PERFORMANCE AUDIT FORMS

Institutional Performance Pro le

AUDIT VISIT NUMBER: 1   2   3   4
(Circle number of the visit, as appropriate)

Name of the Performance Auditor: Dr. N.K. Mehta
Date of Performance Visit: 06-02-2015 to 08-02-2015
Name of the Institution with location: : **Shaheed Bhagat Singh State Technical Campus**

PIP REF	INSTITUTIONAL PERFORMANCE PROFILE	OVERALL 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
1.2	Scaling-up postgraduate education and demand-driven research and development and innovation	2
1.2.1	Establishing center of excellence	Not graded
1.3	Faculty development for effective teaching (pedagogical training)	1
Component 2: Improving system management		
2.1	Capacity building to strengthen management	1
2.1.1	Implementation of good governance	1
2.2	Project management, monitoring and evaluation	2

INSTITUTIONAL PERFORMANCE PROFILE GRADES AND GRADE DESCRIPTORS	
1.	Significant evidence of good practice in the quality and standards achieved (Assessment identi!es clear supporting evidence for at least 75% of the relevant practices.)
2.	Some evidence of good practice in the quality and standards achieved (Assessment identi!es 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).

Name of Performance Auditor : **Prof. N K MEHTA**   **Dates of Performance Audit** : 06-02-2015 to 08-02-2015

Name of Institution with location : **Shaheed Bhagat Singh State Technical Campus**

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

MONITORING AND PROJECT OUTPUT/OUTCOME PARAMETERS	SUPPORTING EVIDENCE SUPPORTING EVIDENCE (Note: Grades must be supported by sound evidence of achievement of the institutional development proposal goals and targets)

A. Effectiveness of funds utilized for the teaching, training, learning and research equipment, library, computers, etc. by Institutions, including:
· Increase in the satisfaction index of student and faculty
	· The funds spent under the head procurement has been utilized towards the development of new laboratories, Computer Center, state of the art class rooms, conference room, up gradation of library amongst others.
	· **NBA:** The effective spending has improved infrastructure of the institute and resulted in NBA accreditation of the 05 UG Programmes.
	· **New Labs Established:** Three (03) in B.Tech. Civil Engineering, 1 in Electrical Engineering.
	· **FDPs:** Seventy (70) faculty members have attended 20 in house and nearly 40 outside Faculty Development Programmes/Workshops
	· **III Cell Activities:** Conducted 19 Expert Lectures, 19 Industrial Visits for students, 07 FDPs and 01 Workshop for Faculty, 02 Short Term Courses and 03 Workshops for students of various departments
	· **Remedial Classes:**
	  August-December 2013 438
	  January-June 2014 479
	  August-December 2014 651

B. Obtaining Academic Autonomy status, including: · Number of institutions that have obtained 'Autonomous Institution status' as per University Grants Commission process within 2 years of joining the Project, or	· The institute has already applied to UGC for academic autonomy. A letter Ref. D.O.No.F.2-111(3)/2014(AC) dated 28.01.2015 has been received from UGC. In this letter, a committee has been constituted to visit the institute in the near future.
· Effectiveness of utilization of academic autonomy possessed/obtained (See Table-26 in PIP)	Not Applicable
D. Effort made by Institutions for upgrading qualifications of faculty members, including:	· 45% of the faculty members are enrolled for M.Tech.& Ph.D. course. · In order to encourage the faculty for improving the qualification, BOG have

· Percentage of faculty enrolled in MTech and PhD	approved the fee reimbursement of fee of faculty who have enrolled for part time studies at PG and PhD level under TEQIP-II. · Faculty is also sponsored to pursue full time M.Tech and PhD by granting them leave along with salary as well as additional 25% of the basic salary. · Further, faculty is also sponsored to pursue full time M.Tech and PhD under QIP.

E. Existing teaching and staff vacancies and effort made by Institutions for filling the vacancies, including:
· Percentage of faculty and staff positions filled and vacant

	Faculty	Staff
Sanctioned Number	137	195
Filled (Regular+3 Yr Contract)	74	122
Filled on 1 Yr Contract	60	-
Filled %age	97.8%	63%
Vacant %age	2.2%	37%

· Increase in faculty appointed on regular basis

2012-13	2013-14
74	74

E. Effectiveness of equity at Institutional level, including:
· Transition rate of students from the First to the Second year in Undergraduate programmes

· 36 % percent of all 1st year students passed all courses fully and successfully got admitted to 2nd year in the 2013-14 academic year

Evaluation Grade for 1.1 Using the 3-point grading scale and grade descriptors in Annex 4(1)	1

Name of Performance Auditor   :   **Prof. N K MEHTA**   **Dates of Performance Audit**   : 06-02-2015 to 08-02-2015

Name of Institution with location   :   **Shaheed Bhagat Singh State Technical Campus**

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

MONITORING AND PROJECT OUTPUT/OUTCOME PARAMETERS	SUPPORTING EVIDENCE SUPPORTING EVIDENCE (Note: Grades must be supported by sound evidence of achievement of the institutional development proposal goals and targets)
A. Effectiveness of funds utilised for the teaching, training, learning and researchequipment, library, computers, etc. by the institutions, including: · Increase in the satisfaction index of student and faculty	· **New Labs Established:** One (01) for M.Tech. Electronics & Comm. Engineering · **Assistantship:** Rs. 51.61Lacs spent on Teaching Assistantship under TEQIP-II during financial year 2013-14 · **Smart Classrooms:** Rs 35.87Lacs spent on ICT enabled classrooms · **Learning Resources:** Rs. 19.87Lacs spent on Books and E-Journals by the Central Library
B. Effectiveness of scaling-up Postgraduate Technical Education, including: · Increased enrolment for MTech and PhD · Establishment of proposed laboratories · Cumulative number of assistantships granted	**Degree** **2012-13** **2013-14** M.Tech. 36 54 Ph.D. 70* 113* *Cumulative · New Research Lab for M.Tech. · RF Sputtering Unit for Physics Lab · Tribometer for Material Research · Software: HFSS for Antenna Design, MATLAB, ETAP, etc. · 68 PG Students in Financial Year 2013-14
F. Progress/achievement in starting new Postgraduate programmes, including: · Securing AICTE approval · Establishment of laboratories · Adequacy of student enrolments	· AICTE sanction has been obtained for starting a new PG course in Mechanical Engineering. The classes for the same will be started in from August 2014. · 01 New PG Research Lab established in Electronics & Comm. Engineering Department · There is no vacancy in the existing full time PG programmes.

