

# SELF-STUDY REPORT



**SUBMITTED TO**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

*NAAC : Self - Study Report of RKG Educational College,  
Lucknow, (U.P.)*



**RKG Educational College**  
Omex City, Raibarilly Road, Lucknow  
Website: [www.rkgeducationalcollege.com](http://www.rkgeducationalcollege.com)

**Phone : 0522-3200340**

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## **PART-I: INSTITUTIONAL DATA**

**A- Profile of the Institution**

**B- Criterion-wise Inputs**

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**A. Profile of the Institution**

1. Name and address of the institution : **R.K.G. Educational College  
Lucknow, (U.P.)**
2. Website URL **rkgeducationalcollege.com**
3. For communication:

**Office**

Name	Telephone No. with STD Code	Fax No.	E-Mail Address
Dr. D.D. Shukla Principal	0522-3200340	—	
Dr. Nishtha Shukla (H.O.D.)	—		nishthashukla1@gmail.com
Mr. R.K. Shukla Self-appraisal Coordinator			rakeshkumarshukla07@gamil.com

**Residence**

Name	Telephone Number with STD Code	Mobile Number
Dr. D.D. Shukla Principal	—	9956674631
Dr. Nishtha Shukla (H.O.D.)	—	7668482323
Mr. R.K. Shukla	—	9335646560

4. Location of the Institution:

Urban  Semi-urban  Rural  Tribal   
Any other (specify and indicate)

5. Campus area in acres: **1.5 acres (5000 sq.mts)**

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6. Is it a recognized minority institution? Yes  No.

7. Date of establishment of the institution: Month & Year

MM	YYYY
10	2008

8. University/Board to which the institution is affiliated

**Lucknow University.**

9. Details of UGC recognition under sections 2(f) and 12(B) of the UGC Act.

Month & Year	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">MM</td> <td style="width: 50%; text-align: center;">YYYY</td> </tr> <tr> <td style="text-align: center;">N.A.</td> <td style="text-align: center;">—</td> </tr> </table>	MM	YYYY	N.A.	—
MM	YYYY				
N.A.	—				
2f Month & Year	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">MM</td> <td style="width: 50%; text-align: center;">YYYY</td> </tr> <tr> <td style="text-align: center;">N.A.</td> <td style="text-align: center;">—</td> </tr> </table>	MM	YYYY	N.A.	—
MM	YYYY				
N.A.	—				
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MM	YYYY				
N.A.	—				

10. Type of Institution

- |               |  |                                     |
|---------------|--|-------------------------------------|
| a. By funding | i. Government                          | <input type="checkbox"/>            |
|               | ii. Grant-in-aid                       | <input type="checkbox"/>            |
|               | iii. Constituent                       | <input type="checkbox"/>            |
|               | iv. Self-financed                      | <input checked="" type="checkbox"/> |
|               | v. Any other (specify and indicate)    | <input type="checkbox"/>            |
| b. By Gender  | i. Only for Men                        | <input type="checkbox"/>            |
|               | ii. Only for Women                     | <input type="checkbox"/>            |
|               | iii. Co-education                      | <input checked="" type="checkbox"/> |
| c. By Nature  | i. University Dept.                    | <input type="checkbox"/>            |
|               | ii. IASE                               | <input type="checkbox"/>            |
|               | iii. Autonomous College                | <input type="checkbox"/>            |
|               | iv. Affiliated College                 | <input checked="" type="checkbox"/> |
|               | v. Constituent College                 | <input type="checkbox"/>            |
|               | vi. Dept. of Edu. of Composite College | <input type="checkbox"/>            |

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vii. CTE

Viii. Any other (specify and indicate

11. Does the University / State Education Act have provision for autonomy ?

Yes  No

If yes, has the institution applied for autonomy?

Yes  No

12. Details of Teacher Education programs offered by the institution:

SN.	Level	Program/ Course	Entry Qualification	Nature of Award	Duration	Medium of instruction
1-	Pre-primary			Certificate		
				Diploma		
				Degree		
2-	Primary/ Elementary			Certificate		
				Certificate		
				Diploma		
				Degree		
				Certificate		
				Diploma		
3-	Secondary/ Sr.secondary	B.Ed	Graduation	Degree	OneYear	Hindi/ English
4-	Post Graduate			Diploma		
				Degree		
				Diploma		
5-	Other (specify)			Certificate		
				Diploma		
				Degree		

*(Additional rows may be inserted as per requirement)*



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13. Give details of NCTE recognition (for each program mentioned in Q.12 above)

<b>Level</b>	<b>Program</b>	<b>Order No. &amp; Date</b>	<b>Valid up to</b>	<b>Sanctioned Intake</b>
Pre-primary	-	-	-	-
Primary/Elementary	-	-	-	-
Secondary/ Sr.secondary	<b>B.Ed.</b>	<b>FNRC/NCTE/F- 7/UP-2750/2008, 60394 dt.30.09.08</b>	<b>Continued</b>	<b>100</b>
Post Graduate	-	-	-	-
Other (specify)	-	-	-	-

