

Section B

Format for Self-appraisal Report

Part I: Institutional Data (Preferably to be uploaded on the institutional website and submitted in a softcopy and hardcopy)

When the institution has a website it should display the following and other relevant details of information, as in a typical brochure or student handbook: its mission/vision statement, and the goals and objectives of the institution programme offered; eligibility criteria for admission; admission policy and process; academic calendar; examination and other assessment schedules and procedures; infrastructural facilities available for teaching/learning, sports, residence, research and recreation; scholarships given by the state and the institution; and the fee structure.

In addition to the information displayed in the institutional website, institutional data that highlights the facts and features which contributed to quality maintenance and enhancement during the last three years has to be submitted to the NAAC in Part I: A and B of the SAR.

A. Profile of the Institution

1. Name and address of the institution : **College of Teacher Education, Vill+P.O. - Turki, P.S.-Kurhani, District-Muzaffarpur, Pin code - 844127, State-Bihar**

2. Website : <http://www.cteturki.in/>

3. For communication :

Office

Disignation	Name	Telephone Number with STD Code	Fax No	E-Mail Address
Head/ Principal	Dr. Subhash Chandra Jha	0621-2816026	-	cteturkimuz@gmail.com
Vice-Principal	-	-	-	-
Self - appraisal Co-ordinator	Sanjeev kumar	9431457878	-	sanjeevkumar.med@gmail.com

Residence

Disignation	Name	Telephone Number with STD Code	Mobile Number
Head/ Principal	Dr. Subhash Chandra Jha	-	9955859767
Vice-Principal	-	-	-
Self - appraisal Co-ordinator	Sanjeev kumar	-	9431457878

4. Location of the Institution:

Urban Semi-urban Rural Tribal

Any other (specify and indicate)

5. Campus area in acres:

37

6. Is it a recognized minority institution?

Yes

No

7. Date of establishment of the institution:

Month & Year	
MM	YYYY
07	1950

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

B.R.A. Bihar University, Muzaffarpur

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

Month & Year	
MM	YYYY
2f	04
	2007

Month & Year	
MM	YYYY
12B	06
	2008

10. Type of Institution

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

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	DI.El.Ed. (ODL)	Intermediate (Untrained Teacher)	Certificate		
				Diploma	2 Years	Hindi
				Degree		
iii)	Secondary/ Sr. secondary	B.Ed.	Graduation and STET Qualified	Certificate		
				Diploma		
				Degree	2 Years	Hindi
iv.	Post Graduate	M.Ed.	B.Ed.	Diploma		
				Degree	2 Years	Hindi
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.	ERC/NCTE/APE00324/B.Ed.(Revised order) / 2015/32386 date - 29.05.2015	Permanent	100
Post Graduate	M.Ed.	ERC/APP2444/M.Ed. (Addl. course) /2016/ 44294 Date - 03.03.2016	Permanent	50
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	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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Mission

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

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

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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2. a) Does the institution offer self-financed programme(s)?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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If yes,

a) How many programmes?

b) Fee charged per programme

3. Are there programmes with semester system

Yes (M.Ed.)

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

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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If yes, how many faculty are on the various curriculum development/vision committees/boards of universities/regulating authority.

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

D.Ed.	<input type="text"/>
B.Ed.	16/5
M.Ed. (Full Time)	0/1
M.Ed. (Part Time)	<input type="text"/>
Any other (specify and indicate)	<input type="text"/>

6. Are there Programmes offered in modular form

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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Number	<input type="text"/>
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7. Are there Programmes where assessment of teachers by the students has been introduced

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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Number	4
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8. Are there Programmes with faculty exchange/visiting faculty

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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Number	<input type="text"/>
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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	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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10. How long does it take for the institution to introduce a new programme within the existing system?

Depends on Govt. decision

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

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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Number	02
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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	02
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13. Does the institution develop and deploy action plans for effective implementation of the curriculum?

Yes No

14. 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 (STET/TET/B.Ed.)
- 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	22 Aug 2016
b) Date of last admission	17 Aug 2016
c) Date of closing of the academic year	30 June 2017
d) Total teaching days	210
e) Total working days	230

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.	1 st Year	71	13	84	-	-	-	71	13	84
	2 nd Year	84	14	98	-	-	-	84	14	98
M.Ed. (Full Time)	29	21	50	-	-	-	29	21	50	
M.Ed. (Part Time)	-	-	-	-	-	-	-	-	-	

4. Are there any overseas students?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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If yes, how many?

