Part 1 : QUANTIFIABLE INSTITUTIONAL DATA

A. Profile of the Institution

1. Name and address of the institution: Gujarat Research Society's

   Hansraj Jivandas College of Education,
   Dr. Madhuri Shah Campus,
   R. K. Mission Marg, Khar (W),
   Mumbai – 400 052.
   Maharashtra.

2. Website URL   : *http://www.hjce.in*

3. For communication:

Office

Name	Telephone Number with STD Code	Fax No	E-Mail Address
~~Head~~/Principal **Dr. Anita Swami**	022-26044641	022-2604 1192	*hjcollege@rediffmail.com*
Vice-Principal	NA	NA	NA
Self - appraisal Co-ordinator **Dr. Usha A. Borkar**	022–26044641	022-26041192	*hjcollege@rediffmail.com*

Residence

Name	Telephone Number with STD Code	Mobile Number	E-mail ID
~~Head~~/Principal **Dr. Anita Swami**	-	9820653125	*dr_anitaswami@yahoo.co.in* *dr.anitaswami@gmail.com*
Vice-Principal	NA	NA	NA
Self - appraisal Co-ordinator **Dr. Usha A. Borkar**	-	9820003265	uaborkar@gmail.com

4. Location of the Institution:

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

   Any other (specify and indicate)   [ ]

5. Campus area in acres: 7 acres

College is a part of the campus of the parent body Gujarat Research Society.

6. Is it a recognized minority institution?   Yes ☑   No ☐

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

MM	YYYY
06	1969

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

> University of Mumbai

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

Month & Year

2f
MM	YYYY
01	1970

Month & Year

12B
MM	YYYY
01	1970

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.	**Degree + CET**	**Degree**	**2 yrs**	**English**
iv)	Post Graduate	-	-	Diploma	-	-
		-	-	Degree	-	-
v)	Other (specify)	-	-	Diploma	-	-
		M.A.(Edu) Personal Contact Programme	**B.Ed.** **B.A. (Edu)**	**Degree Inst. Of Distance & Open Learning of Univ. of Mumbai.**	**As per requirement of lectures (minimum three months)**	**English**
		Ph.D. (Edu)	**M.Ed.** **M.A.(Education)**	**Ph.D.**	**As specified under University norms (College is a centre for Ph.D. in Education)**	**English**
		IGNOU Study Centre No. 49026	XII XII Degree Degree Degree PG Degree	CTE, DECE, DWED, PGDSLM PGDEMA PGDHE MAPC	As specified by IGNOU, New Delhi	English

(Additional rows may be inserted as per requirement)

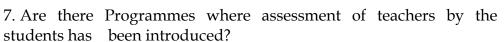13. Give details of NCTE recognition (for each programme mentioned in Q.12 above)

Level	Programme	Order No. & Date	Valid upto	Sanctioned Intake
Pre-primary	-	-	-	-
Primary/Elementary	-	-	-	-
Secondary/ Sr. Secondary	-	-	-	-
Post Graduate	-	-	-	-
Under Graduate	**B.Ed.**	**WRC/APW00407/113016/2015/147652 dated 31.5.2015**	**Till further notice**	**100 (FYBEd - 50 SYBEd - 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	✔	No	

Mission

Yes	✔	No	

Values

Yes	✔	No	

Objectives

Yes	✔	No	

2. a) Does the institution offer self-financed programme(s)? If yes,

Yes		No	✔

    a)   How many programmes? | - |

    b)   Fee charged per programme | - |

3. Are there programmes with semester system | Yes |

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/revision committees/boards of universities/regulating authority? | 9 |

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

D.Ed.	-
B.Ed. - Special Methods	6
- Special Fields (elective options)	9
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	**2**