**PART-B -CRITERION-WISE INPUTS**

**Criterion I: Curricular Aspects**

1. Does the Institution have a stated.
- Vision Yes  No
- Mission Yes  No
- Values Yes  No
- Objectives Yes  No
2. a) Does the institution offer self-financed program(s)? If yes,  
Yes  No
- a) How many programs?
- b) Fee charged per program
3. Are there programs with semester system
4. Is the institution representing/participating in the curriculum development/  
revision processes of the regulatory bodies? Yes  No
- If yes, how many faculty are on the various curriculum development/vision  
committees/ boards of universities/regulating authority
5. Number of methods/elective options (program wise)
- D.Ed.
- B.Ed.
- M.Ed.
- (Full Time) M.Ed. (Part Time)
- Any other (specify and indicate)
6. Are there Programs offered in modular form.. Yes  No
- Number

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- 7- Are there Programs where assessment of teachers by the students has been introduced . Yes  No  Number
8. Are there Programs with faculty exchange/visiting faculty .  
Yes  No  Number
9. Is there any mechanism to obtain feedback on the curricular aspects from the
- Heads of practice teaching schools Yes  No
  - Academic peers Yes  No
  - Alumni Yes  No
  - Students Yes  No
  - Employers Yes  No
10. How long does it take for the institution to introduce a new program within the existing system?

**Next session after NAAC Assessment**

11. Has the institution introduced any new courses in teacher education during the last three. years?  
Yes  No  Number
- 12- Are there courses in which major syllabus revision was done during the last five years?  
Yes  No  Number
- 13- Does the institution develop and deploy action plans for effective implementation of the curriculum?  
Yes  No
- 14- Does the institution encourage the faculty to prepare course outlines?  
Yes  No

**Criterion II: Teaching-Learning and Evaluation**

1. How are students selected for admission into various courses?

- a) Through an entrance test developed by the institution
- b) Common entrance test conducted by the University/Government
- c) Through an interview
- d) Entrance test and interview
- e) Merit at the qualifying examination
- f) Any other (specify and indicate)

*(If more than one method is followed, kindly specify the weightages)*

2. Furnish the following information (for the previous academic year):

- a) Date of start of the academic year
- b) Date of last admission
- c) Date of closing of the academic year
- d) Total teaching days
- e) Total working days

3. Total number of students admitted

Programme	Number of students			Reserved			Open		
	M	F	Total	M	F	Total	M	F	Total
D.Ed.									
B.Ed.	18	56	74	16	23	39	02	33	35
M.Ed. (Full Time)									
M.Ed. (Part Time)									

4- Are there any overseas students? Yes  No

If yes, how many?

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5- What is the 'unit cost' of teacher education programme? (Unit cost = total annual recurring expenditure divided by the number of students/ trainees enrolled).

a) Unit cost excluding salary component

**Rs.5820.56**

b) Unit cost including salary component

**Rs.27536.00**

*(Please provide the unit cost for each of the program offered by the institution as detailed at Question 12 of profile of the institution)*

7- Is there a provision for assessing students' knowledge and skills for the program (after admission)? Yes  No

6. Highest and Lowest percentage of marks at the qualifying examination considered for admission during the previous academic session. Admissions are through counselling conducted at state level.

8. Does the institution develop its academic calendar Yes  No

9. Time allotted (in percentage)

Programmes	Theory	Practice Teaching	Practicum
D.Ed.			
B.Ed.	60%	30%	10%
M.Ed. (Full Time)			
M.Ed. (Part Time)			

10. Pre-practice teaching at the institution

a) Number of pre-practice teaching days.

**2 | 0**

b) Minimum number of pre-practice teaching lessons given by each student.

**0 | 8**

11. Practice Teaching at School .

a) Number of schools identified for practice teaching

**1 | 0**

b) Total number of practice teaching day

**2 | 0**

c) Minimum number of practice teaching lessons given by each student.

**4 | 0**

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12. How many lessons are given by the student teachers in simulation and pre- practice teaching in classroom situations? ✓

**Lessons in simulation 5+5=10 Lessons in Pre-practice teaching 5+5=10**

13. Is the scheme of evaluation made known to students at the beginning of the academic session? Yes  No
14. Does the institution provide for continuous evaluation? Yes  No
15. Weightage (in percentage) given to internal and external evaluation.

Programs		Internal	External
<b>D.Ed.</b>			
<b>B.Ed.</b>	<b>Pract</b>	<b>25%</b>	<b>75%</b>
	<b>Theory:</b>	<b>—</b>	<b>100%</b>
M.Ed. (Full Time)			
M.Ed. (Part Time)			

16. Examinations

a) Number of sessional tests held for each paper .

**05**

b) Number of assignments for each paper.

**01**

17. Access to ICT (Information and Communication Technology) and technology.

	Yes	No
<b>Computers</b>	✓	
<b>Intranet</b>	✓	
<b>Internet</b>	✓	
<b>Software / courseware (CDs)</b>	✓	
<b>Audio resources</b>	✓	
<b>Video resources</b>	✓	
<b>Teaching Aids and other related materials</b>	✓	
<b>Any other (specify and indicate)</b>	—	

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18. Are there courses with ICT enabled teaching-learning process?

