

ANNEX 4: Performance Audit Form (1)  
Institutional Performance Profile  
AUDIT VISIT NUMBER-2

Institutional Performance Profile:

Name of the Performance Auditor: Prof. K.C. Patel

Dates of Performance Audit: 06-09 October 2014

Name of the Institution with location: University Institute of Chemical Technology, North Maharashtra University Jalgaon

PIP REF	INSTITUTIONAL PERFORMANCE PROFILE	EVALUATION GRADES
Component 1: Improving the quality of education in selected institutions		
1.1	Strengthening institutions to improve learning outcomes and employability of graduates	1.4
1.2	Scaling-up postgraduate education and demand-driven research and development and innovation	1.4
1.2.1	Establishing centres of excellence	1.9
1.3	Faculty development for effective teaching (pedagogical training)	1.2
Component 2: Improving system management		
2.1	Capacity building to strengthen management	1.8
2.1.1	Implementation of good governance	1.4
2.2	Project management, monitoring and evaluation	1.3

INSTITUTIONAL PERFORMANCE PROFILE GRADES AND GRADE DESCRIPTORS

1.	Substantial evidence of good practice in the quality and standards achieved (Assessment identifies clear supporting evidence for at least 75% of the relevant practices.)
2.	Some evidence of good practice in the quality and standards achieved (Assessment identifies clear supporting evidence for at least 50% of the relevant practices.)
3.	Not in place (there may be one of the three primary reasons for this: a) no evidence can be found, b) there is evidence, but it is not of acceptable quality, or c) that there are plans for development but these have not yet taken place – in which case the auditor can indicate the expected date of completion/ implementation but the grade should remain 3.)

Note: Supporting evidence: The grade descriptors have two elements: one relating to the amount of the evidence (none, some or substantial); and one relating to the quality of the practice about which the evidence is gathered (is it good quality, or not?). So, for example, a grade of 1 means both that the evidence is good quality and that there is a substantial amount to demonstrate that it is of good quality (75% or more for the practices found).

*(Handwritten signature)*

①

#### Reference for supporting Evidences

- Minutes of the BoG Meeting ( uploaded on website )
- Data Auditor Report dully filled ( Attached herewith )
- Response sheet of the head of the institute dully filled ( Attached herewith )
- Information posted on institute website (MIS)

#### Comments:-

1. Improvements noticed on shortcoming reported during pervious performance audit.  
Faculty sanctioned by government is not as per AICTE norms
  - ✓ University has already submitted proposal for teaching and Non-Teaching post required to Government of Maharashtra which are not yet materialized.
  - ✓ Personal meeting with Hon'ble Vice Chancellor and chairman of the BoG. Dr. S.U. Meshram, on 8<sup>th</sup> Oct 2014 in presence of Register, Director BCUUD, Dr. R.D. Kulkarni BoG Member and Dr. J.B. Naik, TEQIP Co-ordinator promised that the deficit faculty position will be overcome by appointing faculty on contractual basis till the sanctioning of faculty by the Government.
2. Brief statement of continuing shortcomings and reasons thereof
  - a) 67% faculty positions are remained vacant as per AICTE norms and Cadre ratio is not maintained
  - b) More than 50% shortage of Technical supporting staffs, hence proper maintenance and repair of equipments / Instruments are not carried out
  - c) The construction of second floor of existing building will partially fulfill the shortage of classroom laboratories, seminar halls and tutorial rooms required as per AICTE Norms.
3. Recommendation for improving exam results and employability of passed out.
  - a) More practice on MCQ type question should be carried out for the student for improving their results.
  - b) No. of training programs on finishing schools and skills developments should be conducted for the students.
  - c) WIFI facility is not available in Campus.
4. Achievements
  - a) Seed Money of Rs. 88, 00,000/- is allocated to 22 faculties for initiation of Research Activity.
  - b) Very good consultancy and R and D activities are carried out by institute.
  - c) 80% regular faculty deputed for Training/ conference at abroad in specialized area.
  - d) Two students are deputed for Summer School of one month duration at Japan.
  - e) One Research Student has been deputed for conference at Croatia.
  - f) Empirical studies and survey of problem faced by Small Scale Industries (SSIs) in Jalgaon District were carried. The results have been reported in the form of Book, which was released on 29/09/2014.



