



INFORMATION TECHNOLOGY CENTERS OF EXCELLENCE

APPLICATION FORM (SUMMARY) CENTERS OF EXCELLENCE AND CENTERS OF DEVELOPMENT FOR INFORMATION TECHNOLOGY

I. GENERAL INFORMATION

NAME OF INSTITUTION

BRANCH (for University Systems)

DEPARTMENT / COLLEGE

PROGRAM

ADDRESS

PRESIDENT

REGION

DEAN / HEAD OF PROGRAM

CONTACT NUMBERS

E-MAIL

CODE DESIGNATION (Yes/No)

II. INSTRUCTIONAL QUALITY

A. FACULTY

Academic Qualifications

a. Number of Faculty w/ Masters (full-time)

b. % of Faculty with Graduate Studies

No. of Faculty

No. with Masters

Other Qualifications

a. Faculty Development Initiatives
(School has faculty development plan)

Yes / No

Application form Page 2

b. Faculty - Student Ratio (example 1:20 / 1:40 etc.)	<input type="text"/>	No. of Student <input type="text"/>	No. of Faculty <input type="text"/>
c. Number of Faculty with PhD	<input type="text"/>		
d. Number of Faculty with Industry Experience	<input type="text"/>		

[Faculty Profile Details](#)

B. LABORATORIES

Computer - Student Ratio	<input type="text"/>	No. of Students <input type="text"/>	No. of PCs <input type="text"/>
Access to Printers (Printer to PC ratio)	<input type="text"/>	No. of PCs <input type="text"/>	No. of Printers <input type="text"/>
Access to the Internet (Percentage of labs with internet access)	<input type="text"/>	No. of Labs <input type="text"/>	Labs w/ Internet <input type="text"/>
Software Support (Licensed software present in labs)	<input type="text"/> Yes / No		
Audio - Visual Equipment	<input type="text"/>	No. of classrooms <input type="text"/>	Classrooms w/ AV <input type="text"/>

[IT Laboratory Details](#)

C. LIBRARIES

Library Holdings			
a. Number of Book Titles per Course (Professional courses)	<input type="text"/>		
b. Recency of Holdings (2 out of 5 titles published within 5 years - Prof)	<input type="text"/>	Books published w/in 5 years <input type="text"/>	No. of books <input type="text"/>
c. Number of IT Magazines and Journals	<input type="text"/>		

Application form Page 3

Digital Holdings

a. Number of Online Books / Journal Subscription

b. Instructional Materials
(Number of courses with instructional materials)

Library Facilities

a. Presence of Online Catalog
Yes / No

b. Internet Access in Library
(Number of PC's with Internet Access in Library)

Library Support Staff
(1 librarian per 500 students, additional staff per 500 students)

No. of students

No. of library staff including librarian

[Book Holdings](#)

[Library Facilities and Staff](#)

D. CURRICULUM

Curriculum Flowchart
(Presence of curriculum and flowchart for IT programs) Yes / No

Syllabus
(Presence of syllabi for all IT courses) Yes / No

Revision of the Curriculum
(Curriculum revised every 5 years) Yes / No

Course Electives
(Number of electives offered within the last 5 years)

E. PROGRAM ADMINISTRATION

Qualifications of Program Head
(Highest Degree obtained by Head)

(IT-related degree of Head)

Professional Development Training
(Number of trainings of Head per year)

Application form Page 4

Awards and Citations

(Head with awards and citations)

Yes / No

Organizational Structure

(Presence of Org. Structure / Chart and Mgmt. Plans)

Yes / No

Strategic Development Plan

(Presence of Strategic and Development Plans w/in Dept.)

Yes / No

F. STUDENT SUPPORT

Availability of Study Centers

(Presence of internet facilities outside of lab)

Yes / No

Student - Faculty Consultations

(School conducts student - faculty consultations / tutorials)

Yes / No

Co-curricular Programs

(Presence of co-curricular programs for students)

Yes / No

[Study Centers](#)

G. IT CAPABILITY

Availability of Internet Ports

(Presence internet ports for students outside of lab)

(No. of facilities)

(No. of internet ports)

Online Resources

(Percent of courses with online resources)

(No. of Courses)

(Courses with online resources)

H. GRADUATE PROGRAM

Presence of Graduate Programs

(No. of IT graduate programs)

[Graduate Program Profile](#)

Application form Page 5

I. GRADUATE PROFILE

Presence of admission and retention policies

(Presence of admission and retention policies)

Yes / No

Enrollment / Graduate Statistics

(Presence of enrollment and graduate statistics)

Yes / No

J. GRADUATE TRACER

(50% of graduates tracked within the last 3 years)

Yes / No

III. RESEARCH AND PUBLICATION

A. INTERNALLY FUNDED APPLICATIONS, DEVELOPMENT AND RESEARCH ACTIVITIES

(5 projects within the last 5 years)

(No. of externally funded projects)

B. EXTERNALLY FUNDED APPLICATIONS, DEVELOPMENT AND RESEARCH ACTIVITIES

(3 projects within the last 5 years)

(No. of externally funded projects)

C. PUBLICATION

(Faculty published works)

