

A brief note of Teacher Education Scenario.....

“Better than a thousand days to diligent study is one day with a great teacher”.

- Japanese Proverb.

The 21st century is having the thirst for knowledge and good living and this can be provided only through good education. Teachers are the agents of moulding and shaping the minds of children and young.

So there is a great need of educating and training the teachers and this has been insisted very much by Tamil Nadu Government.

The Tamil Nadu Government encourages and gives permission to start B.Ed., College. The University gives norms for infra structure, admission and appointment of Principal and Staff. At present, there are 7 Government Colleges, 23 Government aided Colleges and more than 678 self financed Colleges of Education.

Having followed the norms of the University and NCTE, Our Servite College of Education for Women was started in 2005 as a self financed college by the Society of Mother of Sorrows Servants of Mary which is a registered Minority Charitable Society. (Regis. No. 4 of 1954)

Seeing the good success of its performance of two complete years, in 2007 the parent society handed over the administration of this College to the branch society, Servite Rural Academy, Thogaimalai. The College is situated in the outskirts

of Thogaimalai and its functioning with fully equipped infra structure facilities and well qualified staff members. First, it was affiliated to Barathidasan University. But in 2008 July it was affiliated to Tamil Nadu Teacher Education University, Chennai.

In 2010 the NAAC team visited this institution and awarded 'B' Grade. Now it is awaiting for the NAAC team for re-accreditation.

SELF APPRAISAL PROCESS

The self appraisal report involves all the personnel of the institution under the guidance of the management.

A committee is formed of all the faculty members with the senior staff Sr. Amutha as the co-ordinator. A self appraisal steering committee is constituted with all the personnel with the co-ordinator under the leadership of Dr. K. Paulraj, the Principal. This committee is totally responsible for the self appraisal report.

As per the guidance in the NAAC publication entitled “Institutional Accreditation Manuel for self Appraisal of Teacher Education Institution” the committee evaluates and prepares the documents and this document gives the whole procedure in detail.

The committee studied the document and standard the self appraisal process in the month of May, 2014 under the guidance of Dr. G. Pankajam, the former Vice-Chancellor of Gandhigram Rural University. The steering committee discussed each aspect of all the criteria to review what the college system is currently doing and what data are needed to support this. After collecting the required data, the faculty members came to a clear understanding of the monitoring process and the requirements.

The co-ordinator compiled all these inputs with the assistance of staff members. This compilation was again discussed with the secretary, Principal, the

staff members, the students and some experts and then the report took a logical and cohesive shape. The process was very helpful in understanding the things because it generated a lot of self assessment and self evaluation in the institution.

This report is the culmination of hours of discussion, a large number of meetings, and several drafts, and represents the effort of all faculty members over a long period. In small groups as well as a whole, the faculty discussed the merits of many aspects of the B.Ed., academic experiences.

A. Profile of the Institution

1. Name and address of the institution : **SERVITE COLLEGE OF EDUCATION FOR WOMEN**
Therkkupallam
Thogaimalai - 621 313
Karur District
Tamil Nadu

2. Website URL : www.servite-bed.org

3. For communication:

Office

Name	Telephone Number with STD Code	Fax No	E-Mail Address
Head/Principal	04323-252370	04323-252263	sheelapooranam@yahoo.com
Vice-Principal	04323-252370	04323-252263	vanathiraman@yahoo.com
Self - appraisal Co-ordinator	9445884876	04323-252263	amutha.maria@gmail.com

Residence

Name	Telephone Number with STD Code	Mobile Number
Head/Principal	04323-252280	9865660241
Vice-Principal		9894353803
Self - appraisal Co-ordinator	04323-290754	9865660243

4. Location of the Institution:

Urban Semi-urban Rural Tribal

Any other (specify and indicate)

5. Campus area in acres:

**6 acres and
18.45 cent**

6. Is it a recognized minority institution? Yes No

7. Date of establishment of the institution:

Month & Year

MM	YYYY
December	2005

8. University/Board to which the institution is affiliated:

Tamilnadu Teacher Education University, Chennai

9. Details of UGC recognition under sections 2(f) and 12(B) of the UGC Act.

Month & Year

2f

MM	YYYY
1	2012

Month & Year

12B

MM	YYYY
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10. Type of Institution