ANNEX 4: PERFORMANCE AUDIT FORM (1.1)

Name of Performance Auditor: Prof.K.C.Patel

Dates of Performance Audit: 06-09 October 2014

Name of Institution with Location: University Institute of Chemical Technology North Maharashtra University Jalgaon

1.1: STRENGTHENING INSTITUTIONS TO IMPROVE LEARNING OUTCOMES AND EMPLOYABILITY OF GRADUATES

MONITORING AND PROJECT OUTPUT/OUTCOME PARAMENTERS	SUPPORTING EVIDENCE (Note: Grades must be supported by sound evidence of achievement of the institutional development proposal goals and targets)
<p>A. Effectiveness of funds utilized for the teaching, training, learning and research equipment, library, computers, etc. by Institutions, including:</p> <ul style="list-style-type: none"> <li>Increase in the satisfaction index of student and faculty</li> </ul>	<p>Yes</p> <p>100% Regular faculty members undergone the pedagogical and subject domain training.</p> <p>The procurement of Equipment, Software, E-Books, E-Journals costing Rs.225.37 Lakhs are competed and Rs.52.71 Lakhs are in pipeline.(Entries in PMSS and e-FMR of the institute)</p> <p>2 soft skill training and 2 finishing school training for students to increase their employability. Cost incurred Rs. 21.88 Lakhs.</p> <p>ICT Based Teaching Learning Process.</p>
<p>B. Obtaining Academic Autonomy status, including:</p> <ul style="list-style-type: none"> <li>Number of institutions that have obtained 'Autonomous Institution status' as per University Grants Commission process within 2 years of joining the Project, or</li> <li>Effectiveness of utilization of academic autonomy possessed/obtained (See Table-26 in PIP)</li> </ul>	<p>Student admission policy is decide by state government.</p> <p>Choice based Credit based system and academic flexibility from 2009-2010.</p> <p>Multiple Choice Objective Question system introduced from the academic year 2013-14 and OMR based evaluation and online result declaration.</p> <p>Discussion with students about their performance in internal Examinations by showing their Answer book and suggestions regarding their improvements.</p> <p>Course Structures of UG Courses are redesigned with involvement of industries and academic personals.</p>

*(Handwritten signature and number 3)*

	<p>First year syllabus of UG program are revised. The effectiveness of utilization of academic autonomy possessed as per table 26 in PIP is satisfied.</p>
<p>C. Effort made by Institutions for upgrading qualifications of faculty members, including:</p> <ul style="list-style-type: none"> <li>• Percentage of faculty enrolled in M.Tech. and PhD</li> </ul> <p>D. Existing teaching and staff vacancies and effort made by Institutions for filling the vacancies, including:</p> <ul style="list-style-type: none"> <li>• Percentage of faculty and staff positions filled and vacant</li> <li>• Increase in faculty appointed on regular basis</li> </ul>	<p>100% PG faculty and hence no need for enrolment for M. Tech. Out of 18 Regular Faculty, 10 Faculty are having Ph. D. qualification and 8 Faculty are pursuing Ph. D. at various institutes.</p> <p>33% Faculty Positions filled on regular basis as per AICTE norms. 67% Faculty Positions is vacant as per AICTE norms. Deficiency of Faculty is fulfilled by 50 Teaching Assistants, 13 Ph. D. Research Scholars and 10 Contractual Faculty. No.</p>
<p>E. Effectiveness of equity at Institutional level, including:</p> <ul style="list-style-type: none"> <li>• Transition rate of students from the First to the Second year in Undergraduate programmes</li> </ul>	<p>Fully passed 27%. The result is poor due to adoption of MCQ type examination patterns for the first time. 53.96% transition rate from first year to second year during 2013-2014.</p>
<p>Using the 3-point grading scale and grade descriptors in Annex 4(1)</p>	<p>1.4</p> <p style="text-align: right;"><i>[Signature]</i></p>

ANNEX 4: PERFORMANCE AUDIT FORM (1.2)

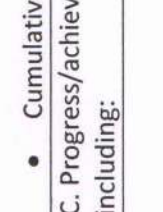
COMPONENT 1: IMPROVING QUALITY OF EDUCATION IN SELECTED INSTITUTIONS

Name of Performance Auditor: Prof.K.C.Patel

Dates of Performance Audit: 06-09 October 2014

Name of Institution with Location: University Institute of Chemical Technology North Maharashtra University Jalgaon

