

Criteria wise Evaluation Guidelines and  
Document Verification during NBA team  
visit  
(Tier – II Institution)

Dr. Jagada Nand Jha

Principal

MIT Muzaffarpur

Email: [jagadanand@gmail.com](mailto:jagadanand@gmail.com)

# Criteria wise Marks

Criteria No.	Criteria	Tier – I Marks	Tier-II Marks
	Programme Level Criteria		
1	Vision, Mission and Program Educational Objectives	50	60
2	Program Curriculum and Teaching-Learning Processes	100	120
3	Program Outcomes and Course Outcomes	175	120
4	Students' Performance	100	150
5	Faculty Information and Contributions	200	200
6	Facilities and Technical Support	80	80
7	Continuous Improvement	75	50
	Institute Level Criteria		
8	First Year Academics	50	50
9	Student Support Systems	50	50
10	Governance, Institutional Support, and Financial Resources	120	120
	Total	1000	1000

## Criterion 4: Sub-Criteria Tier II

- 4. Students' Performance (150)
  - 4.1 Enrolment Ratio (20)
  - 4.2 Success Rate in the stipulated period of the program (40)
  - 4.3 Academic Performance in Third Year (15)
  - 4.4 Academic Performance in Second Year (15)
  - 4.5 Placement, Higher studies and Entrepreneurship (40)
  - 4.6 Professional Activities (20)

## Sub-Criterion 4.1 Enrolment Ratio (20 - Tier II)

### Evaluation Guidelines

- A.  $\geq 90\%$  students enrolled at the First Year Level on average basis during the previous three academic years starting from current academic year (20)
- B.  $\geq 80\%$  and  $< 90\%$  students enrolled at the First Year Level on average basis during the previous three academic years starting from current academic year (18)
- C.  $\geq 70\%$  and  $< 80\%$  students enrolled at the First Year Level on average basis during the previous three academic years starting from current academic year (16)
- D.  $\geq 60\%$  and  $< 70\%$  students enrolled at the First Year Level on average basis during the previous three academic years starting from current academic year (14)
- E.  $\geq 50\%$  and  $< 60\%$  students enrolled at the First Year Level on average basis during the previous three academic years starting from current academic year (12)
- F. Otherwise '0'.

## Sub-Criterion 4.1 Exhibits/Context to be Observed/Assessed

- A. B. & C. Data to be verified for each of the assessment years
- Visiting committee verifies the data presented by the Department

### Sub-Criterion 4.2.1 Success Rate Without Backlogs

4.2 Success Rate in the stipulated period of the program (40 – Tier II and 20 – Tier I)

4.2.1 Success rate without backlogs in any Semester/Year of study. Without Backlog means no compartment or failures in any Semester/Year of study (25 – Tier II and 15 – Tier I)

#### Evaluation Guidelines

- SI (Success Index) = (Number of students who graduated from the program without backlog) / (Number of students admitted in the first year of that batch and actually admitted in 2nd year via lateral entry and separate division, if applicable)
- Average SI = Mean of success index (SI) for past three batches
- Success rate without backlogs in any year of study =  $25 \times$  Average SI (Tier II)
- Success rate without backlogs in any year of study =  $15 \times$  Average SI (Tier-I)

### Sub-Criterion 4.2.1 Exhibits/Context to be Observed/Assessed

- Data to be verified for each of the assessment years

Visiting committee verifies the data presented by the Department

## Sub-Criterion 4.2.2 Success Rate in Stipulated Period

4.2.2 Success rate in stipulated period (actual duration of the program) [Total of with backlog + without backlog] (15 - Tier II and 5 - Tier I)

### Evaluation Guidelines

- $SI = \frac{\text{Number of students who graduated from the program in the stipulated period of course duration}}{\text{Number of students admitted in the first year of that batch and actually admitted in 2nd year via lateral entry and separate division, if applicable}}$
- Average SI = mean of success index (SI) for past three batches
- Success rate =  $15 \times \text{Average SI}$  (Tier II)
- Success rate =  $5 \times \text{Average SI}$  (Tier I)

### Sub-Criterion 4.2.2 Exhibits/Context to be Observed/Assessed

- Data to be verified for each of the assessment years

**Note:** if 100% students clear without any backlog then also total marks scored will be 40 as both 4.2.1 & 4.2.2 will be applicable simultaneously (Tier II)

