PART I: INSTITUTIONAL DATA

A) Profile of the Institution

1. Name and address of the institution: **S.N. College of Education**
Ambala Road, Near Police Naka,
Jagadhri-135003

2. Website URL: **www. snce.net.in**

3. For communication: **Ambala Road, Near Police Naka,**
Jagadhri-135003, Distt. Yamunanagar
(Haryana)

Office

Name	Telephone Number with STD Code	Fax No	E-Mail Address
Head/Principal Dr. (Mrs.) Kumud Narula	01732-241305 +919466608281	01732-241305	sncollegeynr@gmail.com
Self - appraisal Co-ordinator Ms. Sureena Munjal Asstt. Co-ordinator Mr. Kamal Krishan	01732-241305 +919416493877 +919996341725	01732-241305	sncollegeynr@gmail.com sncollegeynr@gmail.com

Residence

Name	Telephone Number with STD Code	Mobile Number
Head/Principal Dr. (Mrs.) Kumud Narula	01732-263442	+919466608281
Self - appraisal Co-ordinator Ms. Sureena Munjal Asstt. Co-ordinator Mr. Kamal Krishan	01732-241305	+919416493877 +919996341725

4. Location of the Institution:

Urban [√]   Semi-urban [ ]   Rural [ ]   Tribal [ ]

Any other (specify and indicate)

5. Campus area in acres: | 1.3 Acres |

6. Is it a recognized minority institution?   Yes [ ]   No [√]

---

7. Date of establishment of the institution:
    Month & Year

MM	YYYY
September	2007

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

Kurukshetra University, Kurukshetra

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

2f

MM	YYYY
---	---

NA

    Month & Year

NA

12B

MM	YYYY
---	---

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	---	---
		Bachelor of Education(B.Ed.)	Graduation /Post-Graduation with at least 50% marks	Degree	1 Year	English & Hindi
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	Bachelor of Education	NRC/NCTE/F-7/HR-408/26767-26773, dated 03.09.2007 F.NRC/NCTE/HR-1102/2008/60114, dated 03.09.2008	Academic Year 2007-08 Academic year 2008-09 onwards	100 Additional Intake: 100+100 (200)
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 | |

    If yes,

    a) How many programmes?

    | One |

    b) Fee charged per programme

    | Rs. 44000/- per annum |

3. Are there programmes with semester system

    | No |

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

    | Yes | √ | No | |

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

    | 02 |

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

    D.Ed.

    | --- |

    B.Ed.

    | 35 |

    M.Ed. (Full Time)

    | --- |

    M.Ed. (Part Time)

    | --- |

    Any other (specify and indicate)

    | --- |

6. Are there Programmes offered in modular form

    | Yes | | No | √ |

    | Number | --- |

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

Yes	√	No	

Number	01

8. Are there Programmes with faculty exchange/visiting faculty

Yes	√	No	

Number	03

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?

One Week

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

Yes		No	√

Number	---

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

Yes	√	No	

Number	01

The major syllabus revision for B.Ed is implemented w.e.f. the session 2010-11 by Kurukshetra University.

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 | till session 2008-09 |

   c) Through an interview ☐

   d) Entrance test and interview ☐

   e) Merit at the qualifying examination | √ Session 2009-10 onwards |

   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): 2011-12

   a) Date of start of the academic year — 20/09/2011

   b) Date of last admission — 23/12/2011

   c) Date of closing of the academic year — 23/06/2012

   d) Total teaching days   (excluding 40 teaching practice days) — 166

   e) Total working days — 206

3. Total number of students admitted in session 2011-12

Programme	Number of students			Reserved			Open		
	M	F	Total	M	F	Total	M	F	Total
D.Ed.	---	---	---	---	---	---	---	---	---
B.Ed.	28	108	136	6	51	57	22	57	79
M.Ed. (Full Time)	---	---	---	---	---	---	---	---	---
M.Ed. (Part Time)	---	---	---	---	---	---	---	---	---

