

# SELF STUDY REPORT

Submitted to

NAAC ASSESSMENT AND  
ACCREDITATION COUNCIL  
BANGLORE

BY



SHIVNATH SINGH EDUCATIONAL MAHAVIDHYALYA

GWALIOR

TRACK ID

MPCOTE 23638

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**SHIVNATH SINGH EDUCATIONAL  
MAHAVIDHYALAYA  
GWALIOR**



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CHAIRMAN**

**SHIVNATH SINGH EDUCATIONAL  
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GWALIOR**



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**MR.KEERTHI VARDHAN SINGH  
DIRECTOR/TREASURER**

**SHIVNATH SINGH EDUCATIONAL  
MAHAVIDHYALAYA  
GWALIOR**



**DR. ASHISH SHARMA  
PRINCIPAL**

# **SELF APPRAISAL REPORT**

**SELF APPRAISAL REPORT**



## **Part-I**

### **Institutional Data**

**Shivnath Singh Educational Mahavidhyalaya**

**Gwalior**

# **SELF APPRAISAL REPORT**

**SELF APPRAISAL REPORT**



## **Part I-A**

### **Profile of Institute**

**Shivnath Singh Educational Mahavidhyalaya**

**Gwalior**

## **Part I-A Profile of the Institution**

1. Name and address of the institution:

**Shivnath Singh Educational Mahavidhyalaya  
MIG-168, Madhav Nagar, Gwalior, Madhya Pradesh.**

2. Website URL:

**www.shivnthsinghcollege.com**

3. For communication:

**Office**

Name	Telephone Number with STD Code	Fax No	E-Mail Address
<b>Head/Principal Dr. Ashish sharma</b>	<b>0751-2970195</b>		<a href="mailto:principalssemgwl@gmail.com"><u>principalssemgwl@gmail.com</u></a>
Vice-Principal Dr. Upasana mathur	0751-2970195		<a href="mailto:Upasanamathur405@gmail.com"><u>Upasanamathur405@gmail.com</u></a>
Self - appraisal Co-ordinator Mr. K. V. singh	0751-2970195		singh_kv@yahoo.com

## Residence

Name	Telephone Number with STD Code	Mobile Number
<b>Head/Principal –</b> <b>Dr Ashish singh</b>	<b>0751-2970195</b>	<b>0989375751</b>
Vice-Principal - Dr.Upasana Mathur	do	0982623073
Self-appraisal Co-ordinator Mr.K.V singh	do	0989375751

4. Location of the Institution:

Urban  Semi-urban  Rural  Tribal

5. Campus area in acres:

**8.5 acres**

6. Is it a recognized minority institution?

Yes  No

7. Date of establishment of the institution:

Month & Year

MM	YYYY
March	2005

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

**Jiwaji University**

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

Month & Year

2f

MM	YYYY
-	--

Month & Year

12B

MM	YYYY
--	---

10. Type of Institution

a. By funding

- i. Government
- ii. Grant-in-aid
- iii. Constituent
- iv. Self-financed
- v. Any other

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

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	Programm e/ Course	Entry Qualificat ion	Nature of Award	Duratio n	Medium of instructio n
i)	Pre-primary			Certificat e		
				Diploma		
				Degree		
ii)	Primary/ Elementary			Certificat e		
				Diploma		
				Degree		
iii)	Secondary/ Sr. secondary			Certificat e		
				Diploma		
		B.Ed	Any Graduate with 50%	Degree	Two Year	Hindi & English
iv.	Post Graduate			Diploma		
				Degree		
v.	Other (specify)			Certificat e		
				Diploma		
				Degree		

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				
<b>Secondary/ Sr.secondary</b>	<b>B.ed</b>	<b>WRC/APW06 13/223274/201 5/144990</b>	<b>Permanent</b>	<b>100</b>
Post Graduate				
Other (specify)				

# **SELF STUDY REPORT**



## **Part I-B**

### **Criterion Wise Inputs**

**Shivnath Singh Educational Mahavidhyalaya**

**Gwalior**

## **Part I-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	
-----	---	----	--

a) Does the institution offer self-financed programme(s)?

If yes,      

Yes	•	No	
-----	---	----	--

a) How many programmes?      

