



A-410 (UG/PG)

**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD
UNIVERSITY ACADEMIC AUDIT CELL**

(To be filled by Fact Finding Committee)

Inspection Committee Report for Affiliation Visits during AY 2010-11

College Code :

Date of Inspection Visit:

Name and Address of the Institution :

Name of the Educational Society :

Status : Minority/Non-Minority
Number and names of the College(s) run by the Society: Yes/No
If yes, give details

**Number and names of the College(s) run by the society in the same premises:
(If more than one college, give details)**

Name of University to which the College(s) is/are affiliated:

**Whether the same premises is used to run the colleges / courses affiliated to different
Universities: Yes / No**
If yes give the details :

**Type of the Institution : Engg. &Tech. (Co-Ed/Women)/ Pharmacy/ MBA/ MCA/
(Pl. tick categories) /Integrated Campus/ M.Tech/ M.Pharm**

Courses with specialization for which affiliation is sought, with AICTE/PCI sanctioned intake:

S. No.	Name of the Degree*	Specialization**	4 th Year 2007-08	3 rd Year 2008-09	2 nd Year 2009-10	AICTE Sanctioned 1 st Year intake 2010-11	Whether NBA/NAAC Accredited. If so, mention Grade
1							
2							
3							
4							
5							
6							
7.							
8.							
9.							
10.							
TOTAL INTAKE YEARWISE							
TOTAL EXISTING INTAKE			SSUG=	SSPG=	SSUG+SSPG=		

UG → B.Tech/B.Pharmacy

PG → M.Tech/M.Pharmacy/MBA/MCA

SSUG → Total approved UG intake for all years put together; SSPG → Total approved PG intake for all years put together

* Name of the Degree: B.Tech, B.Pharm, Pharma D, MBA, MCA, M.Tech, M.Pharm etc.

** Please mention specialisation in Broad Discipline (Eg. VLSI in ECE, CAD/CAM in ME, etc)

ESSENTIAL REQUIREMENTS:

A. LAND:

- i) **Land Area:** _____ acres _____ guntas; Contiguous Two or three pieces
- ii) **Land Registration:** Registered Sale Deed Registered Gift Deed Govt. Lease
Date of Registration: _____
- iii) **Land Conversion Certificate:** Issued by _____
on dated _____ for _____ purpose.
- iv) **Building Plan** in the name of the proposed institution prepared by Architect and Approved by
Competent authority: Issued by _____ on
dated _____.
- v) Whether the said land is demarcated by **Compound wall/fencing** for the institution: Yes No
- vi) **All weather Approach Road Available:** Concrete Rd/Black Top Rd/WBM Rd/Earthen Rd
- vii) **Power & Water supply:** Adequate Not Adequate
- viii) **Drinking Water Availability:** Municipal water/ bore well water (pl. tick).
If bore well water, is water being purified by demineralization plant: Yes No.
If no, other arrangement: Bottled water others

B. BUILT UP AREA (Sqmt):

i) Administrative and Amenities Carpet Area in Sqm

	Program	Number of rooms required	Number of rooms available	Deficiency	Area required	Area available	Deficiency
Main office	Engg / Integrated	01			300		
	Others Institutes	01			150		
Misc. Office Space	Engg/Int/Others	01			200		
Boy's Common room	Engg / Integrated	01			100		
	Others	01			75		
Girl's Common room	Engg / Integrated	01			100		
	Others	01			75		
Cafeteria	Any Program	01			150		
Toilets	Engg/Int	01			350		
	Others	01			150		
Faculty Rooms	Any program	No of faculty			No of faculty x 05 sqm =		
Cabin for HOD	Any program	M = No of Depts =			M x 10 sqm =		
Total (Admin + Amenities) area							

ii) Instructional Area & Standby Generator:

Instructional Area	Required area in Sq Meters	Available area	Deficiency
Class rooms Engg/Pharmacy/ Management/MCA	$(SSUG / 60) \times 66 =$		
Tutorial Rooms Engg/Pharmacy/ Management/MCA	$0.25 \times (SSUG / 60) \times 33 =$		
Tutorial Rooms (PG) for PG courses other than MBA, MCA	$(SSPG / 18) \times 33 =$		
Research laboratory (PG) (Engg/Pharmacy/)	$66 * \text{Specialization} =$		
Workshops for (Mech/Civil/Prod/Electrical/Chemical/ Marine/ Aeronautical and allied)	Min of $(3 \times \text{No. of courses} \times 200)$ or $(4 \times 200) =$		
Workshop (remaining Engg/Tech Circuit courses & for New Colleges)	200		
Drawing Hall (Engg)	132		
Seminar Hall for (MBA) ; D= One Division of 60 Students	$132 \times (D \times 2) / 4 =$		
Seminar Halls for others	$132 \times \text{No. of Courses} =$		
Laboratories (Engg/Tech) * See footnote (for four years)	$\text{No. of Courses} \times 10 \times 66 =$		
Laboratories (Pharmacy) ** See footnote (for four years)	$12 \times 75 =$		
Laboratories (MCA) (for three years)	$4 \times 66 =$		
Animal House (Pharmacy) @	75		
Computer Centre (Engg/Tech/MBA/PGDM/MCA)	150		
Computer Centre(Pharmacy)	75		
Multimedia PCs, Subscription to e-journals, NPTEL	10		
Library & Reading Room (Engg)	400 For Intake>420, Required area= $400 + (\text{intake} - 420) \times 50/60$		
Library & Reading Room (Pharmacy) B.Pharm/ Pharma.D.	$\text{No. of Programs} \times 150 =$		
Library & Reading Room (MBA/MCA)	$\text{No. of Programs} \times 100 =$		
Standby Generator (capacity)	62.5 KVA (one)		