I.	Effectiveness of collaborations made with other Institutions in India and abroad, including	
	· Increase in number of co-authored publications in refereed journals	· In the year 2013-14, there have been 237 publications by various departments.
J.	Increased collaboration with industry in research and development, including	
	· Increase in number of joint and industry sponsored research and development work undertaken	· Collaboration with Industry for sponsored research need to be strengthened
	· Increase in financial contribution by industry for R & D	· Nil
	· Increase in industry personnel registered for Master's and Doctoral programmes	· 01 registered for part-time PG degree in Chemical Engineering and 01 registered for part-time Doctoral degree in Mechanical Engineering
	· Increase in industry personnel trained by the institution in knowledge and/or skill areas	· Nil
	· Increase in the number of consultancy assignments secured	· Nil
	· Increase in the number of students' and faculty visits to and/or training in Industry	· 100% of the students are undergoing training in industry. It is compulsory in the curriculum of Punjab Technical University, Jalandhar. · III Cell arranged 19 Industrial Visits for students in Yr 2013-14 · Two faculty members for respective departments accompanied these visits
	· Improvements in graduate placement rate	· In the year 2010-11, the graduate placement rate was nearly 50%. In the year 2013-14 (passing out batch 2014) the placement rate has been 57%.
	· Increase in involvement of industry experts in curricula & syllabi improvements, laboratory improvements, evaluation of students and delivering expert lectures	· The institute is affiliated to PTU, Jalandhar. Therefore, the curriculum and evaluation schemes are decided by University. · Industry Institute Interaction Cell (IIIC) have conducted 19 expert lectures, arranged 19 Industrial visits for students. Besides, III Cell has conducted 2 short term courses and 3 workshops for students of different engineering streams in collaboration with Industry experts. III Cell has also conducted 7 short term courses and one workshop for Faculty in collaboration with Industry experts.
	· Increase in the number of sandwich programmes between industries and the Institution.	· Nil
K.	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	· In the year 2013-14, the institute has got a grant of Rs. 5.75Lacs from AICTE project and Rs 12.00 Lacs from state Govt for book bank of SC/ST students.

L. Increase in the number of publications in refereed journals	**Year**	**International**
	2012-13	106
	2013-14	243

M. Increase in the number of patents filed	· Nil
Evaluation Grade for 1.2 Using the 3-point grading scale and grade descriptors in Annex 4(1)	2

Name of Performance Auditor : **Prof. N K MEHTA**   **Dates of Performance Audit** : 06-02-2015 to 08-02-2015

Name of Institution with location : **Shaheed Bhagat Singh State Technical Campus**

1.2.1 ESTABLISHING CENTRES OF EXCELLENCE

MONITORING AND PROJECT OUTPUT/OUTCOME PARAMETERS	SUPPORTING EVIDENCE SUPPORTING EVIDENCE (Note: Grades must be supported by sound evidence of achievement of the institutional development proposal goals and targets)
A. Establishing Centres of Excellence Improvement in Research and Development facilities through:	
· Establishment of new laboratories for applicable thematic research	· NOT APPLICABLE
· Establishment of a knowledge resource centre (library) in the thematic area ·	· NOT APPLICABLE
· Procurement of furniture	· NOT APPLICABLE
Civil works	· NOT APPLICABLE
Evaluation Grade for 1.2.1 Using the 3-point grading scale and grade descriptors in Annex 4(1)	Not graded

Name of Performance Auditor   :   **Prof. N K MEHTA**   **Dates of Performance Audit**   : 06-02-2015 to 08-02-2015

Name of Institution with location   :   **Shaheed Bhagat Singh State Technical Campus**

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)
A. Effort made by Institutions providing Pedagogy Training to faculty, including:	
· Percentage of faculty who have benefitted from the core and advanced modules of pedagogy training	· Core and advance pedagogy training is to be arranged by SPFU, but still it has not been arranged. However nearly 70 faculty members have attended 20 in house and nearly 40 outside faculty development programmes / workshops after the beginning of TEQIP-II in the institute.
· Improvements in (and/or updating, and more relevant) curricula and/or syllabi	· This is a non-autonomous institute affiliated to PTU, Jallandhar. The institute cannot revise the curricula and syllabi on its own. However, PTU is revising the curricula and syllabi periodically and almost every HOD of this institute is member of Board of studies of the University. Therefore, indirectly the institute is contributing towards improvement in curricula and/or syllabi.
· Improvements in (and/or updating, more relevant) course assessment methods	· In each semester, evaluation of students is done with three mid semester examinations, assignments, tutorial sheets, lab quizzes, etc. After each mid semester examination, results and attendance records are displayed. Students are shown their answer scripts and their doubts are cleared.
· Improvements in teaching and learning methods, including provision for students needing extra/remedial support	· The institute has updated its teaching-learning process through smart class rooms with the help of TEQIP-II funds. Smart boards, lecture stands, power point projectors, LEDs have been procured. Faculty has already prepared power point presentation for their entire syllabus. All the faculty members have been given Laptops for delivering lecture in the class. · The institute started remedial classes w.e.f August 2013.Following number of students have benefited from remedial classes in different sessions: August-December 2013 438 January-June 2014 479 August-December 2014 651 · EduSat Lecture are delivered by the Institutional Faculty and shown to UG

	· student at various times during running semester
	· 3-4 Value Added Courses are being run by various departments as per industrial requirement
	· INFOSYS is one of the major campus recruiter of the institute. On its feedback, following value added courses are also being conducted by the Computer department:
	    a. Mobile application development
	    b. Agile a software development
	    c. Essentials of Information Technology
	    d. Business Intelligence

· Percentage of faculty with UG qualification registered/deputed for improving their qualification (see Section-3, 4(b) on page 20 of PIP)	· 03(4%) faculty members having UG qualifications are pursuing M.Tech degree course.
· Percentage of faculty deputed for subject domain training, seminars, etc. (faculty are required to share their gains with peers and put reports on training oninstitution's web site)	· 100% regular of the faculty have attended subject domain training/seminar/conferences

