

## Annexures

### Annexure 4 : Institutional Plan Template

1.1 Institutional Identity:

- Name of Head of Institution : \_\_\_\_\_
- Is the Institutional approved by regulatory body? : Yes/No
- Furnish approval no. :
- Type of Institution : Govt. funded/Govt. aided/Private unaided/Autonomous/Other
- Status of Institution : Autonomous Institute as declared by University/Non-autonomous/Deemed University/Constituent Institution
- Name of Head of Institution

Head and Nodal Officer	Name	Phone Number	Mobile Number	Fax Numb	E - mail Address
Head of the Institution (Full time appointee)					
RUSA Institutional coordinator					
Nodal Officers for:					
Academic Activities					
Civil Works including Environment Management					
Procurement					
Financial aspects					
Equity Assurance Plan Implementation					

1.2 Academic Information:

- **UG/PG/PhD programs offered in Academic year 200X - XX**

S. No	Title of programs	Level (UG, PG, PhD)	Duration (Years)	Year of starting	sanctioned annual Intake	Total student strength

- Whether Institution is Accredited?
- Grade.....
- When.....

• **Accreditation Status of UG programs:**

Title of UG programs being offered	Whether eligible for accreditation or not?	Whether accredited as on 31st March 20XX?	Whether "Applied for" as on 31 <sup>st</sup> March

• **Accreditation Status of PG programs:**

Title of PG programs being offered	Whether eligible for accreditation or not?	Whether accredited as on 31st March 20XX?	Whether "Applied for" as on 31 <sup>st</sup> March

**1.3 Faculty Status (Regular/On - Contract Faculty as on March 31<sup>st</sup>, 20XX)**

Faculty Rank	No. of Posts Sanctioned Regular Posts	Present Status : Number in Position by Highest Qualification												Total Number of regular faculty in position	Total Vacancies	Total Number of contract faculty in position
		Doctoral Degree				Masters Degree				Bachelor Degree						
		Engineering Disciplines		Other Disciplines		Engineering Disciplines		Other Disciplines		Engineering Disciplines		Other Disciplines				
		R	C	R	C	R	C	R	C	R	C	R	C			
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15 = (3+5+7+9+11+13)	16 = (2-15)	17 = (4+6+8+10+12+14)
Prof.																
Asso Prof.																
Asstt. Prof.																
<b>Total</b>																

Prof = Professor, Asso Prof = Associate Professor, Asst Prof = Assistant Professor, R=Regular, C=Contract

1.4 Baseline Data (all data given for the following parameters to ALL disciplines)

S. No	Parameters	
1	Total strength of students in all programs and all years of study in the year 20XX-1X	
2	Total women students in all programs and all years of study in the year 20XX-1X	
3	Total SC students in all programs and all years of study in the year 20XX-1X	
4	Total ST students in all programs and all years of study in the year 20XX-1X	
5	Total OBC students in all programs and all years of study in the year 20XX-1X	
6	Number of fully functional P-4 and above level computers available for students in the year 20XX-1X	
7	Total number of text books and reference books available in library for UG and PG	
	Student-teacher ratio	
8	% of UG students placed through campus interviews in the year 20XX-1X	
9	% of PG students placed through campus interviews in the year 20XX-1X	
10	% of high quality undergraduates (>75% marks) passed out in the year 20XX-1X	
11	% of high quality postgraduates (>75% marks) passed out in the year 20XX-1X	
12	Number of research publications in Indian refereed journals in the year 20XX-1X	
13	Number of research publications in International refereed journals in the year	
14	Number of patents obtained in the year 20XX-1X	
15	Number of patents filed in the year 20XX-1X	
16	Number of sponsored research projects completed in the year 20XX-1X	
17	The transition rate of students in percentage from 1 <sup>st</sup> year to 2 <sup>nd</sup> year in the Year 20XX-1X for : (i) all students (ii) SC (iii) ST (iv) OBC	
18	IRG from students' fee and other charges in the year 20XX-1X (Rs. in lakh)	
19	IRG from externally funded R&D projects, consultancies in the year 20XX-1X (Rs. in lakh)	
20	Total IRG in the year 20XX-1X (Rs. in lakh)	
21	Total annual recurring expenditure of the institution in the year 20XX-1X (Rs. in lakh)	

