

# **GURU NANAK DEV ENGINEERING COLLEGE, LUDHIANA**

## **QUALITY IMPROVEMENT PROGRAMME (QIP)**

Sponsored by All India Council for Technical Education

### **1.0 INTRODUCTION: -**

The Government of India launched the Quality improvement Programme in the year 1970. One of the main objectives of the programme is to upgrade the expertise and capabilities of the faculty members of the degree and diploma level institutions in the country. The programme is implemented and monitored by All India Council for Technical Education. In "Quality Improvement Programme" only sponsored teachers are eligible for admission to both Master's & Doctoral Degree Programme with the aim to enable the teachers to acquire Master's & Doctoral degrees and imbibe in them a culture of research and better teaching educational capabilities by exposing them to the environment of the institutes of study.

### **2.0 CATEGORY: -**

- (a) For the Faculty Members of AICTE approved Polytechnic Institutes (Diploma level) (with valid Faculty ID of AICTE) to pursue M.E./M.Tech. programme.
- (b) For the Faculty Members of AICTE approved Degree Level Engineering/ Management Institutes (with valid Faculty ID of AICTE) to pursue Ph.D. programme.

### **3.0 ELIGIBILITY CRITERIA: -**

#### **For Master's Degree Programme**

- Full time regular/ permanent faculty members of AICTE approved Polytechnic (Diploma) institutes having
- One year teaching experience at polytechnic level.
- A Bachelor's degree in the appropriate branch.
- In addition to the above minimum eligibility, criteria of respective QIP centre to be fulfilled.

#### **For Ph.D. Programme in Engineering/Management:**

- Full time regular/ permanent faculty members of AICTE approved Degree Level institutes having
- Three year teaching experience at graduate level institutes.
- A Master degree in the appropriate branch
- In addition to the above minimum eligibility, criteria of respective QIP centre to be fulfilled.

#### **Intake**

Ph.D	:	10
M.Tech/M.E	:	10

#### **4.0 DURATION OF THE SCHEME: -**

The duration of the Scheme for pursuing Master Degree Programme shall be 2 years. There is no provision for extension in the programme.

The duration of the scheme for pursuing PhD programme shall be for a period of 3 Years. Normally, no further extension will be granted. In exceptional cases the duration is extendable by 1 year as a special case at the level of QIP centre. However, there will not be any scholarship for the extended period.

#### **5.0 AMOUNT OF SCHOLARSHIP: -**

##### **For Master Degree Programme:**

- (a) Scholarship @ Rs.9000/- per month for ME/ M Tech Scholar.
- (b) Annual Contingency @Rs.5000/- per annum.

##### **For PhD Programme:**

- (a) Scholarship @ Rs.15000/- per month.
- (b) Annual Contingency @ Rs.15000/-
- (c) **Pre- Ph.D. Expenses:** One time lump sum amount TA @ Rs.15000/- and DA @ Rs.30000/- for pre- PhD duration of 60 days. In case, district of the parent institute and admitting institute are same, no TA & DA will be admissible. Full Pre- PhD grant is admissible to the scholars who have attended the Pre PhD work for entire duration in offline mode only. However, in case of partial online and partial offline Pre PhD work, the pre PhD payment will be granted at the rate of Rs.750/- per day for the period of offline Pre PhD work only. There is no provision of pre- PhD payment for online work.

#### **6.0 CANCELLATION OF SCHOLARSHIP: -**

The Scholarship is liable for cancellation in case of:

- (i) Non Completion of Master/ Ph.D. programme.
- (ii) Misconduct.
- (iii) He/ She is found ineligible later.
- (iv) Any false information furnished by the applicant or any fraudulent activity by the scholar shall lead to Penal action against him/ her.
- (v) The scholarship may be terminated at any time during the tenure and decision of the AICTE shall be final and binding.