· Progress in securing accreditation of eligible UG & PG programmes (institutions to achieve target of 60% of eligible UG & PG programmes accredited - applied for within 2 years of joining the Project)	· The institute applied for NBA accreditation of all the five courses which were eligible. The following five courses got NBA accreditation on 07-11-2014 via letter no 31-46-2014-NBA. The list of the accredited programmes is:
	  i) Mechanical Engineering
	  ii) Chemical Engineering
	  iii) Electrical engineering
	  iv) Electronics & Communication Engineering
	  v) Computer Science & Engineering

B.	
· Percentage of students satisfied with the quality of teachers and changes/developments specifically undertaken as a result of student evaluations	About 70% students are satisfied with the quality of teaching
Evaluation Grade for 1.3 Using the 3-point grading scale and grade descriptors in Annex 4(1)	1

Name of Performance Auditor : **Prof. N K MEHTA** **Dates of Performance Audit** : 06-02-2015 to 08-02-2015

Name of Institution with location : **Shaheed Bhagat Singh State Technical Campus**

2.1: CAPACITY BUILDING TO STRENGTHEN MANAGEMENT

MONITORING AND PROJECT OUTPUT/OUTCOME PARAMETERS	SUPPORTING EVIDENCE SUPPORTING EVIDENCE (Note: Grades must be supported by sound evidence of achievement of the institutional development proposal goals and targets)
A. Implementation of academic and non-academic reforms, including:	
i) Improved understanding of the need and ways for increased autonomy, and new instruments for accountability	· Academic autonomy will help to change the Curriculum based on the industry needs. (Applied for academic autonomy) · Faculty are accountable to feedback
ii) Modernization and decentralisation of administration and financial management	· The Board of Governors is all competent to take all kind of financial decisions up to any amount for the effective and efficient running of the institute. However, the State Govt is auditing the accounts from time to time. · The Director of the institute has unlimited DDO powers for recurring and non-recurring expenditure. · Associate Directors, Deans and HODs have been given a financial power uptoRs 1 Lakh of single purchase, repair of machinery and equipments, and meeting day to day expenses.
iii) Extent of delegation of administrative and financial decision making powers to seniorfunctionaries	· HOD Control the faculty and staff of his/her Department in Sanction of leave, Official Duty, recommending the faculty and staff for training and doing Ph.D. etc.,
· Responsiveness to stakeholders (students, faculty, staff, industry, local communities)	· The stake holders are apprised with the institutional progress by publishing Annual Progress Report. · Vision and Mission of institute and its various departments, course objectives and outcomes have been formulated by involving the stake holders.
· Institutional quality assurance and enhancement strategies, including student feedback mechanisms	· Feedback offered from students · Faculty Publication in international refereed journals · Action taken reports in BOG meetings.
· Maintenance of academic and non-academic infrastructure and facilities, including sufficiency and quality of academic buildings	· Institute has a well organized maintenance section consisting of following: i) Estate Officer ii) Maintenance Engineer

	iii) Maintenance Supervisor iv) Skilled and Unskilled workers* v) Security Guards* vi) Gardeners* vii) Sweepers* viii) Security supervisor* * Under Sub-contract with the Government approved minimum wage rates as per the requirements
· Development, maintenance and utilisation of institutional resources	· Each hostel is Wi-Fi enabled and staff residential areas is having wired network. Towards night band width is diverted to residential areas and hostels. · Computer center is kept open for extended hours. · Workshops in campus are utilized for in house production of computer tables, repair of furniture, various welding works etc. · To utilize the resources to its full potential, PTU's regional center for post graduate classes and IGNOU-VIEP for undergraduate engineering students are held on weekends.
· Generation, retention and utilization of Income Revenue Generation.	In financial year 2013-14, the IRG was Rs.2245.15Lacs and Expenditures was Rs.1973.70
Evaluation Grade for 2.1 Using the 3-point grading scale and grade descriptors in Annex 4(1)	1

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 SUPPORTING EVIDENCE (Note: Grades must be supported by sound evidence of achievement of the institutional development proposal goals and targets)	Grade
Section A: Primary accountabilities		
i) 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.)	· Yes, the institution vision and mission were approved in the 17th meeting of the BOG. · The governance plan of the institute has been approved in the 19th meeting of the BOG.	1
ii) 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.)	· Yes, in the 13th meeting of BOG, Governing body has made various committees such as finance committee, academic committee, and building and works committee to ensure the establishment and monitoring of proper, effective and efficient systems control.	1
iii) 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.)	· The meetings of the Governing body are held frequently. In the year 2014, there have been four meeting of the BOG. In each meeting, an action taken report of previous meetings of BOG is first discussed and then discussion on the current agenda is taken. · All agendas and minutes of BOG meetings are placed on institution website.	1
iv) 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.)	· Yes, monitoring the performance of the head of the institution is based on the completion of the BOG agenda. · The progress of the institute is presented by the Director in BOG meeting. · Further, the chairman BOG is the competent authority to write ACR of the Director of the institute.	1

Section B: Openness & transparency in the operation of governing bodies		
v) 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)	· Progress report is presented in BOG meetings. The agenda and minutes of meeting are put on the college website for the information of the stakeholders. · During the convocation, Annual Progress Report of the institute is presented before stakeholders and copy of the same is put on the college website for the general information of the public.	1
vi) 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)	· Yes. Every time members are asked to record opinion about the action taken report in BOG and the conduct of BOG. · Each and every decision in the BOG meeting is taken after discussion. However any member present in the meeting can register his note of dissent during the meeting and the same is recorded in the minutes. The minutes are sent to the BOG members for comments, if any.	3
vii) Is the Governing Body conducted in an open a 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)	· Agenda of the BOG meeting is circulated amongst the Governing Body members 15 days prior to the meeting. On the scheduled date of meeting each and every item presented in the agenda is discussed and the minutes of meetings are recorded. The minutes of meeting are circulated to Governing Body members. After the consent of the members, the minutes of the meetings are put on the college website.	1
Section C: Key attributes of governing bodies		
viii) 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)	· In the constitution of BOG as per the policy laid down by the state government, due representation is given to various competencies like Govt., Administration, Academia, Public representatives and others. This ensures that interests of stake holders are duly protected and management accountability and effectiveness get enhanced.	1
ix) Are the recruitment processes and procedures for governing body members rigorous and transparent? (Specify how governing body members are selected, and	· There are 7 Ex-officio members in the BOG, and the other members are proposed by member secretary. The state government can choose the other members from the proposed member list or can provide other better	1

