
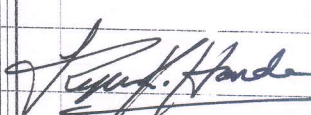


ACADEMIC SESSION 2019-20

REPORT OF JOINT ASSESSMENT COMMITTEE

Department of Higher Education, Government of NCT of Delhi
and Guru Gobind Singh Indraprastha University, Delhi

Committee Members:

	NAME (BLOCK LETTERS)	SIGNATURE
Chairperson:	Dr. R. D. Srivastava (IAS)	
Expert 1:	Prof. (Dr.) M. C. Sharma	Mahesh Chandra 12/6/19
Expert 2:		
Expert 3:		
Convenor:	Dr. Rakesh Kumar Honda	

INSTITUTION: Institute of Vocational Studies (Sheikh Sarai)

DATE OF VISIT: 12/6/19



Note: This report comprises of three parts. **Part I** deals with parameters relating to physical infrastructure of institute. **Part II** evaluates several parameters that concern academics standards & infrastructure of an institute. **Part III** deals with the efforts made by the institute in complying with the terms and conditions of grant of NOC the Government of NCT of Delhi, academic audit report and affiliation of GGSIPU during the previous year.

The GGSIPU shall provide the Inspecting Teams, the proposals as submitted by the Institute along with copies of letter/s indicating the terms and conditions of NOC and affiliation along with the report of the academic audit which were to be complied with by the institute, if any, during 2018-2019, and other relevant documents like concerned guidelines of the Govt. of NCT of Delhi, norms of the concerned statutory bodies (if applicable), etc.

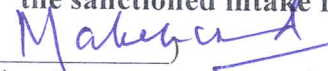
Depending upon the marks obtained by an existing institute in Parts II & III, it may be placed in one of the following categories:

Category 'A'	The institute may be granted Category A , if it obtains 75% marks or more in Part II as well as in Part III, separately, of the assessment report.
Category 'B'	If the institute does not fulfill the requirement of award of marks for category 'A' in any of the Part II or III but has 65% or more marks in Part II and III separately then the institute is eligible for award of category 'B'.
Category C	The institute may be granted Category 'C' , if it is not eligible for category 'A' or 'B' but obtains between 50% or more marks in Part II and III separately then the institute is eligible for award of category 'C'.
Category D	If the marks obtained are less than 50% in any one part or in both parts i.e. Part II and Part III of the inspection report then the institute will be awarded 'D' Category and will also be put in No Admission Category.

Note:-

1. Under any one of the following conditions the Institute shall be kept under 'No Admission Category':-

- If the actual no. of admitted students during the last three academic years have been less than 50% of the sanctioned intake.
- If the total no. of teaching faculty is less than 50% of the required strength calculated as per the sanctioned intake for the programme concerned.


Subject Expert

12/6/19

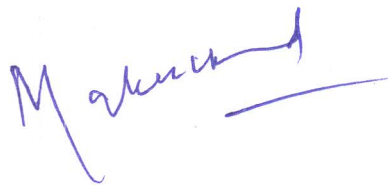
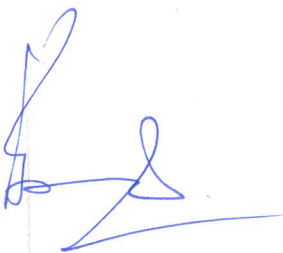
Subject Expert

Subject Expert


Convener


Chairman

2. If the concerned department of the State Government or the University is of the opinion that NOC/ Provisional affiliation is not justified, the issuance of such NOC/provisional affiliation may be revoked after following proper procedure.
3. The inspection team should evaluate facilities available on the date of inspection and should not take into account promises made by the Society / Trust Managing the College/Institution.
4. Wherever required additional pages may be attached in the report.
5. All pages of the JAC report must be signed by all members of the committee.