01
----

b) Fee charged per programme      

Rs.32000
----------

3. Are there programmes with semester system

No
----

2. Is the institution representing/participating in the curriculum development/ revision processes of the regulatory bodies?

Yes		No	•
-----	--	----	---

If yes, how many faculty are on the various curriculum development/vision committees/boards of universities/regulating authority.      

N.A
-----

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

D.Ed.


B.Ed.

09

M.Ed. (Full Time)


M.Ed. (Part Time)


Any other (specify and indicate)

4. Are there Programmes offered in modular form

Yes		No	•	
-----	--	----	---	--

Number	N.A
--------	-----

5. Are there Programmes where assessment of teachers by the students has been introduced

Yes		No	•	
-----	--	----	---	--

Number	
--------	--

5. Are there Programmes with faculty exchange/visiting faculty

Yes	•	No	
-----	---	----	--

Number	06
--------	----

6. 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	
-----	---	----	--

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

**1 year**

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

Yes  No

Number  N.A

9. Are there courses in which major syllabus revision was done during the last five years?

Yes  No

Number  NA

10. Does the institution develop and deploy action plans for effective implementation of the curriculum?

Yes  No

11. Does the institution encourage the faculty to prepare course outlines?

Yes  No

## **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)

2. Furnish the following information (for the previous academic year): **2014-15**

- a) Date of start of the academic year
- b) Date of last admission
- c) Date of closing of the academic year
- d) Total teaching days
- e) Total working days

**01/07/14**

**08/07/14**

**30/03/15**

**220**

**237**

3. Total number of students admitted -**2014-15**

Programme	Number of students			Reserved			Open		
	M	F	Total	M	F	Total	M	F	Total
D.Ed.									
<b>B.Ed.</b>	<b>43</b>	<b>56</b>	<b>99</b>	<b>29</b>	<b>24</b>	<b>53</b>	<b>14</b>	<b>32</b>	<b>46</b>
M.Ed. (Full Time)									
M.Ed. (Part Time)									

4. Are there any overseas students?

Yes		No	•
-----	--	----	---

If yes, how many?

NA

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
- b) Unit cost including salary component

**17550**

**32000**

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 (%)
<b>B.Ed.</b>	<b>68</b>	<b>30</b>	<b>58</b>	<b>34</b>

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>B.Ed.</b>	<b>65%</b>	<b>20%</b>	<b>15%</b>
M.Ed. (Full & part Time)			

14. Pre-practice teaching at the institution

a) Number of pre-practice teaching days

1	0
---	---

b) Minimum number of pre-practice teaching

lessons given by each student

2	1
---	---

10. Practice Teaching at School

a) Number of schools identified for practice teaching

0	7
---	---

b) Total number of practice teaching days

4	3
---	---

c) Minimum number of practice teaching lessons given by each student

4	0
---	---

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

No. of Lessons In simulation

No. 7

No. of Lessons Pre-practice teaching

No. 21

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

Yes

No

13. Does the institution provide for continuous evaluation?

Yes

No

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

Programmes	Internal	External
D.Ed.	--	--
<b>B.Ed.</b>	<b>35%</b>	<b>65%</b>
M.Ed. (Full & part Time)	--	--

15. Examinations

a) Number of sessional tests held for each paper

0	2
---	---

b) Number of assignments for each paper

-	-
---	---

16. 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)		

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

Yes	•	No		Number	01
-----	---	----	--	--------	----

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

Yes		No	•
-----	--	----	---

### **Criterion III: Research, Consultancy and Extension**

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

Number	4	50	%
--------	---	----	---

2. Does the Institution have ongoing research projects?

Yes		No	•
-----	--	----	---

If yes, provide the following details on the ongoing research projects

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

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

N.A
-----

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

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)

International journals	Yes	No	Numbers
National journals – referred papers	•		05
Non referred papers			
Academic articles in reputed magazines/news papers	•		05
Books	•		05

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

Yes  No

Number  NA

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

Faculty      Students

**National seminars**

10

20

**International seminars**

-

-

**Any other academic forum**

-

-

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

 ✓

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

02

16. Does the institution provide consultancy services?

Yes

No

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

NA

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.)

**1698 .2 Sq.meter**

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?

