



Prof. S.K. Sinha
Dean of Colleges

Ph. No. 01681- 241030
E-mail: deancolleges@crsu.ac.in

No. CRSU/CB/2018/_____

Dated: _____

NOTIFICATION

As per the State Government letter vide no. KWU2/56-2015 C-II (3) dated 16-05-2018, the University is going to inspect the SFS Degree Colleges (Jind District Only) and Education Colleges situated in the district of Panipat, Sonipat, Faridabad and Palwal according to state Government letter and Inspection Proforma provided by the Directorate of Higher Education, Haryana, Panchkula. For government letter and inspection proforma see attached file.

The report is to be submitted to the Government of Haryana before 30.06.2018.


Dean of Colleges

Endst. No. CRSU/CB /2018/ 532-535

Dated: 24/05/18

A copy of the above is forwarded to following for kind information:

1. All the SFS Degree (Jind District Only) and Education Colleges situated in the district of Panipat, Sonipat, Faridabad and Palwal.
2. PA to Vice Chancellor, CRSU Jind (for kind information of Vice Chancellor).
3. PA to Registrar, CRSU Jind (for kind information of Registrar).
4. System analyst (to upload the same on the University website) CRSU, Jind.


Dean of Colleges

पंजीकृत

प्रेषक

सेवा में

महानिदेशक उच्चतर शिक्षा, हरियाणा, पंचकूला।

1. उप-कुलपति, कुरुक्षेत्र विश्वविद्यालय कुरुक्षेत्र।
2. उप-कुलपति, महर्षि दयानन्द विश्वविद्यालय, रोहतक।
3. उप-कुलपति, चौधरी देवी लाल विश्वविद्यालय, सिरसा।
4. उप-कुलपति, चौधरी बंसी लाल विश्वविद्यालय, भिवानी।
5. उप-कुलपति इंदिरा गांधी विश्वविद्यालय, मीरपुर, रेवाड़ी।
6. उप-कुलपति, गुरु जम्बेशवर विश्वविद्यालय, हिसार।
7. उप-कुलपति, भगत फूल सिंह महिला विश्वविद्यालय, खानपुर कलां, सोनीपत।
8. उप-कुलपति, वाई एम सी०ए० विश्वविद्यालय, सोनीपत
9. उप-कुलपति, चो० रणबीर सिंह विश्वविद्यालय, जी०द।

यादी क्रमांक के०डब्ल्यू० 2/56-2015 सी-11 (3)

दिनांक, पंचकूला 16-5-2018

Subject:- Regarding inspection of colleges.

उपरोक्त विषय के सन्दर्भ में।

मुझे यह निर्देश हुआ है कि आप को सूचित करूं कि सी०ए०जी पैरा न० 2.3.6.2 के संदर्भ में विधानसभा पी०ए०सी० मीटिंग में दिनांक 21.11.2017 एवं 22.11.2017 को लिये गये निर्णय अनुसार राज्य में स्थित सभी संबद्धता प्राप्त महाविद्यालयों का निरीक्षण किया जाना है।

अतः आपसे अनुरोध है कि आप उपरोक्त अनुसार व 9.1.2018 की बैठक के निर्णय अनुरूप निम्नानुसार निरीक्षण हेतु सदस्यों का चयन करके अपने-अपने अधीन एफिलेटिड कॉलेजों का निरीक्षण करके रिपोर्ट 30.6.2018 तक इस विभाग का भेजने का कष्ट करें। उप- कुलपति कुरुक्षेत्र विश्वविद्यालय, महर्षि दयानन्द विश्वविद्यालय, निरीक्षण हेतु 25-25 निरीक्षण कमेटी गठित करने का कष्ट करें तथा अन्य उपकुलपति महोदयों से भी अनुरोध है कि 10-10 निरीक्षण कमेटी गठित करने का कष्ट करें। निरीक्षण कमेटी द्वारा की गई कार्यवाही की रिपोर्ट से इस निदेशालय को भी सूचित करें ताकि की गई कार्यवाही से विधानसभा पी०ए०सी० कमेटी को अगली मीटिंग में अवगत करवाया जा सके।

Sr. No.	Members for Joint Inspection Committee
1.	A senior teaching faculty member form affiliating university
2.	A Govt. College Principal/CDC or a nominee from teaching faculty.
3.	A SO/AO Member form Finance Department/Branch of University/Member form the team of Local Audit posted at University

कृपया इसे उच्च प्राथमिकता प्रदान करें।

Alsharif

संयुक्त निदेशक-11

कृते: महानिदेशक उच्चतर शिक्षा, हरियाणा,

पंचकूला।

**Inspection
Performa**

for

**Self-Finance
Degree/B.Ed/Law
Colleges**

Higher Education Department, Haryana

Guidelines for inspection

1. Due diligence will be exercised by the inspecting teams; inspections will be supported by photographs/videos as per requirement.
2. Examine all the documents submitted by the institution. Scrutinize various records pertaining to purchase made by the Institution for computers, equipment's, books and journals by verifying the original vouchers/bills, stock registers/ledgers and stamping on books and journals. (Mere presentation of Purchase Orders / Payment records for subscription etc. without actual availability shall not be considered.)
3. The performa has to be filled by Members of the inspection team on their own and only based on physical observations/ students' feedback/ faculty interaction.
4. Observations are to be given on each and every point.
5. Please provide Photographs of Building, Laboratories, Staff and other facilities available in institution (02 photographs per page).
6. No hospitality will be accepted by the inspecting team from the institutions which is being inspected.

