

**REPORT OF JOINT INSPECTION TEAM
DEPARTMENT OF HIGHER EDUCATION
(GOVERNMENT OF NCT OF DELHI/GGS IP UNIVERSITY)
Academic Session 2017-2018**

Note: This report comprises three parts. **Part I** deals with parameters relating to physical infrastructure of an 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 of the Government of NCT of Delhi, academic audit report and affiliation of GGSIPU during the year 2015-2016.

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 2015-2016, 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'	<p>The institute may be granted Category 'A', if it obtains 75% marks or more in Part II and obtains a minimum of 75% marks in Part III of the assessment report. However, obtaining Category 'A' does not confer right to Institute for issuance of NOC to the Institute for period of five years. The Government may revalidate NOC granted to institutions affiliated to the GGSIP University for up to a period of five years subject to the following conditions:-</p> <ul style="list-style-type: none"> (i) The Institutions should be running in conforming area and in a permanent campus of its own. (ii) The Institution should be running the academic programme(s) approved by the GGSIP University for at least a period of three years. (iii) No penal action for last five years has been initiated against the institute, no fine imposed by the AICTE / concerned statutory body, DHE, DTTE, GGSIP University or any other Govt. Department. (iv) The Institution has secured 'A' Category in the inspection report of JAC during the last three preceding years. (v) Academic Audit will continue to be done every year by the University even for courses for which NOC has been granted for more than one year. (vi) After the expiry of five years, further revalidation of NOC on long term will be made on the basis of the preceding two years Academic Audit Report conducted by the University and subject to securing Category 'A' by JAC committee for the current academic year. (vii) The Institute shall have built up area available for the entire duration of course.
Category 'B'	<p>The institute may be granted Category 'B', if it obtains between 65% to less than 75% marks in Part II & atleast 65% marks in Part III. However, obtaining Category 'B' does not confer right to Institute for issuance of NOC to the Institute for period of three years. The Government may revalidate NOC granted to institutions affiliated to the GGSIP University for up to a period of three years subject to the following conditions:-</p> <ul style="list-style-type: none"> (i) The institutions should be running in conforming area and in a permanent campus of its own. (ii) The institution should be successfully running the academic programme(s) approved by the GGSIP University for at least a period of three years. (iii) No penal action for last five years has been initiated against the institute, no fine imposed by the AICTE / concerned statutory body, DHE, DTTE, GGSIP University or any other Govt. Department. (iv) The institution has secured minimum of 'B' Grade in the inspection report of JAC during the last three preceding years. (v) Academic Audit will continue to be done annually by the University even for courses for which NOC has been granted for more than one year. (vi) After the expiry of three years, further revalidation of NOC on long term will be made on the basis of the preceding two years Academic Audit Report conducted by the University and subject to securing Category 'B' by JAC committee for the current academic year. (vii) The institute shall have built up area available for the entire duration of course.

Category C	The Institute may be granted Category C with minimum marks in Part II & with at least 50% in Part III.
Category D	The Institute shall be kept under 'No Admission Category' if any of the following is true: a. The marks obtained are less than 50% in Part II or III, individually. b. If the actual no. of admitted students during the last two academic year is less than 25% of the sanctioned intake. c. If the total no. of teaching faculty has been less than 50% of the required strength calculated as per the sanctioned intake for the programme concerned.

1. Please Note: 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.
2. Specific recommendations to grant permanent (long term) affiliation i.e. either for 5 years (for Category A) or 3 years (for category B) should be recorded. Conditions mentioned in Ordinance 1 Clause 4 should also be taken into account for recommendations cases for permanent affiliation.
3. The inspecting 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



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
Sector-16 C, Dwarka, Delhi-110078

1. Date and Time of Visit :
2. Name and Address of the : Pradeep Memorial Comprehensive College
proposed/affiliated institution: of Education, Postgraduate, B.A. B.Ed. B.Sc. B.Com.
Telephone: 011-64598701
Website Address: www.pmrcc.org
E-Mail: pmc@all@yaho.com
3. Name and Address of the Society/Trust : PSM Public School Educational Society
& Chairman of the Society/Trust Rajendra Kumar
Telephone:
Website Address: www.pmrcc.org
E-Mail:
4. Name and Address of the : Dr. Bhanu Dima, Pradeep Memorial Comprehensive
Director/Principal of the Institute College of Education
Telephone: 9811162266
E-Mail: pmc@all@yaho.com
5. Details of the existing / proposed programmes

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

S. No.	Existing programmes	Detail of Intake & Students Admitted during the last two Academic Years				Increase	Decrease	No Change
		Academic Session 2015 - 2016		Academic Session 2016 - 2017				
		Intake	Admitted	Intake	Admitted			
1.	B.Ed.	100	94	100	96			✓
2.								
3.								
4.								
5.								
6.								
7.								