**30**

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

**Rs.200000**

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

**Rs.50000**

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

**Rs.50000**

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

**Rs.500000**

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

Yes

No

9. Total number of posts sanctioned

	Open		Reserved	
	M	F	M	F
<b>Teaching</b>	<b>1</b>	<b>5</b>	<b>1</b>	<b>1</b>
<b>Non-teaching</b>	-	-	-	-

10. Total number of posts vacant

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

11.a. Number of regular and permanent teachers –GENDER WISE

	Open		Reserved	
	M	F	M	F
<b>Lecturers</b>	-	<b>5</b>	<b>1</b>	<b>1</b>
<b>Readers</b>	-	-	-	-
<b>Professor</b>	-	-	-	-

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

	Open		Reserved	
	M	F	M	F
Lecturers	<b>3</b>	<b>3</b>	-	-
Readers	M	F	M	F
	-	-	-	-
Professors	M	F	M	F
	-	-	-	-

c. Number of teachers from Same state

Other states

**06**

**02**

12. Teacher student ratio (program-wise)

Programme	Teacher student ratio
D.Ed.	
<b>B.Ed.</b>	<b>8:100</b>
M.Ed. (Full & part-time)	

13. a. Non-teaching staff

	Open		Reserved	
	M	F	M	F
Permanent	<b>2</b>	<b>5</b>	-	-
Temporary	M	F	M	F
	-	-	--	-

b. Technical Assistants Permanent

M	F	M	F
<b>2</b>	-	-	-

Temporary

M	F	M	F
-	-	-	-

14. Ratio of Teaching – non-teaching staff

**1:1**

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

**45.6%**

16. Is there an advisory committee for the library?

Yes

No

**7 hrs**

--

**7 hrs**

18. Does the library have an Open access facility

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
-----	-------------------------------------	----	--------------------------

19. Total collection of the following in the library

a. Books

- Textbooks
- Reference books

<b>7813</b>
<b>6790</b>
<b>1023</b>
<b>10</b>

b. Magazines

e. Journals subscribed

- Indian journals
- Foreign journals

<b>25</b>
<b>02</b>
<b>05</b>
<b>10</b>

f. Peer reviewed journals

g. Back volumes of journals

h. E-information resources

- Online journals/e-journals
- CDs/ DVDs
- Databases
- Video Cassettes
- Audio Cassettes

<b>05</b>
<b>50</b>
<b>15</b>
--
--

20. Mention the

Total carpet area of the Library (in sq. mts.)

**112 sq.mtr**

Seating capacity of the Reading room

**50**

21. Status of automation of Library

Yet to intimate

Partially automated

Fully automated

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

Circulation	<input type="checkbox"/>
Clipping	<input type="checkbox"/>
Bibliographic compilation	<input type="checkbox"/>
Reference	<input checked="" type="checkbox"/>
Information display and notification	<input checked="" type="checkbox"/>
Book Bank	<input checked="" type="checkbox"/>
Photocopying	<input checked="" type="checkbox"/>
Computer and Printer	<input checked="" type="checkbox"/>
Internet	<input checked="" type="checkbox"/>
Online access facility	<input checked="" type="checkbox"/>
Inter-library borrowing	<input type="checkbox"/>
Power back up	<input checked="" type="checkbox"/>
User orientation /information literacy	<input type="checkbox"/>

23. Are students allowed to retain books for examinations?

Yes	<input checked="" type="radio"/>	No	<input type="radio"/>
-----	----------------------------------	----	-----------------------

24. Furnish information on the following

Average number of books issued/returned per day

30

Maximum number of days books are permitted to be retained

by students

07

by faculty

10

Maximum number of books permitted for issue

for students

02

for faculty

05

Average number of users who visited/consulted per month

**200**

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

**1023:100**

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

**5.2%**

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

	I 2014-15		II 2013-14		III 2012-13	
	Number	Total cost (in Rs.)	Number	Total cost (in Rs.)	Number	Total cost (in Rs.)
Text books	<b>3000</b>	<b>452855</b>	<b>216</b>	<b>69447</b>	<b>163</b>	<b>16862</b>
Other books	<b>100</b>	<b>12585</b>	<b>75</b>	<b>7500</b>	<b>75</b>	<b>7500</b>
Journals/ Periodicals	<b>20</b>	<b>10250</b>	<b>15</b>	<b>9525</b>	<b>18</b>	<b>9020</b>
Any others specify and indicate						

## **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.	---	---	-----
M.Ed. (Full & partTime)			

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

Yes	•	No	<input type="text"/>
-----	---	----	----------------------

If yes, how many students are under the care of a mentor/tutor?