1.2: SCALING-UP POSTGRADUATE EDUCATION AND DEMAND-DRIVEN RESEARCH & DEVELOPMENT AND INNOVATION

MONITORING AND PROJECT OUTPUT/OUTCOME PARAMETERS	SUPPORTING EVIDENCE (Note: Grades must be supported by sound evidence of achievement of the institutional development proposal goals and targets)
<p>A. Effectiveness of funds utilised for the teaching, training, learning and research equipment, library, computers, etc. by the institutions, including:</p> <ul style="list-style-type: none"> <li>Increase in the satisfaction index of student and faculty</li> </ul>	<p>Yes</p> <p>100% Regular faculty members undergone to pedagogical and subject domain training</p> <p>The procurement of Equipment, Software, E-Books, E-Journals of Costing Rs.225.37 Lakhs are competed and Rs.52.71 Lakhs are in pipeline.(Entries in PMSS and e-FMR of the institute)</p> <p>2 soft skill training and 2 finishing school training for students to increase their employability. Cost incurred Rs. 21.88 Lakhs</p> <p>ICT Based Teaching Learning Process.</p>
<p>B. Effectiveness of scaling-up Postgraduate Technical Education, including:</p> <ul style="list-style-type: none"> <li>Increased enrolment for M.Tech. and PhD</li> <li>Establishment of proposed laboratories</li> <li>Cumulative number of assistantships granted</li> </ul>	<p>No. 5% decrease in M. Tech. enrolment due to State Government admission policy.</p> <p>Yes. 8% increase in Ph. D. enrolment.</p> <p>Two laboratories of Food Processing and Paint Processing of PG Programs are established with the cost of Rs. 56.48 lakhs. (entries in E-FMR)</p> <p>50 Assistantships are granted</p>
<p>C. Progress/achievement in starting new Postgraduate programmes, including:</p>	<p style="text-align: right;"></p>

<ul style="list-style-type: none"> <li>• Securing AICTE approval</li> <li>• Establishment of laboratories</li> <li>• Adequacy of student enrolments</li> </ul>	<p>NIL. No New Programme started in the academic year 2014-2015. Strengthening of Existing laboratories with procurement of Equipment costing Rs. 106.89 Lakh (entries in e-FMR). 75% due to State Policy.</p>
<p>D. Effectiveness of collaborations made with other Institutions in India and abroad, including</p> <ul style="list-style-type: none"> <li>• Increase in number of co-authored publications in refereed journals</li> </ul>	<p>50% increase (34 publications in 2012-13 and 51 publications in 2013-14 as per in MIS)</p>
<p>E. Increased collaboration with industry in research and development, including</p> <ul style="list-style-type: none"> <li>• Increase in number of joint and industry sponsored research and development work undertaken</li> <li>• Increase in financial contribution by industry for R &amp; D</li> </ul>	<p>Yes. 100% (one R and D Project in 2012-2013 and two R and D Project 2013-2014 in MIS) No increase (Rs.1.98 Lakhs in 2012-2013 and Rs.01.40 Lakhs in 2013-2014 )</p>
<ul style="list-style-type: none"> <li>• Increase in industry personnel registered for Masters and Doctoral programmes</li> </ul>	<p>Yes Three Ph.D. enrollment in 2013-14 against Zero enrollment in 2012-13. Two M.Tech. enrollment in 2013-14 against Zero enrollment in 2012-13.</p>
<ul style="list-style-type: none"> <li>• Increase in industry personnel trained by the institution in knowledge and/or skill areas</li> <li>• Increase in the number of consultancy assignments secured</li> </ul>	<p>Nil Yes. Two additional R &amp; D Projects of Rs.16.00 Lakhs during year 2013-2014.</p>
<ul style="list-style-type: none"> <li>• Increase in the number of students' and faculty visits to and/or training in industry</li> </ul>	<p>07 Industrial visits during 2013-2014. 131 UG students undergone 6 Month industrial training/project. 82 PG Students out of 105 Students undergone project work in the industries. (Data Verified from Respective Project Reports available in the departmental library.)</p>
<ul style="list-style-type: none"> <li>• Improvements in graduate placement rate</li> </ul>	<p>Due to securing admission for higher studies by more number of students, only 66 students are placed through campus in 2013-2014 against 89 in 2012-2013. (Refer Data from MIS)</p>
<ul style="list-style-type: none"> <li>• Increase in involvement of industry experts in curricula &amp; syllabi improvements, laboratory improvements, evaluation of students and delivering expert lectures</li> </ul>	<p>Yes. 31 industry personals are involved in expert lectures and curriculum Development. ( Records is with TEQIP Office)</p>



<ul style="list-style-type: none"> <li>• Increase in the number of sandwich programmes between industries and the institution.</li> </ul>	NIL
F. Increase in percentage of revenue from externally funded research and development projects and consultancies as a percentage of the total revenue of the institution from all sources	No. 15 % decrease during the year 2013-2014.
G. Increase in the number of publications in refereed journals	Yes. 50% increase during the year 2013-2014.
H. Increase in the number of patents filed	Yes. 100% (02 Patent filed during 2013-2014 and 01 Patent filed in 2012-2013)
Using the 3-point grading scale and grade descriptors in Annex 4(1)	1.4