- a. By funding
- i. Government
 - ii. Grant-in-aid
 - iii. Constituent
 - iv. Self-financed
 - v. Any other (specify and indicate)
- b. By Gender
- i. Only for Men
 - ii. Only for Women
 - iii. Co-education
- c. By Nature
- i. University Dept.
 - ii. IASE
 - iii. Autonomous College
 - iv. Affiliated College
 - v. Constituent College
 - vi. Dept. of Education of Composite College
 - vii. CTE
 - Viii. Any other (specify and indicate)

11. Does the University / State Education Act have provision for autonomy?

Yes No

If yes, has the institution applied for autonomy?

Yes No

12. Details of Teacher Education programmes offered by the institution:

Sl. No.	Level	Programme / Course	Entry Qualification	Nature of Award	Duration	Medium of instruction
i)	Pre-primary			Certificate		
				Diploma		
				Degree		
ii)	Primary/ Elementary			Certificate		
				Diploma		
				Degree		
iii)	Secondary/ Sr. secondary			Certificate		
				Diploma		
		B.Ed.	Graduate	Degree	1 Year	English
iv.	Post Graduate			Diploma		
				Degree		
v.	Other (specify)			Certificate		
				Diploma		
				Degree		

(Additional rows may be inserted as per requirement)

13. Give details of NCTE recognition (for each programme mentioned in Q.12 above)

Level	Programme	Order No. & Date	Valid upto	Sanctioned Intake
Pre-primary				
Primary/Elementary				
Secondary/ Sr.secondary	B.Ed.	FTN/SEC/SRO/NCTE/2005-2006/4109/21-11-05		
Post Graduate				
Other (specify)				

(Additional rows may be inserted as per requirement)

(B) Criterion-wise inputs

Criterion I: Curricular Aspects

1. Does the Institution have a stated Vision	Yes	✓	No	
Mission	Yes	✓	No	
Values	Yes	✓	No	
Objectives	Yes	✓	No	

2. a) Does the institution offer self-financed programme(s)?	Yes	✓	No	
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If yes,

a) How many programmes?	1
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b) Fee charged per programme	46,500
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3. Are there programmes with semester system	NO
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4. Is the institution representing/participating in the curriculum development/ revision processes of the regulatory bodies?

Yes	✓	No	
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If yes, how many faculty are on the various curriculum development/vision committees/boards of universities/regulating authority.

5

5. Number of methods/elective options (programme wise)

D.Ed.	
B.Ed.	3
M.Ed. (Full Time)	
M.Ed. (Part Time)	
Any other (specify and indicate)	

6. Are there Programmes offered in modular form

Yes		No	✓
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Number	--
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7. Are there Programmes where assessment of teachers by the students has been introduced

Yes	✓	No	
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Number	9
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8. Are there Programmes with faculty exchange/visiting faculty

Yes	✓	No	
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Number	25
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9. Is there any mechanism to obtain feedback on the curricular aspects from the

- Heads of practice teaching schools
- Academic peers
- Alumni
- Students
- Employers

Yes	✓	No	
Yes	✓	No	
Yes	✓	No	
Yes	✓	No	
Yes	✓	No	

10. How long does it take for the institution to introduce a new programme within the existing system?

1 Year

11. Has the institution introduced any new courses in teacher education during the last three years?

Yes		No	✓
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Number	--
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12. Are there courses in which major syllabus revision was done during the last five years?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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Number	2
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13. Does the institution develop and deploy action plans for effective implementation of the curriculum?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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14. Does the institution encourage the faculty to prepare course outlines?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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Criterion II: Teaching-Learning and Evaluation

1. How are students selected for admission into various courses?
- a) Through an entrance test developed by the institution
 - b) Common entrance test conducted by the University/Government
 - c) Through an interview
 - d) Entrance test and interview
 - e) Merit at the qualifying examination
 - f) Any other (specify and indicate)
- (If more than one method is followed, kindly specify the weightages)*

2. Furnish the following information (for the previous academic year):

a) Date of start of the academic year	16.07.2014
b) Date of last admission	05.08.2014
c) Date of closing of the academic year	31.05.2015
d) Total teaching days	40
e) Total working days	200

3. Total number of students admitted

Programme	Number of students			Reserved			Open		
	M	F	Total	M	F	Total	M	F	Total
D.Ed.									
B.Ed.		100	100						
M.Ed. (Full Time)									
M.Ed. (Part Time)									

4. Are there any overseas students?

If yes, how many?