8. Are there Programmes with faculty exchange/visiting faculty

Yes	✔	No	

Number	1 session every month on an average

9. Is there any mechanism to obtain feedback on the curricular aspects from the

- Heads of practice teaching schools

Yes	✔	No	

- Academic peers

Yes	✔	No	

- Alumni

Yes	✔	No	

- Students

Yes	✔	No	

- Employers

Yes	✔	No	

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

> *The Institution being, **permanently affiliated** to the University of Mumbai follows the policy decisions specified by the University. The college has implemented semester system (CBSGS) in concurrence with the Affiliating University.*
>
> *The college has received NOC from the University of Mumbai and Permission from the Maharashtra State Government to start M.Ed. Programme.   College has applied for recognition to NCTE for the same.*
>
> *The College has been running Personal Contact Programme (PCP) Centre for M.A. in Education of Institute of Distance and Open Learning (IDOL) of University of Mumbai for the past 10 years.*
>
> *The College has established a collaboration with IGNOU to run the following courses at its Study Centre : Certificate Course in Teaching of English (CTE),*
> *Diploma in Early Childhood Education (DECE), Diploma in Women Entrepreneurship Development (DWED), Post Graduate Diploma in School Leadership and Management (PGDSLM), Post Graduate Diploma in Education Management and Administration (PGDEMA), Post Graduate Diploma in Higher Education (PGDHE) & Masters of Arts in Psychology (MAPC)*

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

Yes	✔	No	

Number 1	Recognition for M.Ed. from NCTE awaited

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

Yes	✓	No	

Number	1 – (B.Ed. syllabus revised three times since 2011-12 as per University requirement)

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 ☑

    f) Any other (specify and indicate) ☐

(If more than one method is followed, kindly specify the weightage)
Till 2014 – 15 50% weightage was given to sum of academic percentage obtained including degree, post-graduation and D.Ed. or E.C.C.Ed. and CET score. However, from 2015 – 16 only graduation marks are used for deciding eligibility for admission to B.Ed. Passing of English Language Competency Test is a must for seeking admission to English Medium College.

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

2015 – 2016

a) Date of start of the academic year	13/07/2015
b) Date of last admission	13/10/2015
c) Date of closing of the academic year	02/05/2016
d) Total teaching days	207 days
e) Total working days	214 days

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.	2	48	50	-	3	03	02	45	47
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   **Rs.28110/-**

    b)   Unit cost including salary component   **Rs.282070/-**

*(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.	83.50%	52.00%	79.75 %	62.00%
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.	F.Y.B.Ed.	50 %	35 %	15 %
	S.Y.B.Ed.	45%	40%	15%
M.Ed. (Full Time)		-	-	-
M.Ed. (Part Time)		-	-	-

10.   Pre-practice teaching at the institution
        a) Number of pre-practice teaching days | 30 |

        b) Minimum number of pre-practice teaching
        lessons given by each student | 16 |

11.   Practice Teaching at School

        a) Number of schools identified for practice
            teaching | 72 |
        b) Total number of practice teaching days | 140 |

        c) Minimum number of practice teaching
            lessons given by each student | 3 | 9 |

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

| No. of Lessons In simulation | 04 | No. of Lessons Pre-practice teaching | 16 |

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.	50	50
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 | 0 | 2 |

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

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

*   *Under the supervision of the Teacher Educators, the student teachers are allowed to have Internet access to gain additional information on the topics related to curriculum as well as the Workshops and Seminars that are conducted in the classroom. Student teachers are motivated to do inhouse coverage of important events, guest lectures, workshops, seminars and cultural programmes, talks conducted in the College on the digital camera and handy cam so that they can be presented on the PC in form of videos or photographs. The faculty and student teachers are given opportunities to use OHP & LCD projectors along with digital resources during their lectures, workshops, seminars.*

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

Yes	✓	No			Number	1

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	05	55.55	%

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
ICSSR	5,12,775	2 years (Completed)	No
ICSSR	1,00,000	2 years (Completed)	No