Yes  No  Number

19. Does the institution offer computer science as a subject?

Yes  No  Number

If yes, is it offered as a compulsory or optional paper?

Compulsory  Optional

**Criterion III: Research, Consultancy and Extension**

- 1- Number of teachers with Ph. D. and their percentage to the total faculty strength  
Number
- 2- Does the Institution have ongoing research projects? Yes  No   
If yes, provide the following details on the ongoing research projects- N.A.

Funding agency	Amount (Rs)	Duration(years)	Collaboration, if any
NA	NA	NA	NA

*(Additional rows/columns may be inserted as per the requirement)*

3. Number of completed research projects during last three years.  
**Two personal Ph.D. projects**
4. How does the institution motivate its teachers to take up research in education?  
(Mark ✓ for positive response and X for negative response)
- Teachers are given study leave
  - Teachers are provided with seed money
  - Adjustment in teaching schedule
  - Providing secretarial support and other facilities
  - Any other specify and indicate
5. Does the institution provide financial support to research scholars?  
Yes  No
- 6- Number of research degrees awarded during the last 5 years.
- a. Ph.D.
- b. M.Phil.
- 7- Does the institution support student research projects (UG & PG)?  
Yes  No



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8. Details of the Publications by the faculty (Last five years)

	Yes	No	Number
International journals	✓		01
National journals – referred papers Non referred papers	✓		04
Academic articles in reputed magazines/news papers			
Books	✓		02
Any other (specify and indicate)			

9. Are there awards, recognition, patents etc. received by the faculty?

Yes  No  Number

10. Number of papers presented by the faculty and students (during last five years):

	Faculty	Students
National seminars	<input type="text" value="40"/>	<input type="text"/>
International seminars	<input type="text" value="07"/>	<input type="text"/>
Any other academic forum	<input type="text" value="-"/>	<input type="text"/>

11. What types of instructional materials have been developed by the institution?  
(Mark ✓ for yes and 'X' for No.)

Self-instructional materials	<input checked="" type="checkbox"/>
Print materials	<input checked="" type="checkbox"/>
Non-print materials (e.g. Teaching Aids/ AV aids, multimedia etc.)	<input checked="" type="checkbox"/>
Digitalized (Computer aided instructional materials)	<input checked="" type="checkbox"/>
Question bank	<input checked="" type="checkbox"/>
Any other (Blue print with question paper)	<input checked="" type="checkbox"/>

12. Does the institution have a designated person for extension activities?

Yes  No

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If yes, indicate the nature of the post.

Full-time  Part-time  3 Additional charge

13. Are there NSS and NCC programs in the institution? Yes  No

14. Are there any other outreach programs provided by the institution?  
Yes  No

15. Number of other curricular/co-curricular meets organized by other academic agencies/ NGOs in Campus  01

16. Does the institution provide consultancy services? Yes  No

In case of paid consultancy what is the net amount generated during last three years.  -

17. Does the institution have networking/linkage with other institutions/organizations?

Local level	<input checked="" type="checkbox"/>
State level	<input type="checkbox"/>
National level	<input type="checkbox"/>
International level	<input type="checkbox"/>

**Criterion IV: Infrastructure and Learning Resources**

1. Built-up Area (in sq. mts.)

**2131**

2. Are the following laboratories been established as per NCTE Norms?

a) Methods lab Yes  No

b) Psychology lab Yes  No

c) Science Lab(s) Yes  No

d) Education Technology lab Yes  No

e) Computer lab Yes  No

f) Workshop for preparing teaching aids. Yes  No

3. How many Computer terminals are available with the institution? **60**

4. What is the Budget allotted for computers (purchase and maintenance) during the previous academic year? **actuals**

5. What is the Amount spent on maintenance of computer facilities during the previous academic year? **Rs. 41,588/-**

6. What is the Amount spent on maintenance and upgrading of laboratory facilities during the previous academic year? **Rs. 15,375/-**

7. What is the Budget allocated for campus expansion (building) and upkeep for the current academic session/financial year? **actuals**

8. Has the institution developed computer-aided learning packages.

Yes  No

9. Total number of posts sanctioned.

Open Reserved

Teaching

Non teaching

M	F	M	F
-	08	-	-
-	08	-	-

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10. Total number of posts vacant. **Nil**

11. a. Number of regular and permanent teachers  
(Gender-wise)

		Open		Reserved	
		M	F	M	F
Lecturers		<b>02</b>	<b>05</b>	<b>01</b>	

		M	F	M	F
Readers					

		M	F	M	F
Professors					

b. Number of temporary/ad-hoc/part-time teachers (Gender-wise)