Yes		No	<input checked="" type="checkbox"/>
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5. What is the 'unit cost' of teacher education programme? (Unit cost = total annual recurring expenditure divided by the number of students/ trainees enrolled).

a) Unit cost excluding salary component **25,500**

b) Unit cost including salary component **46,500**

*(Please provide the unit cost for each of the programme offered by the institution as detailed at **Question 12** of profile of the institution)*

6. Highest and Lowest percentage of marks at the qualifying examination considered for admission during the previous academic session

Programmes	Open		Reserved	
	Highest (%)	Lowest (%)	Highest (%)	Lowest (%)
D.Ed.				
B.Ed.	90	43	--	--
M.Ed. (Full Time)				
M.Ed. (Part Time)				

7. Is there a provision for assessing students' knowledge and skills for the programme (after admission)?

Yes No

8. Does the institution develop its academic calendar?

Yes No

9. Time allotted (in percentage)

Programmes	Theory	Practice Teaching	Practicum
D.Ed.			
B.Ed.	77.78%	22.22%	100%
M.Ed. (Full Time)			
M.Ed. (Part Time)			

10. Pre-practice teaching at the institution

a) Number of pre-practice teaching days	<table border="1"><tr><td>1</td><td>5</td></tr></table>	1	5
1	5		
b) Minimum number of pre-practice teaching lessons given by each student	<table border="1"><tr><td>1</td><td>0</td></tr></table>	1	0
1	0		

11. Practice Teaching at School

a) Number of schools identified for practice teaching	<table border="1"><tr><td>2</td><td>7</td></tr></table>	2	7
2	7		
b) Total number of practice teaching days	<table border="1"><tr><td>4</td><td>0</td></tr></table>	4	0
4	0		
c) Minimum number of practice teaching lessons given by each student	<table border="1"><tr><td>2</td><td>0</td></tr></table>	2	0
2	0		

12. How many lessons are given by the student teachers in simulation and pre-practice teaching in classroom situations?

<table border="1"><tr><td>No. of Lessons In simulation</td></tr></table>	No. of Lessons In simulation	<table border="1"><tr><td>No. 5</td></tr></table>	No. 5	<table border="1"><tr><td>No. of Lessons Pre-practice teaching</td></tr></table>	No. of Lessons Pre-practice teaching	<table border="1"><tr><td>No. 10</td></tr></table>	No. 10
No. of Lessons In simulation							
No. 5							
No. of Lessons Pre-practice teaching							
No. 10							

13. Is the scheme of evaluation made known to students at the beginning of the academic session?

Yes No

14. Does the institution provide for continuous evaluation?

Yes No

15. Weightage (in percentage) given to internal and external evaluation

Programmes	Internal	External
D.Ed.		
B.Ed.	20	80
M.Ed. (Full Time)		
M.Ed. (Part Time)		

16. Examinations

a) Number of sessional tests held for each paper

0	3
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b) Number of assignments for each paper

0	2
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17. Access to ICT (Information and Communication Technology) and technology.

	Yes	No
Computers	✓	
Intranet		✓
Internet	✓	
Software / courseware (CDs)	✓	
Audio resources	✓	
Video resources	✓	
Teaching Aids and other related materials	✓	
Any other (specify and indicate)	LCD, OHP, Slide Projector, DVD Player, Web Camera	

18. Are there courses with ICT enabled teaching-learning process?

Yes

✓

 No

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Number

2

19. Does the institution offer computer science as a subject?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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If yes, is it offered as a compulsory or optional paper?

Compulsory Optional

Criterion III: Research, Consultancy and Extension

1. Number of teachers with Ph. D and their percentage to the total faculty strength

Number	2	20	%
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2. Does the Institution have ongoing research projects?

