I. INFORMATION WITH RESPECT TO PROJECTED ACTIVITIES:

S.No	Activities	Month wise Projected sub activities for 2014-15												Targets achieved till date	Remarks
		APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR		
1	Improvement in teaching, training and learning facilities through:														
	(i) Starting new diploma/UG/PG programmes (as applicable)						- NIL -								No New Courses
	(ii) Modernization and strengthening of laboratories	Assessment & Evaluation	Assessment & Evaluation	Assessment & Evaluation	Assessment & Evaluation	Equipment Listing & Supply Order	Supply Order ECE LAB CIVIL LAB	Demonstration	Demonstration and Installation	Demonstration and Installation	Demonstration and Installation	Demonstration and Installation	Demonstration and Installation	ECE CIVIL	
	(iii) Establishment of new laboratories for **existing** diploma/ UG/ PG programmes	Assessment & Evaluation	Assessment & Evaluation	Assessment & Evaluation	Assessment & Evaluation	ECE	ECE	ECE	ECE	ECE CIVIL	CIVIL ELECT	CIVIL ELECT	CIVIL ELECT	ECE CIVIL	
	(iv) Establishment of new laboratories for **new** diploma/UG/ PG programmes.														No New courses in FY
	(v) Modernization of classrooms	Repair Started	Assessment HOD	Assessment HOD	Listing HOD Meet	Supply Order for smart board	Projector	Installation	Installation	Installation				Smart board Projector	
	(vi) Updation of Learning Resources	Need Analysis	Need Analysis	Need Analysis	Workshop	E-content	E-content	E-content	E-content	E-content				E-Content	
	(vii) Procurement of furniture	Assessment	Assessment	Need Analysis	Listing	Conference Table Chair	Smart Board Table	Contacts	Contacts	Contacts	Visitor Chair	HOD Chair & Table	HOD Chair & Table	Supply order	
	(viii) Establishment/Up gradation of Central and Departmental Computer Centers	Assessment	Assessment	Need Analysis	Listing	Supply Order for Desktops and Laptops	Contacts	Laptops	Printer Desktops	UPS Battery	Software Network	Demo & Network	Demo Network	Laptops Desktop Printer UPS Battery Software	

#	Activity														
	(ix) Modernization/improvements of supporting departments	Assessment	Assessment	Assessment	Need Analysis	Listing	Contacts	Meeting	Meeting	Meeting	E-content	E-Content	Demo & Network	Listing	
	(x) Modernization and strengthening of libraries and increasing access to knowledge resources	Assessment	Assessment	Assessment	Need Analysis	Supply order for E-Content	Listing	Listing	Listing	Listing	E-content E-journal E-book	e-journals	e-books	e-content	
	(xi) Civil Works	Repair of Staff toilet	Repair of Class Room	Repair of LAB & Class	Repair of LAB & Class	Repair of LAB & Class	Repair of LAB & Class	Repair of LAB & Class	Repair of LAB & Class	Repair of LAB & Class	Conference room	Conference room	Conference room	Staff table ECE HOP ECE Partition ECE LAB Roof Repair	
2	Providing Teaching and Research Assistantships to increase enrolment in existing and new PG/Doctoral programmes in Engineering disciplines*														No PG & Doctoral
3	Enhancement of R&D and institutional consultancy activities	Assessment	Assessment	HOD Meet	Record Analysis	Need & Capability Analysis	Civil Equipment Listing	HOD Laptop	Contact	Software	Sustaining system Generation			Laptop System Generation	

#	Activity														
4	Faculty and Staff Development (including faculty qualification up gradation, pedagogical training, and organising/participation of faculty in workshops, seminars and conferences) for improved competence	Assessment	Assessment	Meeting Faculty	Staff	NITTR Schedule	Meeting	Listing	Meeting	Meeting	Curriculum Workshop	In house Training	Workshop seminar	NIITR Trainings Short Term Courses	
5	Enhanced Interaction with Industry	Assessment	Assessment	HOD Meet	Meeting Analysis	Contacts	Contacts	BSNL	HVS Airtel	Relaince Hadron Tech	Fond NHPC Seminar	Seminar	Seminar	BSNL HADRON RELIANCE	
6	Institutional Management Capacity enhancement	Assessment	Assessment	HOD Meet	Meet Analysis	Contacts	CCTV Biomatrix	Website	Progress Reports	MIS	MIS	MIS	MIS	CCTV Biomatrix MIS Progress	
7	Implementation of institutional academic reforms	Assessment	Assessment	HOD Meet	Requirements	Empanelled list DIT	Web-site MIS	Student Data	Staff Data	Exam Data	Employment Data	Salary Data	Fee Data	MIS	
8	Academic support for weak , SC & ST students	Assessment	Assessment	HOD Meet	Exam In-Charge Meet	Listing	In course Training end Course Training	Skill development	Skill development	Skill development	Skill development	Skill development	Skill development	Support Classes	
9	Incremental Operating Cost	Project Expenditure	Project Expenditure	Project Expenditure	Project Expenditure	Project Expenditure	Project Expenditure	Project Expenditure	Project Expenditure	Project Expenditure	Project Expenditure	Project Expenditure	Project Expenditure	Overhead	

