

ASSOCIATION OF INDIAN UNIVERSITIES

Application for Equivalence of Fellow Programme to Ph. D Degree of a University for Self-Financing Management Institutions

1. Name and address of the Institution

| | | |
|-----------|-----------|--------|
| Name: | | |
| Address: | | |
| City: | District: | State: |
| Pin code: | | |
| Website: | | |

2. For communication:

| | | | | |
|----------------------|----------|----------|---------|--------|
| Name of the Director | | | | |
| | STD code | Tel. No. | Fax No. | E-mail |
| Office | | | | |
| Residence | | | | |
| Mobile | | | | |

3. Type of Institution:

Government Grant-in-aid Self-financed

Any other (Specify the type)

4. a) Date of establishment of the Institute:

b) Date of Recognition by the relevant Statutory Body:

| | |
|---|-----------------------|
| 5 | Institutional Vision: |
|---|-----------------------|

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|----|---------------------------|
| | |
| 6. | Institutional Mission: |
| | |
| 7. | Institutional Objectives: |
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|---|---|----------------|-------------|-----------------|
| 8 | Give details of the following statutory bodies. | | | |
| | Name of the Body | Main Functions | Composition | Present Members |
| | a) Governing Board | | | |
| | b) Academic Board | | | |

| | | | | |
|--|------------------------|--|--|--|
| | c) Research Committee | | | |
| | d) Any Other (Specify) | | | |

9. Dates of meetings of Academic and Administrative Bodies during the last two years:

Governing Board

Academic Board

Research Committee

| Year before last | Last year |
|------------------|-----------|
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| | |

10. Is there a Grievance Redressal Cell?

| | | | |
|-----|--|----|--|
| Yes | | No | |
|-----|--|----|--|

If yes, give details of composition and functions : -

| Institution Approved by: - | | | |
|----------------------------|---------------------|-------------------|---------------------------------|
| AIU (Yes / No) | AICTE (Yes / No) | NBA (Yes / No) | Foreign Accreditation if any |
| | | | |

| NIRF Ranking for last 5 years | | | | |
|-------------------------------|---|---|---|---|
| 1 | 2 | 3 | 4 | 5 |
| | | | | |

| % of Annual Expenditure spent on Research & Development Activities for last 5 years | | | | |
|---|---|---|---|---|
| 1 | 2 | 3 | 4 | 5 |
| | | | | |

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| 11 | Details of programmes offered by the Institution: | | | | | | | |
|---------|--|----------------|---------------------|---------------------------------------|---|---|---|---|
| Sl. No. | Name of the Programme/ Course | Year of launch | Sanctioned Strength | Students admitted in the last 5 years | | | | |
| | | | | 1 | 2 | 3 | 4 | 5 |
| 1 | | | | | | | | |
| 2 | | | | | | | | |
| 3 | | | | | | | | |
| 4 | | | | | | | | |
| 5 | | | | | | | | |
| 6 | | | | | | | | |

| Sl. No. | Name of the Programme/ Course | Duration | Entry Qualification | Fee charged (Rs.) | Admission criteria (Entrance test/ GD/ Interview) & weightage |
|---------|-------------------------------|----------|---------------------|-------------------|---|
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12 How are students admitted to various programmes?

(If more than one method is followed, kindly specify the weightages)

a) Through an entrance test developed by the institution

- b) Common entrance test conducted by other agencies
- c) Through interview
- d) Entrance test and interview
- e) Merit at the previous qualifying examination
- f) Any other (specify)

13. Is there any mechanism to obtain feedback on curricular aspects from the following stakeholders?

| | | | | |
|--------------------|-----|--------------------------|----|--------------------------|
| a. Academic Peers? | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| b. Alumni? | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| c. Students? | | | | |
| d. Employers? | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| e. Any other? | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |

If yes on any aspect above, state the process in detail.

14. Does the college obtain feedback from students on their campus experience? Yes No

If yes above, state the process.

| | | | | |
|-----|----------------------------------|---------------|------------------|------------------------|
| 15 | Profile of the permanent faculty | | | |
| Sl. | Designation | Qualification | Total Experience | Number of Publications |

| No. | Name of the Faculty | | | Teaching | Industry | Books | Referred Journals | Abstracts | Working Papers | Others |
|-----|---------------------|--|--|----------|----------|-------|-------------------|-----------|----------------|--------|
| 1 | | | | | | | | | | |
| 2 | | | | | | | | | | |
| 3 | | | | | | | | | | |
| 4 | | | | | | | | | | |
| 5 | | | | | | | | | | |
| 6 | | | | | | | | | | |

Number %age

16 Teacher: student ratio

Ratio of Professor, Associate Professor and Assistant Professor

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| | | |

17 Number of teachers with Ph.D. as the highest qualification and their percentage to the total faculty strength

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Number of teachers with M. Phil as the highest qualification and their percentage to the total faculty strength

