

NOTIFICATION
Education Department
Sachivalaya, Gandhinagar.
Dated the 13th March, 2020.

Gujarat Professional Technical Educational Colleges or Institutions (Regulation of Admission and Fixation of Fees) Act, 2007 (Guj. 2 of 2008), and in supersession of all the rules made in this behalf, the Government of Gujarat hereby makes the following rules regulating the procedure for declaration of Centre of Excellence of the Colleges, Institutions or Private Universities, as follows, namely:-

of Admission and Fixation of Fees) Act.

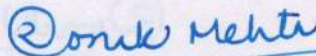
1. **Short title and Commencement:** -

- (1) These rules may be called the Gujarat Professional Technical Educational Colleges or Institutions (Procedure for Declaration of Centre of Excellence) Rules, 2020.
- (2) They shall come into force from the date of their publication in the *Official Gazette*.

2. **Definitions:-**

- (1) In these rules, unless the context otherwise requires,-

- (a) "Act" means the Gujarat Professional Technical Educational Colleges or Institutions (Regulation of Admission and Fixation of Fees) Act, 2007 (Guj. 2 of 2008);
- (b) "Appellate Committee" means Appellate Committee constituted under rule 7.
- (c) "Appendix" means Appendix appended to these rules.
- (d) "Centre of Excellence" means the College, Institution or Private University in which the quality education, path breaking research, innovative teaching methodologies, quality extension services, high employability and entrepreneurship are imparted; or institution in Gujarat, setup by such institutes and institutes of strategic or security related interest as notified by the State Government; or Institutions of Eminence Deemed to be University as declared by UGC (Institutions of Eminence Deemed to be Universities) Regulations, 2017;


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- (e) "Committee" means the High Level Committee constituted under rule 3;
 - (f) "University" means the University established under a law enacted by the Legislature of the State;
- (2) The words and expressions used in these rules but not defined shall have the meanings assigned to them in the Act.

3. **Constitution of High Level Committee: –**

- (1) There shall be constituted a Committee to be called a "High Level Committee" consisting of the following members, namely:-
- (i) The Chairperson, to be nominated by the State Government who shall be selected from amongst the former Directors of **IISCs** or **IIMs** or **NITs** or **IIT** or **TIFR** or **IITs** or Former Vice-Chancellors or Renowned Educationists;
 - (ii) One member, to be nominated by the State Government from amongst the Eminent Educationists; and
 - (iii) One member, to be nominated by the State Government from amongst the Head of industrial or reputed Business Houses.
- (2) The Commissioner, Technical Education, Gujarat State, shall be ex-officio Member Secretary of the Committee.
- (3) The nominated member shall be entitled to receive the remuneration, fees, other charges and facilities as specified in Appendix II as may be decided by the State Government.

4. **Powers and Functions of High Level Committee:-**

- (1) The Committee shall have the following powers, namely:-
- (a) to give its evaluation in appropriate numerical values for the different parameters of evaluation mentioned in Appendix I;
 - (b) to recommend explicitly to the State Government the eligibility or otherwise for conferring the status of the 'Centre of Excellence' to the applicant College, Institution or the private University, in Form "C" as specified in the Appendix I.
- (2) The Committee shall have the following functions, namely:-
- (a) to undertake the perusal and evaluation of the structured proposal submitted by the applicant Colleges, Institutions or the Private Universities in Form "B1 or B2" as applicable as specified in the Appendix I;

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- (b) to visit the campus of applicant College, Institution or the Private University for seeking additional information, clarification and interaction with the management, faculty and students of the said College, Institution or the Private University and record observations;
- (c) to collect the information and data during its visit, the comprehensive presentation integrating infrastructure development, directions of growth and achievements;
- (d) to discuss with the Director General, Directors and Deans with respect to the matters and issues related to items specified at serial numbers (1),(2) and (3) of Part II of the Appendix I.

5. **Terms and conditions of members of High Level Committee-** The terms and conditions of the members of Committee shall be as follows, namely:-

- (a) The tenure of the nominated members of the Committee shall be of three years and shall not be eligible for reappointment after the completion of two tenures;
- (b) a nominated member, having any relation with the applicant College, Institution or the Private University, shall be required to inform the State Government of having his relations with the said College, Institution or the Private University. On receiving such information from the member so nominated, the State Government shall nominate another member in his place in the Committee for evaluation of the concerned applicant proposal;
- (c) an application for conferring the status of "Centre of Excellence" to the applicant College, Institution or the Private University shall be dealt with expeditiously but not later than the period of three months from the date of the receipt of the application by the State Government.

6. **Procedure for making application for grant of status of 'Centre of Excellence' and revocation thereof.-**

- (1) The procedure for making application for grant of 'Centre of Excellence' shall be as follows, namely:-
 - (i) The College, Institution or the Private University seeking the status of 'Centre of Excellence' shall make an application or submit its proposal in Form 'A' and Form 'B-1/B-2' as specified in Appendix I along with the non-refundable fees of rupees ten lakhs, to the State Government. The applicant College, Institution or the Private University shall also require to pay rupees five lakhs as security Deposit.

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- (ii) The application made under sub-rule (1) shall be forwarded to the Member Secretary of the Committee constituted under rule 3. The Member Secretary shall, in consultation with the Chairperson and other members of the Committee convene the meeting of the Committee and process the application.
- (iii) It shall be the duty of the College, Institution or the Private University,-
- (a) to provide all additional and necessary information and clarifications which the Committee may require, in the prescribed time limit;
 - (b) to facilitate campus visit of the Committee on scheduled dates and time;
 - (c) to follow the scoring system.
- (iv) In case, the application of the College, Institution or the Private University for grant of Status of 'Centre of Excellence' is not granted by the State Government, it shall not be eligible to apply for the next two calendar years:
- (v) Before granting 'Centre of Excellence' status to any College, Institution or the Private University, the High Level Committee shall also verify whether any regulatory issue pertaining to State Govt/Central Govt/UGC/AICTE or similar regulatory bodies/FRC/ACPC and so on. The grant of 'Centre of Excellence' status shall be withheld till such regulatory/compliance issue is resolved to the satisfaction of the concerned regulatory body.
- (2) In case, it is found that the College, Institution or the Private University has been conferred the status of 'Centre of Excellence' on the basis of wrong data or deliberate concealment of vital information, a notice shall be given to the concerned College, Institution or the Private University stating as to why the status of 'Centre of Excellence' conferred should not be cancelled and require it to send/give the explanation or necessary clarification within a period of fifteen days to the Committee which shall consider the explanation or clarification made by it and shall send its report to the State Government along with its recommendation.
- (3) After the receipt of the report under sub-rule (2), the same shall be considered by the State Government and if in the opinion of the State Government the reply and explanation is not satisfactory, it shall after recording the reasons in writing by order/cancel the status of 'Centre of Excellence' conferred on the College, Institution or the Private University and there upon it shall not be eligible for making the application for grant of status of Centre of Excellence for a period of next four years and liable for a penalty of a sum not exceeding rupees fifty lakhs. In addition, the College, Institution or the Private University shall be required to follow any direction of the State Government with regard to the fees already collected by it.

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7. **Constitution of Appellate Committee.-**

- (1) There shall be a constituted a Committee to be called the Appellate Committee consisting of following members, namely:-
 - (i) Principal Secretary to the Government of Gujarat, Education Department;
 - (ii) Director, Indian Institute of Technology, Gandhinagar;
 - (iii) Director, Indian Institute of information Technology, Vadodara;
 - (iv) Director, Indian Institute of Management, Ahmedabad.
 - (2) Any College, Institution or the Private University aggrieved by the decision of the State Government rejecting the proposal, may prefer an appeal to the Appellate Committee within 30 days from date of the receipt of decision disqualifying it by the High Level Committee or the order rejecting the application, for reconsideration of the decision of the rejection.
 - (3) On receipt of the appeal preferred under sub-rule (2), the Appellate Committee shall scrutinize the proposal afresh and after consideration if it is satisfied that there are sufficient reasons for reconsideration of the proposal, it may refer the proposal back with its recommendation to the State Government to reconsider its decision.
 - (4) The Appellate Committee shall inspect all the issues of alleged irregularities brought to the notice of the State Government and recommend as deemed fit, the actions, ranging from revocation of the eligibility of autonomy to conditional continuance on specific terms and impose penalty up to rupees fifty lakhs.
8. **Review and Revocation-** The State Government may cause to inspect the College, Institution or, the Private University at any time. If it comes to its notice that the said College, Institution or, the Private University has misused the autonomy in admissions , fees or both, it shall make a reference to the Appellate Committee. The Appellate Committee after following the principles of natural justice and after going through all the issues of alleged irregularities shall make its recommendations as deems fit. The Appellate Committee may recommend revocation of status of 'Centre of Excellence' or its conditional continuance on specific terms and may also impose penalty up to rupees fifty lakhs.
9. **Uploading of information on website-** It shall be obligatory for the College, Institution or, the Private University to upload the copy of application made to the Government for grant of Centre of Excellence, annual accounts and the copy of letter conferring the status of Centre of Excellence on its website within a period of six months from the closure of each financial year.
10. **Penalty-**

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- (1) Any College, Institution or Private University seeking status of 'Centre of Excellence' shall be liable to give all true, correct and complete information in the application form, as and when called for by the High Level Committee and at any stage of processing the application.
 - (2) Any breach shall make the college liable for forfeiture of the security deposit or part thereof.
11. **Decision of State Government shall be final-** In implementation of the provisions of these rules, if any difficulty or question arises as to the interpretation of any provision, the decision of the Government shall be final.