## Sub-Criterion 4.3 Academic Performance in Third Year (15 – Tier II)

### Evaluation Guidelines

- Academic Performance =  $1.5 \times$  Average API (Academic Performance Index)
- API = [(Mean of 3rd Year Grade Point Average of all successful Students on a 10-point scale) or (Mean of the percentage of marks of all successful students in Third Year/10)]  $\times$  (successful students/number of students appeared in the examination)
- Successful students are those who are permitted to proceed to the final year (as per the regulations in force)

### Exhibits/Context to be Observed/Assessed:

- Data to be verified for at least one of the assessment years

Visiting committee verifies the data presented by the Department



## Sub-Criterion 4.4 Academic Performance in Second Year (15 – Tier II)

### Evaluation Guidelines

- Academic Performance =  $1.5 \times \text{Average API}$  (Academic Performance Index)
- $\text{API} = [(\text{Mean of 2nd Year Grade Point Average of all successful Students on a 10-point scale}) \text{ or } (\text{Mean of the percentage of marks of all successful students in Second Year}/10)] \times (\text{successful students}/\text{number of students appeared in the examination})$
- Successful students are those who are permitted to proceed to the third year (as per the regulations in force)

### Exhibits/Context to be Observed/Assessed:

- Data to be verified for at least one of the assessment years

Visiting committee verifies the data presented by the Department

## Sub-Criterion 4.5 Placement, Higher Studies and Entrepreneurship (40 – Tier II)

### Evaluation Guidelines

- Assessment Points =  $40 \times \text{average of three years of } [(x + y + z)/N]$  where,  
x = Number of students placed in companies or Government sector through on/off campus recruitment  
y = Number of students admitted to higher studies with valid qualifying scores (GATE or equivalent State or National level tests, GRE, GMAT etc.)  
z = No. of students turned entrepreneur in engineering/technology  
N = Total number of final year students

### *Exhibits/Context to be Observed/Assessed:*

- Data to be verified for at least one of the assessment years

Visiting committee verifies the data presented by the Department

## Placement, Higher Studies and Entrepreneurship

- Proof of placement is not in terms of offer letters. Evidence of students joining the organization must be available with the Institute/Department.
- The Departments should have evidence of students joining higher education programs and keep copies of the Gate/GRE scores.
- The Department should have evidence of students becoming entrepreneurs (visiting cards, communication from the company's letterhead, etc.).

## Sub-Criterion 4.6 Professional Activities (20-Tier II)

- Professional societies / chapters and organizing engineering events (5)
- Publication of technical magazines, newsletters, etc. (5)
- Participation in inter-institute events by students of the program of study (at other institutions) (10)

*Professional societies / chapters and organizing engineering events (5)*

### **Evaluation Guidelines**

- A. Availability & activities of professional societies/chapters (3)
- B. Number, quality of engineering events (organized at institute) (2)
- (Level - Institute/State/National/International)

### ***Exhibits/Context to be Observed/Assessed:***

- Visiting committee verifies the documentation presented by the Department

# Sub-Criterion 4.6 Professional Activités (20-Tier II).....Contd.

*Publication of technical magazines, newsletters, etc. (5)*

## **Evaluation Guidelines**

- A. Quality & Relevance of the contents and Print Material (3)
- B. Participation of Students from the program (2)

## **Exhibits/Context to be Observed/Assessed:**

- A. *Documentary evidence*
- B. *Documentary evidence - Students participation (also to be confirmed during interaction with the students)*
- Visiting committee verifies the documentation presented by the Department

## Sub-Criterion 4.6 Professional Activités (20-Tier II)..Contd.

*Participation in inter-institute events by students of the program of study (at other institutions) (10)*

### **Evaluation Guidelines**

- A. Events within the state (2)
- B. Events outside the state (3)
- C. Prizes/awards received in such events (5)
- Maintain records of all events and awards

### **Exhibits/Context to be Observed/Assessed:**

- A. B. & C. Quality of events and documentary evidence
- Visiting committee verifies the documentation presented by the Department

## Professional Activities: Good Practices

- The Institute should facilitate creation of student chapters of professional societies. It should administratively and financially support the activities of such student chapters.
- The engineering activities under these student chapters can include expert lectures, quizzes, project competitions etc.
- The Department should encourage the students to bring out a technical news letter, different from the Annual Magazine normally brought out at the Institute level. The editorial team for this News Letter must consist of students only. A faculty member can act as a mentor. The periodicity may be twice a semester.
- Institute must administratively and financially support student participation in inter-institute activities like conferences, workshops and competitions.
- Institute must encourage, through appropriate policy measures, students to publish papers.

All the sources used for presentation are duly  
acknowledged

Thanks