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

Programme(s)	Intake / Duration

Sandy

Pradeep

Dr. Bhanu

Part-I (Physical Infrastructure)

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

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

Parameters	Yes	No
(1) (a) Ownership of land and building by the society (acquisition by allotment/ procurement) <i>obtained on private lease</i>	<input checked="" type="checkbox"/>	
(b) Rented building in conforming areas		
(2) (a) Availability of land as per norms in conforming area, i.e., the land use is institutional area.		
(b) B.Ed. in Schools in Conforming area.		
(c) Availability of land in non-conforming area as per norms		
P.S.: Duly attested copies of relevant documents & papers to be enclosed.	<input checked="" type="checkbox"/>	

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)		<input checked="" type="checkbox"/>
Availability of built-up area as per the norms of statutory body/ University/ Govt. for proposed / existing programme(s). (If the actual built up area upto 225 FAR is less than the total built-up area required as per norms for that course and number of seats, then marks would be deducted to the extent of proportionate shortfall in built-up area)	<input checked="" type="checkbox"/>	
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	<input checked="" type="checkbox"/>	
Certificate indicating that the building is earthquake resistant	<input checked="" type="checkbox"/>	
Availability of fire fighting devices at the institute and Fire Safety Certificate by Delhi Fire Service or concerned department of the state (NCR) where the Institute is located	<input checked="" type="checkbox"/>	
Use of basement for other than approved purpose, if any in the Institute		<input checked="" type="checkbox"/>
P.S.: Duly attested copies of relevant documents & papers to be enclosed.		

NOC from the concerned department of Govt. of NCT, Delhi (please tick which is applicable & strike out which is not applicable)

☒ Required / Not Required

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Subject Expert

[Signature]
Subject Expert

[Signature]
Subject Expert

[Signature]
Convener

Date of Visit: *6/6/2017*

[Signature]
Chairman
(JANAK JUNEJA)

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
1. Is the Director, as per norms of Statutory Body/ UGC / University, is in position. 2. Give following documents for the Directors in position during the last 2 years in reverse chronological order. <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. 	Yes	100 Note: Zero if the answer is no, 100 if all documents for appointment produced

Parameter II B: Status of Cadre Ratio & Teacher Student Ratio for all UG programmes excluding B. Tech., B. Arch., B. Pharma, BHMCT and B.Ed.: (Max. Marks 200)

Parameters	Marks Allotted	Marks awarded Proportionately
II B (i) Cadre Ratio SENIOR FACULTY = Professors + Associate Professors JR. FACULTY = Assistant Professors Cadre Ratio is the Ratio of Senior Faculty to Junior Faculty The Desired Cadre Ratio is 1:2 The Minimum Acceptable Cadre Ratio is 1:7* Important Note: It is desired that the institute has at least ONE Professor and/or One Associate Professor per division of Student Intake per year (multiplied by the Number of Years of the Course Duration), <i>failing which the Institute will be put in the category of "On Probation for the Academic Year 2016-17".</i> *Subjected to conditions explained in the Guidelines for JAC members	100	100 (if the Cadre Ratio is 1:2) If NOT, then as per the formula given in the Guidelines for JAC members

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II B (ii.) Teacher Student Ratio
Desired Teachers Student (TS) Ratio: 1:20 for all under-graduate programmes excluding B. Tech., B. Arch., B. Pharma, BHMCT, Applied Arts & Crafts and B. Ed.
The Minimum Acceptable TS Ratio: 1:25

100

100 if the TS Ratio is 1:20.

