible in <b>Various Institutional Practices</b> such as <b>NEP</b> Implementation, <b>Sustained Institutional Growth, de-Centralization</b> , Participation in the Institutional Governance and in their <b>Short Term</b> and <b>Long Term Institutional Perspective Plan</b> .	<b>15</b>
<b>Key Indicator – 6.2, Strategy Development &amp; Deployment : 10 Marks</b>			
1	6.2.1 QIM	The <b>Institutional Perspective Plan</b> is <b>Effectively Deployed</b> and <b>Functioning</b> of the <b>Institutional Bodies</b> are <b>Effective</b> and <b>Efficient</b> as Visible from Policies, Administrative <b>Set-Up, Appointment, Service Rules, Procedure</b> etc.	<b>5</b>
3	6.2.2 QnM	<b>Institution Implements E-governance</b> in its <b>Operations</b> .	<b>5</b>

# Summary of Criteria 6

## Governance, Leadership & Management : 100 Marks

S. N.	Metrics	Topic	Marks
<b>Key Indicator : 6.3 , Faculty Empowerment Strategies : 25 Marks</b>			
1	6.3.1 QIM	<b>The Institution has a Performance Appraisal System, Effective Welfare Measures for Teaching &amp; Non-Teaching staff and avenue for career development/ progression.</b>	<b>4</b>
2	6.3.2 QnM	<b>Average Percentage of Teachers Provided with Financial Support to Attend Conferences/ Workshops and Towards Membership Fee of Professional Bodies</b> During the Last Five Years.	<b>15</b>
3	6.3.3 QnM	Average Percentage of Teachers Undergoing Online/Face-to-Face Faculty Development Programmes (FDP) / Management Development Programs (MDP) during the last five years.	<b>06</b>
<b>Key Indicator : 6.4, Financial Management and Resource Mobilization : 20 Marks</b>			
1	6.4.1 QIM	<b>Institutional Strategies for Mobilization of Funds other than salary and fees and the Optimal Utilization of Resources</b>	<b>4</b>
2	6.4.2 QnM	<b>Funds/Grants Received from Government Bodies/ non government and philanthropists</b> during the Last Five Years for <b>Development &amp; Maintenance of Infrastructure</b> (not Covered Under Criteria III and V)	<b>12</b>
3	6.4.3 QIM	<b>Institution Regularly Conducts Internal and External, Financial Audits.</b>	<b>4</b>

## Summary of Criteria 6

### Governance, Leadership & Management : 100 Marks

S.N.	Metrics	Topic	Marks
<b>Key Indicator – 6.5, Internal Quality Assurance System (IQAC) : 30 Marks</b>			
1	6.5.1 QIM	<b>Internal Quality Assurance Cell (IQAC)</b> has Contributed Significantly for Institutionalizing the <b>Quality Assurance Strategies and Process</b> , by <b>Constantly Reviewing</b> the <b>Teaching- Learning Process, Structures &amp;</b> Methodologies of Operation and Learning Outcomes, at Periodic Intervals.	<b>10</b>
2	6.5.2 QnM	<b>Institution has Adopted Quality Assurance.</b>	<b>10</b>
3	6.5.3 QIM	<b>Incremental Improvements Made</b> for Preceding five years with <b>Regard to Quality</b> (in Case of <b>First Cycle of NAAC Assessment &amp; Accreditation</b> )	<b>10</b>