		Open		Reserved	
		M	F	M	F
Lecturers		<b>02</b>		<b>01</b>	

		M	F	M	F
Readers					

		M	F	M	F
Professors					

c. Number of teachers from

Same state **08** Other states **00**

12. Teacher student ratio (program-wise)

Program Teacher student	Program Teacher student
D.Ed.	---
B.Ed.	1:13
M.Ed. (Full Time)	---
M.Ed. (Part Time)	---

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13. a. Non-teaching staff
- |  |           | Open |   | Reserved |    |
|--|-----------|------|---|----------|----|
|  | Permanent | M    | F | M        | F  |
|  |           | 04   |   | 02       | 01 |
- b. Technical Assistants
- |           |    |   |   |   |
|-----------|----|---|---|---|
| Permanent | M  | F | M | F |
|           | 01 |   |   |   |
| Temporary | M  | F | M | F |
|           |    |   |   |   |
14. Ratio of Teaching – non-teaching staff **1 : 1**
15. Amount spent on the salaries of teaching faculty during the previous academic session (% of total expenditure) **14, 44, 769%**
16. Is there an advisory committee for the library? Yes  No
17. Working hours of the Library
- |                     |               |
|---------------------|---------------|
| On working days     | <b>7 Hrs.</b> |
| On holidays         | <b>—</b>      |
| During examinations | <b>8 Hrs.</b> |
18. Does the library have an Open access facility. Yes  No
19. Total collection of the following in the library
- |                           |             |
|---------------------------|-------------|
| a. Books                  | <b>4117</b> |
| - Textbooks               | <b>3137</b> |
| - Reference books         | <b>980</b>  |
| b. Magazines              | <b>18</b>   |
| c. Journals subscribed    |             |
| - Indian journals         | <b>12</b>   |
| - Foreign journals        | <b>0</b>    |
| d. Peer reviewed journals | <b>01</b>   |

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e. Back volumes of journals	<input type="text" value="-"/>
f. E-information resources	
- Online journals/e-journals	<input type="text" value="-"/>
- CDs/ DVDs	<input type="text" value="50"/>
- Databases	<input type="text" value="-"/>
- Video Cassettes	<input type="text" value="-"/>
- Audio Cassettes	<input type="text" value="-"/>
20. Mention the Total carpet area of the Library (in sq. mts.)	<input type="text" value="195"/>
Seating capacity of the Reading room	<input type="text" value="50"/>
21. Status of automation of Library	
Yet to intimate	<input type="checkbox"/>
Partially automated	<input checked="" type="checkbox"/>
Fully automated	<input type="checkbox"/>
22. Which of the following services/facilities are provided in the library?	
Circulation	<input checked="" type="checkbox"/>
Clipping	<input checked="" type="checkbox"/>
Bibliographic compilation	<input checked="" type="checkbox"/>
Reference	<input checked="" type="checkbox"/>
Information display and notification	<input checked="" type="checkbox"/>
Book Bank	<input checked="" type="checkbox"/>
Photocopying	<input checked="" type="checkbox"/>
Computer and Printer	<input checked="" type="checkbox"/>
Internet	<input checked="" type="checkbox"/>
Online access facility	<input checked="" type="checkbox"/>
Inter-library borrowing	<input checked="" type="checkbox"/>
Power back up	<input checked="" type="checkbox"/>
User orientation /information literacy	<input checked="" type="checkbox"/>
Any other (please specify and indicate)	<input type="checkbox"/>

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23. Are students allowed to retain books for examinations? Yes  No

24. Furnish information on the following.

Average number of books issued/returned per day.

Maximum number of days books are permitted to be retained

by students

**10 days**

by faculty

**30 days**

Maximum number of books permitted for issue

for students

**4**

for faculty

**10**

Average number of users who visited/consulted per month.

**400**

Ratio of library books (excluding textbooks and book bank facility) to the number of students enrolled.

**1:38**

25. What is the percentage of library budget in relation to total budget of the institution

**3.01%**

26. Provide the number of books/ journals/ periodicals that have been added to the library during the last three years and their cost.

	I 2012-13		II 2013-14		III 2014-15	
	Number	Total cost (in Rs.)	Number	Total cost (in Rs.)	Number	Total cost (in Rs.)
Text books	200		205		190	
Other books	52					
Total-	252	30185/-	34	32993/-	190	54940/-
Journals/ Periodica						
Magzine/ News paper						

**Criterion V: Student Support and Progression**

1. Programme wise “dropout rate” for the last three batches

	2012	2013	2014
Programmes	Year 1	Year 2	Year 3
D.Ed.			
B.Ed.	00	00	04
M.Ed. (Full Time)			
M.Ed. (Part Time)			

2. Does the Institution have the tutor-ward/or any similar mentoring system?

Yes  No

If yes, how many students are under the care of a mentor/tutor?