If NOT, then as per the formula given in the Guidelines for JAC members

Parameter II C: Status of Cadre Ratio & Teacher Student Ratio for B. Tech., B. Pharma, BHMCT and all other PG programmes excluding M. Tech.: (Max. Marks 200) *B. Ed.*

Parameters	Marks allotted	Marks awarded
II C (i.) Cadre Ratio SENIOR FACULTY = Professors + Associate Professors JR. FACULTY = Assistant Professors Cadre Ratio is the Ratio of Senior Faculty to Junior Faculty The Desired Cadre Ratio is 1:2 The Minimum Acceptable Cadre Ratio is 1:7* Important Note: Important Note: It is desired that the institute has at least ONE Professor and/or One Associate Professor per division of Student Intake per year (multiplied by the Number of Years of the Course Duration), <i>failing which the Institute will be put in the category of "On Probation for the Academic Year 2016-17".</i> *Subjected to conditions explained in the Guidelines for JAC members	70 100	100 if the Cadre Ratio is 1:2) If NOT, then as per the formula given in the Guidelines for JAC members
II C (ii.) Teacher Student Ratio Desired Teachers Student (TS) Ratio is 1:15 for B. Tech., B. Pharma, BHMCT and all other post-graduate programmes excluding M. Tech. The Minimum Acceptable TS Ratio is 1:20	67 100	100 if the TS Ratio is 1:15. If NOT, then as per the formula given in the Guidelines for JAC members

Parameter II D: Status of Cadre Ratio & Teacher Student Ratio for B. Arch., B. Sc. (Nursing), Applied Arts & Crafts (PG) & M. Arch. Programmes: (Max. Marks 200)

Parameters	Marks allotted	Marks awarded
II D (i.) Cadre Ratio SENIOR FACULTY = Professors + Associate Professors JR. FACULTY = Assistant Professors Cadre Ratio is the Ratio of Senior Faculty to Junior Faculty The Desired Cadre Ratio is 1:2 The Minimum Acceptable Cadre Ratio is 1:7* Important Note: Important Note: It is desired that the institute has at least ONE Professor and/or One Associate Professor per division of Student Intake per year (multiplied by the Number of Years of the Course Duration), <i>failing which the Institute will be put in the category of "On Probation for the Academic Year 2016-17".</i> *Subjected to conditions explained in the Guidelines for JAC members	100	100 if the Cadre Ratio is 1:2) If NOT, then as per the formula given in the Guidelines for JAC members

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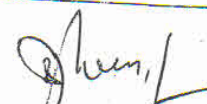
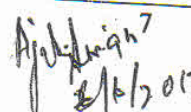
<p align="center">II D (ii.) Teacher Student Ratio</p> <p>Desired Teacher Student (TS) Ratio is 1:10 for B. Arch, M. Arch., B. Sc. (Nursing) & Applied Arts & Crafts (PG) programmes.</p> <p>Minimum Acceptable TS Ratio is 1:12</p> <p>However, for B. Ed. & other Programmes the norms of the concerned statutory body will be followed</p>	100	<p>100 if the TS Ratio is 1:10</p> <p>If NOT, then as per the formula given in the Guidelines for JAC members</p>
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Parameter II E: Status of Cadre Ratio & Teacher Student Ratio for M. Tech., M. Pharma., HMCT (PG) Programmes: (Max. Marks 200)

Parameters	Marks allotted	Marks awarded
<p align="center">II E (i.) Cadre Ratio</p> <p>SENIOR FACULTY = Professors + Associate Professors</p> <p>JR. FACULTY = Assistant Professors</p> <p>Cadre Ratio is the Ratio of Senior Faculty to Junior Faculty</p> <p>The Desired Cadre Ratio is 1:2</p> <p>The Minimum Acceptable Cadre Ratio is 1:4* (ONLY for Academic Year 2014-15; from 2015-16 onwards, this MUST be 1:2)</p> <p>Important Note: There must be at least ONE Professor per division of student Intake per year in every Branch / Discipline multiplied by the Number of years of the Course Duration <i>failing which this score will be ZERO</i></p> <p>*Subjected to conditions explained in the Guidelines.</p>	100	<p>100 if the Cadre Ratio is 1:2)</p> <p>If NOT, then as per the formula given in the Guidelines for JAC members</p>
<p align="center">II E (ii.) Teacher Student Ratio</p> <p>Desired Teacher Student (TS) Ratio is 1:12 for M. Tech., M. Pharma., HMCT (PG) Programmes.</p> <p>Minimum Acceptable TS Ratio Also Remains 1:12</p> <p>However, for B. Ed. & other Programmes the norms of the concerned statutory body MUST be followed</p>	100	<p>100 if the TS Ratio is 1:12</p> <p>If NOT, then ZERO</p>