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APPENDIX I

(See Rule 4 and 6(1))

PART I

FORM A

Sr. No.	Particulars	Information and Remarks, if any.
1	Name of the college/institution/private University:	
2	Name of the Act under which - (i) the college or institution is affiliated: (ii) private University is established:	
3	Year of establishment of the college/institution/private University:	
4	Name and designation of the Head of the college/institution/private University and other officers:	
5	Contact Details of officers of the college/institution/private University:	
6	Programs Offered:	
7	School-wise, discipline, branch and program-wise break-up of students:	
8	Enrolment- (i) Boys: (ii) Girls:	
9	Details of- (i) Disciplines: (ii) Degrees Awarded:	

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FORM B-1

[Appendix-I]

1. The Institution/Private University satisfying the following conditions are only be eligible to apply for Centre of Excellence Status.

The applicant Institution/ University should satisfy all the conditions of the following eligibility criteria at the time of application.

- (1) The annual statutory financial audited accounts in full details with note, of the academic unit and the University, for previous three years immediately preceding to the application year, should be disclosed on the website.

The Applicant Institution/ University shall provide the data of average of last three years.

The Applicant Institution/ University should acquire minimum 60% score in each parameter listed at Sr. No. 2 to 9 below and the summation of all parameters shall be a minimum of 75% Score in order to be awarded the status of Centre of Excellence by High Level Committee.

Sr. No.	Particulars	Max. Marks	Description
1	NAAC, NBA, (GSIRF Ranking for Schools of Architecture and Planning)	40	As per attached Table-A.
2	Basic Infrastructure	45	
	1. Land Area: (Total Area _____ Sq. Meters) (As per the statutory Provisions of relevant Acts/Rules/Regulations/ Notifications) (a) % Utilised for academics (b) % Utilised for Hostels (c) % Utilised for faculties/ staff residences: (d) % Utilised for amenities/sports etc.	04	- More than required = 2 Marks - Exactly as per required = 1 Mark - Less than reqd. = 0 Mark. (Scale to 4 Marks)
	2. Built up area: (Total Area _____ Sq. Meters) (As per the statutory Provisions of relevant Acts/Rules/Regulations/ Notifications) (a) % Utilised for Academic: (b) % Utilised for Non-Academics:	04	- More than required = 2 Marks - Exactly as per required = 1 Mark - Less than required = 0 Mark.

	<p>3. Classrooms equipped with ICT facilities. (<i>% of total classes</i>)</p>	05	<p>Upto 30%=0 Marks, 30% to 40%=1, 40 to 60%= 2 Marks 60 to 70%=3 Marks, 70 to 90%=4 Marks, 100%=5 Marks</p>
	<p>4. Teaching laboratories (As per the statutory Provisions of relevant Acts/Rules/Regulations/ Notifications)</p>	04	<ul style="list-style-type: none"> - More than required = 4 Marks. - Exactly as per required = 2 Marks. - Less than required = 0 Mark
	<p>5. Research laboratories (As per the statutory Provisions of relevant Acts/Rules/Regulations/ Notifications)</p>	05	<ul style="list-style-type: none"> - As per requirement in each branch = 5 Marks, - As per requirement in 3/4 of the branches = 4 Marks, - As per requirement in 1/2 of the branches = 3 Marks, - As per requirement in 1/4 of the branches = 2 Marks, - Less than required = 0 Mark
	<p>6. Expenditure on Equipment per 100 students Listing, Important and sophisticate equipment/instruments (<i>% of Expenditure on sophisticate equipment/instruments against total Expenditure incurred on equipments</i>)</p>	05	<p>Upto 10%=0 Mark, 10% to 15%=1Marks, 15 to 20%= 2 Marks 20 to 25%=3 Marks, 25 to 30%=4 Marks, Above 30%=5 Marks</p>
	<p>7. Computer Facilities, including Internet Connectivity, Licensed Software per 100 students. (a) No. of Computers (b) No. of Licence software (c) Internet Bandwidth _____ Mbps (d) % of wi-fi campus covered. (e) No of Peripherals (As per the statutory Provisions of relevant Acts/Rules/Regulations/ Notifications)</p>	05	<ul style="list-style-type: none"> - If more than required = 1 Marks. - If exactly as per requirement=0 Mark For each parameters (a) to (e)
	<p>8. Libraries Resources per 100 students (a) Number of Titles</p>	05	<ul style="list-style-type: none"> - If more than required = 1 Marks. - If exactly as per

	(b) Number of Books and Titles, (c) Number of International Journals subscribed, (d) Self-study CDs (e) Other learning materials		requirement=0 Mark - For each parameters (a) to (e)
	9. Annual Operational Expenditure in Rupees per student: <i>(Average of last three years, only actual incurred expenditure to be stated)</i>	05	Exactly as per tuition fee Collected=3 Marks. 10% above= 4 Marks 25% above=5 Marks 10% below= 2 Marks 25% below=1 Mark Else=0 Mark
	10. Solid Waste disposal system, Use of Solar Energy, Rainwater harvesting	03	One Mark for each component
3	Students	70	
	(a) Admission: <i>(Separate information for each program)</i>		
	Merit rank: First _____ Average _____ Last _____ for Management Quota Merit rank: First _____ Average _____ Last _____ for Government Quota * Compare with Centralised Admission System <i>Average would mean (Average \pm 5%)</i>	05	- If higher than average cut-off =5 Marks - If cut-off in the \pm 5% of average = 3 Marks - if cut-off lower than middle = 0 Mark (For each programme)
	1. Percentage Enrolment in Bachelor's Degree Programme	03	>70%=1, >85% =2, 100%=3
	2. Percentage Enrolment in M.Tech or Equivalent Programme	03	- >80% =3, 70% to 80%=2, 50% to 70%=1, <50%=0
	3. Enrolment in Ph.D./ Equivalent	03	- Upto 10=1, 11 to 20= 2, Above 20=3
	4. Gender Diversity in admission	03	- If 30% Girls = 1 - If 40% Girls = 2 - Above 40% Girls = 3
	5. Cultural diversity <i>(State v/s Other State students)</i>	03	- If 30% Other State = 1 - If 40% Other State = 2

	(b) Number of Books and Titles, (c) Number of International Journals subscribed, (d) Self-study CDs (e) Other learning materials		requirement=0 Mark - For each parameters (a) to (e)
	9. Annual Operational Expenditure in Rupees per student: (Average of last three years, only actual incurred expenditure to be stated)	05	Exactly as per tuition fee Collected=3 Marks. 10% above= 4 Marks 25% above=5 Marks 10% below= 2 Marks 25% below=1 Mark Else=0 Mark
	10. Solid Waste disposal system, Use of Solar Energy, Rainwater harvesting	03	One Mark for each component
3	Students	70	
	(a) Admission: (Separate information for each program)		
	Merit rank: First _____ Average _____ Last _____ for Management Quota Merit rank: First _____ Average _____ Last _____ for Government Quota * Compare with Centralised Admission System <i>Average would mean (Average \pm 5%)</i>	05	- If higher than average cut-off =5 Marks - If cut-off in the \pm 5% of average = 3 Marks - if cut-off lower than middle = 0 Mark (For each programme)
	1. Percentage Enrolment in Bachelor's Degree Programme	03	>70%=1, >85% =2, 100%=3
	2. Percentage Enrolment in M.Tech or Equivalent Programme	03	- >80% =3, 70% to 80%=2, 50% to 70%=1, <50%=0
	3. Enrolment in Ph.D./ Equivalent	03	- Upto 10=1, 11 to 20= 2, Above 20=3
	4. Gender Diversity in admission	03	- If 30% Girls = 1 - If 40% Girls = 2 - Above 40% Girls = 3
	5. Cultural diversity (State v/s Other State students)	03	- If 30% Other State = 1 - If 40% Other State = 2