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

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

2011 – 12 **: 02**	2012 – 13 : **04**	2013 – 14 : **02**	2014 – 15 : **0**

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   ✓

○   Providing secretarial support and other facilities   ✓

○   Any other specify and indicate (Need based Leave)   ✓

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. | 4 |

   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 - refereed	Yes	-	36
Non refereed	Yes	-	26
National journals – refereed papers	Yes	-	34
Non refereed	Yes	-	31
Academic articles			
Articles in Peer reviewed Books	Yes	-	9
Articles in Books	Yes	-	10
Book	Yes	-	18
Edited Book	-	-	1
Co-authored a Book.	-	-	-
Any other (specify and indicate)	Yes	-	6
Peer reviewed learning material	Yes	-	2

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

Yes	√	No			Number	**5**

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

	Faculty	Students
National seminars	24	25
International seminars	9	28
Any other academic forum	27	--

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)	✓

The College faculty members have developed study material for the students for the purpose of self-study. Under the supervision of the faculty the college regularly conducts sessions of supervised study for the students.

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   ✔

   A full time regular faculty is in-charge of the extension activities as there is no provision to appoint a separate designated staff exclusively for extension activities.

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   **15**

16. Does the institution provide consultancy services?

   Yes   ✔   No

   In case of paid consultancy what is the net amount generated during last three years.   *Not applicable*

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.)
   (entire campus)

   6351.359994 Sq. Mtrs.

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?

   38 Computers + 3 Laptop

4. What is the Budget allotted for computers (purchase and maintenance) during the previous academic year? (**only maintenance**)   24,000/- - 28,000/-

5. What is the Amount spent on maintenance of computer facilities during the previous academic year?   36,000/-

6. What is the Amount spent on maintenance and upgrading of laboratory facilities during the previous academic year?   29,018/-

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

   0/-

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

   Yes ✓   No ☐

9. Total number of posts sanctioned

	Open		Reserved	
	M	F	M	F
Teaching	--	10	--	--
Non-teaching	4	3	--	--

10. Total number of posts vacant

	Open		Reserved	
	M	F	M	F
Teaching	--	2	--	--
Non-teaching	1	1	--	--

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

Open		Reserved	
M	F	M	F

Lecturers (Including the Principal & the Librarian)

M	F	M	F
--	10	--	--

Readers

M	F	M	F
--	--	--	--

Professors

M	F	M	F
--	--	--	--

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

Lecturers

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

Readers

M	F	M	F
--	--	--	--

Professors

M	F	M	F
--	--	--	--

c. Number of teachers from same state

4

Other states

6

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
4	3	--	--

Temporary

M	F	M	F
--	--	--	--

b. Technical Assistants

Permanent

M	F	M	F
--	--	--	--

Temporary

M	F	M	F
--	--	--	--

14.   Ratio of Teaching – non-teaching staff   10 : 7

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

Total expenditure on salaries of teaching and non-teaching :   90 %

16.   Is there an advisory committee for the library?

Yes   ✔   No   ☐

17.   Working hours of the Library

On working days   10:00 to 5:30

On holidays   ----

During examinations   10:00 to 6:30

18.   Does the library have an Open access facility

Yes   ✔   No   ☐

19. Total collection of the following in the library

a.	Books	18498
	- Textbooks	2500
	- Reference books	235
	- Books other than Texts	15763
	- Books for Book Bank	1194
b.	Magazines	05
c.	Journals subscribed	
	- Indian Journals	21
	- Foreign Journals	05
d.	Peer reviewed Journals	08
e.	Back volumes of journals	255
f.	E-information resources	
	- Online journals/e-journals	1,41,000 (N-LIST)
	- CDs / DVDs	161
	- Data Bases	1,41,000 (N-LIST)
	- Video Cassettes	257
	- Audio Cassettes	49
	- Wifi	One connectivity
	- LMS	HJCE – E-portal
	- College BLOG	HJCE E-Education

20. Mention the

    Total carpet area of the Library (in sq. mts.)   720 Sq. ft.

