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

PERFORMANCE AND DATA AUDIT FEEDBACK

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

1. Name and Address of the Institution Visited   : Government Polytechnic, Imphal (Manipur)

2. Name and contact details of the Auditor   :

3. Date of Visit to the Institute   :

4. Type of Institution   :

Degree	✓ Polytechnic

5. Name and contact details of the Head of the Institution : Kh. Rajchandra Singh   (Mobile:-+91-9436025025)

6. Name and contact details of the Project Coordinator   : Dr. Bhabeswar Tongbram (Mobile:+91-9862028994)

7. Details of the courses being run :

Sl. No	Level (Diploma, UG,PG, PhD)	Programmes	Course	Duration (Years)	Year of starting	AICTE sanctioned Intake for 2013-14	AICTE sanctioned Intake for 2014-15

8. Institution Project Budget   : Enclosed as per Annexure-I

9. Total Grant-in-Aid sanctioned for the year 2013-16 :

10. Amount released as an Advance for the year 2013-14 :

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DATE AUDIT FORMS

- NAME OF THE DATA AUDITOR :
- DATES OF DATA AUDIT :
- NAME & ADDRESS OF INSTITUTION :
- NAME AND CONTACT DETAILS OF HEAD OF THE INSTITUTION :
- NAME AND CONTACT DETAILS OF THE PROJECT COORDINATOR :

PART – I
ACADEMIC REVIEW
A. INFORMATION IN RESPECT TO DIPLOMA PROGRAMMES

S. No	PARTICULARS	FIGURE REPORTED BY INSTITUTE	FIGURE VERIFIED BY INSTITUTE	REMARKS
A	B	C	D	E
a)	Number of Diploma programmes conducted during the current academic year	C EC E M DH =05		
b)	Total number of Diploma programmes during the current academic year	1st-168 2nd -90 3rd -99 = 415		Total Engg = 357 Pharm = 58 = 415
c)	Total number of woman student in Diploma programmes during the current academic year	79		Engg 1st – 18 Ph 1st-16 2nd - 15 2nd-18 3rd – 12 34 45
d)	Total number of SC student in Diploma programmes during the current academic year	10		Engg – 5 Ph – 1 2 1 1
e)	Total number of ST students in Diploma programmes during the current academic year	96		Engg 47 Ph 13 22 13 14 26 83
f)	Total number of OBC students in Diploma programmes during the current academic year	88		Engg 59 Ph 10 5 10 4 20 68

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g)	Percentage of final year Diploma student during the current academic year placed through campus interviews	Engg-52% Ph- 86%		Engg – $\frac{43}{112}$ =52% Ph – $\frac{26}{30}$ =86%
h)	Percentage of final year Diploma student during the current academic year that passed out with 75% or more aggregate marks or equivalent CGPA			Engg –Nil Ph – 1st year-5 nos. 60%- 25 nos. 2nd year-12 nos.
i)	Percentage of all 1st year student [as at A(b)]during the current academic fully and successfully got admitted to 2nd year in the current academic year	Engg-46.15% Ph-55.26%		Engg – 1st $\frac{84}{182}$ =46.15% Ph - $\frac{27}{38}$ =55.26%
j)	Percentage of 1st year woman student [as at A(c)]during the current academic fully and successfully got admitted to 2nd year in the current academic year	Engg-65.6% Ph- 62.9%		Engg – 1st $\frac{21}{32}$ =65.6%% Ph - $\frac{17}{27}$ =62.9%%
k)	Percentage of 1st year SC student [as at A(d)]during the current academic fully and successfully got admitted to 2nd year in the current academic year	Engg- 0% Ph-0%		Engg- $\frac{x}{Z}$ =0% Ph- $\frac{x}{i}$ =0%
l)	Percentage of 1st year ST student [as at A(d)]during the current academic fully and successfully got admitted to 2nd year in the current academic year	Engg-66.6% Ph- 41.6%		Engg- $\frac{14}{21}$ =66.6% Ph- $\frac{5}{12}$ =41.6%%
m)	Percentage of 1st year OBC student [as at A(d)]during the current academic fully and successfully got admitted to 2nd year in the current academic year	Engg-58.8% Ph-90%		Engg- $\frac{20}{34}$ =58.8% Ph- $\frac{9}{10}$ =90%