			- Above 40% Other State = 3
	6. Reservation quota policy of admission	01	- If Yes = 1 - If No = 0
	7. Gender Diversity in Scholarships and Free ships	03	- If 30% Girls = 1 - If 40% Girls = 2 - Above 40% Girls = 3
	8. Absenteeism of students (considering average attendance of students)	04	- If 0 to 5% = 4 - If 6 to 10% = 3 - If 11 to 15% = 2 - If 16 to 20% = 1
	9. Grievance Redressal Mechanism	01	- If Yes = 1 - If No = 0
	No of Grievances received _____		
	Grievances Resolved with favourable response.	03	Upto 40%=1, 40 to 60%=2, >60 % =3.
	10. Faculty advisor scheme	01	- If Yes = 1 - If No = 0
	11. Meeting with students per semester	01	- If Yes = 1 - If No = 0
	12. Student involvement in sports activities (Percentage of students participated in sports activities)	03	- Upto 30%=1, 30 to 50%=2, above 50%=3
	13. Student involvement in cultural activities (Percentage of students participated in cultural activities)	03	- Upto 30%=1, 30 to 50%=2, above 50%=3
	14. Student involvement in co-curricular activities (Percentage of students participated in co-curricular activities)	03	- Upto 30%=1, 30 to 50%=2, above 50%=3
	15. Number of Student clubs	04	- Upto 5=1, 6 to 10=2, 11 to 15=3, above 15=4.
	16. Percentage of students participated in career counselling for employability and skill upgradation. (Considered on the basis of number of final year students)	03	- Upto 30%=1, 30 to 50%=2, above 50%=3
	(b) Graduation Outcome		
	1. No. of active student start-ups belonging to the institution/University. (Student would include an alumni having passed out in last two academic years)	04	1 to 4= 1, 5 to 7=2, 8 to 10=3, More than 10=4.

	2. No. of students to whom the minimum Package of Rs. 25000/-p.m. offered through campus placement.	04	Upto 30%=1, 30 to 50%=2, 50 to 75%=3, above 75%=4.
	3. Percentage of students obtained admission in M.Tech and Ph.D	02	<upto 30%=1, above 30%=2.
	4. Package offered: Top _____ Average _____	04	Top <5 L =1, <7.5 L=2, <10=3,>10=4.
	5. Number of students to whom the Fund Supported for participation in national Conferences	01	Above 10=1. Else=0
	6. Amount spent on Fund Support for student participation in national Conferences (in lakhs)	01	Above 5 lakhs=1. Else=0
	7. Number of students to whom the Fund Supported for participation in International Conferences	02	Less than 2=0, 3 to 5=1 Above 5=2.
	8. Scheme of Scholarships and Fellowships (Give details) :	02	- If it is 1 crore = 2, - 50 to 99 lakhs=1, - Else=0
	No. _____ Amount spend per year _____ Total _____		
4	Academics	60	
	1. Flexibility of Curriculum	06	Elective courses 6 to 10% =2, 11 to 15%=4, >16%=6
	2. Frequency of curriculum review	02	Every 5 years=2, 5 to 10 years=1, else=0
	3. Course delivery/monitoring/course evaluation		
	(a) Formal student feedback system exists?	02	- If Yes = 2 -If No = 0
	(b) Is feedback monitored, analysed communicated and action taken?	04	Yes = 1 for each

	(c) Does a course website display course planning, assignments, quiz and reading material?	04	Yes = 1 for each
	4. Innovations and initiatives in diversity of course offerings and pedagogy. <i>(Will be verified by the Committee during the visit)</i>	04	- No initiative = 0 - innovation in pedagogy=2, - diversity in course offered=2
	5. Augmentation of instructional materials. <i>(Will be verified by the Committee during the visit)</i>	02	- If Yes = 2 - If No = 0
	6. Field internship: Implementation, Evaluation and Outcomes <i>(No of students)</i>	10	- For every 10%=1 Mark
	7. Sponsored Chairs	06	- Two marks for every sponsored chair, Maximum=6 Marks
	8. No. of Visiting Expert faculty/ Adjunct Faculty	04	- More than 10 per semester=4, - 5 to 9=3, 1 to 4=2, - Else=0.
	9. Organized plans to cater the contents beyond the scope of Syllabus <i>(Will be verified by the Committee during the visit)</i>	02	- If Yes = 2 - If No = 0
	10. International Collaborations/Exchange of at least one collaboration per department and at least 15 exchange of students in both directions.	14	- For each collaboration 2 Marks maximum=8 Marks. - For each batch of 15 students=2 marks maximum=6 Marks.
5	Examination	20	
	1. System of Continuous evaluation in each course of each program (a) Only Final Exam, (b) Mid Sem Exam (c) Supplementary Exam, (d) Assignments, (e) Quiz, (f) Projects.	06	One mark for each
	2. Online e-assessment and fairness of evaluation and overall credibility of examination system. <i>(Will be verified by the Committee)</i>	03	Yes=3, Partial=2, No=0

	during the visit)		
	3. Question banks and e-quiz.	02	1 mark for each.
	4. Open Book and Take-Home Exams.	04	2 marks for open book, 2 mark for take home exam.
	5. MIS for exam available?	02	Yes=2, No=0
	6. Grievance redressal in examination Percentage of grievances resolved.	03	Upto 30%=1, 30 to 50%=2, above 50%=3
6	Faculty	70	
	1. Cadre Policy, Qualifications, Cadre wise Strength	10	<ul style="list-style-type: none"> - If teacher to student ratio of 1:20 maintained and all the faculty members are Ph. D = 10 Marks, - If teacher to student ratio of 1:20 maintained and 75 % of the faculty members are Ph. D = 8 Marks - If teacher to student ratio of 1:20 maintained and 50 % of the faculty members are Ph. D = 6 Marks - If teacher to student ratio of 1:20 maintained and 25 % of the faculty members are Ph. D = 4 Marks - If teacher to student ratio of 1:20 maintained and no faculty members are Ph. D = 2 Marks
	<ul style="list-style-type: none"> • No. of full time regular faculty having M.Tech /M.E/MBA/M.Sc. or Ph.D/M.S Qualification. 	06	100% M.Tech /M.E/MBA/M.Sc.=0, 25 % Faculty Ph.D/M.S =3, 26-40% Faculty Ph.D/M.S.=4, 41-50 % Faculty Ph.D/M.S.=5, More than 50% Faculty Ph.D/M.S.=6
	<ul style="list-style-type: none"> • No. of Total faculty / 100 students 	05	6 or more=5 Marks, 5 = 3 Marks,

			4=2 Marks, 3=1 Marks, less than 3 =0 Mark.
	<ul style="list-style-type: none"> No. of Part-time, Visiting Faculty, Guest Faculty against regular faculty 	03	Upto 10%= 3 Marks, 11 to 20%= 2 Marks, 21 to 30%= 1 Marks, Else=0 Mark.
	<ul style="list-style-type: none"> No. of International adjunct Faculty 	02	Upto 10%= 0 Marks, 11 to 20%= 1 Marks, 21 to 30%= 2 Marks.
2. Rules of Recruitment and Procedure			
	(a) Public advertisement through media:	01	- If Yes = 1 If No = 0
	(b) Selection Process through Experts	01	- If Yes = 1 If No = 0
	(c) Scales of Pay and allowances as per statutory body guidelines.	01	- If Yes = 1 If No = 0
	(d) Perquisites as per statutory body guidelines.	01	- If Yes = 1 If No = 0
	(e) Faculty joining and attrition rate of last three years: (Retention Percentage)	03	Upto 30%=1, 30 to 50%=2, above 50%=3
	(f) Service Rules:	01	- If Yes = 1 If No = 0
	(g) Faculty per Department: <i>(The statutory Provisions of relevant Acts/Rules/Regulations/ Notifications of AICTE/UGC/PCI/CoA etc. will be considered as a benchmark)</i>		
	1 Professors	02	If as per provision=1, More than provision=2 Marks, Less than Provision=0 Marks.
	2 Associate Professors, and	02	If as per provision=1, More than provision=2 Marks, Less than Provision=0 Marks.