#### **7.0 LEAVE: -**

Students/ Scholars are eligible for following leaves:

- (i) **Casual leave:** 15 days in an academic year.
- (ii) **Medical leave:** Maximum of one month (30 days) in an academic year.
- (iii) **Maternity/Paternity leave:** Candidates are eligible for Maternity/ Paternity leave as per Govt. of India norms issued from time to time at full rates of scholarship etc. once during the tenure of their award. However, maximum duration of scholarship will not be extended in any circumstances.

**Note:** Prior approval of the QIP center is mandatory for all types of leaves

## **8.0 TERMS AND CONDITIONS: -**

- (i) In case any student/scholar receives any financial assistance/ scholarship (except salary) from any other organization during the tenure of course, with or without due permission of the university/institute, the scholar will not be entitled for the scholarship for such duration in which he/ she is availing or has availed such financial assistance. The scholarship of AICTE shall be resumed on discontinuance of such external financial assistance/ scholarship. Further, the period for which the scholar has received external financial assistance/ scholarship shall be deducted from the maximum duration of the scholarship.
- (ii) It will be obligatory for every scholar to undertake 8 to 10 hours (per week) of work related to teaching and research activities as assigned to him /her by the Institute. This may include tutorials, laboratory classes, development and maintenance of laboratories, assistance in research and development activities undertaken by faculty members, maintenance and operation of Computers and other central facilities, assistance in library, etc.
- (iii) The Scholarship will be granted to the student on a monthly basis subject to the satisfactory academic performance and adherence to University/Institute norms/rules and regulations as applicable from time to time, certified by the QIP Coordinator of the Institute and obligatory work as per point no (ii) above.
- (iv) During the period of the PhD programme, if there is any provision for foreign study tour, the same may be undertaken with due approval of the concerned QIP centre/ Affiliating University. However, AICTE will not bear any expenses of the tour except regular disbursement of scholarship during the period of the tour subject to the condition that the total scholarship will be limited to the prescribed period i.e. 2 years for ME/ M Tech and 3 years for the PhD Engineering/ Management students.
- (v) There is no provision for 2<sup>nd</sup> time admission in the M Tech/ PhD programme to the faculty members having M tech/ PhD degree.
- (vi) The amount of scholarship is subject to change from time to time, with the approval of the Competent Authority in AICTE.
- (vii) The student shall be required to give an undertaking to the effect that he/she will not leave the course midway. In case any student leaves the course in midway or fails/drop out in subsequent year, he/she will be required to refund the total scholarship, contingency, Pre-Ph.D. amount drawn at the time of leaving the course.
- (viii) The Scholarship will be discontinued at any time for any kind of misconduct by the student, like involving in the act of ragging, misbehavior etc. on the recommendation of the Head of Institute (HOI). In case of termination on above disciplinary ground, the scholar will refund all the scholarships availed during the period of the course till termination.
- (ix) Any belated claim preferred after one year of the completion of the program shall not be entertained.
- (x) The AICTE may impose any other conditions as deemed necessary from time to time and the decision of the AICTE shall be final and binding upon the recipients i.e. University/Institute/College/Student/ scholar who are under the ambit of the AICTE for receipt of QIP scholarship.
- (xi) In case any student/scholar avails break during the scholarship period on medical ground with due permission of the university/institute, the scholarship will be discontinued from the month of such break and shall be resumed on rejoining the program for the remaining period of scholarship.
- (xii) Aadhar number is mandatory for applying for QIP scholarship. Applications will not be accepted without the Aadhar number of the candidate.

- (xiii) The Scholarship/ Annual Contingency/ Pre- PhD etc. will be released through online QIP portal directly to the beneficiary's Aadhar linked account through DBT mode.
- (xiv) The Ph.D. rules/ regulations (other than those enshrined in the scheme) of the affiliating University/institute will be applicable to all the admitted candidates under this scheme.
- (xv) No separate/ fixed medical assistance will be provided. However, the research scholar may avail the medical facilities available in the Institution/ University/ College with prior permission of head of Institute.
- (xvi) AICTE will not provide any grant to the QIP Centres except the Nodal QIP centre.
- (xvii) All the eligibility for applying for the programme will be counted as on the last date of submission of application as notified in the advertisement.