**Institutional Project Budget (this is meant for existing institutions)**

(Rs. in Crore)

S. No	Activities	Project Life Allocation	Financial year				
			2012-13	2013-14	2014-5	2015-16	2016-17
1.	Infrastructure						
	1. Modernization and strengthening of laboratories						
	PG programs and for new PG programs						
	3. Modernization of classrooms*						
	4. Updation of Learning Resources						
	5. Procurement of furniture						
	6. Establishment/Upgradation of Central and Departmental Computer Centers*						
	7. Modernization/improvements of supporting departments*						
	8. Modernization and strengthening of libraries and increasing access to knowledge resources						
	9. Refurbishment (Minor Civil Works)*						
2.	Research and development support						
	Providing Teaching and Research Assistantships to increase enrolment in existing and new PG programmes in Engineering disciplines						
	Provision of resources for research support						
	Enhancement of R&D and institutional consultancy activities						
3.	Faculty Development Support						
	Faculty and Staff Development (including faculty qualification upgradation, pedagogical training, and organising/participation of faculty in workshops, seminars and conferences) for improved competence based						
4.	Institutional reforms						
	Technical assistance for procurement and						
	Institutional management capacity enhancement						
5.	Academic support						
	Creation of new departments/courses						
	Enhanced Interaction with Industry						
	Student support activities						
6.	Others						
<b>TOTAL</b>							

2.13 Provide the targets against the deliverables as listed below

Indicator	Weightage	Present Rating	Present Score	Target Rating	Target Score
<b>GOVERNANCE QUALITY INDEX - 16%</b>					
% of Faculty Positions vacant	2.0%				
% of Non-permanent faculty	4.0%				
% of Non-teaching staff to teaching Staff	3.0%				
Total no of under graduation programs	1.0%				
Total no of post graduate programs	1.0%				
Total no of doctoral programs	1.0%				
Faculty appointment - turn around/cycle time in months	2.0%				
Delay in payment of monthly salary payment of faculty	2.0%				
<b>ACADEMIC EXCELLENCE INDEX - 21.5%</b>					
Delay in exam conduction and declaration of results	3.5%				
Plagiarism Check	1.0%				
Accreditation	4.0%				
Teacher Student ratio	4.0%				
% of Visiting professors	1.0%				
% of graduates employed by convocation	0.5%				
% Number of students receiving awards at National and International level	0.5%				
% of expenditure on Library, cyber library and laboratories per year	1.0%				
Ratio of expenditure on teaching staff salaries to non-teaching staff salaries	1.0%				
% of faculty covered under pedagogical training	1.0%				
% of faculty involved in "further education"	0.5%				
Dropout rate	1.5%				
No of foreign collaborations	1.5%				
Subscription to INFLIBNET	0.5%				
<b>EQUITY INITIATIVE INDEX - 12.5%</b>					
SC Student%	3.0%				
ST Student%	3.0%				
Gender Parity	3.0%				
Urban to Rural Student population	2.0%				
Existence of CASH	0.5%				
Existence of Social Protection Cell	0.5%				
Language assistance programs for weak students	0.5%				
<b>REASERCH AND INNOVATION INDEX - 24%</b>					
Per-faculty publications	2.0%				
Cumulative Impact Factor of publication	3.0%				
H Index of scholars	2.0%				
% of staff involved as principal researcher	1.0%				
% of research projects fully or more than 50% funded by external agencies, industries etc	2.0%				
Total no of patents granted	1.0%				

% of faculty receiving national/ international awards	1.0%
% of research income	1.0%
Doctoral degrees awarded per academic staff	1.0%
% doctoral degrees in total number of degrees awarded	3.0%
% expenditure on research and related facilities	1.0%
Digitization of Masters and Doctoral thesis	0.5%
UPE/CPE	3.5%
% of Income generated from non-grant sources	2.0%
<b>STUDENT FACILITIES - 15%</b>	
No of new professional development programs	1.0%
Existence of Placement Cells and Placement Policy	1.0%
% of expenditure on infrastructure maintenance and addition	3.0%
Availability of hostel per out-station female student	3.0%
Availability of hostel per out-station male student	3.0%
% of students on scholarship	3.0%
Average scholarship amount per student	1.0%
<b>Infrastructure and Others - 11%</b>	
%Income generated from training courses	1.0%
% Income generated from consulting	1.0%
Infrastructural sufficiency	3.0%
Computer coverage	3.0%
Internet connectivity of Campus	3.0%
	100.0%