4. Are there any overseas students? | Yes | | No | √ |

   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 | 17948/-
   b) Unit cost including salary component | 35014/-

   *(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.	75.55 %	50%	74.70%	47.67%
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.	70%	20%	10%
M.Ed. (Full Time)	---	---	---
M.Ed. (Part Time)	---	---	---

10. Pre-practice teaching at the institution

    a) Number of pre-practice teaching days | 20
    b) Minimum number of pre-practice teaching lessons given by each student | 28

11. Practice Teaching at School

    a) Number of schools identified for practice teaching | 12 | |

    b) Total number of practice teaching days | 15 | |

    c) Minimum number of practice teaching lessons given by each student | 52 | |

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

| No. of Lessons In simulation   10 | No. 10 | No. of Lessons Pre-practice teaching | No. 28 |

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 |

    b) Number of assignments for each paper | At least: 1 | Maximum: 2 |

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) OHP and LCD Projector	√	

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	02	15	%

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

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

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

NA

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   √

  Books and other study material are provided to the teachers

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. | 01 |
   b. M.Phil. | 06 |

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		√	
National Journals – referred papers Non referred papers	√		06
Academic articles in reputed magazines/news papers	√		53
Books	√		3
Any other (specify and indicate)			

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

Yes	√	No	

Number	05

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

	Faculty	Students
National seminars	40	--
International seminars	--	---
Any other academic forum	08	---

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

[03]

16. Does the institution provide consultancy services?

Yes [√]   No [ ]

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

[Free of Cost]

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.)

2208 Sq. meters

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

   a) Methods lab — Yes [√] No [ ]

   b) Psychology lab — Yes [√] No [ ]

   c) Science Lab(s) — Yes [√] No [ ]

   d) Education Technology lab — Yes [√] No [ ]

   e) Computer lab — Yes [√] No [ ]

   f) Workshop for preparing teaching aids — Yes [√] No [ ]

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

40+8

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

250000/-

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

252180/-

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

30000/-

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

800000/-

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

   Yes [√]   No [ ]

9. Total number of posts sanctioned

	Open		Reserved	
	M	F	M	F
Teaching	6	9		
Non-teaching	8	1		
Instructor		1		

Technical Supporting Staff

	Open		Reserved	
	M	F	M	F
Librarian	1			
Asst. Librarian	1			
Lib Attendant		1		
Technical Asstt	1			

10. Total number of posts vacant

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

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

	M	F	M	F
Lecturers	6	9	---	---

	M	F	M	F
Readers	---	--	---	---

	M	F	M	F
Professors	---	---	---	---

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

	Open		Reserved	
	M	F	M	F
Lecturers	---	--	---	---

	M	F	M	F
Readers	---	--	---	--

	M	F	M	F
Professors	---	--	---	---

	M	F	M	F
Instructors	2	1	---	---

c. Number of teachers from   same state

14

Other states

01

12. Teacher student ratio (program-wise)

Programme	Teacher student ratio
D.Ed.	---
B.Ed.	1:14
M.Ed. (Full Time)	---
M.Ed. (Part Time)	---

13. a. Non-teaching staff

	Open		Reserved	
Permanent	M	F	M	F
	8	1	--	--
Temporary	M	F	M	F
	--	--	--	--

b. Technical Assistants

Permanent	M	F	M	F
	1	--	--	--
Temporary	M	F	M	F
	--	--	--	--

14. Ratio of Teaching – non-teaching staff

2:1

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

34%

16. Is there an advisory committee for the library?

Yes √ No

17. Working hours of the Library

On working days	8 Hours (8:30 AM to 4:30 PM)
On holidays	02 Hours (10: 00 AM to 12:00)
During examinations	04 Hours (9:00AM to 1: 00 PM)