3. Does the institution offer Remedial instruction? Yes  No

4. Does the institution offer Bridge courses Yes  No

5. Examination Results during past three years (provide year wise data)

	UG -B.Ed.			PG			M.Phil		
	2012	2013	2014						
	I	II	III	I	II	III	I	II	III
Pass percentage	99%	100%	97%						
Number of first classes	07	23	27						
Number of distinctions									
Exemplary performance (Gold Medal and university ranks)									



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6. Number of students who have passed competitive examinations during the last three years (provide year wise data)

	2012 I	2013 II	2014 III
NET	—	—	—
SLET/SET	—		
Any other (TET)			

7. Mention the number of students who have received financial aid during the past three years.

Financial Aid	I	II	III
Merit Scholarship			
Merit-cum-means scholarship			
Fee concession			
Loan facilities			
Any other specify and indicate- Fee in installments			

8. Is there a Health Centre available in the campus of the institution?

Yes  No

9. Does the institution provide Residential accommodation for:.

Faculty Yes  No

Non-teaching staff Yes  No

10. Does the institution provide Hostel facility for its students?

Yes  No

If yes, number of students residing in hostels

Men

Women

11. Does the institution provide indoor and outdoor sports facilities?

Sports fields Yes  No

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- Indoor sports facilities Yes  No
- Gymnasium Yes  No
12. Availability of rest rooms for Women . Yes  No
13. Availability of rest rooms for men Yes  No
14. Is there transport facility available? Yes  No
15. Does the Institution obtain feedback from students on their campus experience?  
Yes  No
16. Give information on the Cultural Events (Last year data) in which the institution participated / organized.:
18. Does the institution have an active Alumni Association? Yes  No   
If yes, give the year of establishment **2011**
19. Does the institution have a Student Association/Council? Yes  No
20. Does the institution regularly publish a college magazine? Yes  No
21. Does the institution publish its updated prospectus annually? Yes  No
22. Give the details on the progression of the students to employment/further study (Give percentage) for last three years.

	2012	2013	2014
	Year 1 (%)	Year 2 (%)	Year 3 (%)
Higher studies	01	02	01
Employment (Total)	10	11	04
Teaching	10	11	04
Non teaching			

23. Is there a placement cell in the institution? Yes  No   
If yes, how many students were employed through placement cell during the past three years.

2012	2013	2014
1	2	3
-	2	-

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24. Does the institution provide the following guidance and counseling services to students?

- |                                    |     |                                     |    |                          |
|------------------------------------|-----|-------------------------------------|----|--------------------------|
| ● Academic guidance and Counseling | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |
| ● Personal Counseling              | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |
| ● Career Counseling                | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |

**Criterion VI: Governance and Leadership**

1. Does the institution have a functional Internal Quality Assurance Cell (IQAC) or any other similar body/committee. Yes  No

2. Frequency of meetings of Academic and Administrative Bodies: (last year)

Governing Body/management	02
Staff council	04
IQAC/or any other similar body/committee (three most important bodies)	03
a. Student Council	04
b. Admission Committee	03
c. Examination Committee	03

3. What are the Welfare Schemes available for the teaching and non-teaching staff of the institution?

Loan facility Yes  No

Medical assistance Yes  No

Insurance Yes  No

Any other (epf for N.T.Staff) Yes  No

4. Number of career development program made available for nonteaching staff during the last three years. 

—	—	—
---	---	---

5. Furnish the following details for the past three years.

a. Number of teachers who have availed the Faculty Improvement Program of the UGC/NCTE or any other recognized organization 

0	0
---	---

b. Number of teachers who were sponsored for professional development programs by the institution

National 

0	0	0
---	---	---

International 

0	0	0
---	---	---

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c. Number of faculty development programs organized by the Institution: .

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d. Number of Seminars/workshops/symposia on curricular development Teaching- learning, assessment etc. organized by the institution

	0	6
--	---	---

e. Research development program attended by the faculty

--

f. Invited/endowment lectures at the institution

0	0	5
---	---	---

Any other area (specify the program and indicate)

--

6. How does the institution monitor the performance of the teaching and nonteaching staff?

a. Self-appraisal

Yes  No

b. Student assessment of faculty performance

Yes  No

c. Expert assessment of faculty performance

Yes  No

d. Combination of one or more of the above

Yes  No

e. Any other (specify and indicate)

Yes  No

7. Are the faculty assigned additional administrative work.

Yes  No

If yes, give the number of hours spent by the faculty per week

04
----

8. Provide the income received under various heads of the account by the institution for previous Academic session.

Grant-in-aid

—
---

Fees

51,250/-
----------

Donation

—
---

Self-funded courses

—
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Any other (specify and indicate)

—
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9. Expenditure statement (for last two years)

2013-14 2012-13

Total sanctioned Budget	Year 1	Year 2
% spent on the salary of faculty	65.42	57.47
% spent on the salary of non-teaching employees	20.85	21.48
% spent on books and journals	3.0%	.11
% spent on developmental activities (expansion of building)	—	—
% spent on telephone, electricity and water	5.86	7.63
% spent on maintenance of building, sports facilities, hostels, residential complex and student amenities, etc.	7.5	4.2
% spent on maintenance of equipment, teaching aids, contingency etc.	3.86	5.09
% spent on research and scholarship (seminars, conferences, faculty development programs, faculty exchange, etc.)		
% spent on travel	0.28%	0.17%
Any other (specify and indicate)	9.55	13.94%
Total expenditure incurred		

10. Specify the institutions surplus/deficit budget during the last three years? (specify the amount in the applicable boxes given below)

Surplus in Rs.