    Seating capacity of the Reading room   40 - 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	✓
Clipping	✓
Bibliographic compilation	✓
Reference	✓
Information display and notification	✓
Book Bank	✓

(11 books are provided to the students by the Institution)

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

Maximum number of days books are permitted to be retained

25

by students

> Book Bank books – one academic year
> Regular issue – books for 4 days

by faculty

> Entire Academic year

Maximum number of books permitted for issue

for students

> 11 for Book bank + 2 for short period of 4 days

for faculty

> No limit

Average number of users who visited/consulted per month

<div style="border:1px solid">150</div>

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

<div style="border:1px solid">148.09</div>

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

3.3%

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 – 2014		II 2014 - 15		III 2015 - 2016	
	Number	Total cost (in Rs.)	Number	Total cost (in Rs.)	Number	Total cost (in Rs.)
Text books	5	1659.00	25	3791	10	1330.00
Other books	44	21413.00	36	11402	37	12552
Journals/ Periodicals	26	16529.00	25	17901.00	25	17639.00
Any others specify and indicate	Books on **Gratis in the Library**					
	17	00.00	NIL	00.00	52	00.00
	Till date Books on Gratis = 232					

Criterion V: Student Support and Progression

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

Programmes	Year 1 2013-14	Year 2 2014-15	Year 3 2015-16
D.Ed.	-	-	-
B.Ed.	-	-	-
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?

> *14 students per faculty member.*
> *(7 students of FYBEd & 7 of SYBEd)*

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			PG			M. Phil		
	I **2012-13**	**II** **2013-14**	**III** **2014-2015**	I	II	III	I	II	III
Pass percentage	25	7	7	-	-	-	-	-	-
Number of Second classes	51	37	30	-	-	-	-	-	-
Number of First Classes	24	55	62	-	-	-	-	-	-
Number of Distinctions	-	2	1	-	-	-	-	-	-
Exemplary performances (Gold Medal and university ranks)	-	**First** & **Second** Rank secured at the **University Examination**		-	-	-	-	-	-

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

Competitive Exams	I 2013	II 2014	III 2015
NET	1	1	1
SLET/**SET**	-	-	1
PET	2	2	1
Any other (specify and indicate) **Ph.D.**	-	-	2 (enrolled)
Students studying in Foreign Universities	4	4	3

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

Financial Aid	I 2012-13	II 2013-14	III 2014 - 15
Merit Scholarship	-	-	-
Merit-cum-means scholarship	01 (1 SC)	04 (2 SC) (1 SBC) (1 OBC)	03 (1 OBC) (1 SBC) (1 VJNT)
Fee concession	-	-	-
Loan facilities	-	-	-
Any other specify and indicate	*Efforts are taken by the college in giving wide publicity to the Government Schemes of Freeship and Scholarship to students from Reserved categories. Relevant circulars are displayed on the Notice Borad from time to time and the students are guided in filling up the forms. The forms received under these schemes are forwarded to the concerned department and the grant received is then disbursed though the bank in the name of the applicant students. Also some departments arrange to deposit the scholarship grant in the applicant's bank account directly by ECS.*		

(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 Essay (40 participants from different Colleges of Education)	-	1	✓	-	17

(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	1	-
International	-	-

18. Does the institution have an active Alumni Association?
    If yes, give the year of establishment

Yes	✓	2003	No

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 (%) 2013 – 14	Year 2 (%) 2014 - 15	Year 3 (%) 2015 - 16
Higher studies	11	40	35
Employment (Total)	70%	73%	**
Teaching ~~Non teaching~~	70	73	--
	--	--	--

** Implementation of new two years B.Ed. Programme pattern, from the academic year 2015 – 16, as a result the batch is yet to complete their degree course and be prepared for placements.

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.