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

519

b) Unit cost including salary component

37658

(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.	82.6	58.6		
M.Ed. (Full Time)	Current Batch (1 st)			
	95	80.8		
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.	50%	50%	
M.Ed. (Full Time)	50%	50%	
M.Ed. (Part Time)	-	-	-

10. Pre-practice teaching at the institution

a) Number of pre-practice teaching days	<input type="text" value="0"/>	<input type="text" value="6"/>
b) Minimum number of pre-practice teaching lessons given by each student	<input type="text" value="0"/>	<input type="text" value="2"/>

11. Practice Teaching at School

a) Number of schools identified for practice teaching	<input type="text" value="1"/>	<input type="text" value="5"/>	
b) Total number of practice teaching days	<input type="text" value="8"/>	<input type="text" value="0"/>	
c) Minimum number of practice teaching lessons given by each student	<input type="text" value="1"/>	<input type="text" value="2"/>	<input type="text" value="0"/>

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

<input type="text" value="No. of Lessons In simulation"/>	<input type="text" value="12"/>	<input type="text" value="No. of Lessons Pre-practice teaching"/>	<input type="text" value="188"/>
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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)	20	80
M.Ed. (Part Time)	-	-

16. Examinations

a) Number of sessional tests held for each paper

0	1
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b) Number of assignments for each paper

0	3
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17. Access to ICT (Information and Communication Technology) and technology.

	Yes	No
Computers	Yes	
Intranet	-	No
Internet	Yes	
Software / courseware (CDs)	Yes	
Audio resources	Yes	
Video resources	Yes	
Teaching Aids and other related materials	Yes	
Any other (specify and indicate)	-	

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

Yes No

Number

02

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

Yes No

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	5	0	%
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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.

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

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"/>	
National journals - referred papers Non referred papers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Academic articles in reputed magazines/news papers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Books	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Any other (specify and indicate)	<input type="checkbox"/>	<input 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="12"/>	<input type="text" value="10"/>
International seminars	<input type="text" value="0"/>	<input type="text" value="0"/>
Any other academic forum	<input type="text" value="7"/>	<input type="text" value="5"/>

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

01 With PRATHAM

16. Does the institution provide consultancy services?

Yes No

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

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

Local level	Lab School - Elementary , Secondary & Senior Secondary School
State level	SCERT, Directorate, Others Govt. TEI
National level	NCERT, NCTE, UGC, NAAC
International level	-

Criterion IV: Infrastructure and Learning Resources

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

6000

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?

23

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

8,35,875/-

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

20,000/-

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

25,000/-

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

As per GoB through BSEIDC

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

Yes

No

9. Total number of posts sanctioned

Open Reserved

	Total	M	F
Teaching	20	0	0
Non-teaching	18	0	0

10. Total number of posts vacant

Open Reserved

	Total	M	F
Teaching	15	0	0
Non-teaching	02	0	0

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

Open Reserved

	M	F	M	F
Lecturers	5	0	-	-
Readers	-	-	-	-
Professors	-	-	-	-

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

Open Reserved

	M	F	M	F
Lecturers	0	0	0	0
Readers	0	0	0	0
Professors	0	0	0	0

c. Number of teachers from

Same state

05

Other states

0

12. Teacher student ratio (program-wise)

Programme	Teacher student ratio
D.Ed.	
B.Ed.	40:1
M.Ed. (Full Time)	10:1
M.Ed. (Part Time)	

13. a. Non-teaching staff

Open Reserved

Permanent	M	F	M	F
	15	1	0	0

Temporary	M	F	M	F
	0	0	0	0

b. Technical Assistants

Permanent	M	F	M	F
	0	0	0	0

Temporary	M	F	M	F
	2	0	0	0

14. Ratio of Teaching – non-teaching staff

1:3

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

36%

16. Is there an advisory committee for the library?

Yes No

17. Working hours of the Library

On working days 02 hours

On holidays 00 hours

During examinations 03 hours

18. Does the library have an Open access facility

Yes		No	✓
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19. Total collection of the following in the library

a. Books	9133
- Textbooks	8870
- Reference books	227
b. Magazines	25
e. Journals subscribed	11
- Indian journals	11
- Foreign journals	0
f. Peer reviewed journals	0
g. Back volumes of journals	0
h. E-information resources	0
- Online journals/e-journals	30
- CDs/ DVDs	0
- Databases	25
- Video Cassettes	20
- Audio Cassettes	

20. Mention the

Total carpet area of the Library (in sq. mts.)	126
Seating capacity of the Reading room	30

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
- Clipping
- Bibliographic compilation
- Reference
- Information display and notification
- 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	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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24. Furnish information on the following

Average number of books issued/returned per day

Maximum number of days books are permitted to be retained

by students

by faculty

Maximum number of books permitted for issue

for students

for faculty

Average number of users who visited/consulted per month

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

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

As per Govt. Grant

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

	I 2013-14		II 2014-15		III 2015-16	
	Number	Total cost (in Rs.)	Number	Total cost (in Rs.)	Number	Total cost (in Rs.)
Text books	71	30,570	50	10,000	140	12,000
Other books	192	69292	100	30,000	192	38,000
Journals/ Periodicals						
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
	2014-15	2015-17	2016-18
D.Ed.	-	-	-
B.Ed.	8	15	5
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?