whether that process is transparent)	competent members for the smooth functioning of the body.	
x) 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)	· Keeping the wide public interest in view and as per BOG constitution, a public representative having technical education background is also nominated as member BOG. · However, it is to be noted that the management is governed by the BOG with an industrialist as chairman BOG. · Yes, Institution is free from any direct political influence/interference and is focusing on long term educational objectives to ensure academic freedom.	1
xi) 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 role and responsibilities of the Chair of the institution and the Member Secretary serving the governing body are clearly stated in the institution Bye-laws.	1
xii) 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)	· The meetings of the Governing Body are held frequently. Following is the details of meetings held in last 2 years: **Year No of meetings** 2013 5 2014 4 · It is to be noted that the participation of the members in the meeting is quite encouraging. In each meeting, Action Taken Report of previous meeting is first discussed and then discussion on the current agenda is taken.	1
Section D: Effectiveness and performance review of governing bodies		
xiii) 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)	· The BOG of the institution meets regularly and in each meeting the progress of the institution is discussed as it is evident from the minutes of the meeting of the BOG meetings, Finance committee meetings and Building and Works Committee meetings. Keeping projected growth of the institution in view, following steps have been initiated a) 24 new lecture halls have been constructed to accommodate increased intake of students b) One new girl's hostel has been constructed and one boys hostel is under construction. c) Approval has been taken for the construction of a new block which will accommodate computer center and library.	1

d) 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)	· As per provisions under item no 5 of the Memorandum of Association and rules relating to the establishment of the college, the BOG is constituted every three years. In the year 2012, an eminent industrialist has been nominated as the chairman of BOG.	1
Section E: Regulatory compliance		
e) 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)	· Yes. Based on TEQIP guidelines –PIP and State Govt. Policy	1
f) 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)	· The institution was started as an engineering institution. Later on, a polytechnic wing, management wing, computer applications wing and a school wing has been added. This has ensured sustainability with non-profit and service objectives at large.	1
g) 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)	· The institute applied for NBA accreditation of all the five courses which were eligible. The following five courses got NBA accreditation on 07-11-2014 via letter no 31-46-2014-NBA. The list of the accredited programmes is: i) Mechanical Engineering ii) Chemical Engineering iii) Electrical engineering iv) Electronics & Communication Engineering v) Computer Science & Engineering	
	Overall Evaluation Grade for Governance 2.1.1 A-E Using the 3-point grading scale and grade descriptors in Annex 4(1)	1

Name of Performance Auditor   :   **Prof. N K MEHTA**   **Dates of Performance Audit**   : 06-02-2015 to 08-02-2015

Name of Institution with location   :   **Shaheed Bhagat Singh State Technical Campus**

TABLE 2.2: PROJECT MANAGEMENT, MONITORING AND EVALUATION

MONITORING AND PROJECT OUTPUT/OUTCOME PARAMETERS	SUPPORTING EVIDENCE SUPPORTING EVIDENCE (Note: Grades must be supported by sound evidence of achievement of the institutional development proposal goals and targets)			Grade
A. Effectiveness of mentoring, reviews, surveys and audits conducted, including: · Increase in the achievement of the institutions goals and targets set out in the Institutional Development Proposal	**Deliverables**	**No of Student (2012-13)**	**No of Student (2013-14)**	
	M.Tech.	36	54	
	Ph.D.	70	113	
	Funded Projects	7.89 Lakh	5.75Lakh	1
	IRG as %age of total reoccurring Expenditures	81%	87.9%	2
	Campus Placement Rate of UG Students	55%	57%	2
	NBA Accreditation	Nil	5 Courses	1
	%age of Regular Faculty with Ph.D.	25%	31%	2
B. Effective project management and monitoring, including: · Precise and reliable information/data through web based MIS available to stakeholders at all time	· MIS data has been updated up to 2013-14.			1
C. Effectiveness of faculty evaluation by students, including: · Percentage/increase in percentage of faculty evaluated by students in one or more subjects	· 100% of the faculty is evaluated by the students in one or more subjects.			1

· Are results of evaluation properly used for teacher improvement? If yes, is the procedure adopted for teacher improvement including counselling appropriate and effective?	· Yes, the faculty is apprised with the feedback given by the students. Based on this, faculty is encouraged to undergo subject domain and pedagogy training.	2
Overall Evaluation Grade for 2.2 Using the 3-point grading scale and grade descriptors in Annex 4(1)		2

DATA AUDIT FORMS

Name of Data Auditor   :   **Dr Nirmal Singh**   **Dates of Data Audit**   : 05-02-2015 & 06-02-2015

Name of Institution with location   :   **Shaheed Bhagat Singh State Technical Campus**

DATA AUDIT FORM (1)

No	Particulars	Figure in MIS	Year (2013-14)	Verified figure	Institutional data source	Comments
1.	**Information in respect to bachelors programmes in engineering/technology**					
	A. Number of UG programmes conducted during the latest academic year	**6**	**6**	**6**	**Academic Section**	
	B. Total number of UG students during the latest academic year	**2150**	**2150**	**2150**	**----do----**	
	C. Total number of women students in UG programmes during the latest academic year	**452**	**452**	**452**	**----do----**	
	D. Total number of SC students in UG programmes during the latest academic year	**333**	**333**	**333**	**----do----**	
	E. Total number of ST students in UG programmes during the latest academic year	**2**	**2**	**2**	**----do----**	
	F. Total number of OBC students in UG programmes during the latest academic year	**111**	**111**	**111**	**----do----**	
	G. Percentage of final year UG students during the latest academic year placed through campus interviews	**57%**	**57%**	**57%**	**Training and Placement Office**	
	H. Percentage of final year UG students during the latest that passed out with 75% or more aggregate marks	**24%**	**24%**	**24%**	**Academic Section**	