## **Stakeholders of QIP Scheme and their Roles and Responsibilities**

This section enlists the essential stakeholders of QIP scheme, and enumerates their brief roles and responsibilities.

The primary stakeholders of QIP scheme are as under:

- (i) Student / Applicant/ Scholar
- (ii) Principal QIP Coordinator, Nodal QIP Centre
- (iii) QIP Centre
- (iv) All India Council for Technical Education (AICTE)
- (v) National QIP Coordination Committee (NQCC)

### **(i) Student/ Applicant/ Scholar:**

- a) The primary role of the Student/ Applicant is to register and submit the application at AICTE portal.
- b) Appearing in Test/ Interview of the QIP centre.
- c) Submit NOC, relieving letter of the parent Institute along with other applicable documents to the QIP centre at the time of admission.
- d) To register himself/ herself in the QIP portal through designated QIP centre after confirmation of admission.
- e) The student/applicant must ensure that the Bank Account is Aadhar seeded and active to receive scholarship amount.
- f) The student/applicant must ensure that the Email ID & mobile number provided in the application is correct and belongs to the student/ applicant/ scholar.
- g) The student/applicant/ scholar must rectify the observation(s) and comply with the remarks made in the QIP portal in case there is any discrepancy.
- h) Pursue M. Tech./ Ph.D. at the assigned centre

### **(ii) Principal QIP Coordinator, Nodal QIP Centre:**

One of the IITs, IIMs amongst the members of NQCC will be designated as Principal Coordinator QIP for ME/ M Tech, PhD programme for a period of one year on rotation basis. The primary role of the Principal QIP Coordinator is to coordinate the entire selection process of QIP. The Principal QIP Coordinator shall verify the following:

- (a) The applicant should possess a valid AICTE Faculty ID. The parent institute of the applicant should be AICTE approved. In this connection, the Nodal QIP Centre shall seek technical assistance from the AICTE.
- (b) The applicant fulfils the minimum eligibility criteria enshrined in the scheme guidelines.

- (c) Forward the list of eligible candidates to the QIP centre for selection.
- (d) Forward list of selected candidates to the AICTE for approval.
- (e) Inform the QIP centres about the AICTE approved list of finally selected candidates.
- (f) To maintain record and further, hand over the same to the next Nodal QIP centre. However, the centre should maintain a shadow file with it.
- (g) To conduct NQCC meeting for finalization of admission/ other issues.
- (h) The Nodal QIP Centre will be headed by a faculty member who will be nominated by the VC/Director/ Head of the Institute. The Nodal QIP centre will inform the AICTE whenever there is fresh nomination or change in the incumbent.

**(iii) QIP Centre:**

- a) On receiving the list of the candidates seeking admission under the scheme from the Nodal QIP centre, the designated QIP centre will recommend the scholars as per approved seats of AICTE and will prepare a merit list in order. The list will also have the waitlisted candidates in order. The centre will follow the guidelines of UGC/ affiliating university/ Institute for selection of the candidates.
- b) The list of the recommended scholars shall be forwarded to the Nodal QIP centre as per seats approved by AICTE.
- c) The QIP centre will issue joining letter to the candidate only after confirmation from Nodal QIP centre about final selection.
- d) The QIP centre will admit the selected candidates for admission only after receipt and verification of the following documents:
  - i. NOC from the parent Institute of the candidate.
  - ii. Relieving letter from the Parent Institute.
  - iii. Administrative approval of the affiliating University. (For affiliating institutes only)
  - iv. Other documents as per requirement of QIP Centre.
- e) The QIP centre will inform AICTE after admitting the selected candidates.
- f) The QIP centre will register the selected candidates in the QIP portal for the disbursement of scholarship.
- g) The QIP centre will be headed by a Faculty Member of the Institute. He/ She will be designated as QIP Centre Coordinator. The nomination of the QIP centre coordinator shall be approved by the Vice Chancellor/ Director/ Head of the Institute. AICTE shall be informed by the Head of the Institute as and when there is fresh nomination/ change of the coordinator of the QIP centre.
- h) The QIP centre will maintain the records of the candidates pursuing the programme under the scheme.
- i) The coordinator of the QIP centre will mark attendance of the scholars in the QIP portal by 15<sup>th</sup> day of every month. He/She may make communication with the AICTE at the following E-mail IDs for any matter related with implementation of the scheme.
  - (a) [qipfdc@aicte-india.org](mailto:qipfdc@aicte-india.org)
  - (b) [qip1fdc@aicte-india.org](mailto:qip1fdc@aicte-india.org)
  - (c) [qip2fdc@aicte-india.org](mailto:qip2fdc@aicte-india.org)
  - (d) [itfdc@aicte-india.org](mailto:itfdc@aicte-india.org) (for any technical issue)
  - (e) [ad1fdc@aicte-india.org](mailto:ad1fdc@aicte-india.org)
  - (f) [director.fdc@aicte-india.org](mailto:director.fdc@aicte-india.org)
- j) In case any candidate leaves or gives up the course during the period, the matter shall be informed to the AICTE immediately and it is also to be updated in the QIP portal using functional tab “Stop Scholarship/Left the Institute”. QIP centre will mark absence of the scholar on the QIP portal so that there is no scholarship disbursement