*[Handwritten signature]*

ANNEX 4: PERFORMANCE AUDIT FORM (1.2.1)

COMPONENT 1: IMPROVING QUALITY OF EDUCATION IN SELECTED INSTITUTIONS

Name of Performance Auditor: Prof.K.C.Patel

Dates of Performance Audit: 06-09 October 2014

Name of Institution with Location: University Institute of Chemical Technology North Maharashtra University Jalgaon

1.2.1 ESTABLISHING CENTRES OF EXCELLENCE

MONITORING AND PROJECT OUTPUT/ OUTCOME PARAMETERS	SUPPORTING EVIDENCE (Note: Grades must be supported by sound evidence of achievement of the institutional development proposal goals and targets)
<p>A. Establishing Centres of Excellence Improvement in Research and Development facilities through:</p> <ul style="list-style-type: none"> <li>• Establishment of new laboratories for applicable thematic research</li> <li>• Establishment of a knowledge resource centre (library) in the thematic area</li> <li>• Procurement of furniture</li> <li>• Civil works</li> </ul>	<p><b>The institute can apply for Centre of Excellence after successfully completion of first cycle of the TEQIP</b></p> <p>Excellent R &amp; D infrastructures available in chemical technology department which is strengthened by procurement of new equipments under TEQIP.</p> <p>Procurement of e-Books and e-Journals Costing Rs. 62.00/- Lakhs under TEQIP. Life time accessibility for all students and Faculty of the University under TEQIP.</p> <p>Rs.10.50 Lakhs</p> <p>At present institutes having building of 5328.36 sqm built up area which is not adequate to fulfill the requirement as per the AICTE norms and hence Rs.318 Lakhs sanctioned from University Fund for additional construction, which is in progress.</p>
<p>Using the 3-point grading scale and grade descriptors in Annex 4(1)</p>	<p style="text-align: center;"><b>1.9</b></p>



ANNEX 4: PERFORMANCE AUDIT FORM (1.3)

COMPONENT 1: IMPROVING QUALITY OF EDUCATION IN SELECTED INSTITUTIONS

Name of Performance Auditor: Prof.K.C.Patel

Dates of Performance Audit: 06-09 October 2014

Name of Institution with Location: University Institute of Chemical Technology North Maharashtra University Jalgaon

1.3: FACULTY DEVELOPMENT FOR EFFECTIVE TEACHING (PEDAGOGICAL TRAINING)

MONITORING AND PROJECT OUTPUT/OUTCOME PARAMETERS	SUPPORTING EVIDENCE  (Note: Grades must be supported by sound evidence of achievement of the institutional development proposal goals and targets)
<p>A. Effort made by Institutions providing Pedagogy Training to faculty, including:</p> <ul style="list-style-type: none"> <li>• Percentage of faculty who have benefitted from the core and advanced modules of pedagogy training</li> <li>• Improvements in (and/or updating, and more relevant) curricula and/or syllabi</li> <li>• Improvements in (and/or updating, more relevant) course assessment methods</li> <li>• Improvements in teaching and learning methods, including provision for students needing extra/remedial support</li> <li>• Percentage of faculty with UG qualification registered/deputed for improving their qualification (see Section-3, 4(b) on page 20 of PIP)</li> <li>• Percentage of faculty deputed for subject domain training, seminars, etc. (faculty are required to share their gains with peers and put reports on training on institution's web site)</li> </ul>	<p>100% ( Data available in TEQIP office of the institute)</p> <p>Redesign of course structure of the UG Programs as per the industry needs is carried out and syllabus of the First Year UG subjects are revised.</p> <p>Reformation of exam evaluation systems by adopting MCQ pattern evaluation system.</p> <p>ICT based teaching learning is adopted.</p> <p>Answer books are shown to the students and discussion about suggestions for their improvements.</p> <p>2 internal tests per term and 1 technical test per month are introduced for better performance of the students.</p> <p>Remedial/Extra classes are conducted for weaker students. (126 students benefited, Data Checked from attendance sheet of the faculty and circular notified on notice board)</p> <p>NIL. All Faculties are having Minimum PG Degree.</p> <p>22% of Regular faculty undergone subject domain training.</p> <p>67% of Regular faculty attended Seminar and conferences.</p>