Additional 5 labs / Course if number of Divisions are more than 2 / Course

* As per JNTUH Syllabus, for First year Engg. class work, the following labs are required: 1) English Language Communication Skills Lab [] 2) Computer Programming Lab [] 3) Physics Lab [] 4) Chemistry Lab [] 5) IT Workshop [], 6) Engineering Workshop [] **Pl. tick if available [√]**

** As per JNTUH Syllabus, for first year class work, the following Pharmacy labs are required: 1) Remedial Biology Lab [] 2) Dispensary & Hospital Pharmacy Lab - I [] 3) Pharm. Inorganic Chemistry lab [], 4) Pharmaceutical Organic Chemistry lab-I [] 5) Anatomy and Physiology lab [] 6) English Language Communication Skills Lab [] . **Pl. tick if available [√]**

C. COMPUTERS:

Total No. of Computers available: _____

Computers /Students ratio:

Norms:

Engg (UG): 1: 4;
Pharma (UG/PG): 1: 6;
MBA/MCA: 1: 2
M.Tech: 1: 2

Available ratio **Deficiency**

_____	_____
_____	_____
_____	_____
_____	_____

D. INTERNET BANDWIDTH:

Norms:

Engg: 2 Mbps/intake of 240
MBA/MCA: 2 Mbps/intake of 240;
Pharm: 1 Mbps/intake of 240

Actually available **Deficiency**

(This is excluding exam branch internet connectivity)

_____	_____
_____	_____
_____	_____

E. NO. OF LEGAL SOFTWARE (System s/w and Application s/w):

Norms:

Engg (UG) /MCA: 3 System s/w / 20 application s/w
MBA : 1 / 10
Pharma (UG/PG) : 1 / 10

Actually Available **Deficiency**

_____	_____
_____	_____
_____	_____

F. FACULTY:

i) Principal Name :

Director's Name (in case of Integrated Campus):

Date of Birth : Age: _____ yrs. _____ months (age ≤ 70 yrs. Engg Ph.D's)

Qualifications: Ph.D in Engg / Ph.D in Sciences / Ph.D in Mgmt / Ph.D in Pharmacy / Ph.D in Maths /
Non-Ph.D / No Principal. (Pl. tick)

Date of appointment in the present institution:

Principal appointment University Ratified : Yes [] No []

ii) Teaching Faculty Position Department wise:

S. No.	Department	Courses being offered by the department (with AICTE/ JNTUH sanctioned intake)	No. of Faculty members available in the Dept. on full time basis Prof + Assoc Prof + Asst Prof	Total
1	HSS		+ +	
2			+ +	
3			+ +	
4			+ +	
5			+ +	
6			+ +	
7			+ +	
8			+ +	
9			+ +	
10			+ +	

Faculty Student Ratio	:		
Norms:		Actual	Deficiency
Engg (UG) / Pharm=1:15		_____	_____
Engg/Pharm (PG) =1:12		_____	_____
MBA/MCA = 1:15		_____	_____

The cadre ratio should be 1: 2: 6 (Professor / Associate Professor / Assistant Professor)

* Faculty to be considered as full time are those who are qualified as per AICTE requirements

** Faculty/ student ratio of a dept. shall not be less than 1: 20 for 2nd, 3rd and 4th years of B.Tech programmes, whereas for four years of B.Tech, the overall ratio should be 1: 15.

For PG Courses:

At least two batches of students must have passed out in the relevant discipline with all JNTUH norms and standards being fulfilled.

One professor with Ph.D. in concerned discipline and two Associate/Asst Professors with minimum M.Tech qualifications are necessary, exclusive of UG load.

iii) Total Staff Position of the College/Institution

Total No. of Teaching Faculty	Total No. Labs & Supporting Staff*

* Faculty to supporting staff (Programmers/Lab Assistants/Technicians) ratio should be 1:1.25

iv) Appointment/Ratification of Faculty through University Selection Committee.

