



## ASSESSOR'S MONITORING SHEET

### General Information

Name of the institution	MAHARAJA SURAJMAL INSTITUTE
Address	C BLOCK, JANAK PURI
State	Delhi
District	West Delhi
City	DELHI
Pincode	110058
Email	Principalmsi@yahoo.co.in
STD Code	011
Telephone No. with Code	25552667
Year of establishment	1999
Hilly Region	No

### Teacher Education Programmes (s) offered in the Institution

Sr. No.	Programme	NCTE Recognition Number	Year of Recognition by NCTE	Sanctioned Intake (no. of Students)	Sanctioned Basic Units
1	B.Ed	1	2015	100	1

### Details of Affiliation

Sr. No.	Programme	Name of the Affiliating Body	Affiliation Number	Year of Affiliation
1	B.Ed.	GGSIU	DHE-4(13)/NOC/MSI/2014-15/1542	2016

Status of Affiliation	Temporary
Temporary Affiliation, it is valid up to	2017-07-31
Type of Management	Self-financing Institution
Managed by	Self-financing Institution
Status of the Institution	Department in a Composite Institution offering UG/PG Programmes in various disciplines
Institution meant for	Co-Educational
Whether the institute is accessible in all weather conditions and through Pucca Road	Yes
Name of the Nearest Railway Station	DELHI CANTT.

## Campus & Infrastructure

### 1) Land Area and Built-up area

(For Programmes: B.Ed)						
Total Number of Programme (s)	Name of Programme	Land Area (in sqm.)	Compliance/Non-Compliance	Built-Up area (in sqm.)	Compliance/Non-Compliance	Availability of Land
1	B.Ed	30919	Compliance	2685	Compliance	Lease basis

### 2) Infrastructural Facilities

Infrastructure	Available	Size in Sq. ft.
Number of classrooms	Yes 5	667.65 - 334.42
Multipurpose Hall	Yes	4922.70
Library-cum-Reading Room	Yes	2317.59
ICT Resource Centre	Yes	435.78
Curriculum Laboratory	Yes	334.42
Art & Resource Centre	Yes	284.17

<b>Infrastructure</b>	<b>Available</b>	<b>Size in Sq. ft.</b>
Health & Physical Education Resource Centre	Yes	340.12
Multipurpose Playfield	Yes	100121.80
Principal's Office	Yes	
Staff Rooms	Yes	
Administrative Office	Yes	
Visitors Room	Yes	
Separate Common Room for male & female students	Yes	
Seminar Room	Yes	
Canteen	Yes	
Separate Toilet facility for male & female students	Yes	
Separate Toilet facility for Staff	Yes	
Separate Toilet facility for differently abled persons	Yes	
Parking Space	Yes	
Open space for Additional Accommodation	Yes	
Store Room	Yes	
Medical facility	Yes	

## Staff

Number of Staff (Academic, Administrative, Professional and Technical Staff) as on 1st September 2016

Principal/HOD	1
1) Professor	0
2) Associate Professor/Reader	0
3) Assistant Professor/Lecturer	16
4) Any other	1
5) Total Academic Staff	17
Total Administrative, Technical and Professional Staff	25

No. of Vacant Positions as on 1st September, 2016

<b>Academic Positions</b>	<b>No. of Vacant Positions</b>
Principal/HOD	0
Professor	0
Associate Professor/Reader	0
Assistant Professor/Lecturer	0
<b>Other Staff</b>	<b>No. of Vacant Positions</b>
Administrative Staff	0
Technical Staff	0
Professional Staff	0

Detail of Academic Staff Recruited during Current Session (2016-17)

<b>Course Name</b>	<b>Name</b>	<b>Designation</b>	<b>Year of Appointment</b>
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Detail of Administrative, Professional and Technical Staff Recruited during Current Session (2016-17)