Yes		No	✓
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If yes, provide the following details on the ongoing research projects

Funding agency	Amount (Rs)	Duration (years)	Collaboration, if any

(Additional rows/columns may be inserted as per the requirement)

3. Number of completed research projects during last three years.

4. How does the institution motivate its teachers to take up research in education? (Mark ✓ for positive response and X for negative response)

- Teachers are given study leave
- Teachers are provided with seed money
- Adjustment in teaching schedule
- Providing secretarial support and other facilities
- Any other specify and indicate

Loan facility, Given earn leave, Provide fund for Seminar participation

5. Does the institution provide financial support to research scholars?

Yes No

6. Number of research degrees awarded during the last 5 years.

a. Ph.D.

b. M.Phil.

7. Does the institution support student research projects (UG & PG)?

Yes No

8. Details of the Publications by the faculty (Last five years)

	Yes	No	Number
International journals	<input checked="" type="checkbox"/>	<input type="checkbox"/>	1
National journals - referred papers Non referred papers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	15
Academic articles in reputed magazines/news papers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	1
Books	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Any other (specify and indicate)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

9. Are there awards, recognition, patents etc received by the faculty?

Yes No

Number

10. Number of papers presented by the faculty and students (during last five years):

	Faculty	Students
National seminars	<input type="text" value="14"/>	<input type="text"/>
International seminars	<input type="text" value="8"/>	<input type="text"/>
Any other academic forum	<input type="text" value="2"/>	<input type="text"/>

11. What types of instructional materials have been developed by the institution?

(Mark `✓' for yes and `X' for No.)

- Self-instructional materials
- Print materials
- Non-print materials (e.g. Teaching Aids/audio-visual, multimedia, etc.)
- Digitalized (Computer aided instructional materials)
- Question bank
- Any other (specify and indicate)

12. Does the institution have a designated person for extension activities?

Yes No

If yes, indicate the nature of the post.

Full-time Part-time Additional charge

13. Are there NSS and NCC programmes in the institution?

Yes No

14. Are there any other outreach programmes provided by the institution?

Yes No

15. Number of other curricular/co-curricular meets organized by other academic agencies/NGOs on Campus

20

16. Does the institution provide consultancy services?

Yes No

In case of paid consultancy what is the net amount generated during last three years.

NIL

17. Does the institution have networking/linkage with other institutions/ organizations?

Local level	✓
State level	✓
National level	✓
International level	✓

Criterion IV: Infrastructure and Learning Resources

1. Built-up Area (in sq. mts.)

2061.35

2. Are the following laboratories been established as per NCTE Norms?

- | | | | | |
|---|-----|-------------------------------------|----|--------------------------|
| a) Methods lab | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |
| b) Psychology lab | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |
| c) Science Lab(s) | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |
| d) Education Technology lab | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |
| e) Computer lab | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |
| f) Workshop for preparing teaching aids | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |

3. How many Computer terminals are available with the institution?

36

4. What is the Budget allotted for computers (purchase and maintenance) during the previous academic year?

7,200

5. What is the Amount spent on maintenance of computer facilities during the previous academic year?

7,200

6. What is the Amount spent on maintenance and upgrading of laboratory facilities during the previous academic year?

3,850

7. What is the Budget allocated for campus expansion (building) and upkeep for the current academic session/financial year?

3,85,721

8. Has the institution developed computer-aided learning packages?

Yes No

9. Total number of posts sanctioned

Open Reserved

	Open		Reserved	
	M	F	M	F
Teaching	3	7		
Non-teaching		6		

10. Total number of posts vacant

Open Reserved

	Open		Reserved	
	M	F	M	F
Teaching	--	--	--	--
Non-teaching	--	--	--	--

11. a. Number of regular and permanent teachers
(Gender-wise)

Open Reserved

	Open		Reserved	
	M	F	M	F
Lecturers				
Readers				
Professors	3	7		

b. Number of temporary/ad-hoc/part-time teachers (Gender-wise)

Open Reserved

	Open		Reserved	
	M	F	M	F
Lecturers		1		
Readers				
Professors				

c. Number of teachers from

Same state

15

Other states

12. Teacher student ratio (program-wise)

Programme	Teacher student ratio
D.Ed.	
B.Ed.	1 : 10
M.Ed. (Full Time)	
M.Ed. (Part Time)	

13. a. Non-teaching staff

14.