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

Criteria	Parameters	Marks allotted	Marks awarded Proportionally
Number of computers/ configuration and the licensed software be evaluated as per requirement of course(s) conducted. General standard could be 60% for Hardware and 40% for Software.	Number and configuration of Terminals	25	15
	Availability of licensed software	25	18

<p>Norms or 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, the subject expert may decide as per requirement.</p>	Internet connectivity	25	20
	Availability of peripherals such as printers, scanners, server of sufficient capacity etc.	25	15

Parameter II G: Status of Library: (Max. Marks 200)

Criteria	Parameters	Marks allotted	Marks awarded proportionally
<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. <u>Books - UG Programme (per prog.)</u> Titles:200; Volume:1600 <u>PG Programme (per prog.) - Titles:200;</u> Volume:800 Journals: For UG/PG Prog. - Indian-12; International- 03 N.B.: Assessment of parameters be done programme-wise and marks allotted in totality. 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	45
	Number of journals (national / international)	60	32
	Number of magazines / newspapers	30	18
	Computerization / online subscription	25	15
	Reading, Room and Reprographic facilities (photocopier and book binding)	25	20

Parameter II H: Status of Labs / Workshops : (Max. Marks 100)

Applicable for programmes which have specific labs / workshops as part of their course curriculum (all programmes except BBA, BCA, MBA, MCA, LLB.) / B. Ed.

Criteria	Parameters	Marks allotted	Marks awarded proportionally
Norms of statutory body will be followed for their concerned programmes. For other programmes, the subject experts will assess as per	Availability of equipments / instruments; work table / work stations shall be as per the requirement	50	41

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6/6/2017

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the requirement of experiment recommended in the syllabus for the programme.	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	20
	Size of the lab as per norms of statutory body	20	18

OR

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.

Criteria	Parameters	Marks allotted	Marks awarded proportionally
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 training programmes / Project reports / Presentations / orientation	50	
	Group discussions / mock interviews / home assignments / case studies / case analysis/ multimedia / Programming/ Dissertation etc.	25	
	Participation of students in workshops, seminars and conferences as part of practical training organized by the institute/ college.	25	

OR

Applicable for 5 year integrated LLB programme where specific labs are not part of course curriculum but other methods are devised for practical training.

Criteria	Parameters	Marks allotted	Marks awarded proportionally
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).	Moot Court, Pre-trial preparation, participation in trial proceedings etc.	40	
	Public interest lawyering/Group discussions/home assignments/case studies/case analysis/ Lok Adalats, etc.	20	
	Drafting, pleading, conveyancing and visits to the courts.	20	
	Participation of students in workshops, seminars and conferences organized by the institute / college.	20	

Landy

Pravin

Adhish
6/6/2017

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

Criteria	Parameters	Marks allotted	Marks awarded (proportionally)
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	36

Parameter III: Ancillary and Other Essential Facilities: (Max. Marks 150)

Criteria	Parameters	Marks allotted	Marks awarded (proportionally)
Physical verification by the committee	Medical / First -Aid facility with Medical Room and availability of Doctors	20	12
	Sports and games (indoor / outdoor)	20	15
	Computer and Internet facility for the faculty members	20	16
	Facilities for physically handicapped	15	05
	Separate common rooms for boys and girls	15	12
	Students canteen	15	10
	Availability of generator	10	10
	Potable water and water coolers for summer season	15	15
	Faculty cubicles	20	10

Maximum marks in Part II

Maximum marks obtain in Part II

Percentage of marks in Part II

Percentage obtained

$$\begin{aligned}
 &= 648 \\
 &= 900 \\
 &= 72\% \\
 &\left\{ \frac{(\text{Marks Obtained}) \times 100}{\text{Total Maximum Marks}} \right\} = \frac{648}{900} \times 100 = 72\%
 \end{aligned}$$

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

S. No.	Terms and conditions to be complied with by the Institute	Maximum Marks	Marks Awarded proportionally
A	Academic Audit	100	70
B	Grant of NOC	100	70
C	Conditions of Affiliation		

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PS: The Institute is required to obtain minimum of 50% marks, separately in the above table. For Category 'A' the Institute have to obtain minimum 75% marks and for Category 'B' minimum 65% marks.