B. INFORMATION IN RESPECT TO FACULTY

Sl. No	PARTICULARS	FIGURE REPORTED BY INSTITUTE	FIGURE VERIFIED BY AUDITOR	REMARKS
a.	Total number of regular full- time faculty excluding adjunct and emeritus faculty during the current academic year	38		C – 9 Ph - 4 M – 7 A - 7 E – 7 = 38
b.	Total number of regular full- time faculty in **Engineering disciplines** excluding adjunct and emeritus faculty during the current academic year	27		C- 9 M- 7 E- 7 EC-7 = 27
c.	Number of regular full-time faculty in Engineering disciplines **with Bachelors degree** as their highest qualification faculty during the current academic year	09		C- 4 E- 3 EC-2 = 09
d.	Number of regular full-time faculty in Engineering disciplines with **Masters degree** as their highest qualification excluding adjunct and emeritus faculty during the current academic year	18		C- 5 M- 7 E- 4 EC-2 = 18
e.	Number of regular full-time faculty in Engineering disciplines with **Doctoral Degree** as their highest qualification excluding adjunct and emeritus faculty during the current academic year	1		C-1 = 1

f.	Number of faculty with Bachelors degree which are enrolled in-house for Masters programmes in parent institution during current academic year:
	  i. Engineering teachers:
	  ii. Applied Science teachers :
	  iii. Other teachers:
		0		0
				0
				= 0

g.	Number of faculty with Bachelors degree which are enrolled in-house for Masters programmes at other institutions during current academic year:
	  i. Engineering teachers:
	  ii. Applied Science teachers:
	  iii. Other teachers:
		1		EC-1
				  -0
				  -0
				  = 1

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h.	Number of faculty with Masters degree which are enrolled in-house for PhD programmes in parent institutions during current academic year:
	  i. Engineering teachers:
	  ii. Applied Science teachers:
	  iii. Other teachers:
		0		0
				0
				= 0

i.	Number of faculty with Masters degree which are enrolled in-house for Masters programmes at other institutions during current academic year:
	  i. Engineering teachers:
	  ii. Applied Science teachers:
	  iii. Other teachers:
		01		C-01

j.	Number of faculty that have attended a professional training program of 5 or more days duration during the current academic year			
k.	Numbers of all faculty (irrespective of specialization) that have attended the Basic Module of pedagogy training during the current academic year			
l.	Number of all faculty (irrespective of specialization) that have attended both the Basic and Advanced Modules of pedagogy training during the current academic year			
m.	Number of faculty appraised by student during the current academic year			
n.	Number of faculty that have attended national or international Conferences during the current academic year			
o.	Number of national or international Conferences organized in the institute for faculty during the current academic year			

C. INFORMATION IN RESPECT TO ACCREDITATION OF PROGRAMMES

Sl. No	PARTICULARS	FIGURE REPORTED BY INSTITUTE	FIGURE VERIFIED BY AUDITOR	REMARKS
a.	Number of eligible Diploma/ UG prgrammes accredited			
b.	Number of eligible Diploma/ UG programmes for which accreditation applied for			
c.	Number of eligible PG programmes accredited			
d.	Number of eligible PG programmes for which accreditation applied for			

D. INFORMATION IN RESPECT TO RESEATCH AND PATENTS

Sl. No	PARTICULARS	FIGURE REPORTED BY INSTITUTE	FIGURE VERIFIED BY AUDITOR	REMARKS
a.	Number of research publications in Indian indexed journal during the current academic year			
b.	Numbers of research publications in International indexed journals during the current academic year			
c.	Number of research publication co-authored with faculty/researchers/ industry experts from outside the institution			
d.	Number of patents in engineering related areas obtained during the current academic year			
e.	Number of patents in engineering related areas filed during the current academic year			
f.	Numbers of sponsored research project completed during the current academic year			
g.	Number of MOUs signed for collaborative programmes with Indian industry and R&D organizations			
h.	Number of MOUs signed for collaborative programmes with International academic institutional and R&D organizations			