	3 Assistant Professors	02	If as per provision=1, More than provision=2 Marks, Less than Provision=0 Marks.
	(h) Percentage of Faculty with foreign exposure in Jobs, research and study (Minimum 2 years)	05	Above 50%=5, 40%=4, 30%=3, 20%=2, Up to 10%=1.
	(i) Faculty Development Policy and Scheme (a) R & D Seed grant	06	>100% of annual salary=6, 80%=5, 60%=4, 50%=3, 40%=2, 30%=1.
	(b) Participation in international conference per year	02	1 mark per faculty.
	(c) Participation in National Conference	02	1 mark per faculty.
	(j) Percentage of Promotion and Career advancement opportunities considering through Advertisement/ feeder cadre	05	>20% =1, >40% =2, >60%=3, >80%=4, 100%=5.
	(k) Appraisal systems of faculty considering (a) Research (b) Teaching (c) Training (d) New material development (e) Industry interaction (f) Consulting (g) Participation in administration (h) Support extracurricular activities (i) Feedback from the students (j) Relation with the alumni (Will be verified by the Committee during the visit)	10	- 1 Mark for each component.
7	Research, Consultancy & Extension Services:	60	

	1. Research undertaken in last three years– (i) Sponsored Research – Projects (Number), Total Value (Rs.) (ii) List of major five sponsoring agencies	05	For Engineering, Pharmacy, Management Colleges: - Sponsored project of Rs. 5 lakh = 1 One point extra for every additional project of Rs. 5 lakh
	2. Current research No. of Research papers published in esteemed journals like scopus/ web of science/Elsevier and such other journal of equivalent quality per faculty per year (Only regular faculty to be counted) (Data to be given for last three years)	15	- At least 01 = 5 marks - 1.2 to 1.5 = 8 marks - 1.6 to 2.0 = 11 marks - 2.1 to 2.5 = 14 Marks. - Above 2.5 = 15 Marks.
	3. Awards for Best Publications /Oral Presentation/Poster Presentation.	05	- One Mark for each award (Maximum to 5 Marks)
	4. Organization of National/International conferences, industry conclave	05	- One Mark for each event. (Maximum to 5 Marks)
	5. At least one major research project per Department	05	For Science, Engineering, Pharmacy Colleges: - Major research project of Rs. 20 lakhs = 1 - One point extra for every additional project of Rs. 20 lakh
	6. Patents applied and published	15	- For every published patent 3 Marks
	7. Average Citation Index per faculty member.	05	- 31 to 50=1, 51 to 100=2, 101-199=3, 201-300=4, >300=5.
	8. Average H Index per faculty member.	05	2 per faculty=1, 3 per faculty=2, 4 per faculty=3, 5 per faculty=4, >5=5 .
8	Governance (All item Will be verified by the Committee)	85	

	during the visit)		
1. Procedure for appointing the Independent Director, its diversity and delegation of power.	04		
(a) Is there comprehensive document/procedure to appoint independent director by competent authority		-	If Yes=1, if No=0
(b) Adherence to the above document		-	If Yes=1, if No=0
(c) Does the document ensure diversity in gender in appointment?		-	If Yes=1, if No=0
(d) Effectiveness of the independent director in attendance		-	Quorum=1 Mark, else=0
2. Adherence to Criterial standards for Key officers of University like Provost, Director, Registrar, CFO as listed in Pvt. Uni Act (Gujarat Act No. 8 of 2009)	04		1 Marks for each post.
3. Functioning of Various Committees			
(i) Frequency of meeting (Adherence to the relevant provisions of the act)	01		Yes=1, No=0
(ii) Attendance (Minimum attendance in all the meeting per academic year)	05		100%- 5, 80%-4, 60%-3, 50%-2, 40%-1
(iii) Circulation of agenda before the meeting in number of days	01		Before one week-1, less than 1 week-0
(iv) Minutes of the meeting circulated after the meeting	01		Before one week-0, less than 1 week-1
(v) Action taken report in all the meeting per year	01		yes=1, no=0
For the following committees,			(to be scaled to 10 Marks)
(a) BoG,			
(b) Academic Council,			
(c) Executive Council,			

	(d) Finance Committee, (e) Academic Audit Committee.		
	4. Committee for Prevention of Sexual Harassment		
	(a) Existence of Committee for Prevention of Sexual Harassment?	01	Yes=1, No=0.
	(b) Is the constitution in compliance with Vishakha Judgement?	01	Yes=1, No=0.
	(c) Number of gender sensitivity compliance resolved	04	Upto 25%=1, 25% to 50%=2, 50% to 70%=3, above 70%=4.
	5. Faculty Recruitment norms and procedure.		
	Faculty		
	(a) Is there and approved policy for recruitment by competent authority	01	Yes=1, No=0.
	(b) Adherence to policy	01	Yes=1, No=0.
	(c) Is there and approved policy for confirmation by competent authority	01	Yes=1, No=0.
	(d) Adherence to policy	01	Yes=1, No=0.
	(e) Is there and approved policy for promotion by competent authority	01	Yes=1, No=0.
	(f) Adherence to policy	01	Yes=1, No=0.
	Staff		
	(g) Adherence to policy	01	Yes=1, No=0.
	(h) Is there and approved policy for confirmation by competent authority	01	Yes=1, No=0.
	(i) Adherence to policy	01	Yes=1, No=0.
	(j) Is there and approved policy for promotion by competent authority	01	Yes=1, No=0.
	(k) Adherence to policy	01	Yes=1, No=0.
	(l) Policy for recruitment of Adhoc faculty	01	Yes=1, No=0.
	(m) Policy for recruitment of Adhoc staff	01	Yes=1, No=0.

6. The audited Accounts to be audited by external auditors with annexures /schedule and comments and Mandatory Disclosures as per provision of statutory bodies including Governing disclosures and obligations, Minutes of Meetings, disclosure of Annual Report should be displayed on the website.		
(a) Audit statement disclosure on website	01	Yes=1, No=0.
(b) Quarterly internal audit reports	01	Yes=1, No=0.
(c) Action taken reports	01	Yes=1, No=0.
(d) Quarterly statutory audit reports	01	Yes=1, No=0.
(e) Quarterly statutory compliance reports	01	Yes=1, No=0.
7. Mandatory Disclosures on the website as per provision of statutory bodies including Governing disclosures and obligations, Minutes of Meetings, disclosure of Annual Report on the Website.		
(a) Disclosures on website	01	Yes=1, No=0.
(b) Mandatory/Regulatory/statutory provisions	01	Yes=1, No=0.
(c) Minutes of the meeting (BoG)	01	Yes=1, No=0.
(d) Minutes of the meeting (Academic council)	01	Yes=1, No=0.
(e) Minutes of the meeting (Academic Audit committee)	01	Yes=1, No=0.
(f) Minutes of the meeting (Finance committee)	01	Yes=1, No=0.
(g) Minutes of the meeting (Academic Advisory council)	01	Yes=1, No=0.
(h) Minutes of the meeting (Executive council)	01	Yes=1, No=0.
(i) Complete annual report	01	Yes=1, No=0.
(j) Balance sheet with complete annexures	01	Yes=1, No=0.
(k) Announcement on procurement	01	Yes=1, No=0.
8. Record keeping for Income, Expenditure.		
(a)ERP system fully implemented for account	01	Yes=1, No=0.

	(b) Record keeping is manual	01	Yes=1, No=0.
	(c) Backup data kept for number of years	02	Minimum 3 years=0, more than three years=1, more than five years=2
	9. E-Procurement and transaction / contract / arrangement with related party. (a) Percentage of E-procurement (b) Percentage of Transaction (c) Percentage of contract	03	1 Mark for each. >50%=1, Else=0 >50%=1, Else=0 >50%=1, Else=0
	10. Management Information System (MIS) and e-communications.	01	Yes=1, No=0.
	11. Meetings with stakeholders, student, faculty, staff, alumni, industry, potentials employee. (Meetings per semester) (a) Frequency of meetings with students. (b) Frequency of meetings with faculty. (c) Frequency of meetings with staff. (d) Frequency of meetings with Alumni. (e) Frequency of meetings with Industry/practitioners/potential employers	05	Yes=1, No=0. For each.
	12. Existence of Effective Whistle Blowers Policy. (to be verified by the Committee)	01	Yes=1, No=0.
	13. Display of documents on website to promote Strong Culture and Transparency.		
	(a) Faculty	01	Yes=1, No=0.
	(b) Staff	01	Yes=1, No=0.
	(c) Students	01	Yes=1, No=0.
	(d) Academic	01	Yes=1, No=0.
	(e) Financial	01	Yes=1, No=0.

	(f) Compliance	01	Yes=1, No=0.
	14. Anti-ragging committee: Structure and organisation (No. of meetings held in last 2 years)	05	Committee exists=2, Structure as per statutory provisions=2, No pendency of complaint=1.
	15. Professional bodies – Memberships	04	- No membership = 0 - One marks for every membership
	16. Role of Alumni (a) No of alumni on board. (b) Financial Support. (c) Number of Job influenced by Alumni in Placement. (d) Alumni as Visiting faculty	04	At least One member=1, else=0. At least 1% of Budget=1, Else=0. >10%=1 else=0. >5% =1, else=0.