1. Date and Time of Visit : 12/06/2019
2. Name and Address of the : Institute of Vocational Studies
proposed/affiliated institution : FC-31, Awadh Bhawan, Near Enclave Road
Telephone : 011-29257793 Sheikh Sarai, Ph-2, New Delhi - 17
Website Address : www.awadh.org.in
e-Mail : info@awadh.org.in
3. Name and Address of : Awadh Public Charitable Trust
the Society/Trust : Awadh Bhawan, FC-31, Near Enclave Road
Telephone : 011-29257794 New Delhi-110017
Website Address : www.awadh.org.in
e-Mail : info@awadh.org.in
4. Name and Address of chairperson : Janaab Abdul Hakeem
the Society/Trust : Awadh Public Charitable Trust
Telephone : 011-29257794 Awadh Bhawan, FC-31, Near Enclave Road
e-Mail : info@awadh.org.in ND-110017
5. Name and Address of Director : Dr. Niranjana Soperna
the Institute :
Telephone : 9810165275
e-Mail : niranjana.soperna@gmail.com

Mahesh

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Subject Expert

(Prof. M.C. Sharma)

Rajesh K. Hande
Convener

(Dr. Rajesh K. Hande)

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Subject Expert

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Subject Expert

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Chairman

(Dr. R.D. Srivastava)
(JSS) Resd.

5. Details of the existing / proposed programmes

(i) Proposal for Revalidation of NOC / Continuation of Provisional Affiliation & Variation, any, in Intake

S. No.	Existing programmes	Detail of Intake & Actual Number of Students Admitted during the last two Academic Years				Intake applied for Academic Session 2019-20	Increase seats	Decrease seats	No Change
		Academic Session 2017 – 2018		Academic Session 2018 – 2019					
		Intake	Admitted	Intake	Admitted				
1.	B.Ed.	100	100	100	100	100	-	-	No change
2.									
3.									
4.									
5.									
6.									
7.									
8.									
9.									
10.									

(ii) Proposal for Grant of NOC/Grant of Provisional Affiliation for New/Additional Programme(s).

Programme(s)	Duration	Intake

(Makendra)
Subject Expert

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Subject Expert

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Subject Expert

(Kajal K. Panda)
Convener

([Signature])
Chairman

PART-I: (PHYSICAL INFRASTRUCTURE)

PS: If the Institute is running in conforming area and in its permanent campus and if one batch students has passed out, and no variation in existing seats / programme have been sought the institute then this part need not be filled in. However, if the University has received a complaint with regard to Land / Infrastructure, safety issue, the same has to be verified.

Parameter 1A : Legality of ownership and possession of land, land use

Parameters		Yes	No
(1) (a) The land and building owned by the society (acquisition by allotment/ procurement)	a)	✓	
(b) Rented building in conforming area	b)		✓
(2) (a) The land available as per norms in conforming area, (the land use certificate is of institutional area)	a)	✓	
(b) B.Ed. in School located in Conforming area	b)		✓
(c) The land available in non-conforming area and as per norms of relevant statutory bodies (like UGC, AICTE, NCTE, BCI etc.)	c)		✓

P.S.:- Duly attested copies of relevant documents & papers to be enclosed.

Parameter 1 B: Availability of built-up area and sanctioned building plan

Parameters	Yes	No
Sanctioned building plan as approved by DDA / MCD/ Govt. body (Please name the Govt. body other than DDA/MCD)	✓	
Availability of built-up area as per the norms of statutory body/ University/ Govt. for proposed / existing programme(s) (Please note that if the actual built up area as upto 225 FAR is less than the total built-up area required as per norms for that programme and number of seats, then seats would be deducted to the extent of proportionate shortfall in built-up area)	✓	

P.S.:- Duly attested copies of relevant documents & papers to be enclosed.

Parameter 1C: Safety Measures

Parameters	Yes	No
Structural Safety Certificate of building of the Institute/College issued by Registered Architect/Structural Engineer	✓	
Certificate indicating that the building is earthquake resistant	✓	
Availability of fire fighting devices at the institute and Fire Safety Certificate by Dept. Fire Service or concerned department of the state (NCR) where the Institute is located	✓	
Use of basement for other than approved purpose, if any in the Institute		✓

P.S.:- Duly attested copies of relevant documents & papers to be enclosed.

NOC from the concerned department of the concerned state government, for relevant programme (please tick whichever is applicable & strike out whichever is not applicable)

Copy Attached: YES / NO

P.S. Attach a list the list of programmes with the document status clearly specified.