For degree institutions only.

B. INFORMATION WITH RESPECT TO PROJECTED EXPENDITURE:

S.No	Activities	Month wise Projected expenditure for 2014-15												Targets achieved till date	Remarks
		APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR		
1	Improvement in teaching, training and learning facilities through:														
	i. Starting new diploma/UG/PG programmes (as applicable)														No new Courses
	ii. Modernization and strengthening of laboratories								ECE LAB Equip- 35,11,715	CIVIL LAB Equip – 11,82,000				ECE ELECT CIVIL Supply Order	
	ii. Establishment of new laboratories for **existing** diploma/ UG/ PG programmes													Supply Order	
	v. Establishment of new laboratories for **new** diploma/UG/ PG programmes.														
	v. Modernization of classrooms							Smart Board- 5,71,200	Projector- 2,73,000 UPS-18,480					Smart boards Projector UPS	
	vi. Updation of Learning Resources							Pearson E-Content – 4,20,0000						Supply Order Seminars	
	vii. Procurement of furniture							Smart board table- 98,000	Godrej Conf-Table- 1,21,181	Godrej Conf-Chair- 5,04,533				Supply Orders	

S.No	Activity													
	viii. Establishment/Up gradation of Central and Departmental Computer Centers							Staff laptops - 15,14,700	Desktops – 3,21,300 Printer- 62,300	UPS - 32,400 Battery - 31,200	Software- 4,20,000			Laptop Desktops UPS Printers Battery Software
	ix. Modernization/improvements of supporting departments													Listing
	x. Modernization and strengthening of libraries and increasing access to knowledge resources						E-content – 4,20,000							Supply Order
	xi. Civil Works					ECE (HOD)- 1,20,240	Staff toilet- 3,00,000	ECE LAB – 1,50,000		Conf.Room- 4,81,512				Roof ECE(HOD) ECE LAB
2	Providing Teaching and Research Assistantships to increase enrolment in existing and new PG/Doctoral programmes in Engineering disciplines*													
3	Enhancement of R&D and institutional consultancy activities							HOD laptop- 3,97,750		Software- 1,06,250				Laptop Software

														Remarks	
4	Faculty and Staff Development (including faculty qualification up gradation, pedagogical training, and organising/participation of faculty in workshops, seminars and conferences) for improved competence										Curriculum Workshop – 3,00,000	In-House Training – 3,00,000	In- House Training - 3,00,000	NITTTR Short Term Courses	
5	Enhanced Interaction with Industry							10,000	10,000	10,000 3819	50,000	50,000	50,000	BSNL RELIANCE HADRON	
6	Institutional Management Capacity enhancement								Website- 1,90,000	CCTV Biomatrix - 5,10,190	50,000	50,000	50,000	CCTV Biomatrix Progress Report DIT	
7	Implementation of institutional academic reforms										50,000	50,000	50,000	MIS	
8	Academic support for weak , SC & ST students				1,00,000	1,00,000	1,00,000	1,00,000	1,00,000	1,00,000	1,00,000	1,00,000		Support Closses	
9	Incremental Operating Cost	1,00,000	1,00,000	1,00,000	1,00,000	2,00,000	2,00,000	2,00,000	2,00,000	2,00,000	2,00,000	2,00,000	2,00,000	Overhead Readjustment	Overdue

* For degree institutions only.