for all such periods. The QIP centre will initiate the process to refund the scholarship remitted to such candidate.

- k) The QIP centre will admit the candidates within the limit of the approved seats of AICTE.
- l) In case any candidate fails or refuses to join, the centre will issue offer letter to the waitlisted candidates in order within permissible time limit without hampering the schedule of the programme. In this regard, the centre will keep informed the Principal Coordinator Nodal QIP centre and AICTE.

(iv) **All India Council for Technical Education**

- a) To accord approval to the Notification/ Advertisement to the Nodal QIP centre.
- b) To accord approval to the list of finally selected candidates to the Nodal QIP centre.
- c) To manage the QIP portal.
- d) To generate beneficiary code of the candidates.
- e) To disburse the scholarship to the candidates on DBT mode.
- f) To facilitate Nodal QIP centre to verify the Institute/ Faculty ID of the candidates.
- g) To assign the role of the Nodal centre to the enlisted IITs and IIMs on rotation as per recommendation of NQCC (National QIP Coordination Committee).
- h) To maintain close coordination with Nodal centre and QIP centres.
- i) To resolve grievances of the QIP scholars regarding disbursement of scholarships/ any other issue.
- j) To frame/ modify SOPs for proper implementation of the scheme.

(v) **National QIP Coordination Committee-**

The committee comprises of QIP coordinators of the following institutes along with Director, Faculty Development Cell, AICTE as below:

- i. IIT Guwahati
- ii. IIT Kharagpur
- iii. IIT Madras
- iv. IIT Bombay
- v. IIT Kanpur
- vi. IIT Roorkee
- vii. IISc Bangalore
- viii. IIT BHU
- ix. IIT Delhi
- x. IIM Nagpur
- xi. Director, Faculty Development Cell, AICTE New Delhi

