



## National Agriculture Education Accreditation Council

### Accreditation Framework

The following steps are required to be taken in a sequence given as under. However, it should be noted that the steps given below are taken for each academic program separately to be evaluated for assessment and accreditation:

Step#	Requirement/ process	Procedure
1	<b>Registration</b>	Each degree awarding program shall be administered a registration form. The information contained in the form shall be used for determining eligibility criteria for assessment.
2	<b>Submission of Application</b>	<b>Forms:</b> All NAEAC forms (8) to be filled in. <b>Documents:</b> i. SSR prepared by the Program. ii. Assessment Team Report on the basis of SSR iii. Faculty survey data, student's evaluation reports and employer's survey data. <b>Submission:</b> All requisite forms, documents and fees are to be submitted to the NAEAC Secretariat. <b>Accreditation Fee Structure:</b> The following fee structure was approved i. Accreditation fees shall be charged at the faculty level. ii. Minimum of Rs. 50,000/- with at-least Rs. 10,000/- per discipline. iii. Maximum of Rs. 0.100 million with ten and more disciplines.
3	<b>Desk Audit</b>	The Desk Audit of the submitted application forms and documents will be carried out at the Secretariat of the Council on the basis of the given criteria and standard procedures.
4	<b>Field Audit/ Inspection Visit</b>	On the successful Desk Audit of the application, Inspection will be scheduled and the respective institution will be intimated regarding the date and detailed program of the Inspection Visit by the Accreditation Inspection Committee.
5	<b>Outcome of Inspection</b>	Program Evaluators will submit evaluation report to the Chairman, NAEAC. Accordingly, the same report will be reviewed during the next meeting of NAEAC. The result will be conveyed to the concerned Institution/Program.
6	<b>Updating of Information</b>	The institution of the accredited program will be required to update the Council concerning any change of facts declared in the original documents submitted for the accreditation.



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### 1. Principles and Objectives:

- a. The proposed accreditation is to be used to assure quality in agriculture degree programs in educational institutions. It would require an institution or program to meet certain defined standards or criteria.
- b. Accreditation shall be a mandatory process for all relevant academic programs offered by public and private sector institutions. The incentive for obtaining such accreditation shall be enhanced recognition in the agriculture community and prospective students.
- c. Accreditation will be carried under the umbrella of HEC by the National Agriculture Education Accreditation Council.

The council shall take into consideration the following aspects for accreditation of degree programs in the agriculture related subjects:

- i. Overall scope and structure of the program
- ii. Curricula/syllabi
- iii. The requisite infrastructure
- iv. The faculty
- v. Level of compatibility with international standards and trends
- vi. Level of Skill Development by the program evaluated on the basis of both theory and practical in core as well as allied disciplines of Agriculture.
- vii. The student support
- viii. The laboratory facilities
- ix. Facilities for student activities and other amenities
- x. Financial aid/assistance

### 2. Benefits of Registration:

- i. To get recognized as eligible to apply for the second step-Comprehensive Assessment and Accreditation process.
- ii. To get feedback from NAEAC if it does not qualify in the first step, about specific improvements to be made for reaching the required quality level.
- iii. To receive assistance and suitable mentoring from NAEAC in the later case, for enabling it to qualify eligibility in due course of time.
- iv. The data of filled in registration form shall help determine the eligibility.

The Following documents and forms are required to initiate the Accreditation process.

- a. Administrative Structure of the Institution
- b. Information about all Academic Programs
- c. Institutional and Program's Financial Information
- d. Infrastructure and Support Services Information:
- e. Faculty Information



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- f. Curriculum Related Information
- g. Course Description
- h. Student Course Evaluation Questionnaire
- i. Students Grading Policy
- j. Admission Procedures
- k. Course Registration Policies and Procedures
- l. Student Information
- m. Employer's opinion survey
- n. Graduating students survey
- o. Faculty survey
- p. Alumni Information

### 3. Process of Accreditation

“Accreditation is challenging as it pertains to measuring the quality of Graduates through assessing process quality. The followings are the only available inputs to gauge the quality of the process”.

Program Process : Includes human, physical and financial resources.

Assessment of Strategy : Includes how well the academic program has applied its resources and processes to achieve the goal.

- i. An institution offering or planning to offer Agri. education degree awarding program shall apply to the Council on the proforma prepared by the Council.
- ii. Accreditation Inspection Committee (AIC) may assess each case and make its recommendations to the Council for further consideration and decision.
- iii. In case of rejection of the grant of accreditation to a program, the head of its institution can lodge a written appeal to the Controlling Authority.
- iv. The Controlling Authority will form an Appeals Committee comprising the following:-
  - a) The Chairperson of the Council
  - b) Dean, Faculty of Agriculture of a university (other than the appellant's university) to be nominated by the Controlling Authority.
  - c) One member of the Council to be nominated by the Controlling Authority.
  - d) A senior Professor educator/head of an accredited Agri. education institution to be nominated by the Controlling Authority.
- v. The Committee will review the appeal and send its recommendations/comments to the Controlling Authority for decision.
- vi. Those institutes whose Accreditation is denied shall have to re-apply for accreditation by paying a fee and shall be re-entered in the queue of those institutes who are waiting for accreditation.
- vii. The council shall also submit to the Controlling Authority at the end of every year a report on the state of accreditation of Agriculture education programs and their activities during the year.
- viii. The possible outcomes as per terminology used by HEC are as under:



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**Category W:** Degree program fully meeting the criteria as set by the Council for Accreditation.

**Category X:** Degree program with minor shortfalls expected to meet the criteria as set by the Council for Accreditation.

**Category Y:** Degree program not meeting some of the major criteria.

**Category Z:** Degree program seriously deficient.

### 4. Scope and Powers of the Council

- i. All the existing Agriculture education degree awarding programs comprising Agriculture universities, Agriculture colleges and Faculties of Agriculture in the general universities shall be within the jurisdiction of the Council. Any new program in Agriculture education shall also be referred to the Council for the grant of accreditation.
- ii. The accreditation will be for specific degree programs and not for institutions.
- iii. Accreditation shall be mandatory for all relevant agri. education academic programs offered by public and private sector institutions.
- iv. The Council shall assist and advise agri education institutions in planning their academic programs.
- v. An accredited Agri degree program may be re-evaluated on the basis of complaints by public/students/employers. The Council has authority to withdraw the existing accreditation of the degree program.
- vi. The Controlling Authority, on the recommendations of the Council, shall publish a list of accredited programs from time to time.
- vii. The Council may direct, at any time, an institution that has an accredited program to furnish information as the Council may deem fit.
- viii. The Council shall appoint such academic auditors as it may deem necessary to attend any or all of the examinations held by the institutions for granting recognized Agri. qualification or in respect of which accreditation has been sought.