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
Session	2013-14	2014-15	2015-16	-	-	-	-	-	-
Pass percentage	100%	100%	100%	-	-	-	-	-	-
Number of first classes	100	100	100	-	-	-	-	-	-
Number of distinctions	81	88	88	-	-	-	-	-	-
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)

	2016	2015	2014
NET	0	2	25
SLET/SET	-	-	-
Any other (specify and indicate)	-	-	10

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			
Loan facilities	-	-	-
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	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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9. Does the institution provide Residential accommodation for:

Faculty	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Non-teaching staff	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

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

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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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	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Indoor sports facilities	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Gymnasium	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

12. Availability of rest rooms for Women

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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13. Availability of rest rooms for men

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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14. Is there transport facility available?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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15. Does the Institution obtain feedback from students on their campus experience?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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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) Local	✓		02	✓	1	

(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	20	03
National		
International		

18. Does the institution have an active Alumni Association?

Yes		No	✓
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If yes, give the year of establishment

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

Yes No

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	25	20
Employment (Total)	70	85	80
Teaching	60	70	65
Non teaching	10	15	15

23. Is there a placement cell in the institution?

Yes No

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

1	2	3

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 type="checkbox"/>	<input checked="" 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	Monthly
Staff council	Fortnightly
IQAC/or any other similar body/committee	Monthly
Internal Administrative Bodies contributing to quality improvement of the institutional processes. (mention only for three most important bodies)	15 days

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

Loan facility	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Medical assistance	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Insurance	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Other (specify and indicate)	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

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

0	0	1
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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

ZERO

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

National	0	0	5
International	0	0	1

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

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

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

0	0	9
---	---	---

e. Research development programmes attended by the faculty

0	0	0
---	---	---

f. Invited/ endowment lectures at the institution

0	0	0
---	---	---

Any other area (specify the programme and indicate)

--	--	--

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

06

8. Provide the income received under various heads of the account by the institution for previous academic session (2016-17)

Grant-in-aid	-
Fees	24,05,800/-
Donation	-
Self-funded courses	-
Any other (specify and indicate)	16,13,812/-
(From Application)	

9. Expenditure statement (for last two years)

	Year 1	Year2
Total sanctioned Budget	1,24,48,313/-	1,08,33,117/-
% spent on the salary of faculty	31,15,820/-	49,95,521/-
% spent on the salary of non-teaching employees	55,26,393/-	57,37,596/-
% spent on books and journals	50,000/-	-
% spent on developmental activities (expansion of building)	-	-
% spent on telephone, electricity and water	4,50,000/-	75,000/-
% spent on maintenance of building, sports facilities, hostels, residential complex and student amenities, etc.	34,00,000/-	-1,50,000/-
% spent on maintenance of equipment, teaching aids, contingency etc.	56,100/-	45,000/-
% spent on research and scholarship (seminars, conferences, faculty development programs, faculty exchange, etc.)	71500/-	93840/-
% spent on travel	-	45,000/-
Any other (specify and indicate)	-	-
Total expenditure incurred	1,26,69,813/-	1,11,41,957

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.
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

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 checked="" type="checkbox"/>	No	<input 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 checked="" type="checkbox"/>	No	<input 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	50	27.2	4	8
b	ST	01	0.6	2	4
c	OBC	111	60	30	63
d	Physically challenged	5	3	01	2
e	General Category	17	9.2	11	23
f	Rural				
g	Urban				
h	Any other (specify)				

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

	Category	Teaching staff	%	Non-teaching staff	%
a	SC	01	20%	03	16.67%
b	ST	-	-	03	16.67%
c	OBC	03	60%	07	38.89%
d	Women	00		01	5.55%
e	Physically challenged	-	-	01	5.55%
f	General Category	01	20%	03	16.67%
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	
	2013-14	2014-15	2013-14	2014-15
	Batch I	Batch II	Batch I	Batch II
SC	04	19	04	18
ST	01	01	00	01
OBC	14	63	14	55
Physically challenged	01	03	01	03
General Category	00	06	00	05
Rural				
Urban				
Any other (specify)				