2012 – 13	2013 – 14	2014 - 15
63	69	67

Aggressive efforts are taken by the active Placement Cell of the College not just during the initial placement but even later when the alumni wish to shift their jobs. The get in touch with the Placement Cell of the College and best efforts are taken to convey placement opportunities to them. Also Social Media is used to keep the present students and alumni in contact through which the vacancies are informed to interested candidates. Whenever the letters / notices are received from schools about vacancies, the same are flashed on the Placement Notice Board of the college and it is also disseminated to the students via social media and College website.

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	*Twice a year*
Staff council	*Once in a month compulsory and additional as & when required*
IQAC/or any other similar body/committee	*Three times a year*
Internal Administrative Bodies contributing to quality improvement of the institutional processes. (mention only for three most important bodies)	*As situation demands :* *1. Admission Committee* *2. Practicum and Internship* *3. Internal Assessment* *4. NCTE* *5. Infrastructure & E-Resources*

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

Attended Workshops Organized by the Department of Higher Education on MIS, AISHE (HRD), Workload, HTE Sevaarth, Budget and Salary Grant Assessment.
Workshops organized by University on Online Enrollment, Eligibility, Student on Roll, AISHE & Workshop organized by Dept. of Social Welfare for Freeship & Scholarship

Organized and conducted a session for Admin Staff of Nari Gurnani Law College, Ulhasnagar, on 'Quality Administration' on Saturday, 24th July, 2010.

5. Furnish the following details for the past three years
    (2013-14, 2014-15, 2015-16)
    a. Number of teachers who have availed the Faculty Improvement
       Program of the UGC/NCTE or any other recognized organization

No.	Courses attended by Faculty		
	Name	Duration	Refresher / Orientation
1	Dr. Usha Borkar	14.3.2014 to 21.3.2014	Short Term, Mumbai
2	Smt. Vaishali Sawant	13.10.2014 to 19.10.2014	Short Term, Mumbai
3	Dr. Tandra Bandyopadhyay	4.2.2013 to 23.2.13	Refresher, Mumbai
		9.3.15 to 14.3.15	Short Term Course, Mumbai
4	Smt. Manjeet Sahmbey	4.2.2013 to 23.2.13	Refresher, Mumbai
		9.3.15 to 14.3.15	Short Term Course, Mumbai
5	Dr. Karuna Sinha	4.2.2013 to 23.2.13	Refresher, Mumbai
6	Dr. Shrima Banerjee	4.7.2016 to 24.7.2016	Refresher Course
7	Smt. Archana Katgeri	11.1.2013 to 31.1.13	Refresher, Pune
8	Smt. Pallavi Talekar	11.1.2013 to 31.1.13	Refresher, Pune

8 faculty members have completed mandatory Orientation and Refresher Courses and Short Term Courses required to be completed within stipulated time for Career Advancement.

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

National | 44

International | 12

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

Two every year on an average.

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

01 (Sponsored programme per year)	5 -6 (Organised per year)	

e. Research development programmes attended by the faculty

02

f. Invited/endowment lectures at the institution

5 every year on an average.

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 | |

Towards the end of the year Principal seeks feedback from all the students on functioning of the Institution and their experience on the campus.

7. Are the faculty assigned additional administrative work?

| Yes | ✓ | No | |

Senior faculty members are involved in the administrative work of the college. Their Expertise and opinions are taken into consideration in developing policies and execution of the same.

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

2 – 3 hours per week for Senior faculty and 1 hour per week for the Junior faculty and sometimes depending on the priority and urgency of the work all the faculty are involved in completion of the administrative tasks like filling up of various online forms and information to various Government bodies.