I.	Percentage of all 1st year students [as at 1(b)] during the latest that passed all courses fully and successfully got admitted to 2nd year in the 2013-14 academic year	**36%**	**36%**	**36%**	**----do----**
J.	Percentage of 1st year women students [as at 1(c)] during the latest academic year that passed all courses fully and successfully got admitted to 2nd year in the current academic year	**34%**	**34%**	**34%**	**----do----**
K.	Percentage of 1st year SC students [as at 1(d)] during the latest that passed all courses fully and successfully got admitted to 2nd year in the current academic year	**23.5%**	**23.5%**	**23.5%**	**----do----**
L.	Percentage of 1st year ST students [as at 1(e)] during the latest that passed all courses fully and successfully got admitted to 2nd year in the current academic year	**NA**	**NA**	**NA**	
M.	Percentage of 1st year OBC students [as at 1(f)] during the latest that passed all courses fully and successfully got admitted to 2nd year in the current academic year	**21.4%**	**21.4%**	**21.4%**	**----do----**

ANNEX 4: DATA AUDIT FORMS (1-8)
DATA AUDIT FORMS

Name of Data Auditor : **Dr Nirmal Singh**   **Dates of Data Audit** : 05-02-2015 & 06-02-2015

Name of Institution with location : **Shaheed Bhagat Singh State Technical Campus**

DATA AUDIT FORM (2)

No	Particulars	Figure in MIS	Year (2013-14)	Verified figure	Institutional data source	Comments
2	**Information in respect to masters programmes in engineering/ technology**					
	A. Number of full-time Masters programmes during the latest academic year	2	2	2	**Academic Section**	
	B. Number of part-time and sandwich (Joint) Masters programmes during the latest academic year	0	0	0	----do----	
	C. Total number of students enrolled for all Masters programmes during the latest academic year	69	69	69	----do----	
	D. Number of faculty in-house enrolled for Masters programmes during the latest academic year	0	0	0	----do----	
	E. Number of students enrolled for all Masters programmes during the latest academic year with scholarship	0	0	0	----do----	
	F. Number of students enrolled for all Masters programmes during the latest academic year with TEQIP assistantship	66	66	66	----do----	
	G. Total number of women students in all Masters programmes during the latest academic year	53	53	53	----do----	
	H. Total number of SC students in all	8	8	8	----do----	

	Masters programmes during the latest academic year				
I. Total number of ST students in all Masters programmes during the latest academic year	0	0	0	----do----	
J. Total number of OBC students in all Masters programmes during the latest academic year	5	5	5	----do----	
K. Percentage of final year Masters students during the latest academic year placed through campus interviews	0	0	0	**Training and Placement Office**	
L. Percentage of final year Masters students during the latest that passed out with 75% or more aggregate marks	**53%**	**53%**	**53%**	**Academic Section**	

DATA AUDIT FORMS

Name of Data Auditor : **Dr Nirmal Singh**   **Dates of Data Audit** : **05-02-2015 & 06-02-2015**

Name of Institution with location : **Shaheed Bhagat Singh State Technical Campus**

DATA AUDIT FORM (3)

No	Particulars	Figure in MIS	Year	Verified figure	Institutional data source	Comments
3	**Information in respect to doctoral programmes**					
	Number of Doctoral candidates on roll up to March 31, 2014	**43**	**43**	**43**	**Individual Departments**	
	Number of in-house faculty enrolled for Doctoral programmes during the latest academic year	**6**	**6**	**6**	**----do----**	
	Number of students enrolled for Doctoral programmes during the latest academic year with scholarship	**0**	**0**	**0**	**----do----**	
	Number of students enrolled for Doctoral programmes during the latest academic year with TEQIP assistantship	**0**	**0**	**0**	**----do----**	

DATA AUDIT FORMS

Name of Data Auditor   :   **Dr Nirmal Singh**   **Dates of Data Audit**   : 05-02-2015 & 06-02-2015

Name of Institution with location   :   **Shaheed Bhagat Singh State Technical Campus**

DATA AUDIT FORM (4)

No	Particulars	Figure in MIS	Year	Verified figure	Institutional data source	Comments
4	**Information in respect to Faculty**					
	A. Total number of regular full-time faculty excluding adjunct and emeritus faculty during the latest academic year	**74**	**74**	**74**	**Establishment Section**	
	B. Total number of regular full-time faculty in engineering disciplines excluding adjunct and emeritus faculty during the latest academic year	**63**	**63**	**63**	**----do----**	
	C. Number of regular full-time faculty in engineering disciplines with Masters degree as their highest qualification excluding adjunct and emeritus faculty during the latest academic year	**41**	**41**	**41**	**Individual Departments**	
	D. Number of regular full-time faculty in engineering disciplines with Doctoral degree as their highest qualification excluding adjunct and emeritus faculty during the latest academic year	**15**	**15**	**15**	**----do----**	
	E. Number of regular full-time faculty in engineering disciplines with Bachelors degree as their highest qualification faculty during the	**4**	**4**	**4**	**----do----**	

	latest academic year				
	F. Number of faculty with Bachelors degree which are enrolled in-house for Masters programmes in parent institution during academic year the latest: (i) Engineering teachers (ii) Applied Science teachers (iii) (iii) Other teachers	**1**	**1**	**1**	**----do----**
	G. Number of faculty with Bachelors degree which are enrolled in-house for Masters programmes at other institutions during academic year the latest: (i) Engineering teachers: (ii) Applied Science teachers (iii) Other teachers:	**3**	**3**	**3**	**----do----**
	H. Number of faculty with Masters degree which are enrolled in-house for PhD programmes in parent institution during academic year the latest: (i) Engineering teachers (ii) Applied Science teachers (iii) Other teachers	**4**	**4**	**4**	**----do----**
	I. Number of faculty with Masters degree which are enrolled in-house for PhD programmes at other institutions during academic year the latest: (i) Engineering teachers (ii) Applied Science teachers (iii) Other teachers	**8**	**8**	**8**	**----do----**
	J. Number of faculty that have attended a professional training	**54**	**54**	**54**	**----do----**

		programme of 5 or more days duration during the latest academic year				
	K.	Number of all faculty (irrespective of specialization) that have attended the Basic Module of pedagogy training during the latest academic year	**0**	**0**	**0**	**----do----**	
	L.	Number of all faculty (irrespective of specialization) that have attended both the Basic and Advanced Modules of pedagogy training during the latest academic year	**0**	**0**	**0**	**----do----**	
	M.	Number of faculty appraised by students during the latest academic year	**58**	**58**	**58**	**----do----**	