9. Overall performance of the institution/University as per Centre of Excellence Definition will be evaluated by the Committee at the time of visits as below. – 50 Marks.

1. Vision of the institute/ University for next 10 Years. – 5 Marks.
2. Effectiveness of Pedagogy. – 5 Marks
3. Overall academic environment of the institute. – 5 Marks.
4. Overall discipline and cleanliness/ House Keeping at the institute. - 5 Marks
5. Independence and participation of the faculty/ Staff Members-5 Marks
6. Aptitude for innovation – 5 Marks
7. Feedback of students and faculty. – 5 Marks.
8. Quality of extension services. – 5 Marks
9. Continuing Education Program, Eco System for entrepreneurship, etc. – 5 Marks.
10. Outstanding achievements of the institute/ University. – 5 Marks.

Note:- The Applicant Institution/University may add any additional information not included in the above components.

Table-A
(Refer Sr. No-1)

Marks	NAAC	Letter Grade	NBA	GSIRF
	Cumulative Grade Point Average (CGPA)		% of courses accredited with minimum score of 600	Cumulative Grade Point Average (CGPA)
0	Less than or equal to 3.0	B++ or lower	Less than 60%	Less than or equal to 3.5
10	3.01 to 3.15	A	Between 60% to 70%	Between 3.51 to 3.75
25	3.16 to 3.25	A	Between 70% to 80%	Between 3.76 to 4.0
35	3.26 to 3.50	A+	Between 80% to 90%	Between 4.1 to 4.25
40	Above 3.5	A++	>90%	4.26 and above

Maximum of NAAC, NBA or GSIRF (for School of Architecture and planning only) will be considered.

Ronak Mehta

FORM – B2

[Appendix-I]

(For Schools/Institutes of Architecture and Planning)

1. **The Institution/Private University satisfying the following conditions are only eligible to apply for Centre of Excellence Status.**

The applicant Institution/ University should satisfy all the conditions of the following eligibility criteria at the time of application.

- (1) The annual statutory financial audited accounts in full details with note of the academic unit and the University, for previous three years immediately preceding to the application year, should be disclosed on the website.
- (2) For an Institute/School of Architecture, Council of Architecture shall be considered the Statutory Body whereas for an Institute/School of Planning, AICTE shall be considered the Statutory Body.

The Applicant Institution/ University shall provide the data of average of last three years.

The Applicant institution/ University should acquire minimum 60% score in each parameter listed at Sr. No. 2 to 9 below and the summation of all parameters shall be a minimum of 75% score in order to be awarded the status of Centre of Excellence by High Level Committee.

1	NAAC, NBA, (GSIRF Ranking for Schools of Architecture and Planning)	40	As per attached Table-A.
2	Basic Infrastructure	45	
	Land Area: (Total Area _____ Sq. Meters) (As per the statutory Provisions of relevant Acts/Rules/Regulations/ Notifications) (a) % Utilised for academics (%) (b) % Utilised for Hostels (c) % Utilised for faculties/staff residences: (d) % Utilised for amenities/sports etc. (As per the statutory Provisions of CoA/AICTE)	04	- More than required = 2 Marks - Exactly as per required = 1 Mark - Less than reqd. = 0 Mark (Scale to 4 Marks)

Donk Mehta

<p>1. Built up area: (Total Area _____ Sq. Meters) (a) % Utilised for Academic purpose: (b) % Utilised for Non-Academic purpose: (As per the statutory Provisions of relevant Acts/Rules/Regulations/ Notifications of CoA/AICTE)</p>	04	<ul style="list-style-type: none"> - More than required = 4 Marks - Exactly as per required = 3 Marks - Less than required = 0 Mark
<p>2. Studios with provision of use of laptops with internet connectivity as per CoA/AICTE guidelines (As per the statutory Provisions of relevant Acts/Rules/Regulations/ Notifications of CoA/AICTE)</p>	04	<ul style="list-style-type: none"> - Upto 50% = 1 Mark - 50 to 70% = 2 Marks - 70% to 90% = 3 Marks - 100% = 4 Marks
<p>3. Lecture Rooms equipped with OHP & digital projection facilities and sound amplifier system (As per the statutory Provisions of relevant Acts/Rules/Regulations/ Notifications of CoA/AICTE)</p>	03	<ul style="list-style-type: none"> - Upto 50% = 0 Mark - 50 to 70% = 1 Marks - 70% to 90% = 2 Marks - 100% = 3 Marks
<p>4. Laboratories and Workshops (a) Environmental Lab, (b) Lighting and Acoustic Lab, (c) Model Making and Carpentry Workshop, Material Museum (d) RS and GIS Lab (for Planning only) (As per the statutory Provisions of relevant Acts/Rules/Regulations/ Notifications of CoA/AICTE)</p>	03	<ul style="list-style-type: none"> - Exactly as required = 3 Marks - Less than required = 0 Mark
<p>5. Laboratories desirable as per prevailing CoA/AICTE guidelines, (a) Climatology Lab, (b) Surveying Lab, (c) Material Testing Lab, (d) Electrical/Lighting/Illumination Lab, (e) Plumbing and Sanitation Lab, (f) Acoustics Lab, (g) Digital Lab</p>	04	<ul style="list-style-type: none"> - If Yes = 1, Else = 0 - If Yes = 1, Else = 0 - If Yes = 1, Else = 0 - If Yes = 1, Else = 0 - If Yes = 1, Else = 0 - If Yes = 1, Else = 0 - If Yes = 1, Else = 0

	(h) Any other additional lab e.g. Print Making Lab, Ceramic Lab, Fabrication Lab, Art Lab, etc. (As per the statutory Provisions of relevant Acts/Rules/Regulations/ Notifications of CoA/AICTE)		- If Yes = 1, Else = 0 (Scaled to 4 marks)
	6. Computer Centre with Broadband Internet Connectivity, Licensed Software and peripherals, with upgradation of these systems expedited as per CoA/AICTE guideline. (a) No. of Computers (b) No. of Licenced software (c) Internet Bandwidth _____ Mbps (d) Wi-Fi facilities in campus (e) Peripherals including printers, plotters, scanners, etc. (As per the statutory Provisions of relevant Acts/Rules/Regulations/ Notifications of CoA/AICTE and on basis of per 100 students)	04	- If exactly as per requirement or more =1 Full Mark for each fulfilled criteria - For each parameter (a) to (e) (Scaled to 4 marks)
	7. Institute Activities for enhancement of research and enrichment of its educational programmes (a) Formation of a Research Cell (b) Formation of a Consultancy Cell (c) MoUs signed with leading national and international institutes/universities (d) Participate in Events and Programmes to strengthen academic and research potential (e) Participate in National Level Convention for students (f) Participate in Hosted International Level Convention for students	03	- 1 Mark for each activity (Scaled to 3 marks)
	9. Expenditure on Equipment per 100 students Listing of important and sophisticated equipment/instruments for laboratories and workshops (% of Expenditure on sophisticated equipment/instruments against total Expenditure incurred on equipment)	03	Upto 5%=1 Mark, 5 to 10%=2 Marks, Above 10%= 3 Marks
	10. Library Resources per 100 students	05	- If more than required = 1

	<p>(a) Number of Titles, (b) Number of Books and Titles, (c) Subscription of Journals and Periodicals of Architectural relevance (d) Subscription of at least 2 Refereed Journals (Min. 1 international) (e) E-Books and E-Journals along with computer terminal with net facility for reference</p> <p>(As per the statutory Provisions of relevant Acts/Rules/Regulations/ Notifications of CoA/AICTE)</p>		<p>Mark for each</p> <ul style="list-style-type: none"> - If exactly as per requirement=0 Mark - For each parameters (a) to (e)
	<p>11. Annual Operational Expenditure in Rupees per student:</p> <p>(Average of last three years, only actual incurred expenditure to be stated)</p>	05	<p>Exactly as per tuition fee collected=3 Marks</p> <p>10% above= 4 Marks</p> <p>25% above=5 Marks</p> <p>10% below= 2 Marks</p> <p>25% below=1 Mark</p> <p>Else=0 Mark</p>
	<p>12. Environment Friendly Initiatives</p> <p>(a) Solid Waste disposal system, (b) Use of Solar Energy, (c) Rainwater harvesting</p>	03	<p>One Mark for each component</p>
3	Students	70	
	(a) Admission: Separate information for Architecture and Planning programmes		
	<p>Merit rank: First _____ Average _____ Last _____ for Management Quota</p> <p>Merit rank: First _____ Average _____ Last _____ for Government Quota</p> <p>* Compare with Centralised Admission System</p> <p><i>Average would mean (Average \pm 5%)</i></p>	05	<ul style="list-style-type: none"> - If higher than average = 5 marks - If cut-off in the \pm 5% of average = 3 marks - If cut-off lower than middle = 0 <p>(For each programme)</p>
	1. Percentage Enrolment in Bachelor's Degree Programme	03	>70%=1, >85% =2, 100%=3
	2. Percentage Enrolment in M.Planning, M.Tech or Equivalent Programmes	04	<ul style="list-style-type: none"> - >80% =4, - 70% to 80%=3, - 50% to 70%=2, - 30 to 50%=1

