COLLEGE DEVELOPMENT COUNCIL
University of Jammu
Jammu-180 006 (INDIA)

No: CDC/2017/5600-05
Dated: 20/03/17

Assistant Registrar (CDC)

To

The Chairperson,
Calliope College of Education,
Doomi, Jammu.

Sub: Renewal/extension of temporary affiliation for imparting instructions in B.Ed. Course for the academic session 2016-17.

Sir,

I am directed to inform you that based on the recommendations of the Inspection Committee and compliance report towards the deficiencies submitted by you, the Vice-Chancellor has authorized renewal/extension of temporary affiliation of your college for the session 2016-17 in anticipation of approval of the Competent Body for imparting instructions in B.Ed. course.

A copy of the inspection report is enclosed herewith for information and necessary action at your end.

Further, you are also requested to appoint the Librarian through proper selection committee at the earliest and submit the minutes of the selection committee to the office of CDC for record.

Thanking you,

Yours faithfully,

Assistant Registrar (CDC)

20/03/17

Copy to:

1. Special Secretary to Vice-Chancellor.
2. Sr. P.A. to Director/Controller of Examinations.
3. Deputy/Asstt. Registrar (Exams/Regd/Eval.)

68

INSPECTION REPORT OF PVT. COLLEGE FOR NEW/ADDITIONAL/RENEWAL OF B.ED. & M.ED. COURSES

Name of College	CALLIOPE COLLEGE OF EDUCATION	
Address	DOOMI, P.O. BATEHRA, DISTT JAMMU	
Pincode	181206	
Phone	01924-253820	
Mobile	9906048888	
Email	calliopecollege@gmail.com	
Website		
Year of Establishment	Jan. 2001	
Date of Inspection		
Course applied for (new/additional/renewal)	B. Ed	
Session	2015-2016 X 2016-17	
Status (Permanent/Temporary)	Temporary	
Whether permission for the relevant academic session granted by the State Government? (Yes/No)		
If yes, reference No. & date		
Whether permission for the relevant academic session granted by the concerned statutory/regulatory body? (Yes/No)		
If yes, reference No. & date		
Course offered	B.Ed	
No. of students	Total Intake	Admitted
	90	90
Name of Trust/Society (Regd. No)	CALLIOPE EDUCATIONAL TRUST	
PAN of Trust/Society/Institution		
No. of Institutes/Colleges run by the Trust/Society		
Total Land owned by the Trust/Society.		
Land in possession of college (enclose proof of Revenue Papers)		
Validity of NAAC	APRIL 20, 2017	
Date of last visit of NAAC peer team (if applicable)	6TH AND 7TH APRIL 2012	
Period of validity of the certificate awarded, the grade awarded (if applicable)	GRADE B	
AISHE form filled	Yes ✓	No

67

DETAILS OF TEACHING FACULTY MEMBERS

S. No	Name of the incumbent	Designation	Date of birth	Qualification PhD/Mphil/NET/ Slet/B.Ed./M.Ed.	Branch / subject	% marks obtained	Regular/Contract/PT/ Visiting	Date of Joining the institute	Total salary paid per month		
									Basic	DA	Total
1	VANDANA ABROL	LECT. IN EDU.	13-2-1975	M.Ed, M.A(Eng)	EDUC-ATION	59.3%	REGULAR	14-12-2004	12000	—	12000
2	SURITA BHAN	LECT. IN EDU.	21-3-1971	M.Ed M.A(Hindi)	EDUCA-TION	59% 55.36	REGULAR	16-4-2011	12000	—	12000
3	NEERAJ SHARMA	LECT. IN EDU.	20-4-1980	M.Ed M.A. Sociology	EDUC ATION	55.18 57.1	REGULAR	16-4-2011	12000	—	12000
4	SUNITA RAINA	LECT. IN EDU.	4-3-1971	M.Ed M.A(Pol.Sc)	SOCIAL STUDIES	59% 59%	ADHOC	1-10-2014	8000	—	8000
5	SONIA KOTWAL	LECT. IN SC.	20-1-1985	M.Sc/M.Ed	SCIENC-E	71% 65%	ADHOC	1-12-2015	8000	—	8000
6	ANOOP SINGH	LECT. IN ENG.	5-3-1989	B.Ed M.A(Eng)	ENGLISH	71%	ADHOC	6-1-2016	8000	—	8000
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20											
21											

Signature of Principal
with date & seal
of the Institute

Principal
Calliope College of Education
DOOMI (Jammu)