No. of faculty ratified by University: ____ out of total _____ = _____ %

G. LIBRARY BOOKS & JOURNALS:

Course Name	D = One Division is 60 students = 1	Division wise Starting Year	No. of Volumes required (PP x D) + (QQ x D) x (2010 – Starting Year)	No. of Volumes available	Deficiency	Total Titles Required RR + (50 x (2010 – Starting Year))	No. of Titles Available	Deficiency	National Journals required MM x D	Nat Jour available	Deficiency	International Journals required NN x D	Int.nat jour available	Deficiency	E Journals Available at actual
Total															

PP = 500 for Engg , Pharmacy, MBA,, MCA

QQ = 250 for Engg;
QQ = 500 for Pharmacy, MBA, MCA

MM = 6 for for Engg / Pharmacy,
MM = 12 for MBA, MCA

PP = 200 for PG Courses in Engg /Pharmacy

QQ = 100 for PG courses in Engg , Pharmacy,

NN = 3 for Engg
NN = 6 for Pharmacy
NN = 12 for MBA, MCA

RR = 100 for UG and RR = 50 for PG

If Second Division starts in a later year than the first Division then PP = 0, RR = 0 in the subsequent divisions of the same course

Digital Library: 15 computer systems; subscription to e-journals and also to NPTEL learning materials.

H. Examination Branch Facility: (Norms)

Computers (Three P4 Configuration and above):

High Speed Copier Machines (One) :

Fax and Phones (One and One) :

Printers (at least one laser printer) (Two) :

Internet Bandwidth (1 Mbps) :

(Exclusive of Computer lab connectivity)

Confidential room for question paper preparation : Yes No

The examination branch should be located adjacent to the Principal's room.

DESIRABLE REQUIREMENTS:

- 1) Institute Website
- 2) Transport Facility (for staff and Students): _____ buses for staff, _____ buses for students
- 3) Potable Drinking water facility (minimum 600 ltrs/day):
- 4) Sports facility (Indoor & Outdoor) :
- 5) Auditorium 1000 capacity :
- 6) Professional chapters such as IEEE, ISTE, etc:
- 7) Boys/Girls hostel facility:
- 8) Faculty/Staff Quarters:
- 9) Bank/Post Office/Stores/ Photocopy machine/Public Telephone:
Y/N / Y/N / Y/N / Y/N / Y/N
- 10) Placement and Training Cell:
- 11) Industry – Institute Interaction Cell and MOU with Industry/ R&D Units:
- 12) Entrepreneurship Development Cell (EDC) :
- 13) NSS/ NCC/ YOGA Club:
- 14) Medical & First Aid Facility:

ACADEMIC PERFORMANCE: Documentary Proof is Mandatory

	<u>POINTS ALLOTTED</u>	<u>POINTS OBTAINED</u>
1. (a). Overall Pass Percentages in First Year _____ %	(05)	
(b). Overall Pass Percentage in 2 nd Year _____ %	(05)	
(c). Overall Pass Percentage in 3 rd Year _____ %	(05)	
<20% / 21-40% / 41-60% / 61-80% / > 80%		
1 / 2 / 3 / 4 / 5		
2. Overall Pass Percentage in Final Year _____ %	(05)	
< 50 % / 51-60 % / 61-70 % / 71-80 % / > 80%		
1 / 2 / 3 / 4 / 5		

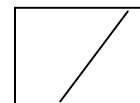
(Data to be verified with Director of Evaluation, JNTUH)

3. No. of students placed on/off campus: (for the past three years) (05)
 <3% / 3-5% / 5-7% / 7-10% / >10%
 1 / 2 / 3 / 4 / 5
4. No. of seminars/conferences organized by Institution in the past academic year: (05)
 Each seminar/conference conducted carries one point subject to a maximum of 5 points (in the past academic year)
5. No. of Teachers deputed for faculty development programmes in the past academic year: } (05)
 a) -for Short-Term Programmes (1 pts)
 b) -for M.Tech. (1 pts per M.Tech registration)
 -for Ph.D. (1 pts per Ph.D. registration)
6. No. of International/National Journal papers published by faculty and students of the institute in the past academic year: (05)
 (one pt per paper subject to a maximum of five pts)
7. No. of International/National conference papers presented by faculty and students of the institute in the past academic year: (05)
 (one pt per paper subject to a maximum of five pts)
8. No. of Governing Body meetings held in the past one academic year. (05)
 (Presence of JNTUH nominee mandatory)
 NIL (0) / ONE (3) / TWO or More (5)
 (A copy of the resolution of the meeting to be enclosed)

(50)

TOTAL MARKS OBTAINED FOR ACADEMIC PERFORMANCE (X) =

Note: For first, second, and third year colleges points may not add up to 50.