*(Handwritten signature)*

*(Handwritten initials)*

<ul style="list-style-type: none"> <li>Progress in securing accreditation of eligible UG &amp; PG programmes (institutions to achieve target of 60% of eligible UG &amp; PG programmes accredited - applied for within 2 years of joining the Project)</li> </ul> <p>B. Effectiveness of Pedagogy Training, including</p> <ul style="list-style-type: none"> <li>Percentage of students satisfied with the quality of teachers and changes/developments specifically undertaken as a result of student evaluations</li> </ul>	<p>Initial registration fees of Rs.01.12 Lakhs is paid towards NBA for UG Programmes.</p> <p>Students are satisfied with the 90% regular faculty regarding their quality of teaching methodology. As per the analysis of the feedback of the students (by filling feedback forms) it is found that 10% faculties are poor in teaching methodology and subject contents. Guidance and counselling of poor faculty is carried out by HOD and Director of UICT. Informal training was given to such faculty in the institute by the HOD and Director of the institute and strictly warned them for improvement.</p>
<p>Using The 3-Point Grading Scale and Grade Descriptors in Annex 4(1)</p> <p>Evaluation Grade for 1.3</p>	<p>1.2</p> <p><i>Handwritten signature</i></p>

ANNEX 4: PERFORMANCE AUDIT FORM (2.1)

COMPONENT 2: IMPROVING SYSTEM MANAGEMENT

Name of Performance Auditor: Prof.K.C.Patel

Dates of Performance Audit: 06-09 October 2014

Name of Institution with Location: University Institute of Chemical Technology North Maharashtra University Jalgaon

2.1: CAPACITY BUILDING TO STRENGTHEN MANAGEMENT

MONITORING AND PROJECT OUTPUT/OUTCOME PARAMETERS	SUPPORTING EVIDENCE (Note: Grades must be supported by sound evidence of achievement of the institutional development proposal goals and targets)
<p>A. Implementation of academic and non-academic reforms, including:</p> <ul style="list-style-type: none"> <li>• Improved understanding of the need and ways for increased autonomy, and new instruments for accountability</li> <li>• Modernization and decentralisation of administration and financial management</li> <li>• Extent of delegation of administrative and financial decision making powers to senior functionaries</li> <li>• Responsiveness to stakeholders (students, faculty, staff, industry, local communities)</li> </ul>	<p>Academic autonomy is granted to the institute by North Maharashtra University Jalgaon and it is monitored by the academic nodal officer Dr.D.G. Hundiwale nominated by University.</p> <p>Decentralised approach is adopted. The fund is allocated to all the HOD by office order dated 15<sup>th</sup> June 2013 approved on 15<sup>th</sup> July 2013 by SPFU and NPIU.</p> <p>For the substantial development of the institute the financial accountability has been given to the nodal officer (finance) Prof.V.S.Patil of UICT and Dr. A.M. Mahajan (Registrar of NMU) is appointed as Monitoring and Evaluation nodal officer by the University.</p> <p>HOD's and conveners of different committees are fully empowered to take financial and administrative decisions which is monitored by nodal officer Dr.A.M.Mahajan(Registrar of NMU ) appointed by university</p> <p>Special efforts are highly essential to make the functionaries aware of the power given to them and make them active in exercising these powers. It is highly essential to motivate all faculty for proper implementation of TEQIP programme.</p> <p>Hon'ble Vice Chancellor/Chairman of BoG takes keen interest in the performance and development of UICT as whole. Director and two faculties of the UICT are members of the BoG and they are responsible for taking necessary actions as per minutes of the BoG Meetings.</p>

*(Handwritten signature)*  
 11

<ul style="list-style-type: none"> <li>• Institutional quality assurance and enhancement strategies, including student feedback mechanisms</li> <li>• Maintenance of academic and non-academic infrastructure and facilities, including sufficiency and quality of academic buildings</li> <li>• Development, maintain and utilisation of institutional resources</li> <li>• Generation, retention and utilization of Income Revenue Generation.</li> </ul>	<p>The Minutes of the BoG Meetings are uploaded on the website for the information of all stakeholders (<a href="http://www.nmu.ac.in">www.nmu.ac.in</a>)</p> <p>At the end of each semester feedback of the students are collected in prescribed format. On the analysis of feedback of the students, UICT identified faculty having poor academic performance and accordingly actions are taken by the Director and HOD's.</p> <p>Internal quality assurance cell of the university is appointed by the vice chancellor of University and chairman of BoG vide North Maharashtra University office order NMU/11/IQAC/180/2014 dated 27-09-2014.</p> <p>Good. Building and furniture maintenance is looked after by civil and construction department of the university.</p> <p>Poor</p> <p>Proper maintenance and repairs of equipments/instruments are not carried out due to shortage of technical supporting staff.</p> <p>Hon'ble Vice Chancellor and Chairman of BoG assured that annual maintenance contract will be given and supporting staff will be appointed on contractual basis.</p> <p>The total revenue generation of Rs. 207.5 Lakhs is deposited in the account of North Maharashtra University. However the university sanctions the funds for various activities and salaries of faculty &amp; staff of UICT. The retention of the revenue with the UICT and powers to BoG for utilising this fund to help in improving the development of the UICT.</p>
<p>Using the 3-point grading scale and grade descriptors in Annex 4(1)</p>	<p>Evaluation Grade for 2.1</p> <p>1.8</p>