<b>10</b>
-----------

3. Does the institution offer Remedial instruction?

Yes	•	No	<input type="text"/>
-----	---	----	----------------------

4. Does the institution offer Bridge courses?

Yes	•	No	<input type="text"/>
-----	---	----	----------------------

5. Examination Results during past three years (provide year wise data)

	UG		
	I 2014-15	II 2012-13	III 2011-12
Pass percentage	<b>Awaited</b>	<b>100 %</b>	<b>100 %</b>
Number of first classes	<b>Awaited</b>	<b>90</b>	<b>100</b>
Number of distinctions	<b>Awaited</b>	--	--
Exemplary performances (Gold Medal and university ranks)			

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

NET  
SLET/SET

I	II	III
-	-	-
-	-	-

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

Financial Aid	I - 2014-15	II -2012-13	III - 2011-12
<b>Merit Scholarship</b>	--	--	--
<b>Merit-cum-means scholarship</b>	--	--	--
<b>Fee concession</b>	--	--	---
<b>Loan facilities</b>	--	--	--
<b>Any or Govt Scholarship</b>	<b>45</b>	<b>16</b>	<b>35</b>

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

Yes	•	No	<input type="checkbox"/>
-----	---	----	--------------------------

9. Does the institution provide Residential accommodation for:

Faculty

Yes	<input type="checkbox"/>	No	•
-----	--------------------------	----	---

Non-teaching staff

Yes	<input type="checkbox"/>	No	•
-----	--------------------------	----	---

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

Yes	<input type="checkbox"/>	No	•
-----	--------------------------	----	---

If yes, number of students residing in hostels

Men

<input type="checkbox"/>
--------------------------

Women

<input type="checkbox"/>
--------------------------

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

Sports fields

Yes	•	No	<input type="checkbox"/>
-----	---	----	--------------------------

Indoor sports facilities

Yes	•	No	<input type="checkbox"/>
-----	---	----	--------------------------

Gymnasium

Yes	<input type="checkbox"/>	No	•
-----	--------------------------	----	---

12. Availability of rest rooms for Women

Yes	•	No	<input type="checkbox"/>
-----	---	----	--------------------------

13. Availability of rest rooms for men

Yes	•	No	<input type="checkbox"/>
-----	---	----	--------------------------

14. Is there transport facility available?

Yes	•	No	<input type="checkbox"/>
-----	---	----	--------------------------

15. Does the Institution obtain feedback from students on their campus experience?

Yes	•	No	
-----	---	----	--

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	✓		02	✓		15
Inter-university		✓			✓	
National		✓				✓

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	10	--
Regional	25	--
National	--	--
International	--	--

18. Does the institution have an active Alumni Association?

Yes	•	No	<input type="checkbox"/>
-----	---	----	--------------------------

If yes, give the year of establishment

**2013**

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

Yes	• <input type="checkbox"/>	No <input type="checkbox"/>
-----	----------------------------	-----------------------------

20. Does the institution regularly publish a college magazine?

Yes	• <input type="checkbox"/>	No <input type="checkbox"/>
-----	----------------------------	-----------------------------

21. Does the institution publish its updated prospectus annually?

Yes	• <input type="checkbox"/>	No <input type="checkbox"/>
-----	----------------------------	-----------------------------

22. Give the details on the progression of the students to employment/further study (Give percentage) for last three years

	2014-15 (%)	2012-13 (%)	2011-12 (%)
Higher studies	Waited	<b>65</b>	<b>50</b>
Employment (Total)	Waited	<b>80</b>	<b>90</b>
Teaching Non teaching	--	<b>66</b>	<b>65</b>
		<b>14</b>	<b>25</b>

23. Is there a placement cell in the institution?

Yes	• <input type="checkbox"/>	No <input type="checkbox"/>
-----	----------------------------	-----------------------------

If yes, how many students were employed through placement cell during the past three years.