Date of Visit: 12/06/19

(Mahesh)
Subject Expert

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Subject Expert

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Subject Expert

([Signature])
Convener

([Signature])
Chairman

Part-II: Academic Standards & Infrastructure (Total of Max. Marks will depend upon the number of courses being run in an Institute)

Parameter II A : Status of Director: (Max. Marks 100)

Criteria	Yes / No	Marks awarded
<p>1. Is the Director (in position), as per norms of Statutory Body/ UGC / University.</p> <p>2. Following documents are to be submitted by the Institute for the Directors in position during the last 2 years in reverse chronological order.</p> <ul style="list-style-type: none"> • Name • PAN No. • Attested Copies of Educational Qualifications. • Attested copy of Experience Certificate. • Copy of Advertisement. • Composition of the Selection Committee. • Minutes of the Selection committee. • Offer of Appointment. • Acceptance by the incumbent. • Proof of salary transfer in his/her bank account since joining. 	<p style="font-size: 2em;">✓</p> <p style="font-size: 1.5em;">Yes.</p>	<p style="font-size: 1.5em; text-align: center;">100</p> <hr style="border-top: 1px dashed black;"/> <p>Note:</p> <p>(i) Award 100 marks, if eligible and all documents are provided.</p> <p>(ii) Award zero marks, if the Director is not as per norms and non-submission of any of the desired certificates / documents.</p>

Remarks:

Maheshwari

(_____)
Subject Expert

(_____)
Subject Expert

(_____)
Subject Expert

Rajendra K. Jha

(_____)
Convener

[Signature]

(_____)
Chairman

**Parameter II B: Status of Cadre Ratio & Teacher Student Ratio
IIB(i): Faculty Cadre Ratio:**

Note: The teachers appointed must be in the cadre of Professor, Associate Professor and Assistant Professor, in all programme of studies. The cadre ratio shall be as per the cadre ratio specified by the specific statutory / regulatory body for the programme of study, wherever applicable. Please see the guidelines for calculation of award of marks.

S.N.	Programme of Study	Intake upto Academic Session 2019-20	Number of Teachers required			Professors + Associate Professor (A)	Assistant Professor (B)	CRF (As per Guideline)	Programmewise MARKS (Max. Marks 100 per programme) – (to be awarded as per guideline) (C)
			Total	Professor	Associate Professor				
1.	BED.	100	1715	1P+2AP (1000-100)	2AP	13	13	100	
2.									
3.									
4.									
5.									
6.									
7.									
8.									
9.									
10.									
11.									
12.									
13.									
14.									
15.									
Marks Awarded (Average of the Column C) out of 100:								100/-	

Remarks:

Maheshwari

Subject Expert

Subject Expert

Subject Expert

[Signature]
Chairman

Chairman

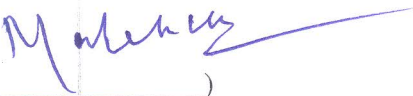
IIB(ii): Teacher Student Ratio:

Note: The teacher student ratio shall be as per the ratio specified by the specific statutory/ regulatory body for the programme study (if any) otherwise shall be 1:20. Please see the guidelines for calculation of award of marks

S.N.	Programme of Study	Intake upto Academic Session 2019-20 (A)	Number of Teachers required (B)	Number of Teachers Available (C)	Teacher Student Ratio (TS = C:A)	Programmewise MARK (Max. Marks 100 per programme) (See Guideline) (D)
1.	B.Ed.	100	175	16	7/125 ACT Norm	100
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						
Marks Awarded (Average of the Column D) out of 100:						


NOTE: Marks are to be awarded as per guidelines.

Remarks:


Subject Expert

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Subject Expert

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Subject Expert


Convener


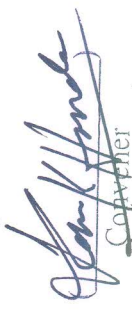
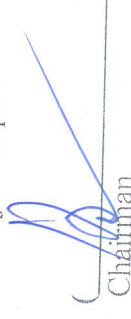

Chairman

Parameter II C: Computer Centre: (Max. Marks 100)