ALL INDIA COUNCIL FOR TECHNICAL EDUCATION
NORTH EAST QUALITY IMPROVEMENT PROGRAMME
(AICTE-NEQIP)

PERFORMANCE AUDIT FORMS

INSTITUTIONAL PERFORMANCE PROFILE

AUDIT VISIT NUMBER: 1   2   3   4

(Circle number of the visit, as appropriate)

SUMMARY

NAME OF PERFORMANCE AUDITOR:

DATE OF PERFORMANCE AUDIT:

NAME OF INSTITUTION WITH LOCATION:

S. No	INSTITUTIONAL PERFORMANCE PROFILE	OVERALL EVALUATION GRADES
1.	STRENGTHENING INSTITUTIONS TO IMPROVE LEARNING OUTCOMES AND EMPLOYABILITY OF GRADUTES	
2	SCALING-UP POSTGRADUATE EDUCATION AND DEMAND-DRIVEN RESEARCH AND DEVELOPMENT AND INNOVATION	
3	FACULTY DEVELOPMENT FOR EFFECTIVE TEACHING BASIC & ADVANCE PEDAGOGICAL TRAINING AND CONTENT UPDATION TRAINING	

4	STRENGTHENING INSTITUTIONS IN TERMS OF INFRASTRUCTURE	
5	CAPACITY BUILDING TO STRENGTHEN MANAGEMENT	
6	IMPLEMENTATION OF GOOD GOVERNANCE	
7	PROJECT MANAGEMENT, MONITORING AND EVALUATION	

GRADE	MARKS	INSTITUTIONAL PERFORMANCE PROFILE GRADES AND MARKS DESCRIPTOR
A	3	**Substantial evidence of good practice** in the quality and standards achieved (Assessment identifies clear supporting evidence for at least 75% of the project targets being achieved as on date of monitoring.)
B	2	**Some evidence of good practice** in the quality and standing achieved (Assessment identifies clear supporting evidence for at least 50% of the projected targets being achieved as on date of monitoring.
C	1	**Poor evidence of good practice (**Assessment identifies weak supporting evidence leading to less than 50% of the projected targets being achieved as on date of morning .) there may be one of the two primary reasons for this: a) no evidence can be found, b) there is

		evidence, but it is not of acceptable quality.
D	0	**No evidence of good practice** (Assessment identifies on supporting evidence for achieving the projected targets as on date of monitoring.) The possible reasons may be, there are plans for development but these have not yet taken place – in which case the Expert can indicate the expected date of completion/implementation

Note:

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

PERFORMANCE AUDIT FORM

DETAILED EVALUATION

NAME OF PERFORMANCE AUDITOR:
DATE OF PERFORMANCE AUDIT:

NAME OF INSTITUTION:

1. STRENGTHENING INSTITUTIONS TO IMPROVE LEARNING OUTCOMES AND EMPLOYABILITY OF DIPLOMA/ GRADUATE STUDENTS

S. No	MONITORING PARAMENTERS	SUPPORTING EVIDENCE (Note: grades must be supported by sound evidence of achievement proposal goals and targets)	MARKS (From 0 to 3)
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*		
B	Effort made by Institutions for upgrading qualification of faculty members, including: *Percentage of faculty enrolled in B tech, M tech and PhD*		
C	Existing teaching and staff vacancies and effort made by Institutions for filling the vacancies, including: *Percentage of faculty and staff positions filled and vacant*		
D	Increase in faculty appointed on regular basis		
E	Effectiveness of equity at Institutional level, including: Transition rate of students form the First to the Second year in diploma/ Undergraduate/ postgraduate programmes		
F	TOTAL MARKS FOR 1		
G	AVERAGE MARKS FOR 1		Total Marks obtained for

H	OVERALL EVALUATION GRADE FOR 1		
	USING THE GRADING SCALE AND MARKS DESCRIPTORS GIVEN UNDER SUMMARY		

2. SCALING-UP POSTGRADUATE EDUCATION, RESEARCH & DEVELOPMENT AND INNOVATION

S. No	MONITORING PARAMENTERS	SUPPORTING EVIDENCE (Note: grades must be supported by sound evidence of achievement of the institutional development proposal goals and targets)	MARKS (From 0 to 3)
A	Effectiveness of funds utilized for the teaching, training, learning and research equipment, library, computers, etc. by the institutions, including: *Increase in the satisfaction index of student and faculty*		
B	Effectiveness of scaling-up Postgraduate Technical Education, Including: *Increased enrolment for Mtech and PhD*		
	Establishment of Proposed laboratories		