Deficit in Rs.

<b>339929</b>
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**Financial Yr. 2011- 12**

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**Financial Yr. 2012-13**

<b>585650</b>
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**Financial Yr. 2003-14**

<b>1740, 329</b>
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11. Is there an internal financial audit mechanism? Yes  No
12. Is there an external financial audit mechanism? Yes  No
13. ICT/Technology supported activities/units of the institution:
- Administration Yes  No
- Finance Yes  No
- Student Records Yes  No
- Career Counseling Yes  No
- Aptitude Testing Yes  No
- Examinations/Evaluation/ Assessment Yes  No
- Any other (Database) Yes  No
14. Does the institution have an efficient internal co-ordinating and monitoring mechanism? Yes  No
15. Does the institution have an inbuilt mechanism to check the work efficiency of the non- teaching staff? Yes  No
16. Are all the decisions taken by the institution during the last three years approved by a competent authority? Yes  No
17. Does the institution have the freedom and the resources to appoint and pay temporary/ ad hoc / guest teaching staff? Yes  No
18. Is a grievance redressal mechanism in vogue in the institution?
- a) for teachers
- b) for students
- c) for non - teaching staff
19. Are there any ongoing legal disputes pertaining to the institution? Yes  No
20. Has the institution adopted any mechanism/process for internal academic audit/ quality checks Yes  No
21. Is the institution sensitized to modern managerial concepts such as strategic planning, teamwork, decision-making, computerization and TQM? Yes  No

**Criterion VII: Innovative Practices**

1. Does the institution has an established Internal Quality Assurance Mechanisms?  
Yes  No
- 2- Do students participate in the Quality Enhancement of the Institution?  
Yes  No
3. What is the percentage of the following student categories in the institution?

	Category	Men	%	Women	%
a.	SC	09	8.64%	24	23.04%
b.	ST	—			
c.	OBC	—	18		17.28%
d.	Physically challenged				
e.	General Category	01	0.96%	44	42.24%
f.	Rural				
g.	Urban				
h.	Any other( specify)				

4. What is the percentage of the staff in the following category ?

	Category	Teaching	%	Non-teaching staff	%
a.	SC	—		01	12.5%
b.	ST	—		—	
c.	OBC	01	12.5%	01	12.5%
d.	Women	05	62.5%	01	12.5%
e.	Physically challenged	—		—	
f.	General Category	07	87.5%	05	62.5%
g.	Any other( specify)				



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5. What is the percentage incremental academic growth of the students for the last two batches?

Category	At Admission		On completion of the course	
	Batch I	Batch II	Batch I	Batch II
SC				
ST				
OBC				
Physically challenged				
General Category				
Rural				
Urban				
Any other (Women)				

# EXECUTIVE SUMMARY

## **SECTION-I: Executive Summary**

Raj Kumari Gupta (R.K.G.) Educational Institute Society/Trust was established on 21st March 2005. It has established three bodies - Manipal Public School, Manipal Business school and R.K.G. Educational college, R.K.G. Educational college was established to provide trained and efficient teachers who can serve the nation through their services. The society is financially sound enough to sustain infrastructure and provide modern facilities to meet its stated vision with eminent financial support vision with eminent financial support from R.K.G. Educational College.

**The Environment-** R.K.G. is located in the pollution free environment 12 kms away from the centre of Lucknow. R.K.G. is a self-financed institute with the campus area of 5,000sq meters. It has 2131 sq. meters built up area the campus is well developed with a ground area of 200sq. meters.

**Control of Regulatory Bodies:** University, of Lucknow (associated University) along with state govt. and the NCTE (recognizing body) are the state / statutory regulating bodies. The University controls academic part - admissions (as per state govt rules), curriculum, examinations and appointments and NCTE regulates infrastructure R.K.G is fully equipped with all the required infrastructure and full fill all the nouns.

**Relationship with the practice teaching schools:-** It has been four years that the college has been taking its PTs for Practice-in-teaching to the same schools. It shows that R.K.G. maintains a very good rapport with the schools.

**Relationship with the community:-** R.K.G. understands and addresses the needs of the community. It under takes the activities keeping in mind the welfare of the society and nation. It organizes many activities to serve the community like, Adult Literacy, Plantation, girl education Distribution of fee Boos, Voter's awareness etc.

**Challenges faced in building a Quality Institution:-** R.K.G. has a very strong infrastructure as well as a strong philosophy for imparting quality education. All the faculty and staff work together as a family and a unit. It percussive the problems in advance and provide preventive / reformative solution to them, Hindrance in achieving the goals and objectives are addressed as soon as possible and corrective steps taken.