Criteria	Parameters	Max. Marks (a)	Assessment (Choose only one)	Quality Factor (b)	Marks Awarded (axb)
<p>Number of computers/ configuration and the licensed software be evaluated as per requirement of course(s) conducted.</p> <p>Note: Norms of statutory body be followed wherever applicable. For other programmes the terminal student ratio may be as follows: U.G. prog. – 1:6 PG prog. – 1:3 However, for specialized programmes such as programmes in B.Ed Special Education (Mentally Retarded), Advanced diploma in child guidance and counseling, MPT, etc. the subject expert may decide as per requirement.</p>	Number and configuration of Terminals	25	(a) Excellent ✓ (b) Very Good ✓ (c) Satisfactory ✓ (d) Unsatisfactory ✓ ASSESSMENT: <u>25</u>	1/b) 0.75	18.75
	Availability of licensed software	25	(a) Excellent ✓ (b) Very Good ✓ (c) Satisfactory ✓ (d) Unsatisfactory ✓ ASSESSMENT: <u>25</u>	0.75	18.75
	Internet connectivity	25	(a) Excellent ✓ (b) Very Good ✓ (c) Satisfactory ✓ (d) Unsatisfactory ✓ ASSESSMENT: <u>25</u>	0.75	18.75
	Availability of peripherals such as printers, scanners, server of sufficient capacity etc.	25	(a) Excellent ✓ (b) Very Good ✓ (c) Satisfactory ✓ (d) Unsatisfactory ✓ ASSESSMENT: <u>25</u>	0.75	18.75
Total Marks Awarded					75

Note: Marks are to be awarded after assessment of quality factors as: for Excellent-1, Very Good-0.75, Good-0.66, Satisfactory-0.50 & Unsatisfactory: 0

Remarks:


 () Subject Expert

 () Subject Expert

 () Chairperson

Criteria	Parameters	Max. Marks (a)	Assessment (Choose only one)	Quality Factor (b)	Marks Awarded (axb)
<p>Number of titles and volumes may be in the ratio of 1:8 for UG prog. and 1:4 for PG prog. except the prog. approved by statutory body where norms stipulated by concerned body will be followed.</p> <p>Books - UG Programme(per prog.) Titles:200; PG Programme(per prog.) - Titles:200; Volume:800</p> <p>Journals: For UG/PG Prog. - Indian-12; International-03</p> <p>N.B.: Assessment of parameters be done programme-wise and marks allotted in totality.</p> <p>However, for specialized programmes such as programmes in B.Ed Special Education (Mentally Retarded), Advanced diploma in child guidance and counseling, MPT, the subject expert may decide as per requirement.</p>	Total Titles/Volumes	60	(a) Excellent ✓ (b) Very Good ✓ (c) Satisfactory ✓ (d) Unsatisfactory ASSESSMENT: <u>60</u>	.750	45
	Number of journals (national international)	60	(a) Excellent ✓ (b) Very Good ✓ (c) Satisfactory ✓ (d) Unsatisfactory ASSESSMENT: <u>60</u>	.750	45
	Number of magazines newspapers	30	(a) Excellent ✓ (b) Very Good ✓ (c) Satisfactory ✓ (d) Unsatisfactory ASSESSMENT: <u>30</u>	.750	22.5
	Computerization / online subscription	25	(a) Excellent ✓ (b) Very Good ✓ (c) Satisfactory ✓ (d) Unsatisfactory ASSESSMENT: <u>25</u>	.75	18.75
	Reading Room and Reprographic facilities (photocopier and book binding)	25	(a) Excellent ✓ (b) Very Good ✓ (c) Satisfactory ✓ (d) Unsatisfactory ASSESSMENT: <u>25</u>	.50	12.5
	Total Marks Awarded				

Note: Marks are to be awarded after assessment of quality factors as: for Excellent-1, Very Good-0.75, Good-0.66, Satisfactory-0.50 & Unsatisfactory: 0

Remarks:

Maheshwari

Subject Expert

Subject Expert

Sanjay Kumar
Convener

Subject Expert
R
Chairman

Parameter II E: Status of Labs / Workshops :

- (I) Applicable for programmes which have specific labs / workshops as part of their course curriculum (all programmes except BBA, BCA, MBA, MCA, LLB.) (Max. Marks 100)

Criteria	Parameters	Max. Marks (a)	Assessment (Choose only one)	Quality Factor (b)	Marks Awarded (axb)
Norms of statutory body will be followed for their concerned programmes. For other programmes, the subject experts will assess as per the requirement of experiment recommended in the syllabus for the programme.	Availability of equipments / instruments, work table / work stations shall be as per the requirement	50	(a) Excellent (b) Very Good ✓ (c) Satisfactory ✓ (d) Unsatisfactory ASSESSMENT: 0.50	.750	37.5
	Minimum Technical Lab staff shall be: One Lab Assistant & One Lab Attendant for each labs & for Central/Mechanical workshop: One workshop Superintendent, One Sr. Mechanic & One Junior Mechanic.	30	(a) Excellent (b) Very Good ✓ (c) Satisfactory ✓ (d) Unsatisfactory ASSESSMENT: 0.50	.750	22.5
	Size of the lab as per norms of statutory body	20	(a) Excellent (b) Very Good (c) Satisfactory ✓ (d) Unsatisfactory ASSESSMENT: 0.50	.50	10
Total Marks Awarded					70