Permanent

Temporary

b. Technical Assistants

Permanent

Temporary

Open		Reserved	
M	F	M	F
	5		
M	F	M	F
	3		
M	F	M	F
	1		
M	F	M	F

14. Ratio of Teaching - non-teaching staff

10 : 6

15. Amount spent on the salaries of teaching faculty during the previous academic session (% of total expenditure)

35%

16. Is there an advisory committee for the library?

Yes No

17. Working hours of the Library

On working days	9.00 - 5.00
On holidays	--
During examinations	9.00 - 5.00

18. Does the library have an Open access facility

Yes No

19. Total collection of the following in the library

a. Books	
- Textbooks	348
- Reference books	288
b. Magazines	15
e. Journals subscribed	24
- Indian journals	20
- Foreign journals	4
f. Peer reviewed journals	77
g. Back volumes of journals	
h. E-information resources	
- Online journals/e-journals	--
- CDs/ DVDs	20
- Databases	--
- Video Cassettes	
- Audio Cassettes	

20. Mention the

Total carpet area of the Library (in sq. mts.)	225.24
Seating capacity of the Reading room	100

21. Status of automation of Library

Yet to intimate	<input type="checkbox"/>
Partially automated	<input type="checkbox"/>
Fully automated	<input checked="" type="checkbox"/>

22. Which of the following services/facilities are provided in the library?

Circulation	<input checked="" type="checkbox"/>
Clipping	<input checked="" type="checkbox"/>
Bibliographic compilation	<input checked="" type="checkbox"/>
Reference	<input checked="" type="checkbox"/>
Information display and notification	<input checked="" type="checkbox"/>

- Book Bank
- Photocopying
- Computer and Printer
- Internet
- Online access facility
- Inter-library borrowing
- Power back up
- User orientation /information literacy
- Any other (please specify and indicate)

23. Are students allowed to retain books for examinations?

Yes	✓	No	
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24. Furnish information on the following

Average number of books issued/returned per day **70**

Maximum number of days books are permitted to be retained

by students	15
by faculty	60

Maximum number of books permitted for issue

for students	3
for faculty	10

Average number of users who visited/consulted per month **120**

Ratio of library books (excluding textbooks and book bank facility)to the number of students enrolled **60 : 1**

25. What is the percentage of library budget in relation to total budget of the institution

0.70%

26. Provide the number of books/ journals/ periodicals that have been added to the library during the last three years and their cost.

	I		II		III	
	Number	Total cost (in Rs.)	Number	Total cost (in Rs.)	Number	Total cost (in Rs.)
Text books	27	5204	55	11604	32	5000
Other books	32	7805	58	17408	24	7341
Journals/ Periodicals	9	21552	5	5850	5	8395
Any others specify and indicate						
<i>(Additional rows/columns may be inserted as per requirement)</i>						

Criterion V: Student Support and Progression

1. Programme wise “dropout rate” for the last three batches

Programmes	Year 1	Year 2	Year 3
D.Ed.			
B.Ed.	Nil	1%	Nil
M.Ed. (Full Time)			
M.Ed. (Part Time)			

2. Does the Institution have the tutor-ward/or any similar mentoring system?

Yes	✓	No	
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If yes, how many students are under the care of a mentor/tutor?

100

3. Does the institution offer Remedial instruction?

Yes	✓	No	
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4. Does the institution offer Bridge courses?

Yes	✓	No	
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5. Examination Results during past three years (provide year wise data)

	UG			PG			M. Phil		
	I	II	III	I	II	III	I	II	III
Pass percentage	95	96	97						
Number of first classes	30	26	23						
Number of distinctions	65	70	74						
Exemplary performances (Gold Medal and university ranks)			1						

6. Number of students who have passed competitive examinations during the last three years (provide year wise data)

	I	II	III
NET			
SLET/SET			
Any other (specify and indicate) (TET & TNPSC)	6	16	7

7. Mention the number of students who have received financial aid during the past three years.

Financial Aid	I	II	III
Merit Scholarship			
Merit-cum-means scholarship			
Fee concession	7	--	--
Loan facilities	51	60	65
Any other specify and indicate			