<b>Course Name</b>	<b>Name</b>	<b>Designation</b>	<b>Year of Appointment</b>
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Important Information about the Academic Staff in the Following Tabular Format ( B.Ed )

<b>Sr. No.</b>	<b>Heads</b>	<b>Data</b>
1	Number of faculty members approved by the affiliating body	1
2	Number of faculty members not approved by the affiliating body	15
3	Number of faculty members appointed on Permanent/ Regular basis	14
4	Number of faculty members appointed on contract/ adhoc/ temporary basis	1
5	Number of Academic Staff Mentioned Aadhar Number	13
6	Number of Academic Staff not Mentioned Aadhar Number	3
7	Number of Academic Staff Mentioned their Email-Id	16
8	Number of Academic Staff not Mentioned their Email-Id	0

<b>Sr. No.</b>	<b>Heads</b>	<b>Data</b>
9	Number of Academic Staff uploaded their Photograph	14
10	Number of Academic Staff not uploaded their Photograph	2
11	Maximum Emolument Paid to any Academic Staff	78969
12	Minimum Emolument Paid to Any Academic Staff	0
13	Retirements Benefits being Given to Academic Staff	15
14	Number of Academic Staff not mentioned their Professional Qualification	0
15	Number of Academic Staff mentioned their Professional Qualification	16
16	Professional Qualification Mentioned by Principal/HOD	--
17	Names of Academic Staff not mentioned their Professional Qualification	

Important Information about the Administrative, Professional and Technical Staff in the Following Tabular Format (B.Ed)

<b>Sr. No.</b>	<b>Heads</b>	<b>Data</b>
1	Number of Staff appointed on Permanent/ Regular basis	8
2	Number of Staff appointed on contract/ adhoc/ temporary basis	0
3	Maximum Emolument Paid to any Staff	71150
4	Minimum Emolument Paid to Any Staff	12500
5	Retirements Benefits being Given to Staff	8
6	Professional Qualification Mentioned by Librarian	No

Course Name: B.Ed

No. of Teaching and Non-Teaching staff members in position at the time of commencement of the Current Session:

<b>Sr. No.</b>	<b>Positions</b>	<b>Number in Position</b>			<b>Status</b>
		<b>Full Time/Regular</b>	<b>Officiating</b>	<b>Contract/Adhoc</b>	
1	Principal	1	0		

Sr. No.	Positions	Number in Position			Status
		Full Time/Regular	Officiating	Contract/Adhoc	
2	Faculty (Perspective in Education)	16		0	
3	Faculty (Pedagogy Subject)	16		0	
4	Faculty (Fine Arts and Education)	1		0	
5	Faculty (Performing Arts Education)	1		0	
6	Faculty (Health & Physical Education)	1		0	
<b>Overall Status</b>					<b>Compliance</b>

## Student profile

Programme	Date of commencement of the current academic session (2016-18)	Last date fixed by the affiliating body for admission (2016-18)	Date of last admission made in the institution (2016-18)	No. of students enrolled in the current academic session (2016-18)
B.Ed	2016-08-01	2016-07-31	2016-07-31	100

Is the category wise distribution of students displayed on the website in the format, as given below?	Yes
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Name Of Programme	Number Of Enrolled Students								Total Enrolled Students
	SC	ST	OBC	Unreserved	Male	Female	Management Quota	Differently abled	
B.Ed	13	1	0	84	6	94	10	2	100

## Students Enrolled for the Current Session of B.Ed

Sr. No.	Heads	SC	ST	OBC	Unreserved
1	Highest % Marks in Qualifying examination	72.80%	48.58%	0%	86.86%
1	Lowest % Marks in Qualifying examination	50.41%	48.58%	0%	50.00%

# Instructional Resources

## Library

a) Sitting capacity in the Reading Room	100
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## Books, Titles, and Journals For Programme B.Ed