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Number of teachers who have completed NET/SLET and their percentage to the total faculty strength

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Whether Library is a member of NDLI & INFLIBNET

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| 18 | Number of faculty development programmes availed by teachers (last five years) | | | | | | | | | | | | | |
| | Nature of activity | | | | | Participated in last 5 years | | | | | | | | |
| | | | | | | 1 | 2 | 3 | 4 | 5 | | | | |
| | a. | UGC/ AICTE FIP programme | | | | | | | | | | | | |
| | b. | Refresher Course | | | | | | | | | | | | |
| | c. | Orientation Programme | | | | | | | | | | | | |
| | d. | Any other (specify) | | | | | | | | | | | | |

19 Participation of Faculty in conferences / seminars / workshops:

| | Type of conference / seminar / workshop | Participated in last 5 year | | | | |
|--|---|-----------------------------|---|---|---|---|
| | | 1 | 2 | 3 | 4 | 5 |
| | a. International conferences / seminars / workshops outside India | | | | | |
| | b. International conferences / seminars / workshops in India | | | | | |
| | c. National conferences / seminars / workshops outside State | | | | | |
| | d. National conferences / seminars / workshops within State | | | | | |
| | e. Institute level conferences / seminars / workshops | | | | | |

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| 20 | Is there a mechanism for: | |
| | a. Self-appraisal of faculty | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | b. Student assessment of faculty performance | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | c. Expert /Peer assessment of faculty performance | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | d. Institution assessment of faculty performance | Yes <input type="checkbox"/> No <input type="checkbox"/> |

21 Research collaborations

a) National Yes No

If yes, how many?

Yes No

b) International

If yes, how many?

| | |
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| 22 | Details of formal collaborations (academic / Industry /Research) the Institute had during last 5 years |
|----|--|

| Sl. No | Collaborating organization | Purpose of collaboration | Is there MoU/ MoC | Year of start | Out come | Current status |
|-----------------------------------|----------------------------|--------------------------|-------------------|---------------|----------|----------------|
| A) Academic Collaborations | | | | | | |
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| B) Industry collaborations | | | | | | |
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| C) Research collaborations | | | | | | |
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| 23 | Details of research projects undertaken by the Institute during the last 5 years | | | | |
|--|--|---------|--------|------------------|--------|
| Sl. No | Nature/name of project Year of Current status | Funding | agency | (Rs/lakhs) start | Amount |
| A) Research projects sponsored by external agencies | | | | | |
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| | B) Research projects sponsored by industry | | | | |
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| | C) Research projects by own funding | | | | |
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| 24 | Details of Research Conferences / seminars / workshops organized by the Institute during last 5 years | | | | | |
| Sl. No | Name of the Conference / seminar / workshop | Nature | Dates | Number of external participants | Funding, if any | Any comment |
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|--------|--|-------------|----------|----------------------|------------------------|-------------------|
| 25 | Details of EDPs organized by the institute during the last 5 years | | | | | |
| Sl. No | Name of the EDP | Major focus | Duration | Date of organization | Number of participants | Participation fee |
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26 Details of formal collaborations (academic / Industry /Research) the Institute had during last 5 years

| Sl. No | Collaborating organization | Purpose of collaboration | Is there MoU/ MoC | Year of start | Out come | Current status |
|-----------------------------------|----------------------------|--------------------------|-------------------|---------------|----------|----------------|
| A) Academic Collaborations | | | | | | |
| | | | | | | |
| | | | | | | |
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| B) Industry collaborations | | | | | | |
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| C) Research collaborations | | | | | | |
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27 Is the faculty involved in consultancy work? Yes No

If yes, consultancy earnings/ year (average of last two years may be given)

| Provide details of paid consultancy undertaken by the Institute/Faculty | | | | | | |
|---|---------------------|----------------------------|--------------------------|-------------------|----------|----------------|
| Sl. No | Name of the Faculty | Nature of consultancy work | Name of the organization | Amount Rs / lakhs | Out come | Current status |
| | | | | | | |
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28 Publications during the last 5 years

| Type of publication | Number during last 5 years | | | | |
|-------------------------------------|----------------------------|---|---|---|---|
| | 1 | 2 | 3 | 4 | 5 |
| International journals | | | | | |
| National journals – refereed papers | | | | | |
| College journal | | | | | |
| Books | | | | | |
| Conference proceedings | | | | | |
| Abstracts | | | | | |
| Chapter in an edited book | | | | | |
| Any other (specify) | | | | | |