DATA AUDIT FORMS

Name of Data Auditor : **Dr Nirmal Singh**   **Dates of Data Audit** : **05-02-2015 & 06-02-2015**

Name of Institution with location : **Shaheed Bhagat Singh State Technical Campus**

DATA AUDIT FORM (5)

No	Particulars	Figure in MIS	Year	Verified figure	Institutional data source	Comments
5	**Information in respect to Accreditation of Programmes**					
	A. Number of UG programmes accredited	**5**	**5**	**5**	**Academic Section**	
	B. Number of UG programmes for which accreditation applied for	**0**	**0**	**0**	**----do----**	
	C. Number of PG programmes accredited	**0**	**0**	**0**	**----do----**	
	D. Number of PG programmes for which accreditation applied for	**0**	**0**	**0**	**----do----**	

DATA AUDIT FORMS

Name of Data Auditor   :   **Dr Nirmal Singh**   **Dates of Data Audit**   : 05-02-2015 & 06-02-2015

Name of Institution with location   :   **Shaheed Bhagat Singh State Technical Campus**

DATA AUDIT FORM (6)

No	Particulars	Figure in MIS	Year	Verified figure	Institutional data source	Comments
6	**Information in respect to research and patents**					
	A. Number of research publications in Indian refereed journals during the latest academic year	**0**	**0**	**0**	**Individual Departments**	
	B. Number of research publications in International refereed journals during the latest academic year	**237**	**237**	**237**	**----do----**	
	C. Number of research publications co-authored with faculty/researchers/ industry experts from outside the institution	**49**	**49**	**49**	**----do----**	
	D. Number of patents in engineering related areas obtained during the latest academic year	**0**	**0**	**0**	**----do----**	
	E. Number of patents in engineering related areas filed during the latest academic year	**0**	**0**	**0**	**----do----**	
	F. Number of sponsored research project completed during the latest academic year	**0**	**0**	**0**	**----do----**	
	G. Number of MOUs signed for collaborative programmes with Indian industry and R&D organizations	**4**	**4**	**4**	**III Cell**	
	H. Number of MOUs signed for collaborative programmes with	**0**	**0**	**0**	**III Cell**	

	International academic institutions and R&D organizations					

DATA AUDIT FORMS

Name of Data Auditor   :   **Dr Nirmal Singh**   **Dates of Data Audit**   : **05-02-2015 & 06-02-2015**

Name of Institution with location   :   **Shaheed Bhagat Singh State Technical Campus**

DATA AUDIT FORM (7)

No	Particulars	Figure in MIS	Year	Verified figure	Institutional data source	Comments
7	**Information in respect to finances**					
	A. Amount received as Block Grant during the latest academic year (Rs. in Lakhs)	**0**	**0**	**0**		
	B. IRG from students' tuition fee and other charges during the latest academic year (Rs. in Lakhs	**Rs 2239.4 Lakh**	**Rs 2239.4 Lakh**	**Rs 2239.4 Lakh**	**Accounts Department**	
	C. IRG from externally funded R&D projects and consultancies during the latest academic year (Rs. in Lakhs)	**Rs 5.75 Lakh**	**Rs 5.75 Lakh**	**Rs 5.75 Lakh**	**----do----**	
	D. Total IRG during the latest academic year (Rs. in Lakhs)	**2245.15 Lakh**	**2245.15 Lakh**	**2245.15 Lakh**	**----do----**	
	E. Total annual recurring expenditure during the latest academic year (Rs. in Lakhs)	**Rs 1973.70 Lakh**	**Rs 1973.70 Lakh**	**Rs 1973.70 Lakh**	**----do----**	
	F. Amount available in Corpus Fund on March 31, 2014	**1.97 Lakh**	**1.97 Lakh**	**1.97 Lakh**	**----do----**	
	G. Amount available in Faculty Development Fund on March 31, 2014	**1.99 Lakh**	**1.99 Lakh**	**1.99 Lakh**	**----do----**	
	H. Amount available in Equipment Replacement Fund on March 31, 2014	**1.97 Lakh**	**1.97 Lakh**	**1.97 Lakh**	**----do----**	
	I. Amount available in Maintenance Fund on March 31, 2014	**1.97 Lakh**	**1.97 Lakh**	**1.97 Lakh**	**----do----**	

DATA AUDIT FORMS

Name of Data Auditor   :   **Dr Nirmal Singh**   **Dates of Data Audit**   :

Name of Institution with location   :   **Shaheed Bhagat Singh State Technical Campus**

DATA AUDIT FORM (8)

No	Particulars	Figure in MIS	Year	Verified figure	Institutional data source	Comments
8	**With respect to institutional governance/management**					
	A. Number of Governing Body meetings held during the latest academic year (with minutes on the web)	5	5	5	**Establishment Section**	
	B. Number of institutional functionaries (Deans, HODs, senior faculty and senior officials) that have undergone Management Capacity Enhancement training	5	5	5	**----do----**	

ANNEX 4: (FEEDBACK)
PERFORMANCE AND DATA AUDIT FEEDBACK
(Feedback to the institution, state project facilitation units, the national project implementation unit/and relevant Mentor)

Name of Performance Auditor   :   **Prof. N K MEHTA**   **Dates of Performance Audit**   : : 06-02-2015 to 08-02-2015

Name of Institution with location   :   **Shaheed Bhagat Singh State Technical Campus**