Name of the Programme	Books, Titles and Professional Journals	Number	Compliance/Non-Compliances Status
B.Ed	Number of Titles Available	4691	<b>Compliance</b>
	Number of Books Available	10488	<b>Compliance</b>
	Number of Professional Journals subscribed	31	<b>Compliance</b>
	Number of Encyclopaedia	126	
	Number of Dictionaries	62	

## Addition of Reference Books in Current Session (2016-17) and Previous Session (2015-16)

Name of the Programme	Books, Titles and Professional Journals	In Previous Session (2015-16)	In Current Session (2016-17)
B.Ed	Number of Reference Books Added	436	247

## ICT or Educational Technology Resource Centre for Programmes

### B.Ed

Sr.No.	Resources for ICT or Educational Technology Resource Centre	Write "A" for Available and "NA" for not Available
1	Adequate number of Computer System	A
2	Hardware for Projection (LCD Projector or Digital Projector etc.)	A
3	CDs/DVDs/ROM	A
4	Educational Software Facilities including TV	A
5	DVD Player	A
6	Slide Projector	A

<b>Sr.No.</b>	<b>Resources for ICT or Educational Technology Resource Centre</b>	<b>Write "A" for Available and "NA" for not Available</b>
7	Slides	A
8	Films	A
9	Satellite ROT (Received Only Terminal)	A
10	SIT (Satellite Interactive Terminal)	A

### Physical Education Resource Centre

Essential items available be mentioned

<b>Sr. No.</b>	<b>Item Name</b>
1	2 Badminton Court
2	1 Volleyball Court
3	Football Field
4	Cricket Ground
5	200 metre Athletic Track, Long Jump Pit, High Jump, Shot-Put, Table-Tennis Room, Chess, Carom, Chinese Checker
6	Set of Football Goal-Court Fabricated

### Art & Craft Resource Centre

Art and Craft Resource Centre for: (B.Ed)

<b>Sr.No.</b>	<b>Resources for Art and Craft Resource Centre</b>	<b>Write "A" for Available and "NA" for not Available</b>
1	A Set of wood working Tools	A
2	Raw material and Equipment for Toy Making	A
3	Raw material and Equipment for Doll Making	A
4	Raw material and Equipment for Dress Designing	A
5	Raw material and Equipment for Puppetry	A
6	Material for Preparation of Charts	A

Sr.No.	Resources for Art and Craft Resource Centre	Write "A" for Available and "NA" for not Available
7	Material for Preparation of Models and other Practical Activities	A
8	Stationery (Chart Paper, Mount Board, etc.)	A
9	Tools like Scissors, Scales etc.	A
10	Cloth	A

## Curriculum Laboratory

Essential items available be mentioned for: (B.Ed)

Sr.No.	Resources for Curriculum Laboratory	Write "A" for Available and "NA" for not Available	Upload the list of Available Resources
1	Resources for English Language	A	List available
2	Resources for Science Education	A	List available
3	Resources for Social Science Education	A	List available
4	Resources for Regional Language Education	A	List available
5	Resources for Core Mathematics	A	List available
6	Overhead Projector/ Notice Boards/Black Boards	A	List available

## Financials

Endowment Fund maintained by the TEI

Sr. No.	Programme Name	Amount	Bank	FDR Number
1	B.Ed	1056091	IOB	175904501200426

Reserve Fund maintained by the TEI

Sr. No.	Programme Name	Amount	Bank	FDR Number
1	B.Ed	8500000	HDFC	50300118451478

Annual fees charged from students of different programmes and annual fees fixed by the state Govt. for different programmes

Sr. No.	Programme	Total Annual Fee charged by the Institution(Current Session)	Fee fixed by the Central/State/Union Territory Government(Current Session)
1	B.Ed	81500	81500

Total Income and Total Expenditure

Sr. No.	Heads	Previous Session (2015-16)	Amount (INR)
1	Total Income		102364259.00
1	Total Expenditure		107091292.00