Note: Marks are to be awarded after assessment of quality factors as: for Excellent-1, Very Good-0.75, Good-0.66, Satisfactory-0.50 & Unsatisfactory: 0

Remarks:

(Mahar)
Subject Expert

(Shankar Prasad)
Convener

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Subject Expert

(Chairman)
Chairman

AND / OR

(II) Applicable for programmes like MBA, MCA, BBA and BCA where specific labs are not part of course curriculum but other methods are devised for practical training. (Max. Marks 100)

Criteria	Parameters	Max. Marks (a)	Assessment (Choose only one)	Quality Factor (b)	Marks Awarded (axb)
The subject experts will assess on the basis of extent of participation of students and involvement of the institute in arranging such programmes (a report to this effect be submitted by the respective institute).	Summer programmes / training / Project reports / Presentations / orientation	50	(a) Excellent (b) Very Good (c) Satisfactory (d) Unsatisfactory ASSESSMENT: _____		
	Group discussions / mock interviews / home assignments / case studies / case analysis/ multimedia / Programming/ Dissertation etc.	25	(a) Excellent (b) Very Good (c) Satisfactory (d) Unsatisfactory ASSESSMENT: _____		
	Participation of students in workshops, seminars and conferences as part of practical training organized by the institute/ college.	25	(a) Excellent (b) Very Good (c) Satisfactory (d) Unsatisfactory ASSESSMENT: _____		
Total Marks Awarded					

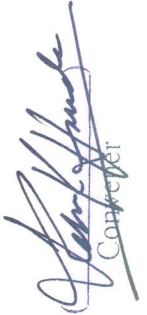
Note: Marks are to be awarded after assessment of quality factors as: for Excellent-1, Very Good-0.75, Good-0.66, Satisfactory-0.50 & Unsatisfactory: 0

Remarks:

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Subject Expert

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Subject Expert

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Subject Expert

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Controller

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Chairman

FINAL MARKS FOR II E AS AVERAGE OF MARKS OF (II E(I), II E(II), AND II E(III)) : 70

Note: The marks are the average of II E(I), II E(II) and II E(III). If any sub – part of IIE is not applicable, then the same shall not be taken into account while giving the final marks for this part.

Mohamed
Subject Expert

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Subject Expert

Abdul Hameed
Convener

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Subject Expert

[Signature]
Chairman

Parameter II F: Conferencing / Instructional Facilities: (Max. Marks 50)

Criteria	Parameters	Max. Marks (a)	Assessment (Choose only one)	Quality Factor (b)	Marks Awarded (axb)
Physical verification by the committee	Availability of: <ul style="list-style-type: none"> ✗ • NKN Link ✗ • Edusat • Conferencing facility • Video multimedia • LCD • Overhead Projector with screens • Interactive boards • Wi-Fi connectivity 	50	(a) Excellent (b) Very Good ✓ (c) Satisfactory (d) Unsatisfactory ASSESSMENT: <u>50</u>	.50	25

Note: Marks are to be awarded after assessment of quality factors as: for Excellent-1, Very Good-0.75, Good-0.66, Satisfactory-0.50 & Unsatisfactory: 0

Remarks:

(M. J. ...)
Subject Expert

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Subject Expert

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Subject Expert

(Kepp ...)
Convenor

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Chairman

Maximum marks in Part II = 900

Maximum marks obtain in Part II = ~~740~~ 716.25 *Shankar*

Percentage of marks in Part II = ~~82.22~~ 79.58

Percentage obtained $\left\{ \frac{(\text{Marks Obtained}) \times 100}{\text{Total Maximum Marks}} \right\} = \frac{740}{900} \times 100 = 82.22$

Part III: Status of Compliance with the terms and conditions of the Academic Audit and NOC for grant of affiliation (JAC/ NOC/ Conditions of Affiliation Order of previous Academic Session) during the previous Academic year (Marks 200)

S. No.	Terms and conditions to be complied with by the Institute	Maximum Marks	Marks Obtained
A	Compliance of observations of Academic Audit	100	75 75
B	Compliance of observations of JAC/ NOC/ Conditions of Affiliation Order of previous Academic Session	100	75 75
Total Marks Awarded			

Note: Marks are to be awarded after assessment if all terms and conditions are met 100 otherwise as proportion of the terms and conditions met. Reasons for the award of marks to be recorded in writing:

A For the various issues raised, compliance of 40% issues has been done.

