



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

**Prof. Desh Bandhu**  
**Director**  
**Email: directorcdcju@gmail.com**

**No: CDC/2015/305-93**  
**Dated: 23/4/15**

The Principal,  
Sacred Heart College of Education,  
Jammu.

**Subject:-** Renewal/extension of temporary affiliation for imparting instructions to B.Ed. course for the academic session 2014-15.

Sir,

I am to inform you that based on the recommendation of the Inspection Committee which conducted inspection of your college on 31.03.2015, the Vice-Chancellor, in anticipation of the approval of the Competent Authority, is pleased to authorize renewal /extension of temporary affiliation of your college for the session 2014-15 for imparting instructions in Bachelor's Degree Course in Education (B.Ed.) **subject to the condition that the Chairman of the college shall submit the compliance report for removal of deficiencies pointed out by the Inspection Team before the start of next session.**

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

Yours sincerely

  
**DIRECTOR**

Copy to:

1. Special Secretary to Vice-Chancellor.
2. Sr. P.A to Registrar/ Controller of Examinations.
3. Deputy/ Assistant Registrar (Exams/Regd./Coord./Inf. /Academic/ Admission) University of Jammu.

## INSPECTION REPORT FOR EXTENSION OF TEMPORARY AFFILIATION

1. Name of the College: Sacred Heart College of Education
2. Telephone/Mobile No: 0191-2596045, 9419283224
3. Fax No: --
4. E-mail: sacredheartcollegeofmanagement@gmail.com
5. College Website: www.himtrust.in
6. Date & Time of Inspection: 31/3/15 1:00 pm
7. Year of Establishment: 2003
8. Academic Session for which renewal/extension of temporary affiliation is sought: 2013-14 and 2014-15
9. Whether permission for the relevant academic session granted by the State Government? If yes, reference No. & date: HE/Recog/GN/19/2014 dated 15/7/2014
10. Whether permission for the relevant academic session granted by the concerned statutory/regulatory body? If yes, reference No. & date: N.A

<b>1</b>	<b>Validity of NAAC</b>	
i	Date of last visit of NAAC peer team ( if applicable)	23/5/15
ii	Period of validity of the certificate awarded, the grade awarded ( if applicable)	Certificate awaited
<b>2</b>	<b>STATUS AS ON DATE OF INSPECTION</b>	
i	Total Number of candidates admitted for the session <u>2014-15</u>	94
ii	Candidates present	As per record (78)
ii	Candidates absent	16
iv	Total number of teaching faculty	10(including principal)
v	No. of teachers present	9
vi	No. of teachers absent	1
vii	Last meeting of Management Committee held on 16/2/2015	Minutes of Management Committee attached.
vii	Last Selection Committee held on 19/5/2014	Minutes of Selection Committee attached.
<b>3</b>	<b>HUMAN RESOURCES:</b>	(Please tick whichever is relevant)
i	Adequacy of staff strength vis-à-vis number of students	Yes
ii	Eligibility of the teachers in relation to the subjects they are teaching	yes
iii	Whether the staff is properly paid as per University norms	yes
iv	Whether the staff has enter into	Yes

	<i>agreements with the Management</i>		
v	<i>Practice of holding staff meeting regularly</i>	Yes	
4	<b>LIBRARY</b>		
i	<i>Total number of books</i>	5574	
ii	<i>Addition in number of books, during the preceding session and the amount spent.</i>	Number	Amount (in Rs.)
		709/675	3.14 lac
5	<i>Journal/news paper etc. subscribed by the college</i>	12 journals and magazines each.	
6	<i>Improvement/additions made by the college, if any, during last two years with documentary proof for verification.</i>	List attached	
7	<i>Addition in number of computers, Audio-visual aids etc and amount spent during last two years.</i>	List attached	
8	<b>FINANCE</b>	(Please tick whichever is relevant)	
i	<i>Whether Endowment Fund created as per University Statutes?</i>	yes	
ii	<i>Whether the provision has been made for the maintenance of Building, Laboratories and Library etc?</i>	yes	
iii	<i>Audited accounts for the preceding financial year</i>	Copies of the relevant documents attached	
9	<i>Any student's related problems including incidents of ragging in the college and measures taken by the college to tackle these issues, if any, during last two years.</i>	No. If yes, please attach separate sheets for details, if required.	
10	<i>Whether the college is adhering to the academic calendar prepared by the College Development Council and follows all the rules and regulations of the University in letter and spirit.</i>	Yes	
11	<i>Seminars/workshops etc. conducted during last two years.</i>	Yes .	
12	<i>Any other significant changes/improvement made during last two years</i>	List attached	

**OBSERVATIONS/DEFICIENCIES/SUGESSTIONS (IF ANY):**

The committee members after inspecting the college found that the college has improved upon its infrastructure, books, academic activity and lately has also been inspected by the NAAC peer team. The principal gave the presentation before the inspection committee highlighting the achievements in the past two sessions

**The committee pointed out following deficiencies on the inspection of the college:**

1. The college has 7 faculty members appointed through selection committee. The last selection committee meeting was held in May 2014. The college

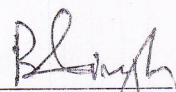

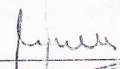

has also conducted its management committee meeting on 16/2/15. The college management was however apprised that management committee meetings should become a regular feature of the college and must be conducted twice in a year.

2. The committee observed that less teachers have attended refresher/ orientation course to update their knowledge skills. The committee suggested that the principal should send two teachers rotation wise to attend such courses regularly.
3. The committee asked the principal to discuss with management, the issue of proportionate increase in salary along with regular increments for the staff of the college. The committee believed that the staff working in the college since long needs some incentive apart from usual increment due, (which again was not being given regularly) for carrying on the hard work. Also there is no provision of special increment for dual qualified teachers or those having qualified NET/M.Phil/Ph.D.
4. The committee suggested that each subject teacher should be made Incharge of conducting one seminar or extension lecture in his/her concerned subject by arranging or inviting the resource person.
5. The committee also pointed out that a provision for CPF should be included as a measure of employee welfare scheme. The committee believes that a college is strengthened when it has a dedicated faculty and the faculty is dedicated when the college looks after the welfare of its staff.

**FINAL RECOMENDATIONS OF THE INSPECTION COMMITTEE:**

*The committee after making the necessary inspection recommends that the extension to the temporary affiliation for the session 2014-15 be given in favour of Sacred heart College of Education subject to the condition that the Chairman of the college shall give a compliance report on removal of the deficiencies pointed out by the inspection team before the start of next session.*

**Name & Signature of Members of the Inspection Team:**

1. (  ) 2. (  ) 3. (  )  
Prof. Baljit Singh Prof. P.K Shrivastava Prof. Rajeev Rattan  
4. (  )  
Ms. Dhritika Singh