Infrastructure Parameters (Please award points for the following parameters)

(TOTAL POINTS: 50)

1. **Built up area (total area in m²/ Quality/Internal Layout/Design/Circulation Area)**
 No short-fall (5)/ Short-fall by 5% (4)/ Short-fall by 10% (3)/ Short-fall by 15% (2)/ Short-fall > 20% (1) (05)
2. **Instructional area (No. of Classrooms/Area/Furniture/Teaching Aids):**
 No short-fall (5)/ Short-fall by 5% (4)/ Short-fall by 10% (3)/ Short-fall by 15% (2)/ Short-fall > 20% (1) (05)
3. **Laboratories/Workshops (No. of Labs/Workshops, quality of equipment available):** (05)
 No short-fall (5)/ Short-fall by 5% (4)/ Short-fall by 10% (3)/ Short-fall by 15% (2)/ Short-fall > 20% (1)
4. **Computing Facilities/Internet Facilities (Student computer ratio & licensed soft wares available):**
 No short-fall (5)/ Short-fall by 5% (4)/ Short-fall by 10% (3)/ Short-fall by 15% (2)/ Short-fall > 20% (1) (05)
5. **Availability of Qualified Principal (Qualifications+ age+ ratified + experience + duration of present tenure):** (05)

6. **Library (Area/Books/Journals/staff/ Timings):**
No short-fall (5)/ Short-fall by 5% (4)/ Short-fall by 10% (3)/ Short-fall by 15% (2)/ Short-fall > 20% (1) (05)
7. **Faculty Student Ratio for UG 1:15 (PG 1 : 12) available FSR =**
No short-fall (5)/ Short-fall by 5% (4)/ Short-fall by 10% (3)/ Short-fall by 15% (2)/ Short-fall > 20% (1) (05)
8. **Cadre Ratio of Faculty (Prof. : Asso. Prof. : Asst. Prof. :: 1:2:6); (Qualifications & Experience, competency as per the norms):**
No short-fall (5)/ Short-fall by 5% (4)/ Short-fall by 10% (3)/ Short-fall by 15% (2)/ Short-fall > 20% (1) (05)
9. **Supporting Staff (Faculty to (Programmers/Lab Assistants/Technicians) is 1: 1.25, Qualifications & Experience, competency):**
No short-fall (5)/ Short-fall by 5% (4)/ Short-fall by 10% (3)/ Short-fall by 15% (2)/ Short-fall > 20% (1) (05)
10. **Power Generator/Approach Road/College Ambience/Drinking Water/Toilets:**
Excellent (5)/ Very Good (4) / Good (3) / Satisfactory (2) /below satisfactory (1) (05)

TOTAL POINTS OBTAINED FOR INFRASTRUCTURE PARAMETERS (Y) =

/	50
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MAX. POINTS (Z = X + Y)

OVERALL POINTS (Z) = _____ (X) + _____ (Y) (Z) =

/	
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Note: For first, second, and third year colleges points may not add up to 100.

Please answer the following with either YES (Y) or NO (N)

1. Is the institute sharing the premises with other institute ()
2. Is the institute sharing the staff with other institute ()
3. Is the institute sharing the laboratory space with other institutes ()
4. Is the institute sharing the laboratory equipment with other institute ()
5. Is the institute running the courses not approved by the university ()
6. Is the institute located at the place for which approval of AICTE, Government and JNTUH has been sanctioned? ()
7. Are there students studying who are not registered with this institute ()

Other Information

(A) Interaction with Faculty members in the absence of Management members :

(A brief Report shall be furnished not more than 100 words)

(B) Response on the Complaints received on the College:

(Complaints shall be provided by the University, if any)

(C) Interaction with Students in the absence of faculty and staff:

(D) Any other Observations/Comments (Not More than 50 words):

Details of the Committee Members:

S.No.	Name of the FFC Team	Designation	Signature
1.	Convener		
2.	Member		
3.	Member		
4.	Member		

FORM A-410 PG

Format for existing M.Tech / M.Pharm Specializations sanctioned before A.Y 2010-11.

Sl No.	PG Programme	A:	B:	C:	Comments
1.	Class Room Built Up Area for a batch of 18 students: (Norms: 33 sqm.)				
2.	Seminar Room (132 sqm). One per Dept. offering PG Programmes.				
3.	PG Laboratory Facility Engg : 2 x 66 sqm Pharm : 2 x 75 sqm				
4.	Departmental Library a. Area : 50 sqm b. Titles : 50; Volumes : 200 50 titles yearly increment. c. Journals: 05 Intl + 05 Natl.				
5.	Faculty per Program: One Prof with Ph.D + 2 Asso./ Asst. Prof. with atleast Masters Degree (exclusive of UG load.)				
6.	Faculty Student Ratio: UG = 1 : 15 PG = 1 : 12				

CONVENOR

MEMBER

MEMBER