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

Grant-in-aid | 1,29,83,602.00

Fees | 4,79,429.00

Donation | NIL

Self-funded courses | NIL

Any other (specify and indicate)

UGC Grants XIth Plan Research Project Seminar

UGC XIth Plan Grants (Balance)	55,268.00
UGC XIth Plan Grants (Balance)	6,734.00
UNFPA Seminar Grant (partial)	35,000.00

9. Expenditure statement (for last two years)

	Year 1 2014-15	Year2 2015-16
Total sanctioned **Budget**	15673170	17048170
% spent on the salary of faculty	80.00%	77.00%
% spent on the salary of non-teaching employees	12.00%	13.00%
% spent on books and journals	1.00%	00.35%
% spent on developmental activities (expansion of building)	-	-
% spent on telephone, electricity and water	2.00%	2.50%
% spent on maintenance of building, **sports facilitie**s, hostels, residential complex and **student amenities**, etc.	00.50%	00.50%
% spent on maintenance of equipment, teaching aids, contingency etc.	4.50 %	6.65%
% spent on research and scholarship (seminars, conferences, faculty development programs, faculty exchange, etc.)	-	-
% spent on travel	-	-
Any other (specify and indicate)	-	-
Total expenditure incurred	13956339	14103478

Usually the College meets the expenses incurred on account of faculty development programs, Seminars and Conference from the Grant received from the University Grants Commission.

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.
--	2013 – 14	2,62,481
--	2014 – 15	1,23,328
4,35,993		--

11. Is there an internal financial audit mechanism?

    Yes [✓]   No [ ]

12. Is there an external financial audit mechanism?

    Ye [✓]   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)
  Library and Research Cell.

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   ✔
   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 have 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?

Percentage of the student categories 2014 – 15
(One year B.Ed. Programme – 100 students)

	Category	Men	%	Women	%	Total
a	SC	-	-	2	2%	2
b	ST / VJNT	-	-	1	1%	1
c	OBC / SBC	1 (SBC)	1%	1 (OBC)	1%	2
d	Physically challenged	-	-	-	-	-
e	General Category	4	4%	91	91%	95
f	Rural	-	-	-	-	-
g	Urban	5	5%	91	91%	100
h	Any other (Specify)	-	-	-	-	-

Percentage of the student categories 2015 – 17
(Two year B.Ed. Programme – 50 students)

	Category	Men	%	Women	%	Total
a	SC	-	-	1	2%	1
b	ST / VJNT	-	-	2	4%	2
c	OBC / SBC	-	-	-	-	-
d	Physically challenged	-	-	-	-	-
e	General Category	2	4%	45	90%	47
f	Rural	-	-	-	-	-
g	Urban	2	4%	48	96%	50
h	Any other (Specify)	-	-	-	-	-

Percentage of the student categories 2016 – 18
(Two year B.Ed. Programme – 50 students)

	Category	Men	%	Women	%	Total
a	SC	-	-	1	2%	1
b	ST / VJNT	-	-	-	-	-
c	OBC / SBC	-	-	1 (OBC) 1 (SBC)	4%	2
d	Physically challenged	-	-	-	-	-
e	General Category	3	6%	44	88%	47
f	Rural	-	-	-	-	-
g	Urban	3	6%	47	91%	50
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	-
b	ST	-	-	-	-
c	OBC	-	-	4	50%
d	Women	10	100%	3	25%
e	Physically challenged	-	-	-	-
f	General Category	10	100%	2	75%
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 % 13-14	Batch II % 14-15	Batch I % 13-14	Batch II % 14-15
SC	62%	69.25	61-70%	61-70%
ST	-	-	-	-
OBC	55.87	53.29%	61-70%	51-60%
Physically challenged	-	-	-	-
General Category	50.83%	52.17	51-55%	61 – 70%
Rural	-	-	-	-
Urban	50.83	52.17	51-55%	61 – 70%
Any other (specify)	-	-	-	-

B.Ed. being a demanding professional course and students admitted are from varied academic backgrounds encounter a lot of difficulty, challenges and competition to meet the high standards of passing. A lot of hard work is put in by teacher educators and students for better performance.

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