29 (a) Campus area in acres

(b) Built up area in Sq. ft/ sq Meters

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| 30 | Give details of following infrastructure facilities | | | | |
|--------|---|------|--------|------------------|-------------------|
| Sl. No | Type of | Size | Number | Seating capacity | Total area sq.ft. |
| | Class Rooms | | | | |
| | Tutorial rooms | | | | |
| | Seminar rooms | | | | |
| | Conference hall | | | | |
| | Auditorium | | | | |
| | Administrative area | | | | |
| | Circulation area | | | | |
| | Other facilities (specify) | | | | |
| | | | | | |

31 Is there Residential accommodation for

Faculty

| | | | |
|-----|--|----|--|
| Yes | | No | |
|-----|--|----|--|

 Number of units

Non-teaching

| | | | |
|-----|--|----|--|
| Yes | | No | |
|-----|--|----|--|

 Number of units

32 Are there student Hostels?

| | | | |
|-----|--|----|--|
| Yes | | No | |
|-----|--|----|--|

If yes, number of students residing in hostels

| | | | |
|------|--|--------|--|
| Male | | Female | |
|------|--|--------|--|

33 Is there a provision for

a) Sports fields

| | | | |
|-----|--|----|--|
| Yes | | No | |
|-----|--|----|--|

b) Gymnasium

| | | | |
|-----|--|----|--|
| Yes | | No | |
|-----|--|----|--|

c) Women's rest rooms

| | | | |
|-----|--|----|--|
| Yes | | No | |
|-----|--|----|--|

d) Transport

| | | | |
|-----|--|----|--|
| Yes | | No | |
|-----|--|----|--|

e) Canteen/Cafeteria

| | | | |
|-----|--|----|--|
| Yes | | No | |
|-----|--|----|--|

f) Students centre

| | | | |
|-----|--|----|--|
| Yes | | No | |
|-----|--|----|--|

g) Vehicle parking facility

| | | | |
|-----|--|----|--|
| Yes | | No | |
|-----|--|----|--|

h) Health Centre

| | | | |
|-----|--|----|--|
| Yes | | No | |
|-----|--|----|--|

34 Number of computers in the college

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| |
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Central computer facility (Number of terminals)

| |
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| |
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Internet Facility, Connectivity

| Dialup | Broadband | Others (Specify) |
|--------|-----------|------------------|
| | | |

Number of nodes/ computers with Internet facility

| |
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| |
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Working hours of the Library

(i) On working days

(ii) On holidays

(iii) On Examination days

a) Ratio of library books to the number of students enrolled

| |
|--|
| |
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b) Average number of students visiting the library/day (c) Does the library have the open access system?

| | | | |
|--------|--|---------|--|
| | | | |
| Yes | | No | |
| Titles | | Volumes | |

(d) Total collection (Number)

Books

Textbooks

Reference books

Newspapers

Magazines

Current journals

 Indian journals

 Foreign journals

E-resources

| | |
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| | | | |
| Yes | No | Number | |
| | | | |
| | | | |

| | | | |
|--|--|--|--|
| CDs/ DVDs | | | |
| Databases | | | |
| Online journals | | | |
| Audio- Visual resources | | | |
| Special collections (numbers) | | | |
| Repository - World Bank / OECD/ UNESCO | | | |
| Interlibrary borrowing facility | | | |
| Materials for Competitive examinations | | | |
| Book Bank | | | |
| Braille materials | | | |
| Manuscripts | | | |
| Any other (specify) | | | |

(e) Total carpet area of the Central Library (in sq. ft)

Seating capacity of the Central Library (Reading room)

(f) Status of Automation of the Library

not initiated fully automated partially automated

(g) Services/facilities available in the library (If yes, tick in the box)

| | |
|--|--------------------------|
| Circulation | <input type="checkbox"/> |
| Clipping | <input type="checkbox"/> |
| Bibliographic compilation | <input type="checkbox"/> |
| Reference | <input type="checkbox"/> |
| Reprography | <input type="checkbox"/> |
| Computer and Printing | <input type="checkbox"/> |
| Internet | <input type="checkbox"/> |
| Inter-library loan | <input type="checkbox"/> |
| Power back up | <input type="checkbox"/> |
| Information display and notification | <input type="checkbox"/> |
| User orientation /information literacy | <input type="checkbox"/> |
| Any other (specify) | <input type="checkbox"/> |
| | <input type="checkbox"/> |

| | | | | | | | | | | | |
|----|---|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| 36 | Number of books/journals / periodicals added during the last 5 years and their cost | | | | | | | | | | |
| | | 1 | | 2 | | 3 | | 4 | | 5 | |
| | | Nos | Rs. | Nos | Rs. | Nos | Rs. | Nos | Rs. | Nos | Rs. |
| | Text books | | | | | | | | | | |
| | Reference Books | | | | | | | | | | |
| | Other books | | | | | | | | | | |
| | Journals/Periodicals | | | | | | | | | | |
| | Encyclopedia | | | | | | | | | | |
| | Any other(specify) | | | | | | | | | | |