INSPECTION REPORT

Date & Time of Inspection	
Name of the institution	
Members of the inspection team	

Part-A : General Information

Name of the Institution:	
Complete Postal address:	
Telephone Number with STD Code	
Fax No.	
E-mail	
Date of establishment of Colleges/institutions with stream (Arts, Com & Sc) /B.ED	
Name of Affiliating University	
Name, address, contact number of the Society/Trust/ Management (attach documentary evidence)	
Court Case, if any: Status	
Name of the Principal with qualifications and mobile no.	

PROFORMA REGARDING STAFF (USE SEPARATE SHEET)								
Sr. No.	Name of the Staff with Designation	Qualification	Whether qualification is as per UGC/ Univ/ NCTE Norms	Date of joining	Nature of Appointment, permanent/ adhoc/ contractual	Basic Pay and Total emoluments per month	Adhaar Number	Status of Adhaar Number Linked to salary

Status of faculty & students on the day of inspection

Total No. of Faculty Present on the date of inspection	
Total No. of Students Present on the date of inspection	
Presence of students (monthly average)	
Presence of faculty (monthly average)	

(Attach Photograph / Video)

Part-D: Equipment

Sr. No.	Equipment for laboratories and workshops	Remarks
1	Equipment for Labs / Workshops As per curriculum requirement	
2	Indicate number of students in each group	
3	Status of Smart Class Room (Yes/No)	
4	Status of language lab (Yes/No)	

Details of the computer lab:

Particulars	Availability /Remarks
Number of PCs in computer lab (minimum 50 for degree college)	
Internet Connection (yes/no)	
Number of printers including colour printer (percentage of total number of PCs)	
Also enlist the other accessories Available (such as photocopiers, audio video equipment etc)	

Part-E: Academics Related Information**Teaching Learning**

Implementation of Academic Calendar (Yes/No)	
Use of e-Content in teaching (Yes/No)	
Parents teacher meetings (Yes/No)	
Implementation of safety measures (Yes/No)	
Smart classroom (Yes/No)	
Number of Extension lectures organized till date in the current year	
Extracurricular activities organized till date	
Any new innovation/ practice in teaching	
No of Teaching Days in Semester	

Status of accreditation by NAAC and NBA. When applied, if not why:

Part-F: Students related information**Upkeep of attendance record of students**

Sr. No.	Subject	Total student on roll	Number of students			Remarks
			Above 75%	60-75 %	Below 60%	
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						

PART- I: Feedback from the students (remarks of the inspection committee):

Placements:

- a) Availability of Placement cells
 - b) No of Students placed :
 - c) Remarks
-
-

Part-G: Safety and security Guidelines

Guidelines for safety and security, notified vide Govt. notification no. 44/83/2017/5TE of dated Chandigarh, the 17.11.2017 are implemented (copy attached) (yes/no)	
If not implemented, specify the respective clause of the notification (use separate sheet if required)	

Part-H: Governance Structure

Presence of publicly notified grievance redressal committee on campus (Yes/No)	
Presence of publicly notified anti-ragging committee on campus (Yes/ No)	
Presence of publicly notified Prevention of Sexual harassment committee on campus (Yes/No)	

Part-I: Summary and observation of the committee**Documents, Registers and Facilities**

Documents	Available	Not Available	Not applicable	Remarks
Copy of advertisement for recruitment of Principal/Director and faculty members				
Stock register of lab equipments				
Stock register of Computers				
Availability of Books				
Availability of International Journals				
Availability of National Journals				
Availability of E Journal subscription				
Availability of Language Laboratory				
Availability of Potable water supply				
Provision of backup power supply				
Availability of First Aid facility				
Availability of vehicle parking				
Availability of Institute website				
Availability of Barrier free environment and toilets created for physically challenged				
Availability of Safety provisions including fire and other calamities				
Availability of all weather approach road				
Availability of General NoticeBoard and Departmental Notice Boards				
Medical and Counseling Facilities				
CCTV				
Strong Room				

Infrastructure Availability

#	Area	Number Required	Ready & accepted	Not ready	Not applicable	Remarks
			Readiness of Flooring, Wall & Painting, Electrification & Lighting and Furniture / Fittings to be checked			
	Classrooms					
	Laboratories					
	Workshops					
	Computer Lab					
	Library					
	Seminar Halls					
	Main office					
	Principal office					
	Examination control office					
	Toilets Gents/Ladies					
	Boy's Common room					
	Girl's Common room					
	Cafeteria					
	First Aid & Sickroom					
	Installed PCs					

About Staff

items	Yes/No	Remarks
Biometric attendance of the faculty and staff linked with their Aadhar Card		
Salary of the employees is through their bank account linked with Aadhar Card		
Lesson planning and its implementation is in order		
Teaching work load allotted to the faculty as per UGC/Univ norms		

Signature of the Principal/ Head of the Institution Signature of the Inspection Committee

PART-K: Overall observations of the committee:

Signature of the Inspection Committee with name, designation and date