(Additional rows may be inserted as per requirement)

8. Is there a Health Centre available in the campus of the institution?

Yes		No	✓
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9. Does the institution provide Residential accommodation for:

Faculty	Yes	✓	No	
Non-teaching staff	Yes	✓	No	

10. Does the institution provide Hostel facility for its students?

Yes	✓	No	
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If yes, number of students residing in hostels

Men

Women

11. Does the institution provide indoor and outdoor sports facilities?

Sports fields	Yes	✓	No	
Indoor sports facilities	Yes	✓	No	
Gymnasium	Yes		No	✓

12. Availability of rest rooms for Women

Yes	✓	No	
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13. Availability of rest rooms for men

Yes		No	✓
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14. Is there transport facility available?

Yes	✓	No	
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15. Does the Institution obtain feedback from students on their campus experience?

Yes	✓	No	
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16. Give information on the Cultural Events (Last year data) in which the institution participated/organised.

	Organised			Participated		
	Yes	No	Number	Yes	No	Number
Inter-collegiate						
Inter-university						
National						
Any other (specify and indicate)	✓		15	✓		2

(Excluding college day celebration)

17. Give details of the participation of students during the past year at the university, state, regional, national and international sports meets.

	Participation of students (Numbers)	Outcome (Medal achievers)
State		
Regional		
National		
International		

18. Does the institution have an active Alumni Association?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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If yes, give the year of establishment

2006

19. Does the institution have a Student Association/Council?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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20. Does the institution regularly publish a college magazine?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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21. Does the institution publish its updated prospectus annually?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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22. Give the details on the progression of the students to employment/further study (Give percentage) for last three years

	Year 1 (%)	Year 2 (%)	Year 3 (%)
Higher studies	10	8	35
Employment (Total)	90	92	65
Teaching	88	91	62
Non teaching	2	1	3

23. Is there a placement cell in the institution?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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If yes, how many students were employed through placement cell during the past three years.

	1	2	3
	13	14	20

24. Does the institution provide the following guidance and counselling services to students?

	Yes	No
• Academic guidance and Counseling	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• Personal Counseling	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• Career Counseling	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Criterion VI: Governance and Leadership

1. Does the institution have a functional Internal Quality Assurance Cell (IQAC) or any other similar body/committee

Yes No

2. Frequency of meetings of Academic and Administrative Bodies: (last year)

Governing Body/management	2
Staff council	7
IQAC/or any other similar body/committee	5
Internal Administrative Bodies contributing to quality improvement of the institutional processes. (mention only for three most important bodies)	2

3. What are the Welfare Schemes available for the teaching and non-teaching staff of the institution?

Loan facility	Yes	✓	No	
Medical assistance	Yes	✓	No	
Insurance	Yes		No	✓
Other (specify and indicate)	Yes	✓	No	

PF

4. Number of career development programmes made available for non-teaching staff during the last three years

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5. Furnish the following details for the past three years

a. Number of teachers who have availed the Faculty Improvement Program of the UGC/NCTE or any other recognized organisation

Nil

b. Number of teachers who were sponsored for professional development programmes by the institution

National

	1	1
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International

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c. Number of faculty development programmes organized by the Institution:

1	2	2
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d. Number of Seminars/ workshops/symposia on Curricular development, Teaching- learning, Assessment, etc. organised by the institution

11	10	18
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e. Research development programmes attended by the faculty

10	12	19
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f. Invited/endowment lectures at the institution

11	10	8
----	----	---

Any other area (specify the programme and indicate)

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----	----	----

6. How does the institution monitor the performance of the teaching and non-teaching staff?

a. Self-appraisal

Yes	✓	No	
-----	---	----	--

b. Student assessment of faculty performance

Yes	✓	No	
-----	---	----	--

c. Expert assessment of faculty performance

Yes		No	✓
-----	--	----	---

d. Combination of one or more of the above

Yes	✓	No	
-----	---	----	--

e. Any other (specify and indicate)

Yes		No	✓
-----	--	----	---

7. Are the faculty assigned additional administrative work?

Yes		No	✓
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If yes, give the number of hours spent by the faculty per week