Maximum marks in Part III

Maximum marks obtain in Part III

Percentage of marks in Part III

Percentage obtained

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

200
140
70%

$$\frac{140}{200} \times 100 = 70\%$$

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 B (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 2017-18".

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Subject Expert

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Subject Expert

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Subject Expert

([Signature])
Convener

([Signature])
Chairman
(JANAK JUNEJA)

Date of Visit: 6/6/2017

- 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	B. Ed.	100 / 2 Yrs.	NCTC-	2000 Sq. meter
2				
3				
4				
5				
6				
7				

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) 2563 Sq. meter

Total plot area (Sq. Mtrs./Acres) 6,854 Sq. meter

- 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.

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II. Recommendations regarding programmes:

Programme(s)	Intake / Duration	Yes - No recommended	If not recommended reasons thereof
B Ed	100/2 Years	Yes recommended	

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Subject Expert

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Convener

(Signature)
Chairman
(JANAK JUNEJA)

Date of Visit: 6/6/2017

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.

SUMMARY OF MARKS

(1) Unit	(2) Max. Marks	(3) Applicable (Y/N) If Y, Max. marks as in column (2), if not, Max. 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, 100	100
Parameter II B	200	Y/N	—
Parameter II C	200	Y/N	137
Parameter II D	200	Y/N	—
Parameter II E	200	Y/N	—
Parameter II F	100	Y, 100	18
Parameter II G	200	Y, 200	130
Parameter II H	100	Y, 100	79
Parameter II I	50	Y, 50	36
Parameter III	150	Y, 150	99
Total of Part II	900		649

Percentage Marks Awarded in Part II = Total of Marks awarded in Column (4) Divided by the
Total of Marks in Column (3) x 100 = $\frac{649}{900} \times 100 = 72.1$

Part III	200	Y, 200	
Total of Part III	200	140	70.1

Percentage Marks Awarded in Part III = Total of Marks awarded in Column (4) Divided by the
Total of Marks in Column (3) x 100 = $\frac{140}{200} \times 100 = 70.1$

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Convener

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Chairman
(JANAK JUNEJA)

Date of Visit: 6/6/2017

Name of the Institute: Pmcc

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

Name of the Institute:

Indraprastha Memorial College of Education

- ① The land has been obtained on private lease in the name of society. However the land is under litigation but possession has not been taken over as the agreed amount has not been paid. Reference letter dated 26/3/15 of Tehsildar Bantwala letter in file).
- ② The faculty is adequate as per norms. However the faculty need to be motivated to undertake research, publish papers and participate in workshop / seminars etc.
- ③ The facilities for specially abled children need to be improved.
- ④ Text on multiple intelligences may be added to labs. More Journal particularly international should be procured.
- ⑤ All the faculty members should be provided with the separate cubicles.
- ⑥ The building for the B. Ed. is separate from the school building and building for D. Ed.

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Convener

(Signature)
Chairman
(JANAK SUKETA)

Date of Visit: 6/6/17

- ① The computer lab need to be upgraded with additional terminals and accessories.
- ② Computer lab should also be air conditioned.
- ③ New programme B.A. (Hons) Economics is BBA category not considered in terms of policy guidelines of D.H.G and university.

Sham. J.
(Dr. Gulshan)

Ap Singh
8/6/2019

Janak J.
(JANAK JUNGSAI)

GUIDELINES FOR THE JAC MEMBERS

PART ONE

For calculating the marks to be awarded for Cadre Ratio(CR):

Legend:

Senior Faculty (SF) = Professors + Associate Professors

Junior Faculty (JF) = Assistant Professors

CR = Cadre Ratio as defined by the AICTE / other bodies

TS = Teacher Student Ratio as defined by the AICTE / other bodies

n = No. of Divisions approved

S = Division X (No. of years of duration of the course)

$K = \frac{(S \times n)}{TS}$ = Total Teaching Faculty Required as per the Norms

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

t = Teacher Student Ratio Factor = $\frac{(S \times n)}{(SF+JF)}$

For example: In an institute, having only ONE sanctioned Division (60 students) of B.Tech (duration 4 years), if the SF+JF is 16 (ideal), the $t = \frac{60 \times 4}{16} = 15$

But if the same institute has SF+JF=14, say, then $t = \frac{240}{14} = 17$ (say) and so on.