Books

Refereed journals

Non-refereed

D. PRESENTATION IN CONFERENCES

(Number of faculty and non-academic staff sent for presentations)

No. of faculty

Non-academic

E. COMMERCIALIZATION INITIATIVES

(Presence of commercialization initiatives)

Yes / No

[Internal and External RD Projs Publications and Presentations](#)

IV. EXTENSION AND LINKAGES

A. INDUSTRY - ACADEME LINKAGES

(Presence of 4 industry - academe linkage projects)

Yes / No

(No. of industry - academe linkage)

Application form Page 6

B. ACADEMIC LINKAGES

(Presence of 5 - 6 industry - academe linkage projects)

Yes / No

(No. of academic linkage)

C. IT OUTREACH PROGRAMS

(Presence of 3 IT outreach programs)

Yes / No

(No. of outreach programs)

[Extension and Linkage](#)

V. INSTITUTIONAL QUALIFICATIONS

A. ACCREDITATION PROCESS

(HEI has undergone accreditation process)

Yes / No

(Level of accreditation)

Accrediting body

B. NATIONAL / INTERNATIONAL RECOGNITION

(Government and International recognition)

National Recognition

International Recognition

C. IT - ENABLED PROCESSES

(Presence of IT-enabled administrative processes)

Yes / No

[Institutional Qualifications](#)

[IT - Enabled Processes](#)

II.A. FACULTY PROFILE

NAME OF FACULTY	TENURE (F/P)	HIGHEST EDUCATIONAL ATTAINMENT	SCHOOL GRADUATED	YEARS in INST.	PROFESSIONAL EXPERIENCE (Years)	COMPANY / INSTITUTION

II.B.1. LABORATORY DETAILS

LABORATORY (List of laboratories used by IT students)	NO. OF WORKING PC's (indicate processor type)	SCHEDULE OF AVAILABILITY	INTERNET CAPABLE PC's	NUMBER OF PRINTERS	SOFTWARE BEING UTILIZED IN LABORATORY

II.B.2. AUDIO - VISUAL EQUIPMENT

CLASSROOMS (List of classrooms used by IT students)	AVAILABLE AUDIO - VISUAL EQUIPMENT (AV equipment - number)

II.C.1. BOOK HOLDINGS

COURSE / SUBJECT	BOOK TITLES PER SUBJECT	BOOK AUTHOR	YEAR PUBLISHED
1	1 2 3 4 5		
2	1 2 3 4 5		
3	1 2 3 4 5		

II.C.2. DIGITAL HOLDINGS

I. LIST OF MAGAZINES / JOURNALS	PUBLISHER	YEAR PUBLISHED
II. LIST DIGITAL HOLDINGS	PUBLISHER / WEB SITE	YEAR PUBLISHED

II.B.1. LIBRARY FACILITIES

LIBRARY (List of libraries used by IT students)	NO. OF WORKING PC's	SCHEDULE OF AVAILABILITY	INTERNET CAPABLE PC's	NUMBER OF PRINTERS	SOFTWARE BEING UTILIZED IN LIBRARY (include online catalog)

II.B.2. LIBRARY STAFF

LIBRARY (List of libraries used by IT students)	NO. OF STAFF WORKING IN LIBRARY	NAME OF STAFF	EMPLOYMENT STATUS

II.F. / G. STUDY CENTERS

STUDY CENTER (List of study centers used by IT students)	NO. OF WORKING PC's OR INTERNET PORTS	SCHEDULE OF AVAILABILITY

OTHER EQUIPMENT / FACILITIES AVAILABLE

II. H GRADUATE PROGRAM PROFILE

GRADUATE PROGRAM	YEAR ESTABLISHED	NO. OF ENROLLEES	NO. OF GRADUATES

III. A / B RESEARCH AND DEVELOPMENT PROJECTS

NAME OF R and D PROJECT	NATURE (Research, Applications Dev't etc.)	DURATION OF PROJECT	FUNDING	FUNDING SOURCE (Internal or External (State funding agency)

III. C / D PUBLICATIONS AND PRESENTATIONS

NAME OF PUBLICATION / PAPER	AUTHOR / PROPONENT	TYPE OF PUBLICATION (For publications)	TITLE OF PAPER PRESENTED (For presentations)	DATE PUBLISHED OR PRESENTED

IV. EXTENSION AND LINKAGES

TITLE OF PROJECT / PROGRAM	PARTNER AGENCY / INDUSTRY	NATURE OF PROJECT	DURATION OF PROJECT	FUNDING SOURCE
A. INDUSTRY - ACADEME LINKAGE				
B. ACADEMIC LINKAGES				
C. OUTREACH PROGRAMS				

V.A and B. INSTITUTIONAL QUALIFICATIONS

RECOGNITION RECEIVED (include level for accreditation)	AWARDING BODY	NATURE OF AWARD	DATE OF AWARD AND DURATION
A. Accreditation			
B. National Recognition			
C. International Recognition			

V.C. IT - ENABLED PROCESSES

ADMINISTRATIVE PROCESS	IT - AUTOMATION EQUIPMENT		OFFICE LOCATED
	HARDWARE	SOFTWARE	