R.K.G. works on the principles of 'Sarv Dharm Sambhav.' It works in accordance with its duly stated purpose, vision, mission and values. It modifies course of action to meet the emerging needs and develops and deploys actions plans to achieve the objectives and ensure effective implementation of the curriculum. R.K.G. make use off new technologies in teaching learning process as well as in administrative processes It also promotes & undertakes Research & Extension. It also provides maximum possible opportunities for professional development & engages its teachers in research, encourages them to develop and chance their knowledge. Teachers are also actively engaged in training and developing instructional & other teaching - learning materials.

CRITERION  
WISE  
ANALYSIS

## **CRITERION I : CURRICULAR ASPECTS**

### **1.1 Curricular Design and Development**

**1.1.1.State the objectives of the institution and the major considerations addressed by them? (Intellectual, Academic, Training, Access to the Disadvantaged, Equity, Self development, Community and National Development, Issue of ecology and environment, Value Orientation, Employment, Global trends and demands, etc.)**

The academic programs and other activities of R.K.G. Educational College (RKGEC) are in accordance with the National curriculum Framework, 2005 and subscribe straight away to the curriculum prescribed by the University of Lucknow, in letter and in spirit.

#### **Objectives of the Institution:**

1. To provide trained skilled teacher for secondary and higher secondary schools.
2. To foster, nurture and inculcate high moral value and character formation of pupil teachers.
3. To inculcate the values of community service, love for nation, national pride, religious tolerance and international brotherhood.
4. To develop professional competencies such as communication skills, use of ICT, spirit of accountability, leadership qualities, team spirit.
5. To provide education as an instrument for human growth and societal mobility and upward movement.

The above mentioned objectives and goals are discussed in detail as follows:

#### **Intellectual:-**

1. To Nurturing intellectual quest among pupil teachers.
2. To Impart quality education to pupil teacher.
3. To Inculcate and nurturing different mental abilities such as creativity, reasoning through diverse logic thinking etc.

#### **Academics:-**

1. To Nurture academic quest among pupil teachers.

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2. To develop the spirit of life-long and continuous learning among the pupil teachers.
3. To develop zeal to have indepth knowledge of their subject.
4. To encourage them to participate in different academic activities such as conferences, seminars, conferences etc.

**Training: -**

1. To Develop Trained manpower in education for making constructive contribution in the process of nation building.
2. To develop professional life skills to solve the complexities of life.

**Access to the Disadvantages: -**

1. To empower the poor and common stratum of society through professional education.

**Equity: -**

1. To Provide education to all, irrespective of considerations of caste, creed and religion with particular preference to the poor strata of society to make them equal.
2. To Provide scholarships to the pupil teachers belonging to the SC/ST sections of society through scholarships offered by the State Government.

**Self Development: -**

1. To Facilitate the harmonious development of teacher - like personality.
2. To develop good communication skills and self-confidence among pupil teachers.

**Community and National Development: -**

1. To Inculcate a sense of social responsibility and social service among pupil teachers.
2. To develop the sense of responsibility towards nation.
3. To encourage them to become a responsible and active citizen of nation.

**Ecology and Environment: -**

1. To Spread awareness among pupil teachers about different ecological and environmental issues.

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2. To encourage them to make use of eco-friendly products.
3. To promote the culture of saving and properly Utilizing natural resources.

**Value Orientation:-**

1. To inculcate different moral values among pupil teachers through various co-curricular activities.
2. To enable them to strike a balance between high moral values and practicality of life.
3. To instill the professional values and ethics like honesty liability, hardworks etc.

**Employment:-**

1. To develop professional capabilities and skills.
2. To inculcate professional ethics and value.

**1.1.2. Specify the various steps in the curricular development processes (Need assessment, development of information database pertaining to the feedback from faculty, students, alumni, employers and academic experts and formalizing the decisions in statutory academic bodies).**

The college follows the curriculum prescribed by University of Lucknow, Which reserves all the rights to revise and develop the curriculum. It modifies the curriculum by taking into consideration and suggestions received from varicula stakeholders and global trends. However, if required, minor changes and made by University's Board of Studies' still college give suggestions for the same by participating in various meetings and conferences organized by the University.

R.K.G. also takes feedback and suggestions regarding curriculum from the pupil-teachers, alumni, faculty members of other college, academic experts and community which are further passed on to the Board of Studies of the University.

**[Enclosure : 1.1.2]**

**1.1.3 How are the global trends in teacher education reflected in curriculum and existing courses modified to meet the emerging needs?**

R.K.G. has to strictly follow the curriculum prescribed by the University of Lucknow, Lucknow. However, R.K.G. has introduced modern techniques and methods of teaching like computer Aided Instruction, Power Point Presentations lesson Planning through C.D.s etc.

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The college has also introduced Personality Development Classes and Computer Literary classes.

### **1.1.4. How does the institution ensure that the curriculum bears thrust on national issues like environment, value education and ICT?**

Curriculum Prescribed by the University of Lucknow includes the national issues like environment, value education and ICT. To fulfill these objectives, there is provision of various co-curricular activities .