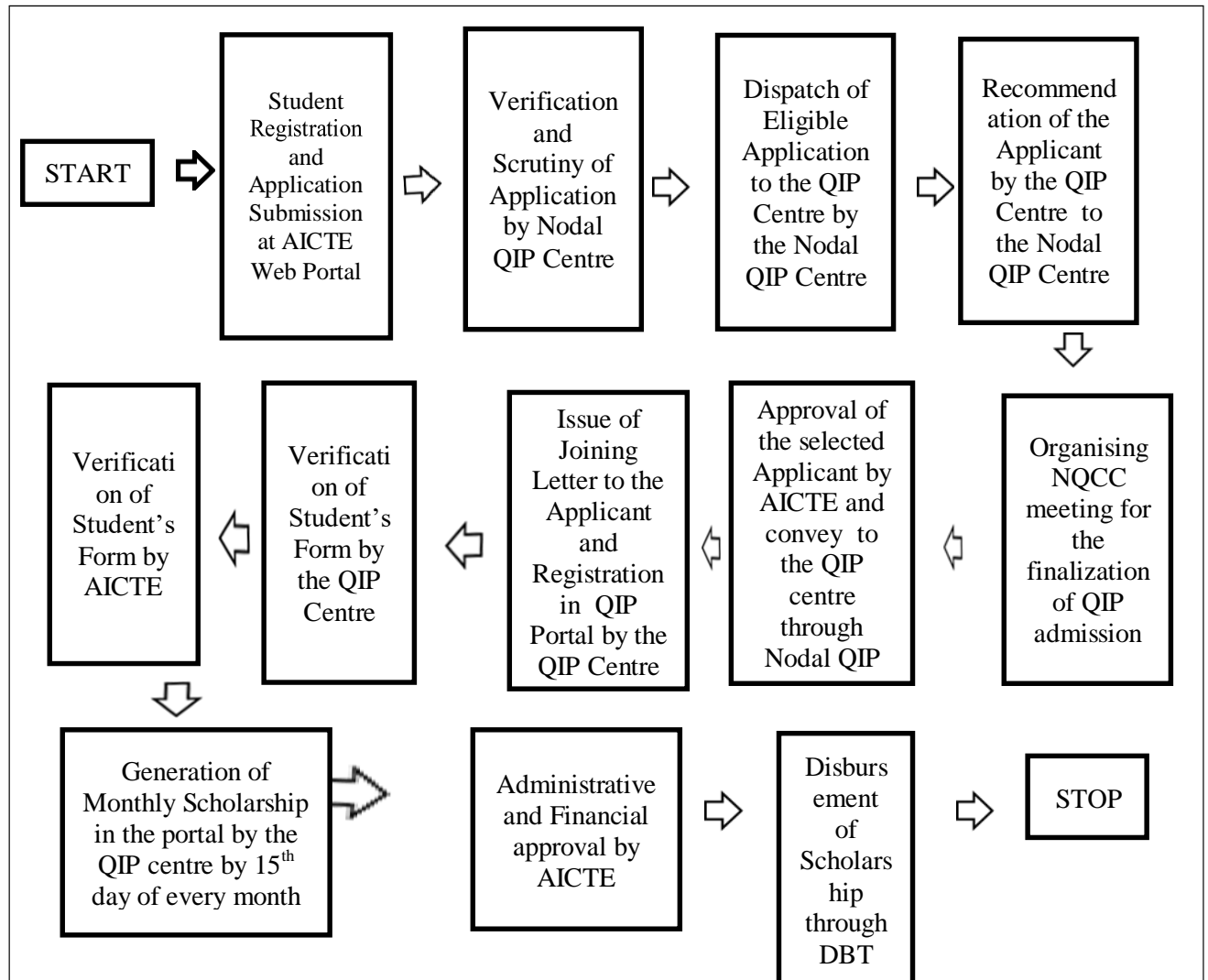
The role & responsibilities of the Committee are as follows:

- (a) Finalisation of the admission schedule.
- (b) Recommendation of the candidates for QIP admission.
- (c) Screening and recommendation of the new QIP centre proposal.
- (d) Recommendation for the addition or deletion of NQCC member.
- (e) Recommendation for assigning responsibility to one of the members as Principal QIP Coordinator on rotation basis every year.
- (f) Any other task assigned by AICTE from time to time for improvement of the scheme.