2014-15	2012-13	2011-12
<b>Result not yet come</b>	<b>15</b>	<b>15</b>

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

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

- Academic guidance and Counseling
- Personal Counseling
- Career Counseling

## **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: (2014-15)

Governing Body/management	<b>03</b>
Staff council	<b>11</b>
IQAC/or any other similar body/committee	<b>02</b>
Internal Administrative Bodies contributing to quality improvement of the institutional processes. (mention only for three most important bodies)	--

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

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

0	1	0
---	---	---

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

**06**

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

National  
International

-	-	
-		

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

0	0	<b>6</b>
---	---	----------

d. Number of Seminars/ workshops/symposia on Curricular development,

Teaching- learning, Assessment, etc. organised by the institution

0	0	<b>6</b>
---	---	----------

e. Research development programmes attended by the faculty

0	0	<b>1</b>
---	---	----------

f. Invited/endowment lectures at the institution

0	<b>1</b>	0
---	----------	---

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	•
-----	--	----	---

7. Are the faculty assigned additional administrative work?

Yes		No	•
-----	--	----	---

If yes, give the number of hours spent by the faculty per week

NA
----

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

Grant-in-aid

--
✓
--

Fees

Donation

Self-funded courses

9. Expenditure statement (for last two years)

2014-15

2012-13

Total sanctioned Budget	Rs.3200000	Rs.2250000
% spent on the salary of faculty	45.6	44.3
% spent on the salary of non-teaching employees	16.8	15.5
% spent on books and journals	5.2	2.6
% spent on developmental activities (expansion of building)	7.5	10.5
% spent on telephone, electricity and water	2.6	3.5

% spent on maintenance of building, sports facilities, hostels, residential complex and student amenities, etc.	6.5	8.5
% spent on maintenance of equipment, teaching aids, contingency etc.	10.6	10.2
% spent on research and scholarship (seminars, conferences, faculty development programs, faculty exchange, etc.)	1.5	1.2
% spent on travel	3.7	4.7
Total expenditure incurred	100%	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.
2014-15	----	Rs.154745
2012-13	----	Rs.198550

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	<input type="checkbox"/>	•	<input type="checkbox"/>	No	<input type="checkbox"/>
Finance	<input type="checkbox"/>	•	<input type="checkbox"/>	No	<input type="checkbox"/>
Student Records	<input type="checkbox"/>	•	<input type="checkbox"/>	No	<input type="checkbox"/>
Career Counselling	<input type="checkbox"/>	•	<input type="checkbox"/>	No	<input type="checkbox"/>
Aptitude Testing	<input type="checkbox"/>	•	<input type="checkbox"/>	No	<input type="checkbox"/>
Examinations/Evaluation/ Assessment	<input type="checkbox"/>	•	<input type="checkbox"/>	No	<input 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? 2014-15

	<b>Category</b>	<b>Men</b>	<b>%</b>	<b>Women</b>	<b>%</b>
a	<b>SC</b>	08	8.08	04	4.04
b	<b>ST</b>	02	2.02	01	1.01
c	<b>OBC</b>	20	20.02	19	19.1
d	<b>Physically challenged</b>	--	--	--	--
e	<b>General Category</b>	13	13.1	32	32.3
f	<b>Rural</b>	22	51.1	9	16.07
g	<b>Urban</b>	21	48.8	47	83.9

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

	Category	Teaching staff	%	Non-teaching staff	%
<b>a</b>	<b>SC</b>	--	--	--	--
<b>b</b>	<b>ST</b>	--	--	--	--
<b>c</b>	<b>OBC</b>	2	25	2	25
<b>d</b>	<b>Women</b>	6	75	5	62.5
<b>e</b>	<b>Physically challenged</b>	--	--	--	--
<b>f</b>	<b>General Category</b>	6	75	6	75

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 14-15	Batch 12-13	Batch 14-15	Batch 12-13
<b>SC</b>	12	--	12	--
<b>ST</b>	03	--	03	--
<b>OBC</b>	39	18	39	18
<b>Physically challenged</b>	--	--	--	--
<b>General Category</b>	45	72	45	18
<b>Rural</b>	31	29	31	29
<b>Urban</b>	68	61	68	61