3. Enrolment in Ph.D./ Equivalent	02	- Upto 25%=1, - Above 25% =3
4. Gender Diversity in admission	03	- If 30% Girls = 1 - If 40% Girls = 2 - Above 40% Girls = 3
5. Cultural diversity (State v/s Other State students)	03	- If 50% from other States = 2 - Above 50% from other States = 3
6. Reservation quota policy of admission	01	- If Yes = 1 - If No = 0
7. Gender Diversity in Scholarships and Free ships	01	- If 30% Girls = 1 - If 40% Girls = 2 - Above 40% Girls = 3
8. Absenteeism of students (considering average attendance of students)	04	- If 0 to 5% = 4 - If 6 to 10% = 3 - If 11 to 15% = 2 - If 16 to 20% = 1
9. Grievance Redressal Mechanism	01	- If Yes = 1 - If No = 0
No of Grievances received _____		
Grievances Resolved with favourable response	04	Upto 30%=1, 30 to 50%=2, 50 to 75%=3, >75 % =4
10. Faculty Advisory Scheme	01	- If Yes = 1 - If No = 0
11. Meeting with students per semester	01	- If Yes = 1 - If No = 0
12. Involvement of students in sports activities (Percentage of students participating in sports activities)	03	- Upto 30%=1 Mark, 30 to 50%=2 Marks, Above 50%=3 Marks
13. Involvement of students in cultural activities (Percentage of students participating in cultural activities)	03	- Upto 30%=1 Mark, 30 to 50%=2 Marks, Above 50%=3 Marks
14. Involvement of students in extra-curricular activities like National and International Design Competitions e.g. NASA, NOSPlan, etc. (Percentage of students participated in extra-curricular activities)	03	- Upto 10%=1Mark, 10 to 20%=2 Marks, Above 20%=3 Marks
15. Involvement in co-curricular activities (Percentage of students participated in co-	03	- Upto 30%=1Mark, 30 to 50%=2 Marks, Above 50%=3 Marks

	curricular activities)		
	16. Number of Student clubs	03	- Upto 5=1 Mark, - 6 to 10=2 Marks, - Above 10 =3 Marks
	17. Percentage of students participated in career counselling for employability and skill upgradation. (Only final year students to be counted)	03	- Upto 30%=1 Marks, - 30 to 50%=2 Marks, - Above 75%=3 Marks
	(b) Graduation Outcome		
	1. No. of students involved in professional practice after graduation	03	Upto 20%=1 Mark, 20 to 40%=2 Marks, Above 40%=3 Marks
	2. No. of students to whom the minimum package of Rs. 25000/-p.m. offered through campus placement	04	Upto 30%=1 Mark, 30 to 40% = 2 Marks, 40 to 50% = 3 Marks, Above 50%=4 Marks
	3. Percentage of students obtained admission in M.Tech/M.Planning/Equivalent Masters Programmes	02	Upto 30%=1 Mark, Above 30%=2 Marks
	Annual Salary Package offered: Top _____ Average _____	04	<Rs.5 Lacs =1 Mark, <Rs.7.5 Lacs=2 Marks, <Rs.10 Lacs=3 Marks, >Rs.10 Lacs=4 Marks
	4. Number of students to whom the Fund Supported for participation in national Conferences	01	Above 10=1. Else=0
	5. Amount spent on Fund Support for student participation in national Conferences (in lakhs)	01	Above 5 lakhs=1. Else=0
	6. Number of students to whom the Fund Supported for participation in International Conferences	02	Less than 2=0, 3 to 5=1 Above 5=2.
	7. Scheme of Scholarships/Fellowships/Assistant Ship.(Out of total fees collection, % spent as scholarship/fellowship/assistant ship.	02	- If it is upto 15% = 1 Mark, - Beyond 15%= 2 Marks, - Else=0

	No. _____ Amount spent per year _____ Total _____		
4	Academics	65	
	1. Flexibility of Curriculum	06	Elective courses 6 to 10% =2, 11 to 15%=4, >15%=6
	2. Frequency of Curriculum Review	02	Every 5 years=2, 5 to 10 years=1, Else=0
	3. Course delivery/monitoring/course evaluation		
	(a) Formal student feedback system exists?	02	- If Yes = 2 -If No = 0
	(b) Is feedback monitored, analysed, communicated and action taken?	04	- Yes = 1 for each.
	(c) Does a course website display course planning, assignments, reading material?	04	- Yes = 1 for each.
	4. Innovations and initiatives in diversity of course offerings and pedagogy (Shall be verified by the Committee during visit)	04	- No initiative = 0 - Innovation in pedagogy=2, - Diversity in courses offered=2
	5. Augmentation of instructional materials (Shall be verified by the Committee during visit)	04	- If Yes = 4 - If No = 0
	6. Design Chair appointment (Shall be verified by the Committee during visit)	06	- If Yes = 6 If No = 0
	7. Teaching load allocated to Visiting faculty (As per the statutory Provisions of relevant Acts/Rules/Regulations/ Notifications of CoA/AICTE)	04	- If less than 25%=2, - Exactly 25% = 4 marks
	8. Internship: Implementation, Evaluation and Outcomes (over and above specified by CoA/AICTE guidelines)	06	- For every 10% = 1 mark, maximum of 6 marks

	(No. of Students)		
	9. Organized workshops/lectures/seminars to cater to contents beyond the scope of curriculum	06	- 1 Mark for each workshops/lectures/seminars, maximum of 6 marks
	10. International Collaborations and Exchange of at least 5 students	06	- 1 Mark for each Collaboration. - 1 Mark for each Student Exchange. (maximum of 6 marks)
	11. Promoting students for innovation, entrepreneurship and IPR.	05	- One point for each student promoted for innovation, entrepreneurship and IPR and for every five points one mark.
	12. Public Exhibition (Gallery) and No. of Exhibitions per year.	04	- 1 Mark for each Exhibition (Gallery). (maximum of 4 marks)
	13. No. of Initiatives taken for fostering excellence/creativity of students	02	- Less than 5=0, - 6 to 10=1, - Above 10=2.
5	Examination	20	
	1. System of Continuous evaluation in each course of each program (a) Only Final Exam, (b) Mid Sessional Exam or <i>Periodic Internal assessment by jury/panel (in case of Architecture & Planning)</i> (c) Supplementary Exam, (d) Group Assignments (e) Individual Assignments/Time Problems (f) Book Reviews (g) Quizzes (As per the statutory Provisions of relevant Acts/Rules/Regulations/ Notifications of CoA/AICTE)	07	One mark for each
	2. Online e-assessment and fairness of evaluation and overall credibility of examination system	03	If Yes=3, If Partial=2, If No=0
	3. Question banks and e-quiz.	02	1 mark for each
	4. Open Book and Take-Home Exams/Assignments	03	2 marks for open book exam/assignment,

			1 mark for take home exam/assignments
	5. MIS for exam available?	02	Yes=2, No=0
	6. Grievance redressal in examination Percentage of grievances resolved.	03	Upto 30%=1 mark, 30 to 50%=2 marks, Above 50%=3 marks
6	Faculty	75	
	1. Cadre Policy, Qualifications, Cadre wise Strength (As per the statutory Provisions of relevant Acts/Rules/Regulations/ Notifications of CoA/AICTE)	10	<ul style="list-style-type: none"> - If teacher to student ratio of 1:10 is maintained and at least one faculty member holds a Doctorate = 10 Marks, - If teacher to student ratio of 1:10 is maintained and all the faculty members are Master's Degree holders = 9 Marks - If teacher to student ratio of 1:10 is maintained and 50 % of the faculty members are Master's Degree holders= 8 Marks - If teacher to student ratio of 1:10 maintained and 25 % of the faculty members are Master's Degree holders = 7 Marks - If teacher to student ratio of 1:10 maintained and no faculty member holds a Master's Degree = 6 Marks
	2. No. of faculty having Master's Degree or Ph.D	05	<ul style="list-style-type: none"> - Less than 50% faculty with Master's Degree = No marks - Upto 50% Faculty with Master's Degree = 4 marks, - Upto 5% Faculty with Ph.D and 50% Faculty with Master's Degree = 5 marks
	3. No. of Total faculty including core and allied faculty as per CoA/AICTE norms	05	<ul style="list-style-type: none"> - If more than required = 5 marks - If exactly as required = 4 marks - If less than required = 3 marks