PS: For award of Category please refer the instructions on first page of the report.

(*Mahesh*) Subject Expert () Subject Expert () Subject Expert

(*Shankar*) Convener () Chairman

Maximum marks in Part III
Maximum marks obtain in Part III
Percentage of marks in Part III

= 200
= 150
= 75% *Kant Hande*

Percentage obtained

$$\left\{ \frac{(\text{Marks Obtained}) \times 100}{\text{Total Maximum Marks}} \right\}$$

$$\frac{150}{200} \times 100 = 75\%$$

RECOMMENDATION REGARDING CATEGORY

1. Based on the Inspecting Team's finding in respect of Part II and Part III as detailed in the above tables, the Inspecting Team recommends the Institute to be in Category A (Write Category A or Category B or Category C or Category D) keeping in view the benchmarks given in the first page of the format. This recommendations will be valid only if the conditions of Part I are met by the Institute
2. Subjected to the fulfillment/non fulfillment of stated conditions for Cadre Ratio, the institute is

Put In /Not Put

In the Category of "on probation for the academic year 2019-20".

Date of Visit: 12/06/19

Mahesh
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Subject Expert

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Subject Expert

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Subject Expert

Kant Hande
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Convener

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Chairman

I. Justification on the basis of space factor (in terms of built-up area) as stipulated by the concerned Statutory Body / University. Kindly refer Annexure appended herewith.

S. No.	Programme recommended	Intake Recommended / duration of programme	Space factor (in Sq. Mtrs.)	Space required per programme (in Sq.Mtrs.)
1	BED.	100	2000	2000
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

Total of Space required for all the programme/ intake recommended

Total built up space available at the site for conduct of existing/ proposed programmes and their recommended intake (Sq. Mtrs / Acres) 2579

Total plot area (Sq. Mtrs./Acres) 2462

- Note: (i) Programmes/ intake should be recommended subject to the availability of built-up space.
(ii) In case of Institutions which are conducting PGDBM Programme, the total built-up area should be mentioned excluding the area required for PGDBM programme.
(iii) While calculating the requirement of built-up area, Norms for Space mentioned in point 9 & 16 of the Policy Guidelines conveyed vide letter no. DHE-4(61)/2010-11/304, dated 06.05.2011 of DHE have to be referred.

Mahesh

Subject Expert

(Prof. M.C. Sharma)

(Dr. Ramesh K. Handa)

Convener

(Dr. Ramesh K. Handa)

Subject Expert

Subject Expert

Chairman

(Dr. R.D. Jaisankar)
(IAS Retd.)

II. Recommendations regarding programmes:

S.N.	Programme(s)	Intake / Duration	Yes - recommended	No	If not recommended reasons thereof
1	BED	1000	yes		
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					

Date of Visit: 12/06/19

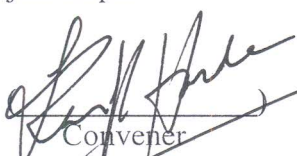
Note:

1. All pages of the report are to be duly signed by all members of the committee, including the Chairman.
2. Any cuttings/ over writings should be avoided; if any such cutting is unavoidable the same may be authenticated only by countersignatures of the Chairman of the Committee.
3. The names in capital letters of all the members of the Committee should be indicated below their respective signatures at the end of Part I and at the last page of the report.
4. The copy of the JAC report may be collected by the Institute after 10 days of date of Inspection.


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Subject Expert

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Subject Expert

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Subject Expert


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Convener

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Chairman

SUMMARY OF MARKS

(1) Unit	(2) Max. Marks	(3) Applicable (Y/N) If Y, Max. marks as in column (2), if not. Marks Zero	(4) Marks Awarded
Part I	No Marks, but the JAC to verify whether this part is applicable or not. If applicable, the committee to inspect and prepare a report		
Part II			
Parameter II A	100	Y/N	100
Parameter II B	200	As per Assessment	200 ✓
Parameter II C	100	As per Assessment	75
Parameter II D	200	As per Assessment	143.75
Parameter II E	100	As per Assessment	70
Parameter II F	50	As per Assessment	25
Parameter II G	150	As per Assessment	102.5
Total of Part II			716.25