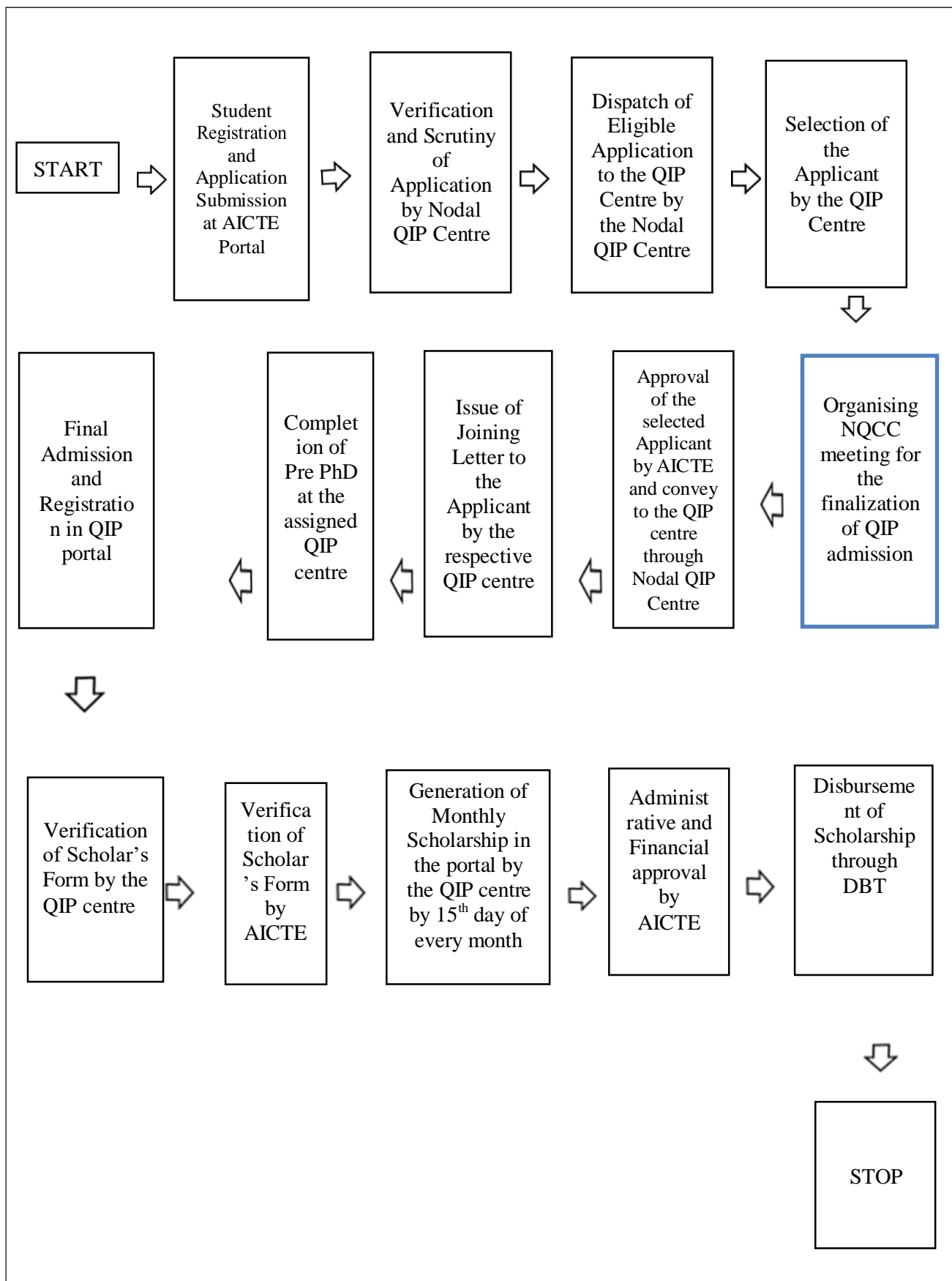
## Overall Scheme Workflow

The overall scheme workflow is as below:

### (i) For M. Tech. Student:



**(ii) For Ph.D. Scholar:**





## **@Note:**

- 1. For QIP Centres in AICTE Approved Institutions:** ME/MTECH seats for the faculty from AICTE approved polytechnic institutions is applicable only if the institute is running AICTE approved ME/MTECH course. Further the number of seats for ME/MTECH under QIP are within the overall approved seats of these courses by AICTE. No additional seats will be allotted by AICTE for admission under QIP scheme.
- 2. For Other QIP Centres in IITs, NITs etc:** They may admit faculty from AICTE approved polytechnics in ME/MTECH under QIP scheme based upon their eligibility criterion.