4. No. of Visiting Faculty (Practising Architects/Planners or Eminent Academicians/Adjunct Faculty)	05	- If more than required = 5 marks - If exactly as required = 4 marks - If less than required = 3 marks
5. Rules of Recruitment and Procedure		
(a) Public advertisement through media	01	- If Yes = 1 mark If No = 0 mark
(b) Selection Process through Experts as per CoA/AICTE norms	01	- If Yes = 1 mark If No = 0 mark
(c) Scales of Pay and allowances as per statutory body guidelines (UGC/AICTE)	01	- If Yes = 1 mark If No = 0 mark
(d) Perquisites as per statutory body guidelines (CoA/AICTE)	01	- If Yes = 1 mark If No = 0 mark
(e) Service Rules adhered to for all selections	01	- If Yes = 1 mark If No = 0 mark
(f) Faculty strength per programme, both Architecture and Planning, (As per the statutory Provisions of relevant Acts/Rules/Regulations/ Notifications of CoA/AICTE will be considered as benchmark)		
1. Professors	02	If as per provision=1, More than provision=2 Marks, Less than Provision=0 Mark
2. Associate Professors	02	If as per provision=1, More than provision=2 Marks, Less than Provision=0 Mark
3. Assistant Professors	02	If as per provision=1, More than provision=2 Marks, Less than Provision=0 Mark
(h) Percentage of Faculty with foreign exposure in relevant Employment, Research and Studies (Minimum 2 years)	05	20% =5 Marks, 10% = 4 marks, <10% = 3 marks
(i) Faculty Development Policy and Scheme (a) R & D Seed grant	01	1 mark for any such provision

	(b) Participation in International Conference per year	02	1 mark per faculty
	(c) Participation in National Conference	02	1 mark per faculty
	j. Percentage of Promotion and Career advancement opportunities considered through Advertisement/Feeder cadre	05	>20% =1 mark, >40% =2 marks, >60%=3 marks, >80%=4 marks, 100%=5 marks
	k. Appraisal systems of faculty considering (a) Research (b) Teaching (c) Training (d) New material development (e) Industry interaction (f) Consultancy (g) Participation in administration (h) Support extracurricular activities (i) Feedback from the students (j) Interaction with the Alumni	10	- 1 Mark for each component
	6. National and International recognition like Padma Award, Sahitya Academy Award, IIA Award, PRITZKER Etc. for faculty Members.	02	- 1 Mark for Each award.
	7. Faculty Diversity (a) Gender Diversity (b) Cultural Diversity	02	- Yes=1, No=0. - Yes=1, No=0.
7	Professional Consultancy Practice and Research:	50	
	1. Professional Work/ Projects Undertaken by institute and published. (a) Fees received from major architecture/planning projects undertaken by institute but not published (Architectural Projects not less than Rs.50 Lacs & Planning Projects not less than Rs.50 crores)	03	- More than 4 Arch projects/1 Planning project = 3 marks maximum - At least 4 Arch projects/1 Planning Project = 2 marks - At least one such work = 1 marks
	(b) Professional Work successfully completed and published in journal(s)/reputed magazine(s)	03	

	related to Design/Architecture/Planning (c) Project that have contributed to the improvement of City/State/Country i.e. project undertaken to support to the Government.	04	1 Mark for Each such project.
	2. Faculty members involved in relevant Private Consultancy Practice (PCP) and impart to students the knowledge and experience gained from such practice as well as impart professional training to students (As per the statutory Provisions of relevant Acts/Rules/Regulations/ Notifications of CoA/AICTE)	10	- None involved = 0 marks - Less than 25% faculties in PCP = 7 marks - 25 to 50% = 8 marks - 50 to 75% = 9 marks - 100% = 10 marks
	3. Awards for Best Publications /Oral Presentation/Poster Presentation/Best design projects at national level	08	- One Mark for each award (Maximum 08 Marks)
	4. Awards for Best Publications /Oral Presentation/Poster Presentation/Best design project at international level	10	- One Mark for each award (Maximum 10 marks)
	5. Organization of National/International Conferences/Conventions, Industry Conclave, etc.	04	- One Mark for each event (Maximum 10 marks)
	6. Research undertaken in last three years (a) Sponsored Research – Projects (Number), Total Value (Rs.) (b) List of major five sponsoring agencies	02	- Sponsored project of Rs. 5 lacs = 1 mark - One mark extra for an additional project(s) worth more than Rs. 5 lacs
	7. Average Citation Index per faculty member.	02	- Upto 5 = 1 mark - More than 5 = 2 marks
	8. Average H Index per faculty member.	02	- 2 per faculty = 1 mark, - More than 2 per faculty = 2 marks
	9. Presence of University Press and No. of Publications.	01	- If Yes=1, if No=0
	10. Presence of Archives and No. of Archival Objects (Physical and Digital)	01	- If No. of Archival Objects (Physical and Digital) > 500 = 2 Mark, else=0 Mark.
8	Governance	85	
	1. Procedure for appointing the Independent Director, its diversity and delegation of power (a) Is there comprehensive document/procedure to appoint	04	- If Yes=1, if No=0

<p>independent director by competent authority</p> <p>(b) Adherence to the above document</p> <p>(c) Does the document ensure diversity in gender in appointment?</p> <p>(d) Effectiveness of the independent director in attendance</p>		<p>- If Yes=1, if No=0</p> <p>- If Yes=1, if No=0</p> <p>- Quorum=1 Mark, else=0</p>
<p>2. Adherence to Criterial standards for Key officers of University like Provost, Director, Registrar, CFO as listed in Pvt. Uni Act (Gujarat Act No. 8 of 2009)</p>	04	1 Mark for each post
<p>3. Functioning of Various Committees</p> <p>(a) Frequency of meeting (Adherence to the relevant provisions of the act)</p> <p>(b) Attendance (Minimum attendance in all the meeting per academic year)</p> <p>(c) Circulation of agenda before the meeting in number of days</p> <p>(d) Minutes of the meeting circulated after the meeting</p> <p>(e) Action taken report in all the meeting per year</p> <p>For the following committees,</p> <p>(a) BoG, (b) Academic Council, (c) Executive Council, (d) Finance Committee, (e) Academic Audit Committee</p>	<p>01</p> <p>05</p> <p>01</p> <p>01</p> <p>01</p>	<p>Yes=1, No=0</p> <p>100%- 5, 80%-4, 60%-3, 50%-2, 40%-1</p> <p>Before one week-1, less than 1 week-0</p> <p>Before one week-0, less than 1 week-1</p> <p>Yes=1, No=0</p> <p>(to be scaled to 10 Marks)</p>
<p>4. Committee for Prevention of Sexual</p>		

Harassment	01	Yes=1, No=0.
(a) Existence of Committee for Prevention of Sexual Harassment	01	Yes=1, No=0.
(b) Is the constitution in compliance with Vishakha Judgement?	01	Yes=1, No=0.
(c) Number of gender sensitivity compliance resolved	04	Upto 25%=1, 25 to 50%=2, 50-75%=3, above 75%=4
5. Faculty Recruitment Norms and Procedure		
Faculty		
(a) Is there and approved policy for recruitment by competent authority	01	Yes=1, No=0.
(b) Adherence to policy	01	Yes=1, No=0.
(c) Is there and approved policy for confirmation by competent authority	01	Yes=1, No=0.
(d) Adherence to policy	01	Yes=1, No=0.
(e) Is there and approved policy for promotion by competent authority	01	Yes=1, No=0.
(f) Adherence to policy	01	Yes=1, No=0.
Staff		
(g) Adherence to policy	01	Yes=1, No=0.
(h) Is there and approved policy for confirmation by competent authority	01	Yes=1, No=0.
(i) Adherence to policy	01	Yes=1, No=0.
(j) Is there and approved policy for promotion by competent authority	01	Yes=1, No=0.
(k) Adherence to policy	01	Yes=1, No=0.
(l) Policy for recruitment of Non-Teaching faculty as per CoA/AICTE guidelines	01	Yes=1, No=0.
(m) Policy for recruitment of Contractual staff	01	Yes=1, No=0.
6. The audited Accounts to be audited by external auditors with annexures /Schedule and comments and Mandatory Disclosures as per provision of statutory bodies including Governing disclosures and obligations, Minutes of Meetings, disclosure of Annual Report should be displayed on the website.		
(a) Audit statement disclosure on website	01	Yes=1, No=0.