Key points fed back by the Performance Auditor to the institution at the end of the visit - against the seven aspects of evaluation
1. There is need to build a spacious auditorium for around 2000 persons.
2. Institute has extensive sports facilities but they are mostly of the conventional type, such as cemented tennis, basket ball courts, open air volley ball and hand ball courts, etc. It is desirable that depending upon priority and availability of funds, modern sports facilities such as synthetic tennis courts, indoor sports hall, good gym, etc. should be setup. Further, institute may consider flood lighting of the outdoor facilities so that they are available to students for longer hours.
3. There is need to improve maintenance of hostels for better hygiene and clean environment. Special attention is required for cleanliness in kitchens and regular maintenance of water filters and coolers.
4. There is need to improve availability of Wi-Fi in the hostels and also in some of the academic blocks.
5. There is need of serious improvement in the institute library for replenishment with new titles and increasing the volumes of the available titles**.** The institute may also consider the possibility of increasing the library timings.
6. A certain percentage of teachers have been reported by students as being deficient in subject knowledge and/or communication skills. This mainly concerns teachers working on 11 month contract basis. To address this problem there is need to fill-up the vacant faculty positions, expeditiously. Further, students' feedback forms should be carefully analyzed to identify the specific deficiencies of the individual teachers and the same should be considered when finalizing the TNA plan of the institute.
7. There is need to encourage wider use of Audio-Visual Aids in class room teaching. To this end proper facilities may be installed in the lecture halls where they are not provided as of now.
8. The content and conduct of laboratory experiments needs serious attention. This includes weeding out of obsolete experiments and their replacements with new experiments that are commensurate with advances in technology, replacement of old equipments and setups with modern ones, training of technical staff to enhance their skills to meet the challenges of new technology.
9. The placement of students has remained static at about 50% for the 3-4 years. Therefore, Finishing School activities need to be strengthened with greater focus on soft skills, communication skills, personality development, etc. to enhance their employability. A host of activities that can be undertaken are listed in the PIP document and Good Practices document prepared by NPIU. Institute may refer to these documents as guide for expanding the Finishing School activities.

Key improvements noticed on shortcomings reported during earlier Performance Audits
In the Performance Audit conducted in May 2013 it was pointed out that the transition rate was only 17.6%. In the last year the transition rate has now improved to 36%. However, there is scope and need to take proper measure to further improve the transition rate. In this regard, much more needs to be done on conducting focused remedial classes based on student specific requirements that may be ascertained from diagnostic tests

Brief statements on continuing shortcomings, and reasons

1. The collaborative research with industry is very weak. In this regard, the institute can consider initiatives such as 3-party collaborations with industry involving IITs/NITs, industry sponsored student projects, joint guidance of M.Tech. and Ph.D. thesis with industry persons, granting sabbatical to faculty and technical staff to spend time in industries for specific knowledge and skill up-gradation and ascertaining industry needs, expert lectures by industry persons, etc.

2. The M.Tech. students admitted under the TEQIP fellowship programme have not been paid fellowship for more than a year, for a want of timely release of funds by the state government. In this context, the NPIU may consider transfer of the allocated funds directly to the institute.

Recommendations for Mentors

Mentor is requested to follow up on the observations of this and the previous audits with proper suggestions and guidance as deemed fit.

Project Implementation		
No.	**Institutional monitoring and project output/outcomes**	**Responses**
1.1	Briefly describe the actions taken for obtaining Autonomous Institution status, and the status of current application	· The institute first applied to UGC through PTU vide letter No. SBS/FZR/7304 date 28-12-2011. PTU forwarded our letter on 18-01-2012 with reference no PTU/Reg/33085. Subsequently UGC sought some clarification on form 2C. The required information was submitted via letter no. SBS/FZR/90 date 04/04/2013. · A letter Ref. D.O.No.F.2-111(3)/2014(AC) dated 28.01.2015 has been received from UGC. In this letter, a committee has been constituted to visit the institute in the near future.
1.2	If your institution is already an Autonomous Institution, briefly state actions taken for the following:	· It is an affiliated institute of Punjab Technical University Jalandhar, established by Govt. of Punjab having administrative as well as financial autonomy.

	1. Value addition to courses as per market demand	· Value added courses are being run by the departments as per the requirements of the market.
		
		· INFOSYS is one of the major campus recruiter of the institute. On its feedback, following value added courses are also being conducted by the Computer department:
		    a. Mobile application development
		    b. Agile asoftware development
		    c. Essentials of Information Technology
		    d. Business Intelligence
		
		· The syllabi is designed by affiliating university, however, students are given industrial exposure by arranging industrial visits and invited guest lectures. The list of such visits and invited talks.

	2. Improvements introduced in student evaluation	· Three mid semester exams are conducted in every semester to ensure continuous evaluation. · Assignments and tutorial sheets are given to students for evaluating the conceptual understanding of the course. · Quiz and class presentations are arranged to monitor their subject knowledge.
	3. Addition of electives	· Open and departmental electives are offered as per PTU syllabus
	4. Carrying out teacher evaluation by students	· Feedback from the students is taken on the feedback Performa covering various aspects related with teaching, evaluation, behavior, attitude, use of teaching aids etc. · These feedback forms are evaluated by the committee of experts and results of evaluation are conveyed to the concerned faculty members. · All the faculty members have appreciated the efforts of the institute in getting the feedback as it gives them opportunity to overcome their weaknesses.
	5. Starting of new postgraduate programmes, as planned	· The institute has already got approval from AICTE for starting a new PG programme in Mechanical engineering from the session 2014-15.
	6. For enhancing qualification,	· 03 faculty members having UG qualifications are pursuing

		deputing to other institutions and/or admitting within the institution those teachers that have a Bachelors degree only	M.Tech degree course. · In order to encourage the faculty for improving the qualification, BOG have approved the fee reimbursement of fee of faculty who have enrolled for part time studies at PG and PhD level under TEQIP-II.
	7. Conducting continuing education and/or skill enhancement programmes for industry	· Institute provides student trainee for six weeks and six months as well to assist them. · During student are required to work on various projects given by their mentors in the industry	
	8. Inviting experts from industry and eminent institutions for special lectures	· The Industry Institute Interaction cell has conducted a number of invited talks, industry visits and Faculty Development Programmes. · More such programmes have been planned for future.	
1.3	The amount of financial powers assigned/delegated to the following. If no delegations has been done so far, state the proposed action for each level with the corresponding timeline:		
	1. Governing Body	· The Board of Governors is all competent to take all kind of financial decisions up to any amount for the effective and efficient running of the institute. However, the State Govt is auditing the accounts from time to time.	
	2. Head of Institution for: (a) single purchase of equipment, and (b) recurrent expenditure	· The Director of the institute has unlimited DDO powers for recurring and non-recurring expenditure.	
	3. Dean	· Associate Directors, Deans and HODs have been given a financial power uptoRs 1 Lakh of single purchase, repair of machinery and equipments, and meeting day to day expenses.	
	4. Heads of Department		
1.4	Progress in starting new postgraduate programmes, as proposed	· The institute has already got approval from AICTE for starting a new PG programme in Mechanical engineering from the session 2014-15. · The institute has applied to UGC for getting Academic Autonomy, and thereafter will apply for obtaining Deemed University Status. As and when we will get Deemed University Status, more PG courses will be started.	
1.5	Actions taken to fill up seats in the existing postgraduate programmes	· There are no vacant seats in existing PG programmes.	
1.6	Actions taken to reduce vacancies in faculty positions	· In the 19th meeting of BOG approval has been taken for filling 27 posts of faculty members for various positions on regular basis.	
1.7	Status of faculty appointed on regular basis, and proposed actions to fill up all faculty positions on regular basis	· Sanctioned Faculty strength 137 (Engg wing) Filled posts 74(regular +Contract >1 year) 1 year contract 60	
1.8	Progress in getting pedagogical training in both the modules	· Core and advance pedagogy training is to be arranged by SPFU, but still it has not been arranged. However nearly 70 faculty members have attended 20 in house and nearly 40 outside faculty development programmes / workshops after the beginning of TEQIP-II in the institute.	
1.9	New Activities (since project start or the last performance audit) undertaken for enhancing interaction with industry	· IIICell has conducted 19 expert lectures, arranged 19 Industrial visits for students. Besides, III Cell has conducted 2 short term courses and 3 workshops for students of different engineering streams in collaboration with Industry experts. III	