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8. Provide the income received under various heads of the account by the institution for previous academic session

Grant-in-aid	<table border="1"><tr><td>--</td></tr></table>	--
--		
Fees	<table border="1"><tr><td>--</td></tr></table>	--
--		
Donation	<table border="1"><tr><td>17,04,600</td></tr></table>	17,04,600
17,04,600		
Self-funded courses	<table border="1"><tr><td>--</td></tr></table>	--
--		
Any other (specify and indicate)	<table border="1"><tr><td>--</td></tr></table>	--
--		

9. Expenditure statement (for last two years)

	Year 1	Year2
Total sanctioned Budget	46,50,000	46,50,000
% spent on the salary of faculty	30	35
% spent on the salary of non-teaching employees	5	12
% spent on books and journals	0.75	0.70
% spent on developmental activities (expansion of building)	--	--
% spent on telephone, electricity and water	1.99	1.10
% spent on maintenance of building, sports facilities, hostels, residential complex and student amenities, etc.	4.93	9.64
% spent on maintenance of equipment, teaching aids, contingency etc.	1.9	0.6
% spent on research and scholarship (seminars, conferences, faculty development programs, faculty exchange, etc.)	0.33	0.14
% spent on travel	0.73	0.95
Any other (specify and indicate) Printing & Stationary, Auditor fees	0.76	2.96
University fees	6.03	9.01
Contribution to Generalate (Building fees)	35.48	27.7
Closing blance (cash at bank)	12.70	--
Total expenditure incurred	100	100
Total	87.5	100

10. Specify the institutions surplus/deficit budget during the last three years?
(specify the amount in the applicable boxes given below)

Surplus in Rs.	Deficit in Rs.
--	--
--	--
--	--

11. Is there an internal financial audit mechanism?

Yes No

12. Is there an external financial audit mechanism?

Yes No

13. ICT/Technology supported activities/units of the institution:

Administration	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Finance	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Student Records	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Career Counselling	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Aptitude Testing	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Examinations/Evaluation/ Assessment	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Any other (specify and indicate)	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

14. Does the institution have an efficient internal co-ordinating and monitoring mechanism?

Yes No

15. Does the institution have an inbuilt mechanism to check the work efficiency of the non-teaching staff?
Yes No
16. Are all the decisions taken by the institution during the last three years approved by a competent authority?
Yes No
17. Does the institution have the freedom and the resources to appoint and pay temporary/ ad hoc / guest teaching staff?
Yes No
18. Is a grievance redressal mechanism in vogue in the institution?
a) for teachers
b) for students
c) for non - teaching staff
19. Are there any ongoing legal disputes pertaining to the institution?
Yes No
20. Has the institution adopted any mechanism/process for internal academic audit/quality checks?
Yes No
21. Is the institution sensitised to modern managerial concepts such as strategic planning, teamwork, decision-making, computerisation and TQM?
Yes No

Criterion VII : Innovative Practices

1. Does the institution has an established Internal Quality Assurance Mechanisms ?

Yes No

2. Do students participate in the Quality Enhancement of the Institution?

Yes No

3. What is the percentage of the following student categories in the institution?

	Category	Men	%	Women	%
a	SC			6	6
b	ST			--	--
c	OBC			93	93
d	Physically challenged			--	--
e	General Category			1	1
f	Rural			68	68
g	Urban			32	32
h	Any other (specify)			--	--

4. What is the percentage of the staff in the following category ?

	Category	Teaching staff	%	Non-teaching staff	%
a	SC	2	20	2	50
b	ST	--	--	--	--
c	OBC	8	80	2	50
d	Women	8	80	4	100
e	Physically challenged	1	10	--	--
f	General Category	--	--	--	--
g	Any other (specify)	--	--	--	--

5. What is the percentage incremental academic growth of the students for the last two batches?

Category	At Admission		On completion of the course	
	Batch I	Batch II	Batch I	Batch II
SC	08	06	08	06
ST	--	--	--	--
OBC	89	93	86	90
Physically challenged	--	--	--	--
General Category	03	01	03	01
Rural	70	68	68	66
Urban	29	32	28	31
Any other (specify)				