Percentage Marks Awarded in Part II = Total of Marks awarded in Column (4) Divided by the

Total of Marks in Column (3) x 100 = _____

Part III	200	Y (200)	
Total of Part III	150		

Percentage Marks Awarded in Part III = Total of Marks awarded in Column (4) Divided by the
Total of Marks in Column (3) x 100 =

Date of Visit: 12/6/19

Name of the Institute: _____

(_____)
Subject Expert

(_____)
Subject Expert

(_____)
Subject Expert

(_____)
Convener

(_____)
Chairman

Suggestions made by JAC for Improvement of Institute/permanent (long term) Affiliator Category(A)- 5 years, Category(B) - 3 years, suggestions for C & D Categories should also be separately made.

Name of the Institute: _____

1. Faculty must be encouraged for Professional Development Program through National Seminars / Conferences. Institute must have a provision for facilitating faculty to attend National Conference / UGC Refresher Course.
2. Labs needs to be upgraded with latest equipment and test facilities.
3. Library needs to be enriched with recent books, Journals, and ICT Products (~~Books~~ Connotes in Pedagogy).
4. The class rooms and other infrastructure facilities are to be clearly demarcated for B.E.D Program.
5. Girls Common Room and ~~first~~ faculty cabins need to be refined as per requirement of the ^{B.E.D.} program.
6. Salary structure as per Pay Commission be implemented.

Date of Visit: 12/06/19

M. Mahesh
Subject Expert

Subject Expert

Subject Expert

K. S. H. H. H.
Convener

[Signature]
Chairman

GUIDELINES FOR THE JAC MEMBERS

PART ONE

For calculating the marks to be awarded for Faculty Cadre Ratio (FCR):-

SF = Senior Faculty (Professors + Associate Professors)

JF = Junior Faculty (Assistant Professors)

TS = Teachers Students Ratio as defined by the AICTE / other bodies

S = Number of students per division

N = No. of Divisions approved

D = Duration of the programme

t = Reciprocal of Teachers Students Ratio = $1/TS$

K = Total Teaching Faculty Required as per the Norm = $(S \times N \times D)$

f = Cadre Ratio Factor (CRF) =
$$\frac{(K - SF \text{ actually in position})}{SF \text{ actually in position}}$$

If the required FCR is 1:2 and the worst FCR acceptable is 1:7, the marks will be awarded as per following formula :-

$$\text{Awarded Marks} = 50 + 10(7-f)$$

(Cap to 100)

However, when the term within the parenthesis (7-f) becomes negative, the marks awarded will be zero. Therefore, an institute having Actual FCR 1:8, then CRF (f) becomes 8, the Marks Awarded will be '0' (Zero).

For more explanation, please see the example on next page.

Example

For any programme of 03 years duration with one division of 60 students, where Teachers Student Ratio is 1:20

1. Total teaching faculty required $K = (S \times N \times D) / (t) = (60 \times 1 \times 3) / (20) = 9$
2. Here, in Ideal Case, the requirement of SF & JF, CRF and Awarded Marks will be calculated as under:-
 - a) Requirement of SF = $1 \times (K/3) = 1 \times (9/3) = 1 \times 3 = 3$ (if the value is in decimal, the value shall be considered in next whole number)
 - b) Requirement of JF = $2 \times (K/3) = 2 \times (9/3) = 2 \times 3 = 6$ (if the value is in decimal, the value shall be considered in whole number only and value in decimal shall be ignored)
 - c) CRF (f) = $(K - \text{SF actually in position}) / (\text{SF actually in position}) = (9 - 3) / 3 = 6 / 3 = 2$ (the value shall be considered 2, in case it is less than 2)
 - d) Awarded Marks = $50 + 10(7 - f) = 50 + 10(7 - 2) = 50 + 10 \times 5 = 50 + 50 = 100$
3. Suppose, in above case any institute having 1 SF, then
 - a) CRF (f) = $(K - \text{SF actually in position}) / \text{SF actually in position} = (9 - 1) / 1 = 8 / 1 = 8$
 - b) Awarded Marks will be $50 + 10(7 - f) = 50 + 10(7 - 8)$. As parenthesis (7-f) is -1, hence, the marks awarded will be '0'.