*[Handwritten signature]*

*[Handwritten mark]*

ANNEX 4: PERFORMANCE AUDIT FORM (2.1.1)

COMPONENT 2: IMPROVING SYSTEM MANAGEMENT

2.1: Capacity building to strengthen management (continued)

2.1.1: IMPLEMENTATION OF GOOD GOVERNANCE

(See Also Annex 4 of the Good Governance Guide for Governing Bodies for examples of supporting evidence)

MONITORING AND PROJECT OUTPUT/OUTCOME PARAMETERS	SUPPORTING EVIDENCE (Note: Grades must be supported by sound evidence)	GRADE
<p>Section A: Primary accountabilities</p> <ul style="list-style-type: none"> <li>Has the Governing Body approved the institutional strategic vision, mission and plan – identifying a clear development path for the institution through its long-term business plans and annual budgets? (Give dates of governing body meetings where the minutes record these matters having been discussed, approved and/or followed up.)</li> <li>Has the Governing Body ensured the establishment and monitoring of proper, effective and efficient systems of control and accountability to ensure financial sustainability? (Give dates of governing body meetings where the minutes record these matters having been discussed, approved and/or followed up at the systems level.)</li> <li>Is the Governing Body monitoring institutional performance and quality assurance arrangements? (Give dates of governing body meetings where the minutes record these matters having been discussed, approved and/or followed up at the systems level.)</li> </ul>	<p>Yes. Vision &amp; mission of the institute are clearly prepared and placed on the website of the university. Preparation and approval of long term strategic plans of TEQIP are approved in 1<sup>st</sup> BoG meeting held on 17-04-2013 under the chairmanship of Vice Chancellor Prof.S.U.Meshram.</p> <p>Yes. Vice Chancellor and BoG chairman has appointed Dr. D.G.Hundiwale (Director B.C.U.D) as academic nodal officer and Dr.A.M.Mahajan (Registrar) as Monitoring &amp; Evaluation officer vide North Maharashtra University office order No. NMU/2/70/2013 dated 14-03-2013.</p> <p>Yes. Internal Quality Assurance Cell of University appointed by Vice Chancellor and Chairman of the BoG vide North Maharashtra University office order NMU/11/IQAC/180/2014 dated 27-09-2014.</p>	<p>1.2</p> <p>1.1</p> <p>1.2</p>

*[Handwritten signature]*  
9/11

13

<ul style="list-style-type: none"> <li>Has the Governing Body put in place suitable arrangements for monitoring the head of the institution's performance?  (Give dates of governing body meetings where the minutes record these matters having been discussed, approved and/or followed up.)</li> </ul>	<p>Yes. Hon'ble VC has instructed to Registrar of University for surprise inspection of institute frequently. BoG regularly reviews the progress from the presentation of the institute. The performance of Director is evaluated by the Vice Chancellor of the university as per procedures laid down in University Act 1994.</p>	1.5
Section B: Openness & transparency in the operation of governing bodies		
<ul style="list-style-type: none"> <li>Does the Governing Body publish an annual report on institutional performance?  (Give the publication date and type of publication of the most recent annual report, if there is one)</li> </ul>	<p>Yes. The Annual report on institutional performance is published by university every year. The 23<sup>rd</sup> Annual Report of the academic year 2012-2013 is published and 24<sup>th</sup> Annual Report of the academic year 2013-14 is yet to be published.</p>	1.3
<ul style="list-style-type: none"> <li>Does the Governing Body maintain, and publicly disclose, a register of interests of members of its governing body?  (Given that a formal register is not yet normal practice in colleges, provide evidence of any published information on governing body members' financial and commercial interests)</li> </ul>	<p>Yes. The Minutes of the meeting of BoG are circulated to all the members and it is finalized after incorporating the comments of the members and the Minutes of the BoG Meeting is placed on the website of the University under TEQIP-II link for the information to all stakeholders.</p>	1.4
<ul style="list-style-type: none"> <li>Is the Governing Body conducted in an open manner, and does it provide as much information as possible to students, faculty, the general public and potential employers on all aspects of Institutional activity related to academic performance, finance and management?  (Say whether the governing minutes are published on the institution website, and note any other steps that the governing body takes to communicate with its stakeholders on its work as a Board)</li> </ul>	<p>Yes. The meeting of the BOG is conducted in an open manner and all the issues are discussed at length.  All the Minutes of the Governing Body are published in the university website as a separate TEQIP link is provided for the information to all stakeholders. The Minutes of the BoG Meeting are sent to all BoG Members, SPFU and all HOD of the Department. The Mandatory Disclosure is uploaded on the website.</p>	1.3