		Cell has also conducted 7 short term courses and one workshop for Faculty in collaboration with Industry experts.
1.10	Generation, retention and utilization of the non-tuition fee revenue generated through various activities	· The revenue generated from non-tuition fee activities for the financial year 2013-14 was Rs. 818 Lakh. The expenditure on the purchase of machinery and equipments, construction of building, housekeeping, and organizing student activity was Rs. 429 Lakh.
2.1	Progress in instituting practice of teacher evaluation by students	· The practice of teacher evaluation by students at the end of every semester is already in place since its inception and has yielded desirable results in terms of improvements in quality of teaching.
2.2	Current percentage of teachers evaluated by students in one subjects taught	· The institute is following the practice of 100% evaluation of teachers by students for all the subjects.
2.3	Current percentage of teachers evaluated by students in more than one subjects taught	· Teachers are being evaluated by the students for all the subjects he/she is teaching.
2.4	State the incentives being offered to the faulty for participation in consultancy assignments, research and development, and continuing education programmes conducted by the institution for industry	· As per institute bye-laws, the faculty members doing consultancy work are paid @40% to 60% depending upon the extent of usage of institute resources.
3.1	Have the four funds been established?	· Yes
3.2	If yes, what is the amount in each fund?	· Corpus Fund -----1.97 Lakh · Faculty Development Fund ------1.99 Lakh · Equipment Replacement Fund ------1.97 Lakh · Maintenance Fund------1.97 Lakh
3.3	Is the contribution to each fund as per the requirement in the PIP? (see Annex-1, item-4 on page 148 of PIP)	· Yes
3.4	State the quantum of financial powers delegated to: (a) Governing Body; (b) Head of Institution; (c) Deans, and (d) Heads of Departments	· The Board of Governors is all competent to take all kind of financial decisions up to any amount for the effective and efficient running of the institute. However, the State Govt is auditing the accounts from time to time. · The Director of the institute has unlimited DDO powers for recurring and non-recurring expenditure. · Associate Directors, Deans and HODs have been given a financial power uptoRs 1 Lakh of single purchase, repair of machinery and equipments, and meeting day to day expenses.
3.5	If less than those recommended in the PIP, state the reasons for the shortfall,and actions planned to comply with the project recommendations.	· Financial powers are delegated as per the PIP
4.1	Number of on-going sponsored projects from industry	· Nil
4.2	Number of industry awarded consultancy assignments completed	· Nil
4.3	Number of on-going industry awarded consultancy assignments	· Nil

4.4	Number of organizations and industries with whom Memoranda of Understanding have been signed for joint research and development	· 5
5.1	List the undergraduate programmes accredited on date by name	· The institute applied for NBA accreditation of all the five courses which were eligible. The following five courses got NBA accreditation on 07-11-2014 via letter no 31-46-2014-NBA. The list of the accredited programmes is: i) Mechanical Engineering ii) Chemical Engineering iii) Electrical engineering iv) Electronics & Communication Engineering v) Computer Science & Engineering
5.2	· State program-wise action taken to get accredited the eligible undergraduate programmes that are yet to be accredited · Describe difficulties faced, if any	· Not applicable
5.3	List the postgraduate programmes accredited on date by name	· Not eligible as these courses were started in year 2010-11
5.4	· State programme-wise action taken to get accredited the eligible postgraduate programmes that are yet to be accredited · Describe difficulties faced, if any	· Not applicable
6.1	Give the number of papers published in national refereed journals from the date of joining the Project	· Nil
6.2	Give the number of papers published in Foreign refereed journals from thedate of joining the Project	· 343
6.3	· Number of patents filed since joining the Project · List the titles of patents filed since joining the Project along with names ofcontributors	· Nil
6.4	· Number of patents obtained since joining the Project · List the titles of the patents obtained since joining the Project along withthe names of contributors	· Nil
7.1	Actions being taken for identifying weak students	· Weak students are identified on the basis of mid semester evaluation, quiz.
7.2	Number of students that have benefited from remedial teaching since joiningthe Project/since the last performance audit	· The institute started remedial classes w.e.f. August 2013 under TEQIP-II.Following number of students have benefited from remedial classes in different sessions: **Session No of students**

		August-December 2013	438
		Jan -June 2014	479
		August December 2014	651
7.3	Number of students that have benefited from specialized soft skills andprofessional skills training programmes conducted since joining the Project/since the last performance audit	· 235	
7.4	Status of establishment and functioning of remedial options and activities (e.g. a finishing school)	· The institute has been running a finishing school since August 2012 as per the guidelines of PTU Jalandhar vide letter no PTU/DEAN/RIC/7189 dated 27-07-2012. The fee for soft skill classes was Rs 1000/- + 12.4% service tax per student for final year only. Out of the total fee, 40% share was borne by PTU, 30% by institute and 30% by the student. The scheme was meant for one semester only. · The institute has extended the soft skill classes for third and final year students but the institute did not charge any fee from students and expenditure for the same was booked under TEQIP-II. 748 students of third year and final year attended special soft skill classes in 2012-13. · From the session 2013-14, the classes on soft skills are being conducted as invited talks/workshops from eminent faculty members. A list of such classes conducted.	