Case I : Where required Cadre Ratio is 1:2:6

This is applicable to the Undergraduate Courses, as per the latest AICTE Gazette Notification wherein one division has been defined as an annual intake of 60 students. This means that one division of a UG-course of 4 years duration must have $S=60 \times 4=240$ students.

As per the AICTE norms, for UG courses the Cadre Ratio should be ordinarily 1:2:6, where 1 is Professor, 2 are Associate Professors and 6 are Assistant Professors.

We have defined Senior Faculty=Professors+Associate Professors

Hence the Ideal Cadre Ratio Factor 'f'=(Senior Faculty :Junior Faculty)= 1:2

For example, in an institute having only one division (60 students) of B.Tech, the total required faculty will be 16 (S=240 divided by 15) and out of this there should be ordinarily $P = \frac{S}{15 \times 9} = 2$ say (out of which 1 will be the Director/Principal)

Associate Professors=04

Assistant Professors=10

Where the CR factor 'f' = $\frac{16 \times n - (\text{Senior Faculty Actually in Position})}{\text{Senior Faculty Actually in Position}}$

Where n= No. of Divisions approved and running in the institute=.

Now suppose an institute is the worst case scenario, i.e., it has only ONE Professor (Director) and ONE Associate Professor, then it MUST have 14 Assistant Professor as per the AICTE guidelines to complete the required strength of 16 teachers (14=16 minus the total of Senior Faculty).

But if (the worst case permitted), an institute has ONE Professor and ONE Associate Professor (total=2), the $f = \frac{16-2}{2} = 7$

Therefore in the worst case scenario, f=7.

Accordingly, the formula to award marks is:

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

Therefore Awarded Marks for the worst case permitted = $50 + 10(7-f) = 50 + 10(7-7) = 50 + 00 = 50$

But suppose an institute has ONE Professor and TWO Associate Professors (or, 2 Professors and one Associate Professor), then its $f = \frac{16-3}{3} = 13 \div 3 = 4.333$

Therefore Awarded Marks = $50 + 10(7-f) = 50 + 10(7-4.33) = 50 + 10 \times 2.67 = 77$ say

Had this institute 2 Professors, 4 Associate Professors, then its $f = 10 \div 6 = 1.66$ (**Ideal Case**)

Therefore Awarded Marks = $50 + 10(7-f) = 50 + 10 \times (7 - 1.66) = (50 + 10 \times 5.34) = 50 + 53.4 = 100$ (maximum allowed)

And so on.

Case II: Where the required Cadre Ratio is 1:2 (M. Tech., M. Pharma, HMCT (PG))

For these courses, no relaxation will be allowed either in the required Cadre Ratio or the require Teacher Student Ratio. This means that the Institute will have to comply with the requirements as laid down by the AICTE / other statutory bodies / Govt., etc completely and fully.

PART TWO

For calculating the marks to be awarded for Teacher Students (TS) Ratio

Case One

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:

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

Where the t = Actual TS ratio factor available in an institute.

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 TS 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 value the Marks Awarded **WILL BE ZERO**

Case Two

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:

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

Where t = Actual TS ratio factor available in an institute.

For example, for an institute having Actual TS ratio 1:15, $t=15$, and the Awarded marks $= 50 + 10(20-15) = 50 + 50 = 100$

For an institute having TS Actual TS ratio 1:16, then $t=16$, and the Awarded marks $= 50 + 10(20-16) = 50 + 40 = 90$ and so on

But for an institute having Actual TS ratio 1:21, $t=21$, and the Marks Awarded **WILL BE ZERO**, as explained earlier.

Case Three

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:

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

But for an institute having Actual TS ratio 1:16, $t=16$, and the Marks Awarded **WILL BE ZERO**

Case Four

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:

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

But for an institute having Actual TS ratio 1:13, $t=13$, and the Awarded **WILL BE ZERO**

Calculations for Case 3 & Case 4 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:

- A. 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.
- B. 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.