18. Does the library have an Open access facility?

Yes √ No

19. Total collection of the following in the library

a. Books   7606

   - Textbooks   6975

   - Reference books 631

b. Magazines | 6

e. Journals subscribed | 10

   - Indian journals | 10

   - Foreign journals | --

f. Peer reviewed journals | --

g. Back volumes of journals | 314

h. E-information resources

   - Online journals/e-journals | 5

   - CDs/ DVDs | 15

   - Databases | 1

   - Video Cassettes | 05

   - Audio Cassettes | 08

20. Mention the

   Total carpet area of the Library (in sq. mts.) | 85

   Seating capacity of the Reading room | 40

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 √

   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	√	No	

24. Furnish information on the following

Average number of books issued/returned per day
| 30-35 |

Maximum number of days books are permitted to be retained

by students
| 14 days |

by faculty
| 20 days |

Maximum number of books permitted for issue

for students
| 03 |

for faculty
| 05 |

Average number of users who visited/consulted per month
| 700 |

Ratio of library books (excluding textbooks and book bank

facility)to the number of students enrolled
| 1:15 |

25. What is the percentage of library budget in relation to total budget of the institution
| 5 % |

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

	I 01.04.10 to 31.03.11		II 01.04.11 to 31.03.12		II 01.04.12 to 31.03.13	
	Number	Total cost (in Rs.)	Number	Total cost (in Rs.)	Number	Total cost (in Rs.)
Text books	1549	275495.00	1237	190908.00	1024	164026.00
Other books	---	---	---	---	---	---
Journals/ Periodicals	08	2216.00	10	7870.00	10	3290.00
Any others specify and indicate (Newspaper and Magezines)	13	8064.00	13	8953.00	13	9817.00

CRITERION V: STUDENT SUPPORT AND PROGRESSION

1. Programme wise "dropout rate" for the last three batches

Programmes	Year 1 2009-10	Year 2 2010-11	Year 3 2011-12
D.Ed.	--	--	--
B.Ed.	02	06	02
M.Ed. (Full Time)	--	--	--
M.Ed. (Part Time)	--	--	--

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

Yes	√	No	

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

15

3. Does the institution offer Remedial instruction?

Yes	√	No	

4. Does the institution offer Bridge courses?

Yes	√	No	

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

	UG B.Ed.			PG			M. Phil		
	I 2009-10	II 2010-11	III 2011-12	I	II	III	I	II	III
Pass percentage	93%	92%	89%	--	--	--	--	--	--
Number of first classes	165	127	85	--	--	--	--	--	--
Number of distinctions	1	5	_	--	--	--	--	--	--
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)

	I 2009-10	II 2010-11	III 2011-12
NET	2	1	1
SLET/SET		1	
Any other (specify and indicate) (State Teacher Eligibility Test)	35	40	55
CTET/HTET/UPTET			

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

Financial Aid	I 2009-10	II 2010-11	III 2011-12
Merit Scholarship	---	---	---
Merit-cum-means scholarship	---	---	---
Fee concession	03	---	3
Loan facilities	---	---	---
Any other specify and indicate **(Post metric Scholarship to SC and OBC students of Haryana and other states)**	15	09+03	08+2

(Additional rows may be inserted as per requirement)

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

Yes	√	No	

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	√

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 | |

13. Availability of rest rooms for men

Yes | √ | No | |

14. Is there transport facility available?

Yes | √ | No | |

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	√		3	√		5
Inter-university		√			√	
National	√		1		√	
Any other (specify and indicate) Talent Hunt Show	√		1	√		25 Girls 20 Boys

(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	No	No
Regional	No	No
National	No	No
International	No	No

18. Does the institution have an active Alumni Association?

Yes	√	No	

If yes, give the year of establishment

2010

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

Yes | √ | No | |

20. Does the institution regularly publish a college magazine?

Yes | √ | No | |

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 (2009-10) (%)	Year 2 (2010-11) (%)	Year 3 (2011-12) (%)
Higher studies	30%	32%	35%
Employment (Total)	50%	60%	58%
Teaching	43%	55%	54%
Non teaching	7%	5%	4%

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 Year	2 Year	3 Year
19	22	15