\*Explanatory Note: The numerical under present rating and present score are only illustrative. The actual ratings for each indicator mentioned above will be done on the basis of a scale to be detailed.

### Project Targets for Institutions

2.14 Give an action plan for ensuring that the project activities would be sustained after the end of the Project.

#### Evaluation of Institutional Development Proposals (IDP) (a similar template may be created for State Plan Proposal)

S.No	Evaluation Parameters	Marks		
I	<b>Institutional Preparedness and Implementation Feasibility</b>			
	A	Clarity of institutional basic information including baseline data	5	
	B	Overall proposal implementation feasibility		
		1	Clarity in the identification of general development objectives, related specific objectives, their expected results, and its coherence with SWOT analysis	5
		2	Have the key activities been identified clearly and adequately for each specific-objective	5
	3	Adequacy of the Institutional Project Implementation arrangements	5	
	C	Quality of SWOT analysis		
		1	Appropriateness for the procedure adopted for the conduct of SWOT	5
	2	Clarity in the identification of strengths, weaknesses, opportunities and	5	
	D	Coherence of proposal with State's/regional development plan	5	
	E	Reasonability of proposed budget	5	
	<b>Sub - total (I)</b>		<b>4</b>	
	II	<b>Clarity and Quality of the Action Plans for :</b>		
		F	Scaling-up research and innovation	
1			quality of action plan for quantitatively increasing and qualitatively	5
2		quality of action plan to transfer technology and for commercialization of	5	
G		Scaling-up PhD enrolment through existing and new programmes	1	
H		Scaling-up enrolment into UG/Masters programmes in existing and new	1	
I		research collaborative activities with Institution at National and International level		
		1	identification of options to improve and increase research collaborations at	5
2		clarity in identification of expected quality enhancement in Masters and	5	
J		Potential impact and depth of proposed Industry collaboration	5	
K		Faculty development including pedagogical training to:		
		1	Develop faculty/technical staff in subject domain	5
2	Improve pedagogical skills of faculty for better student learning	5		
L	Identification of weak students and for improvement in their learning	5		
<b>Sub - total (II)</b>		<b>60</b>		
<b>TOTAL ( I+II)</b>		<b>100</b>		

**Table 3.1 : Criteria and Weights for Equalization Grants**

S.No.	Criteria	Weights
1.	Population (Age Group :18-23) (Criteria reflecting Equal Per Capita Transfers)	+40
2.	Per Capita Income (Criteria Reflecting Fiscal Deficiency)	-10
3.	Gross Enrolment Ratio (Criteria Reflecting Shortfall in Enrolment)	-10
4.	Performance	
	A. Improvement in GER (over 5 Years) (2006-07 to 2011-2012)	
	A.1 GER-All Categories	+10
	A.2 GER-SCs	+5
	A.3 GER-STs	+5
	A.4 Gender Parity Index (Over 5 Years) (2006-07 to 2011-2012)	
	A.4.1 GPI-All Categories	+10
	A.4.2 GPI-SCs	+5
	A.4.3 GPI-STs	+5
	B. Expenditure on Higher Education	
	B.1 Per capita Expenditure	+10
	B.2 Expenditure as % of NSDP (1)	+10
	C. College- Population Index	-5
	D. Institutional Density	-5
	E. Teacher - Student Ratio	-5
	F. Research Outpur	+10
5.	Special Problems	+25
	<b>Total</b>	<b>100</b>

(+) Positive means-higher value-larger entitlement

(-) Negative means-higher value-lower entitlement

Research output will be determined by indicators such as number of research paper published in National & International Journals, number of M.Phil., Ph.D.s guided, number of collaborative research projects, patents generated citation impact.