PART TWO

FOR CALCULATING THE MARKS TO BE AWARDED FOR TEACHERS STUDENTS (TS) RATIO

Case One

(For BBA, BCA, B.A.-Economics, B.A.-English, B.Sc-Yoga Science, B.Com, BJMC, B.Tech, BHMCT, MCA & MBA)

Where the Required TS ratio is 1:20, the worst TS ratio acceptable will be 1:25

And the Awarded Marks will be as per the formula given below:

$$\text{Awarded Marks for TS ratio} = 50 + 10(25-t)$$

(Cap to 100)

Where the t = Reciprocal of Teachers Students Ratio.

For example, for an institute having Actual TS ratio 1:20, $t=20$, and the Awarded marks= $50+10(25-20)=50+50=100$

For an institute having Actual TS Ratio 1:21, $t=21$, and the Awarded marks= $50+10(25-21)=50+40=90$, and so on

However, the moment the term within the parenthesis (25-t) becomes negative, the marks awarded will be zero, for example, for an institute having Actual TS ratio 1:26, $t=26$, the Marks Awarded WILL BE ZERO

Case Two

(For B.Arch & B.Plan)

Where the Required TS ratio is 1:16, the worst TS ratio acceptable will be 1:20

And the Awarded Marks will be as per the formula given below:

$$\text{Awarded Marks for TS ratio} = 50 + 12.50(20-t)$$

(Cap to 100)

Where t = Reciprocal of Teachers Students Ratio.

For example, for an institute having Actual TS ratio 1:16, $t=16$, and the Awarded marks= $50+12.50(20-16)=50+50=100$

For an institute having actual TS ratio 1:17, then $t=17$, and the Awarded marks= $50+12.50(20-17)=50+37.50=87.50$ and so on

But for an institute having Actual TS ratio beyond 1:20 i.e. $t=21$, the term within parenthesis (20-t) becomes negative and the Marks Awarded WILL BE ZERO, as explained earlier.

Case Three

(For B.Pharma, M.A.-Criminology, M.Sc-Forensic Science, MAHM & MCPHM)

Where the Required TS ratio is 1:15, the worst TS ratio acceptable will be 1:20

And the Awarded Marks will be as per the formula given below:

$$\text{Awarded Marks for TS ratio} = 50 + 10(20-t)$$

(Cap to 100)

But for an institute having Actual TS ratio beyond 1:20 i.e. $t=21$, the term within parenthesis $(20-t)$ becomes negative and the Marks Awarded **WILL BE ZERO, as explained earlier.**

Case Four

(For M.Tech & MHMCT)

Where the Required TS ratio is 1:12, the worst TS ratio acceptable will be 1:15

And the Awarded Marks will be as per the formula given below:

$$\text{Awarded Marks for TS ratio} = 50 + 16.67(15-t)$$

(Cap to 100)

But for an institute having Actual TS ratio beyond 1:15 i.e. $t=16$, the term within parenthesis $(15-t)$ becomes negative and the Marks Awarded **WILL BE ZERO, as explained earlier.**

Case Five

(For B.Sc.-Nursing & M.Sc.-Nursing)

Where the Required TS ratio is 1:10, the worst TS ratio acceptable will be 1:12

And the Awarded Marks will be as per the formula given below:

$$\text{Awarded Marks for TS ratio} = 50 + 25(12-t)$$

(Cap to 100)

But for an institute having Actual TS ratio beyond 1:12 i.e. $t=13$, the term within parenthesis $(12-t)$ becomes negative and the Marks Awarded **WILL BE ZERO, as explained earlier.**

Case Six

(Only for Law Programmes)

Where the Required TS ratio is 1:20, the worst TS ratio acceptable will be 1:40

And the Awarded Marks will be as per the formula given below:

$$\text{Awarded Marks for TS ratio} = 50 + 2.5(40 - t)$$

(Cap to 100)

But for an institute having Actual TS ratio beyond 1:40 i.e. $t=41$, the term within parenthesis $(40-t)$ becomes negative and the Marks Awarded **WILL BE ZERO, as explained earlier.**

Calculations for Case 3, 4, 5 & 6 are self-explanatory on the pattern stated for Case One & Two

Any institute not obtaining at least 75% for 'A' Category and 65 % for 'B' Category in Part III shall be placed in the immediate succeeding category.

VERY IMPORTANT NOTE:

The above calculation has been done keeping in view the requirement of Teachers for the complete duration of the course. However, in cases where new programme has been started or to be started or for programmes where atleast one batch of students has not passed out, the requirement of teachers shall be calculated proportionately.