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

	Yes	No
• 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: (last year)

Governing Body/management	Quarterly
Staff council	Quarterly
IQAC/or any other similar body/committee	Quarterly
Internal Administrative Bodies contributing to quality improvement of the institutional processes. (mention only for three most important bodies)	1. Managing Committee 2. Governing body 3. IQAC (cell)

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

   I   II   III

   | -- | 01 | 01 |

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

   | 03 |

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

National

0	0	2

International

---	---	---

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

0	01	02

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

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

01	01	02

e. Research development programmes attended by the faculty

2	02	03

f. Invited/endowment lectures at the institution

01	02	03

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	

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

03 hours

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

Grant-in-aid	---
Fees	7110020/-
Donation	50000/-
Self-funded courses	---
Any other (specify and indicate)	---

9. Expenditure statement (for last two years)

	Year 1	Year2
Total sanctioned Budget	2010-11	2011-12
% spent on the salary of faculty	37.30	33.79
% spent on the salary of non-teaching employees	20.70	14.95
% spent on books and journals	4.82	2.84
% spent on developmental activities (expansion of building)	27.01	21.69
% spent on telephone, electricity and water	1.74	1.38
% spent on maintenance of building, sports facilities, hostels, residential complex and student amenities, etc.	0.54	0.71
% spent on maintenance of equipment, teaching aids, contingency etc.	5.38	1.19
% spent on research and scholarship (seminars, conferences, faculty development programs, faculty exchange, etc.)	1.3	1.6
% spent on travel	4.32	2.07
Any other (specify and indicate) University fees	6.27	4.36
Total expenditure incurred	65.81	93.82

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.
2081464.25 (2009-10)	---
2791617.75 (2010-11)	---
461570.85 (2011-12)	---

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	√	No	
Finance	Yes	√	No	
Student Records	Yes	√	No	
Career Counselling	Yes	√	No	
Aptitude Testing	Yes	√	No	
Examinations/Evaluation/	Yes	√	No	
Assessment	Yes	√	No	
Any other (specify and indicate)	Yes		No	√

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 $\boxed{\sqrt{}}$

    b) for students $\boxed{\sqrt{}}$

    c) for non- teaching staff $\boxed{\sqrt{}}$

19. Are there any ongoing legal disputes pertaining to the institution?

Yes $\boxed{}$ No $\boxed{\sqrt{}}$

20. Has the institution adopted any mechanism/process for internal academic audit/quality checks?

Yes $\boxed{\sqrt{}}$ No $\boxed{}$

21. Is the institution sensitised to modern managerial concepts such as strategic planning, teamwork, decision-making, computerisation and TQM?

Yes $\boxed{\sqrt{}}$ No $\boxed{}$

CRITERION VII: INNOVATIVE PRACTICES

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

Yes $\boxed{\sqrt{}}$ No $\boxed{}$

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

Yes $\boxed{\sqrt{}}$ No $\boxed{}$

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

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	Category	Men	%	Women	%
a	SC	4	2%	11	5.5%
b	ST	--	--	--	--
c	OBC	1	0.5%	13	6.5%
d	Physically challenged	--	--	--	--
e	General Category	61	30%	110	55%
f	Rural	44	22%	44	22%
g	Urban	22	11%	90	45%
h	Any other (specify)	--	--	--	--

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

	Category	Teaching staff	%	Non-teaching staff	%
a	SC	1	7 %	2	15%
b	ST	--	--	--	--
c	OBC	7	47 %	6	46 %
d	Women	9	60 %	2	15 %
e	Physically challenged	--	--	--	--
f	General Category	7	47 %	5	38 %
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 2010-11	Batch II 2011-12	Batch I 2010-11	Batch II 2011-12
SC	50	48	62	60
ST	--	--	--	--
OBC	52	56	62	59
Physically challenged	--	--	--	--
General Category	65	67	68	69
Rural	51	53	61	60
Urban	55	56	63	59
Any other (specify)	--	--	--	--