*Handwritten signature and initials*  


Section C: Key attributes of governing bodies

- Are the size, skills, competences and experiences of the Governing Body, such that it is able to carry out its primary accountabilities effectively and efficiently, and ensure the confidence of its Stakeholders and constituents?

(Specify the range of skills and experience that the members of the governing body, and especially the external members, have)

- Are the recruitment processes and procedures for governing body members rigorous and transparent?  
(Specify how governing body members are selected, and whether that process is transparent)

- Does the Governing Body have actively involved independent members and is the institution free from direct political interference to ensure academic freedom and focus on long term educational objectives?  
(Give examples, where possible, of the role of external members in improving the performance of the institution)

- Are the role and responsibilities of the Chair of the institution and the Member Secretary serving the governing body clearly stated?  
(If yes, specify the document where these roles are defined)

Yes.  
The constitution of BOG is as per Resolution no- Management Council. A/280/2012 dated 25<sup>th</sup> September 2012 of Board of Colleges and University Development Department. The BoG consist of three members from educationalist, industrialist and professionals, two Members from the faculty of the institute , one Member from State Government Nominee , one Member of UGC Nominee, one Member of University Nominee and Principal of the institute is Ex Officio.

1.2

Yes.  
As per the norms prescribed by Board of Colleges and University Development Department of North Maharashtra University Jalgaon, the BoG is constituted. Term of BoG is of 2 years.  
The selection procedures of governing body is rigorous and transparent and free from political interference.

1.3

Yes.  
The External Members of Board of Governance Dr.K.C.Patil, MD, Krishna Pectin, Jalgaon, Prof. D.R.Nandanwar Joint Director, Technical Education Nasik, Prof D.G. Hundiwale, Director BCUD NMU and Prof.A.M.Mahajan Registrar NMU take active participation in the best performance of the institute.  
Prof D.G. Hundiwale is working as nodal officer Academics and Prof.A.M.Mahajan is working as nodal officer Monitoring and Evaluation of all activities related to TEQIP.

1.4

Yes.  
The Head of the Institute is working as Ex Officio of Board of Governance as per the resolution of Board of Colleges and University Development Department of North Maharashtra University Jalgaon. The role and responsibilities are as per the guidelines mentioned in PIP documents of TEQIP.

1.3

*(Handwritten signature and number 15)*

<ul style="list-style-type: none"> <li>Does the Governing Body meet regularly? Is there clear evidence that members of the governing body attend regularly and participate actively? (State the number of meetings in the last year, and the average number of those Board members present and those members absent at those meetings)</li> </ul>	<p>Yes.</p> <p>5 Meetings are held on- 3<sup>rd</sup> BoG 15-07-2013 — 9 Members were present. 4<sup>th</sup> BoG 16-09-2013 — Record is not Available 5<sup>th</sup> BoG 16-09-2013 — 7 members were present and 5 invitees were present. Review Meeting 22<sup>nd</sup> January 2014 --- 5 Members were present and 7 invitees were present 6<sup>th</sup> BoG 16-09-2013 --- 6 Members were present.</p>	<p>1.1</p>
<p>Section D: Effectiveness and performance review of governing bodies</p>		
<ul style="list-style-type: none"> <li>Does the Governing Body keep their effectiveness under regular review and in reviewing its performance, reflect on the performance of the institution as a whole in meeting its long-term strategic objectives and its short-term indicators of performance/success? (If yes, give the date(s) of governing body meetings where the minutes show that such a review has been discussed)</li> </ul>	<p>Yes. The BOG keeps their effectiveness under regular review through rigorous discussion in the meeting.</p> <p>Review meeting of TEQIP was held on 22nd January 2014 in the meeting Review on the progress made in procurement, financial status of TEQIP-II programme, Civil Work progress, progress in procurement of e-Journals and e-Books then Pedagogical training and Conference, Utilization of allotted seed money, R &amp; D Project work and consultancy carried out by the faculty and expenditure incurred on UICT/UDCT were carried out.</p>	<p>1.3</p>
<ul style="list-style-type: none"> <li>Does the Governing Body ensure that new members are properly inducted, and existing members receive opportunities for further development as deemed necessary? (If yes, give examples of how these two tasks are carried out)</li> </ul>	<p>Yes. The new members are given induction training and orientation about the best practices to be followed.</p> <p>Good Governance training was attended by Prof. S. Mishra and Prof. J. B. Naik at Malaysia 12-14 December 2013, being members of BoG.</p>	<p>1.4</p>
<p>Section E: Regulatory compliance</p>		
<ul style="list-style-type: none"> <li>Does the Governing ensure regulatory compliance* and, subject to this, take all final decisions on fundamental matters of the institution. (If yes, give the date(s) of governing body meetings where the minutes show that regulatory compliance has been discussed)</li> </ul>	<p>Yes.</p> <p>The BoG chairman/Vice Chancellor is taking keen interest in taking actions on the Minutes of the BoG meeting and progress was reviewed in every meeting (see the action taken report with the minutes of the 6th BoG meeting held on 28th April 2014.)</p>	<p>1.2</p>