37 Statement of Expenditure (for last two years)

| Item | Before last | last year |
|---|-------------|-----------|
| % spent on the salaries of faculty | | |
| % spent on the salaries of non-teaching employees including contractual workers | | |
| % spent on books and journals | | |
| % spent on Building development | | |
| % spent on hostels, and other student amenities | | |
| % spent on maintenance - electricity, water, telephones, infrastructure | | |
| % spent on research, seminars, etc. | | |
| % spent on miscellaneous expenditure | | |

| | | |
|----|---|---|
| 38 | Basic details of the Fellow Programme of the Institute | |
| | a. | When the Fellow Programme was launched? |
| | b. | Total number of students admitted to Fellow Programme till date |
| | c. | Total number of Fellow degrees awarded till date |
| | d. | Number of recognized internal research guides |

| | | | | | | |
|--|----|---|-------|--|----|--|
| | e. | Is there provision for external experts as guides? | Yes | | No | |
| | | If yes, total number of recognized external research guides | ----- | | | |

| | | | |
|----|---------------------------|---|--|
| 39 | Is there a provision for: | | |
| | a. | Only internal research guide | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | b. | Exclusive (sole) external research guide | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | c. | Internal + external experts as joint guides | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | d. | External experts as joint guides (without internal guide) | Yes <input type="checkbox"/> No <input type="checkbox"/> |

| | | | | |
|-----------|---|--------------------------------------|------------------|------------------|
| 40 | Prescribed essential qualifications for a research guide | | | |
| | | | Internal Faculty | External Experts |
| | a. | Essential Educational Qualifications | | |
| | | Minimum Prior Experience, if any | | |
| | | Minimum Publications, if any | | |
| | b. | No of recognized guides presently | | |

| | | | | |
|----|--|-------------------------------------|-----------------------------------|-----------------------------------|
| 41 | Duration of the Fellow Programme and its activities: | | | |
| | | | Minimum (years / semesters) | Maximum (years / semesters) |
| | a. | Total duration of the programme | | |
| | b. | Duration of the course work, if any | | |
| | c. | Duration of the dissertation work | | |

| | | | | | |
|----|----|---|-----|----|-------------------|
| 42 | a. | Essential qualifications to be fulfilled by a student for admission to Fellow Programme of the Institute: | | | |
| | | | | | |
| | b. | Does the admission process to Fellow programme include | Yes | No | If yes, weightage |
| | | i. Admission test | | | |
| | | ii. Group discussion | | | |
| | | iii. Personal interview | | | |
| | | iv. Any other (specify) | | | |
| | c. | Explain the admission procedure: | | | |
| | | | | | |

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| 43 | Provide the following details of the course work: | | |
| | a. | Indicate the composition and weightage of course work under the following classification | Category of courses and weightage in course work |
| | | | MBA or |

| | | | | |
|--|------|---|--------------------------|--|
| | | | equivalent qualification | |
| | i) | Research enabling courses covering research methodology, quantitative methods, computer applications, reviewing of published research, etc. | | |
| | ii) | Basic management discipline courses | | |
| | iii) | Specialization courses in the management functional area of research interest | | |
| | iv) | Dissertation area (research topic) related courses. | | |
| | b | Give detailed structure of the Course work | | |
| | | | | |
| | c | Give details of evaluation system of course work | | |
| | | | | |

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|----|----|--|-----|----|------------------------------|
| 44 | | | | | |
| | | | Yes | No | If yes, state minimum number |
| | a. | Open presentation of synopsis before starting research work | | | |
| | b. | Open presentation of work in progress | | | |
| | c. | Pre-submission presentation of dissertation | | | |
| | d. | Final viva voce | | | |
| | e. | Publication of research papers before submission of dissertation | | | |

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|----|---|--|--|--|
| 45 | Details of evaluation of dissertation and viva voce | | | |
|----|---|--|--|--|

| | | | | | |
|--|----|--|--|----------|--|
| | | | Number of evaluators | | |
| | | | Internal | External | |
| | a. | Dissertation evaluation / adjudication | | | |
| | | Conduct of Viva voce | | | |
| | b. | Dissertation accepted for the award of degree on the recommendation of all evaluators | Yes <input type="checkbox"/> No <input type="checkbox"/> | | |
| | | Dissertation accepted for the award of degree on the recommendation of majority evaluators | Yes <input type="checkbox"/> No <input type="checkbox"/> | | |
| | c. | Briefly state the process of evaluation of dissertation and conduct of viva voce. | | | |
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| 46 | Performance of Fellow Programme during last 5 years | | | | | |
| | | Number during the last 5 years | | | | |
| | | 1 | 2 | 3 | 4 | 5 |
| | a. | No of Students admitted to Fellow programme during last 5 years | | | | |
| b. | No of Fellow degrees awarded during last 5 years | | | | | |