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E. INFORMATION WITH RESPECT TO INSTITUTIONAL GOVERNANCE/MANAGEMENT

Sl. No	PARTICULARS	FIGURE REPORTED BY INSTITUTE	FIGURE VERIFIED BY AUDITOR	REMARKS
a.	Number of Governing Body meetings held during the current academic year (with minutes on the web)	02		
b.	Number of institutional functionaries (Deans, HoDs, senior faculty and senior officials)that have undergone Management Capacity Enhancement training			

F. 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	

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(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/ Upgradation 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	
(ix) Modernization/improvements of supporting departments	Assessment	Assessment	Assessment	Need Analysis	Listing	Contacts	Meeting	Meeting	Meeting	E-content	E-Content	Demo & Network	Listing	

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#	Activity														
	(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	

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No	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	Reliance 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	

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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	Over head	

PART – II

Financial Review

A. INFORMATION IN RESPECT TO FINANCES

Sl. No	PARTICULARS	FIGURE REPORTED BY INSTITUTE	FIGURE VERIFIED BY AUDITOR	REMARKS
a.	Amount received as Grant (Rs. In Lakhs)			
b.	Interest earned on the Grant			
c.	IRG1 from students' tuition fee and other charges during the current year (Rs. In Lakhs)			
d.	IRG form externally funded R&D projects and consultancies (Rs. In Lakhs)			
e.	Total IRG (Rs. In lakhs)			
f.	Total annual recurrent expenditure (Rs. In Lakhs)			
g.	Amount available in Corpus Fund as on date.			
h.	Amount available in faculty Development Fund as on date			
i.	Amount available in Equipment Replacement Fund as on date			
j.	Amount available in Maintenance Fund as on date			

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B. INFORMATION IN RESPECT TO BUDGET ESTIMATES:

Sl. No	ACTIVITIES	TOTAL ALLOCATION		PROJECTED EXPENDITURE FOR CURRENT FINANCIAL YEAR	ACTUAL EXPENDITURE INCURRED TILL DATE		REMARKS
					FIGURE REPORTED BY INSTITUTE	FIGURE VERIFIED BY AUDITOR	
1	Improvement in teaching, training and learning facilities through:	-					
	i. Starting new diploma/UG/PG programmes (as applicable)	-					
	ii. Modernization and strengthening of laboratories	0.80	0.2		27,45,340		
					(ECE) 14,31,250		Payment to be done
	iii. Establishment of new laboratories for **existing** diploma/ UG/ PG programmes						
	iv. Establishment of new laboratories for **new** diploma/UG/ PG programmes.						
	v. Modernization of classrooms	0.60	0.15		11,83,980		
					Computer Table (3,21,300)		Payment to be done
	vi. Updation of Learning Resources	0.20	0.05		Pearson (4,20,000)		Payment to be done
	vii. Procurement of furniture	0.50	0.125		6,61,735		
	viii. Establishment/Up gradation of Central and Departmental Computer Centers	0.80	0.2		3,81,710		
	ix. Modernization/improvements of supporting departments	0.50	0.125		11,39,651		
	x. Modernization and strengthening of libraries and increasing access to knowledge resources	0.80	0.2				
	xi. Civil Works	0.50	0.125		8,41,620		

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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	0.02	0.005		3,93,750		
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	0.10	0.025		15,14,700		
5	Enhanced Interaction with Industry	0.05	0.0125		1,83,280		
6	Institutional Management Capacity enhancement	0.05	0.0125		5,10,190		
					Web 1,19,000		Payment to be done
7	Implementation of institutional academic reforms	0.01	0.0025		2,40,000		
8	Academic support for weak , SC & ST students	0.03	0.0075				
9	Incremental Operating Cost	0.04	0.01				
	TOTAL	5	1.25				

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