66

DETAILS OF SUPPORTING STAFF (TECHNICAL) MEMBERS

S. No	Name of Laboratory/ Workshop/ Computer Centre, etc. to which attached	Name of the incumbent	Designation	Date of birth	Qualification	Regular/Contract	Date of Joining the institute	Total salary paid per month		
								Basic	DA	Total
1	COMPUTER CENTRE	SUGAM MAHAJAN	SECTION OFFICER	8-3-1990	BCA, MCA	ADHOC	6-4-2015	8000	–	8000
2	LIBRARY	MANJU SHARMA	Librarian	7-11-1991	M.LIB.	ADHOC	1-10-2015	8000	–	8000
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4										
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Principal
Calliope College of Education
DODA (Jammu)

Signature of Principal
with date & seal
of the Institute

65

Salary of Faculty & other Staff Members				
Annual increments (Yes/No)				
Accounts Books Cash Book Day Book				
C.P Fund Contribution				
Details of Buildings	Detail (Dimensions)			Vacant / available for proposed course
	Chairperson Room			
	Director Room			
	No. of Class Rooms (in Sq. ft)	G. Floor 2	600sq.ft	
		1st Floor 3	600sq.ft	
		2nd Floor x		
		3rd Floor x	1450sq.ft	
	Library	Area(in Sqft)	750sq.ft	
		Text Books	3077	
		Reference Books	50	
		Electronic Publications		
		Journals Printed : E-journals:		
		Newspapers	1 Daily	
		Educational Encyclopedias	10	
		Library Management Software	NIL	
		Reading Room Capacity	✓	
		Multimedia PC	15	
	Computational Facilities	Internet Bandwidth	✓	
		Printers	✓ 2	
		Legal Application/S/W-Applied Intake	✓	
		Legal System S/W-Applied Intake		
		PCs to Student ratio-Applied Intake	1:2	
	Lab	Science ✓	325sq.ft	
		Psychology x		
		Mathematics x		
		Social Studies x		
		Educational Technology ✓	325sq.ft	

		Audio-Visual ✓	1	220sq.ft
		Sc.-Demo ✓		
	No. of Bathrooms	Male	2	
		Female	2	
	Staff Room	✓		
	Girls Common Room	×		
	Committee Room ✓	540 sq.ft		
	Visitor Room ✓			
	Store Room ✓	120 sq.ft		
	Multipurpose Hall ✓	1440 sq.ft		
	Drawing Hall			
	Seminar Hall ✓	540 sq.ft		
	Psychology Resource Centre	×		
	Art & Craft Resource Centre	×		
	Health & Physical Education Resource Centre	×		
	Workshops	✓		
	Male Hostel	×		
	Female Hostel	×		
Principal & staff Position (Faculty)		Regular ✓	Adhoc	
	Director			
	Teaching Staff	3	3	
	Non-Teaching Staff		1	
	Librarian		1	
	Asstt. Librarian	×		
Date of Last Selection Committee				
Date of Last Managing Committee				
Other Facilities				
Type		Availability	Deficiency	
• All Weather Approach (Motorized Road)				
• Barrier free Environment ✓				
• Electric Supply ✓				
• General Insurance ×				
• Xerox ✓				
• Canteen ✓				
• Notice Boards ✓				
• Playground ✓				
• Portable Water Supply ✓				
• Sewage Disposal System ✓				
• Telephone & FAX ✓				
• Transport ×				
• Vehicle Parking ✓				
• First Aid ✓				
• Safeguard against fire hazard ✓				

63

• Musical instruments ✓		
Anti-Ragging Status		
Details of Requirement	**Status provided by the Institute**	**Deficiency**
• Constitution of Anti-Ragging Committee ✗		
• Constitution of Anti-Ragging Squad ✗		
• Affidavit obtained from all students ✗		
• Appointment of Counselors ✗		
• Affidavit obtained from parents of all the students ✗		
• Affidavit obtained from students staying in Hostels ✗		
• Affidavit obtained from parents of students staying in Hostel ✗		
Grievance Committee		
Whether the college has appointed PIO & APIO ✗		
Whether the college has appointed Women Protection Cell ✓		
Finance ✗		
Endowment Fund created as per University Statutes? (YES/NO)	✗	
• Already created		
• Pending		
Audited accounts for the preceding financial year		
Expenditure during the last year		
• Salary of Teaching staff	12000, ? 8000	
• Salary of Non-Teaching staff	8000, ?	
• Purchase of books, Journals, etc	✗	
• Purchase of sports and other equipments/material for the students	✗ — ?	
• Purchase of computers, etc	✗	
• Maintenance of computers, etc	✗	
• Repair and renovation of building		
• Construction of new building		
• Any other		
• Total		
Total receipts of the college during the last year		
• University fee		
• College fee		