Expenditure during the previous academic session

Sr. No.	Heads	Previous Session (2015-16)	Amount (INR)
1	Salary of Staff		63927158
2	Infrastructure and its Augmentation		4727033
3	Instructional Resources and its Augmentation		0

## Academic Management

Essential Information regarding Academic Management are following

Sr. No.	Heads	Data
1	Daily working hours	6.30
2	Number of working days	6
3	Weekly working hours	37.8
4	Number of working days in the previous session	202
5	Number of Schools Available for Internship	10
6	Maximum No. of Students deputed to any School	13

<b>Sr. No.</b>	<b>Heads</b>	<b>Data</b>
7	Lowest No. of Students deputed to any School	6
8	Name of the Value-added Course Provided by Institution not prescribed by affiliating body	0

### Details of Internship School

<b>Name of the school</b>	<b>Location</b>	<b>Management</b>	<b>Total Number of students in school</b>	<b>Distance from TEI</b>	<b>No. of student teachers deputed in internship</b>
Paramount International School	Urban	Private Unaided	2500	9.3	12
Modern Convent	Urban	Private Unaided	3500	6	8
Bal Bhavan International School	Urban	Private Unaided	3100	7.8	6
Bal Bharti Public School	Urban	Private Unaided	2754	7.8	6
AES Sr. Sec School	Urban	Government Aided	1350	650	12
Greenfield School	Urban	Private Unaided	2700	15.2	13
Ravindra Public School	Urban	Private Unaided	1325	15.2	13
S.M. Arya School	Urban	Private Unaided	1705	8.6	12
GSSS, Hastal, New Delhi	Rural	Government	2500	3.8	7
Govt. (Co.Ed) SSS, Bindapur, New Delhi	Rural	Government	2400	2.1	6

### Pass % age in the final three examination during the last three academic session

<b>Sr. No.</b>	<b>Programme</b>	<b>Session 2013-14</b>	<b>Session 2014-15</b>	<b>Session 2015-16</b>
1	B.Ed.	100	100	100

Number of Ex-students of the Institution who qualified in the Central or State Eligibility Test during the Previous two years

<b>No. of Students Qualified in Previous Years</b>	<b>Year</b>	<b>Number of Students Appeared</b>	<b>Number of Students Qualified</b>
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No. of Students Qualified in Previous Years	Year	Number of Students Appeared	Number of Students Qualified
Central Eligibility Test	2015		57

## Governance Structure

Essential Information regarding Governance Structure are following

Sr. No.	Heads	Data
1	Has the institution constituted the Managing Committee?	Yes
2	Number of meetings held during the previous session of Management Committee	4
3	Has the Institution set up a Grievance Redressal Mechanism?	Yes
4	Has the Institution set up Anti Ragging Mechanism?	Yes

### Format to Display Composition of Management Committee

Sr. No.	Name	Educational Qualification	Professional Occupation	Designation
1	Sh. S.P. Singh	M.A. (LLB)	Educationist	Chairman
2	Capt. Chattar Singh Hooda	B.A.	Educationist	Chairman
3	Sh. Ajit Singh	Graduate	Business	Member Secretary
4	Sh. J.S. Dalal	LLB	Educationist	Correspondent

Grievance Redressal Mechanism Details	A Grievance Box is maintained in the institute in which the students can put their grievances or feedback for further consideration by the competent officials of the management. Also a Student's Feedback Committee is constituted at the institutional level in which the faculty members from all the three departments of the institute take up the problems of students, if any.
Anti Ragging Mechanism Details	Student's Welfare, Discipline, Anti-Ragging mechanism, Cleanliness Committee deals all the issues related to the respective area. The faculty members from different departments B.Ed, B.B.A, B.COM and BCA work as convener and members in it for smooth functioning.

## Declaration by Competent Authority

Above information is furnished and authenticated by

Signature	
Name (authorized signatory)	Dr Rajesh Kumar Tyagi
Designation	Director
Organization	Maharaja Surajmal Institute
Date	2016-11-04