	(b) Quarterly internal audit reports	01	Yes=1, No=0.
	(c) Action taken reports	01	Yes=1, No=0.
	(d) Quarterly statutory audit reports	01	Yes=1, No=0.
	(e) Quarterly statutory compliance reports	01	Yes=1, No=0.
	7. Mandatory Disclosures on the website as per provision of statutory bodies including Governing disclosures and obligations, Minutes of Meetings, disclosure of Annual Report on the Website.		
	(a) Disclosures on website	01	Yes=1, No=0.
	(b) Mandatory/Regulatory/statutory)	01	Yes=1, No=0.
	(c) Minutes of the meeting (BoG)	01	Yes=1, No=0.
	(d) Minutes of the meeting (Academic council)	01	Yes=1, No=0.
	(e) Minutes of the meeting (Academic Audit committee)	01	Yes=1, No=0.
	(f) Minutes of the meeting (Finance committee)	01	Yes=1, No=0.
	(g) Minutes of the meeting (Academic Advisory council)	01	Yes=1, No=0.
	(h) Minutes of the meeting (Executive council)	01	Yes=1, No=0.
	(i) Complete annual report	01	Yes=1, No=0.
	(j) Balance sheet with complete annexures	01	Yes=1, No=0.
	(k) Announcement on procurement	01	Yes=1, No=0.
	8. Record keeping for Income, Expenditure.		
	(a) ERP system fully implemented for account	01	Yes=1, No=0.
	(b) Record keeping is manual	01	Yes=1, No=0.
	(c) Backup data kept for number of years		Minimum 3 years=0, More than 3 years=1, More than 5 years=2
	9. E-Procurement and transaction / contract / arrangement with related party.		
	(a) Percentage of E-procurement	03	1 Mark for each >50%=1, Else=0
	(b) Percentage of Transection		>50%=1, Else=0

	(c) Percentage of contract		>50%=1, Else=0
	10. Management Information System (MIS) and e-communications	01	Yes=1, No=0.
	11. Meetings with stakeholders, student, faculty, staff, alumni, industry, potentials employee. (Meetings per semester) (a) Frequency of meetings with students. (b) Frequency of meetings with faculty. (c) Frequency of meetings with staff. (d) Frequency of meetings with Alumni. (e) Frequency of meetings with Industry/practitioners/potential employers	05	Yes=1, No=0. For each.
	12. Existence of Effective Whistleblower's Policy (to be verified by the Committee)	01	Yes=1, No=0.
	13. Display of documents on website to promote Strong Culture and Transparency.		
	(a) Faculty	01	Yes=1, No=0.
	(b) Staff	01	Yes=1, No=0.
	(c) Students	01	Yes=1, No=0.
	(d) Academic	01	Yes=1, No=0.
	(e) Financial	01	Yes=1, No=0.
	(f) Compliance	01	Yes=1, No=0.
	14. Anti-ragging committee: Structure and organisation (No. of meetings held in last 2 years)	05	Committee exists=2, Structure as per statutory provisions=2, No pendency of complaint=1.
	15. Professional bodies – Memberships	04	- No membership = 0 - One marks for every membership
	16. Role of Alumni (a) No of alumni on board (b) Financial Support (c) Number of Jobs influenced by Alumni in	04	At least one member=1, Else=0. At least 1% of Budget=1, Else=0.

Placement	>10%=1 else=0.
(d) Alumni as Visiting faculty	>5% =1, else=0.

9. Overall performance of the institution/University as per Centre of Excellence Definition will be evaluated by the Committee at the time of visits as below - (Total 50 marks)

1. Vision of the institute/ University for next 10 Years – 5 Marks.
2. Effectiveness of Pedagogy – 5 Marks
3. Overall academic environment of the institute – 5 Marks.
4. Overall discipline and cleanliness/ House Keeping at the institute - 5 Marks
5. Independence and participation of the faculty/ Staff Members - 5 Marks
6. Aptitude for innovation – 5 Marks
7. Feedback of students and faculty – 5 Marks
8. Quality of extension services– 5 Marks
9. Continuing Education Program, Eco System for entrepreneurship, etc. - 5 Marks.
10. Outstanding achievements of the institute/ University – 5 Marks

Note : The applicant institute/university may add any additional information not included in the above components.

Ronik Mehta

Table – A
(Refer Sr.No.1)

Marks	NAAC	Letter Grade	NBA	GSIRF
	Cumulative Grade Point Average (CGPA)		% of courses accredited with minimum score of 600	Cumulative Grade Point Average (CGPA)
0	Less than or equal to 3.0	B++ or lower	Less than 60%	Less than or equal to 3.5
10	3.01 to 3.15	A	Between 60% to 70%	Between 3.51 to 3.75
25	3.16 to 3.25	A	Between 70% to 80%	Between 3.76 to 4.0
35	3.26 to 3.50	A+	Between 80% to 90%	Between 4.1 to 4.25
40	Above 3.5	A++	>90%	4.26 and above

Maximum of NAAC, NBA or GSIRF (for School of Architecture and planning only) will be considered.

Ronak Mehta

PART II

(To be filled in by the college/institution/private University)

1. (i) Date, time of the visit of the **High Level Committee**
(ii) Name and designation of the Committee members.
2. Interaction with the Head of the **college/institution/private University** and other officers to seek additional information, inputs and clarifications.
3. Brief write-up on the following three items (particular seek elaboration of the perspectives and related issues).
 - (a) Policy Perspectives in the matter of admissions (As relevant to possible empowerment in the matter of admission of students).
 - (b) Future Development Perspectives
 - (c) Fee Policy, Admission and Gradation norms
 - (d) The proposed fee structure -- How it differs from present Fee Regulatory Committee (FRC) norms.

UNDERTAKING

The undersigned solemnly declares that the information as given above is true and correct and has been personally verified by me. The University shall provide additional information, elaboration and clarification as and when required by the Committee.

Place:-

(Name)
Registrar

Date:-

Name of the college/institution/private University

Ronak Mehta

FORM C
(See rule 4)
(For Office Use only)

The High Level Committee recommends that the _____

college/institution/private University conforms all parameters and fulfils /qualifies all criteria as laid down in the Gujarat Professional Technical Educational Colleges or Institutions (Procedure for Declaration of Centre of Excellence) Rules, 2020 made under the Gujarat Professional Technical Educational Colleges or Institutions (Regulations of Admission and Fixation of Fees) Act, 2007 (Guj. 2 of 2008) and is eligible to be declared as the Centre of Excellence and the committee also recommends that the* may be exempted from the preview/scope of the Act, initially for (3 years) a period of three academic years.

Signature of the High Level
Committee

1 (**)
Chairman

High Level Committee

2 (**)
Member

High Level Committee

3 (**)

(Member-
secretary)
High Level
Committee

Place:

Date:

* Here mention Name of the college/institution/private University

**Here mention Name

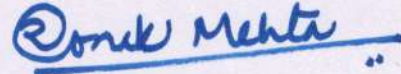
Ronak Mehta

APPENDIX II
(See Rule 3(3))

Honorarium, Remuneration and Travelling Allowance for nominated members of High level Committee to attend the meetings.

(a) Honorarium Rs.	(b) Remuneration		
	Hotel Accommodation per day Rs.	Charges for travel within the city Rs.	Food Bill per day not exceeding Rs.
5,000	5,000	A.C Taxi Charges up to 50 km.	500
(c) Travelling Allowance			
Air	Rail	Road	
Economy class	A.C. I- Class	A.C Taxi/Ordinary Taxi/Own car (Rs.16 per Km.)	

By order and in the name of the Governor of Gujarat,



(Ronak Mehta)

Deputy Secretary to Government.

To,

1. Secretary to the Hon. Governor (with letter)
2. Secretary to the Respected Chief Minister
3. PSs to all the Respected Ministers/ S.L. Ministers, Secretariat,
Gandhinagar.
4. PS to Respected Education Minister.

5. Director, Technical Education, Gujarat State, Gandhinagar.
6. Principal, State's all Government /Grant- in-Aid/ Self- Financed. Degree/ Diploma Engineering / Pharmacy Colleges (Through Director)
7. Dean, Faculty of Technology, Kala Bhavan, Vadodara.
8. Vice Chancellor of all the Universities under Education Department.
9. Director, S.V.National Institute of Technology, Surat.
10. Information Director (Through Directorate of Technical Education)
(For Press Note.)
11. The Manager, Government Press, Sector-29, Gandhinagar. (To published in the Government of Gujarat Official Gazette)
12. Select

Ronak Mehta