<ul style="list-style-type: none"> <li>Does the regulatory compliance include demonstrating compliance with the 'not-for-profit' purpose of education institutions? (If yes, give evidence that the governing body has been directly involved)</li> </ul>	<p>Yes. The UICT is the part of the North Maharashtra University, which is the state University operating as per provisions of Maharashtra University Act-1994. The UICT is established as GRANT IN AID INSTITUTE for quality technical education to fulfill demand of society and industries. University has sanctioned Rs.49.50 lakhs for extension of Civil work from university fund in addition to previous Rs.268 Lakhs granted by University.</p>	1.3
<ul style="list-style-type: none"> <li>Has there been accreditation and/or external quality assurance by a national or professional body? If so, give name, current status of accreditation etc. (Provide lists of all courses which have already been accredited, all courses where an application has been made, and all courses where no such application has yet been made)</li> </ul>	<p>No NBA Accreditation of UG and PG Programs. Initial Registration fees of Rs.1,12,360/- is paid for NBA Accreditation. University is re-accredited by NAAC Bangalore.</p>	2.2
<p>Overall Evaluation Grade for Governance 2.1.1 A-E Using the 3-point grading scale and grade descriptors in Annex 4(1)</p>		1.4

*Handwritten signature and date: 9/10*

*Handwritten mark: 17*

ANNEX 4: PERFORMANCE AUDIT FORM (2.2)

Name of Performance Auditor:

Dates of Performance Audit:

Name of Institution with Location:

TABLE 2.2: PROJECT MANAGEMENT, MONITORING AND EVALUATION

MONITORING AND PROJECT OUTPUT/OUTCOME PARAMETERS	SUPPORTING EVIDENCE (Note: Grades must be supported by sound evidence of achievement of the institutional development proposal goals and targets)	GRADE
<p>A. Effectiveness of mentoring, reviews, surveys and audits conducted, including:</p> <ul style="list-style-type: none"> <li>Increase in the achievement of the institutions goals and targets set out in the Institutional Development Proposal</li> </ul>	<p>The institute initiated TEQIP activities under the guidance of Hon'ble Vice Chancellor and Chairman of BoG Dr.S.U.Meshram and the management council of the North Maharashtra University, SPFU Maharashtra and the Mentor Prof. B.M.Naik. The institutional targets and goals set out in the institutional development proposal are achieved more than 60%.</p>	
<p>B. Effective project management and monitoring, including:</p> <ul style="list-style-type: none"> <li>Precise and reliable information/data through web based MIS available to stakeholders at all time</li> </ul>	<p>Major data of UICT is available in MIS which are validated by SPFU Maharashtra. Further special efforts are essential to make this data of MIS available to stakeholders by uploading it on the website of UICT.</p>	
<p>C. Effectiveness of faculty evaluation by students, including:</p> <ul style="list-style-type: none"> <li>Percentage/increase in percentage of faculty evaluated by students in one or more subjects</li> <li>Are results of evaluation properly used for teacher improvement?</li> </ul> <p>If yes, is the procedure adopted for teacher improvement including counselling appropriate and effective?</p>	<p>All the faculties are evaluated by students through prescribed feedback format at the end of each semester for all subjects. Based on the analysis of the feedback of the students, the counselling of the 10% faculty having poor teaching performance is done by HOD and Director of UICT. The Director of UICT promised that they will conduct special motivational program for 10% faculty having poor teaching performance for their improvements.</p>	
<p>Using the 3-point grading scale and grade descriptors in Annex 4(1)</p>		<p>1.3</p>

*[Handwritten signature]*  
*[Handwritten number 18]*