



College Development Council  
University of Jammu  
Jammu-180 006 (INDIA)

No: CDC/2013/3575-84  
Dt: 13/03/2013

Director (CDC)

The Chairman,  
Harvard College of Education,  
Airport Road, Karan Bagh, Jammu

**Subject:- Grant of extension of temporary/ provisional affiliation for imparting instructions to B.Ed. Course for the academic session 2012-2013.**


Sir,

I am to inform you that based on the recommendation of the Inspection Committee which conducted inspection of your college on 20.12.2012, the Vice-Chancellor, in anticipation of the approval of the Competent Bodies, is pleased to grant extension of temporary/ provisional affiliation for imparting instructions in Bachelor's Degree Course in Education (B.Ed.) Course for the academic session 2012-2013.

A copy of the Inspection Report is also sent herewith for perusal and further necessary action at your end.

Yours sincerely,

  
DIRECTOR 12/3/13

  
Copy to:

1. Spl. Secretary to Vice Chancellor, University of Jammu.
2. P.A. to Registrar/ Controller of Examinations, University of Jammu.
3. Deputy Registrar/Asstt. Registrar (Exams/ Regd./Coord/Inf./Acad./Admission) University of Jammu.

**UNIVERSITY OF JAMMU**

**REPORT OF THE INSPECTION COMMITTEE CONSTITUTED FOR CONDUCTING INSPECTION OF HARVARD COLLEGE OF EDUCATION, AIRPORT ROAD, KARAN BAGH, JAMMU, TO CONSIDER GRANT OF EXTENSION OF TEMPORARY/PROVISIONAL AFFILIATION FOR IMPARTING INSTRUCTIONS TO B.ED PROGRAMME FOR THE SESSION 2012-2013**

- Name of the College : Harvard College of Education, Airport Road, Karan Bagh, Jammu.
- Name of the Trust/Society : Brilliants Educational Society, Hotel Natraj, Residency Road, Jammu
- Date and time of Inspection : **20.12.2012 at 11.00 a.m**
- Name of the Inspection Team members :
1. **Prof. Deshbandhu Gupta**  
*Director College Development Council.*
  2. **Prof. B.C Sharma**  
*The Business School, JU*
  3. **Ms. Dhritika Singh,**  
*Assistant Registrar (Development)*
- Permission of higher Education Department : **HE/Recog/Ext-Per/Pvt-Colleges/39/2008 dated 06.07.2012**
- Period of Permission : **2012-13.**
- Intake authorised by university : **300 (Excluding Social Infrastructure and management seats)**

## 1. Human Resources;

- |  |   |
|--|---|
| ➤ Adequacy of staff Strength vis a vis the number of students.   | <b>The college has 17 permanent faculty members</b> |
| ➤ Eligibility of the teachers in relation to the subject they are teaching.  | <b>Qualified</b>                                    |
| ➤ Whether the staff is properly paid as per university norms.  | <b>No</b>   |
| ➤ Whether the staff members <del>have</del> have entered into agreement with the management.   | <b>No</b>   |
| ➤ Whether the staff members have been entrusted with responsibilities besides teaching which are likely to interfere with proper discharge of duties | <b>No</b>   |

## 2. INFRASTRUCTURE AND EQUIPMENT

- |   |                 |
|---|-----------------|
| ➤ Number of classrooms in relation to number of students. | <b>Adequate</b> |
| ➤ Facilities like common rooms, toilets etc.              | <b>Adequate</b> |

## 3. LIBRARY

- |  |                     |
|--|---------------------|
| ➤ Number of volumes in stock                   | <b>Less</b>         |
| ➤ Physical condition of library/infrastructure | <b>Satisfactory</b> |
| ➤ Whether all the books are accessioned        | <b>Yes</b>          |
| ➤ Internet facility for online journals        | <b>No</b>           |

## 4. FINANCE

- |  |            |
|--|------------|
| ➤ Whether the income is enough to meet the annual increment of staff       | <b>Yes</b> |
| ➤ Whether the provision has been made for maintenance of labs and library. | <b>Yes</b> |

## 5. OFFICE RECORDS

- Student Records
- Attendance Records
- Stock Register
- Account books

**Maintained**  
**Maintained**  
**Maintained**  
**Maintained**

## 6. STUDENTS FACILITIES

- Facilities provided for social activities, Sports, NCC, NSS etc .
- Scholarship and prizes

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**No**

## 7. ACADEMIC AND OTHER ACTIVITIES

**Satisfactory**

### Observations / Deficiencies:

The Inspection committee observed that :

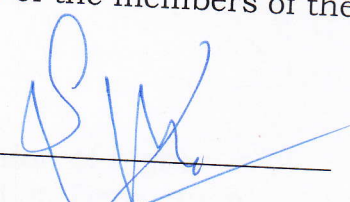
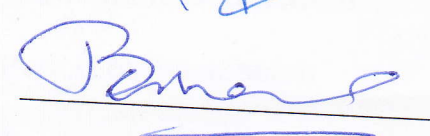
1. The college has 17 faculty members selected through selection committee however the college require 22 teachers as per 1:15 teacher- student ratio.
2. The college has appointed the teachers only on the recommendations of the selection committee convened on 31<sup>st</sup> October 2011 without the approval of management committee. There are two more teachers appointed on contractual basis, still there is shortage of three teachers.
3. The committee advised the management to convene the management committee meeting at an earliest to regularise the appointments made by the college.
4. The college has total of 2103 books in the library but no book has been purchased in the last academic session.
5. The college has although paid for the subscription of three journals, none were found to be regularly subscribed by the college. One periodical namely **India today** was present at the time of inspection. No international journal or online journals are subscribed by the college.
6. The committee noticed that the computer laboratory had only 8 computers, which was pointed out as deficiency in the last inspection and no computer was added since then, which contradicted the letter issued to CDC by the college vide letter no. HCE/11-12/Gen/42 dated 20<sup>th</sup> May 2012 , wherein the college has submitted a compliance report that all deficiencies as pointed out in the inspection report have been removed.

7. On the day of inspection hardly 70 students were found present, the attendance of the students as reported by the principal was every time around 100 students.
8. On the academic front the college had organised one seminar and workshop in the whole session, no guest lectures by educationists from state or university have been organised.
9. The salary of the lecturers was also not found as per norms by the inspection committee. The college is paying different salaries ranging from Rs. 6000/- for part time lecturer to Rs. 11000/- for permanent lecturer, working in the college since inception of the college.
10. The salary structure of (Rs 8000+ 50% D.A) plus annual increments are not being followed by the college, also the mode of payment of salary is still through cheques, which has been changed by CDC since long.
11. The college is having a permanent principal working for last 11 years but she had little knowledge about the university norms.

### **FINAL RECOMMENDATIONS**

The Committee, **recommends the grant of extension of temporary/ provisional affiliation in favour of Harvard College of Education, Airport Road Jammu for the academic session 2012-2013 only on the condition that the chairman of the college shall remove the deficiencies pointed out by the inspection team as indicated in the inspection report within one month and submit a compliance report along with supporting documents to the office of College development council.**

Signature of the members of the inspection team

- 1) 
- 2) 
- 3) 