62

• Interest Income		
• Any other		
• Total		
Activities		**Remarks**
Accreditation		
Any Accreditation of any department in last 5 years from NAAC/NBA	NAAC Accredited	
Research and Development		
MOU with any organization/Institute for Quality improvement	✗	
Research and Development activities in last 5 years • Papers published by faculty (Conferences/Journals) • Patents field *(NIL)* Grants received external funding agency for Research/Lab development *(NIL)*	Two faculty members attended & presented one paper on National Seminar which was held in K.C College of Edu. on 4 April 2016	
Faculty Development		
• Steps undertaken for Faculty development in last five years ✗ • Faculty Deputed for Higher Studies ✗ • Faculty Deputed for Training programmes / workshop ✓	From time to time faculty members attended workshops which were organised by University of Jammu.	
Student-centric Activities		
Activities undergone for placement of students in last 5 year	✗	
• Number and Name of companies where students actively participated for placement ✓ • Percentage of Placement	✗	
Any collaboration with companies/industry for providing exposure to students		
Any students chapter such as ISTE etc		
Annual festival/Tech Fest/Alumni meet in last five years ✓		

Verification:

Verified that the contents of this report are true and correct to the best of my knowledge and belief and nothing has been concealed therein and there from.

Principal
Calliope College of Education
DOONI (Jammu)

(PRINCIPAL)

61

encies/Observations/Suggestions:

1. The proforma of inspection report already send by the office of the CDC, Jammu University to the College before the actual inspection date was not filled by the College at the time of inspection. Not even the last inspection compliance report shown by the college to the committee. The committee members feel inconvenience at the time of inspection.
2. The Inspection committee members observed that the college has appointed only four regular faculty members through proper selection committee (no authenticated record shown by the college). In addition to that the college has engaged three part-time teachers as a temporary arrangement. Further the committee members noticed that the salary to the faculty members is not being paid as per UGC/AICTE norms.
3. There was only one female non-teaching clerk working in the office of the college.
4. It was also noticed during the inspection that the college disbursing the salary to their faculty members through banks but without any proof of pasting Govt. Revenue Stamps on the Salary Register maintained by the college for the purpose. It is worth to mention here that the salary register was not maintained properly by the college
5. The committee members observed that the college is not deducting any CPF/ EPF of its employees working in the college and the Director/HOD/Principal/Chairman of the college was advised to deduct the same as per norms laid down for the purpose.
6. Further observed that the Management Committee meeting was not conducted by the college uptill now.
7. The Inspection Committee observed that there is no permanent Librarian in the college and desired that an eligible Librarian be appointed at the earliest.
8. It was noticed that the Cash/Account book and the Stock Register (i.e. consumable and non-consumable) weren't maintained properly.
9. That the college should have to purchase valid/licensed software particularly using in the college computers and also educate the students about the pros and cons of the pirated and licensed software.
10. The college hasn't purchased any text/course related books during the session 2015-16.

Minor deficiencies/Suggestions:

1. The committee has suggested to the representatives of the college that the inspection from NAAC be initiated on priority basis.

Further suggested that to keep the library update on regular basis in terms of Journals, Magazines, Newspapers etc. and also enlist the book's title/subject wise.

3. It was also suggested that a day to day register for issuance of books be maintained in the library.

4. The college should have made a list of equipments available in the college used for running this course.

Recommendation of the Inspection Committee:

Extended/Not Extended

Extended with the condition that the college should have to remove the deficiencies pointed out by the Inspection team **before starting the new session (i.e. 2016-17)**

Ground for extension:

After conducting the inspection of the college vis-à-vis the prescribed norms, the committee recommended that the college be granted extension of temporary/provisional affiliation for imparting instructions in Bachelor's Degree Course in Education (B.Ed.) for the academic session 2016-17 subject to the condition that the Director/HOD/Principal/Chairman of the college shall submit a compliance report for the removal of the deficiencies pointed out by the Inspection team.

Signature of the Committee Members

Prof. Rajnikant
(Deptt. Of Physics & Electronics

Prof. Vivek Gupta
(HOD, Deptt. Of Physics & Electronics)

Prof. Renu Nanda
(HOD, Deptt. Of Education)

Dr. Raj Kumar
Deputy Registrar, JU