#### **Environment:-**

1. Every year plantation is done by the pupil teachers. Every pupil teacher plants a tree / plant and adopts it for life time.
2. Pupil teachers also opt Environment Education as optional paper.
3. Every year pupil teacher make environment friendly things like paper & jute bags, useful items from waste materials etc.
4. Different competitions like debate, essay writing, plays, collage, Poster Making etc. are organized with the environment theme.
5. Pupil teachers visit different places and generate awareness among people regarding protection of environment under community work.
6. Pupil teacher visit different places including village to not only generate awareness regarding environment but also encourage them to do the same by practically doing it like cleaning the roads and cleansing the drains.

#### **Value Education:-**

1. Value education includes cultural, religious educational, moral and democratic values. These values are inculcated through these values are inculcated through various co-curricular activities organized by the college like skits, group songs, nukkad natak, awareness generating camps etc.
2. Value education is also one of the optional papers prescribed in the syllabus.
3. Educational CDs bases on value and place education are shown to the pupil teachers from time to time.
4. Different guest lectures are also organized by the college.

#### **ICT:**

1. R.KG. organized special class for computer literacy to make the P.T. computer



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literate. P.T. gets an opportunity to handle and operate computers individually and learn through ICT as R.K.G. has a rich computer lab.

2. All the faculty members prefer teaching through PPT.
3. CAI is one of the optional paper is curriculum.
4. The PTs. have to present at least one topic through PPT.

### **1.1.5 Does the institution make use of ICT for curricular planning? If yes, give details.**

The college as rich computer lab with 45 terminals. Special classes for computer literacy are organized. All the faculty members are computer literate and provide CDs. and PPTs. The time-tables, Academic Calender, co-curricular Calender, Holiday calender etc. are displayed on our website at the starting of the session Along with the different notices from time to time. Also, these are-mailed to PTs on their individual / personal emails.

## **1.2 Academic Flexibility**

### **1.2.1. How does the institution attempt to provide experiences to the PTs so that teaching becomes a reflective practice?**

One of the main objective of B.Ed. training is the develop teaching skills and provide proper experience to the PTs. R.K.G. follows and promotes different teaching method such as discovery learning, problem-based learning, active learning, co-operative learning, project based learning, inductive teaching, case based instructions etc.

Through Action Research, PTs. get the experiences of actual classroom problems and also how to solve those issues. Different projects are give to group of PTs to have the experience of collaborative group learning.

Before going for actual practice in teaching, Micro teaching and simulated teaching is conducted in the college for developing proper teaching skills.

PTs visit the school, observe daily routine and also interact with the permanent teaching staff of the school where they have to go for practice-in-teaching. During Practice-in-teaching, PTs get first hand information and real experience of school working, academic as well as managerial aspects. PTs. take one class of each subject and teach for 10 days thus, completing  $10+10=20$  teachings / classes in one phase of practice - in - teaching or two months. During this period the PTs not only take classes but also participate in all the curricular and co-curricular activates such as morning assembly, orgainzing sports day / annual day, Parents - Teacher's meeting etc.

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In the second phase of teaching, along with the regular classes, PTs also conduct class tests, Action research, maintain attendance and teacher's diary. This give proper experience and exposure to them.

Also, PTs have to present at least one topic from their syllabus in the college. All the cultural events of the college are organized by the PTs to have the experience of organizing events in the schools.

**1.2.2. How does the institution provide for adequate flexibility and scope in the operational curriculum for providing varied learning experiences to the PTs both in the campus and in the field?**

R.KG. follows the syllabus and curriculum prescribed by University of Lucknow but does not follow it rigidly. It inculcate different event and activities to provided varied learning experiences to the P.T. such as:-

- Organizing workshops and Seminars in the college.
- Encouraging the PTs to participate in different co-curricular activities organized by other colleges.
- Teaching through multimedia and computer aided instructions, CDs, internet etc.
- Giving different projects and surveys.
- Organizing different activities like sports day, fresher's party, send off party etc. to make the curriculum more interesting
- Organize scouts and guides training Comp.
- Organizing local tour and out stationed tour to develop feeling of cooperation, sense of responsibility etc. among PTs.
- Encouraging the students to work for community and nation by organizing community work such as Adult education, gave girl child, Plantation activity etc.
- Conducting different competitions such as dance competition, singing competition, cooking without fire, collage, rangoli etc. different academic and cultural activities and competitions.
- Celebrating different events like, world Literacy day, Hindi Divas, Women's Day, World Aid's Day Etc.
- College gives liberty to opt any of the optional papers provided by the University to PTs.
- College conducts unit tests, prefinal theory exams and Mock psychology Practical for the students so that they can analyze their knowledge.

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- College also has the provision of remedial and revision classes for the PTs.
- College provides vocational and educational guidance to the PTs. if required.

**1.2.3. What value added courses have been introduced by the institution during the last three years which would, for example: Develop communication skills (verbal & written), ICT skills, Life skills, Community Orientation, Social Responsibility etc.**

As mentioned, R.K.G. has to follow the curriculum framed by the University of Lucknow and does not bear any right to make any changes. However, taking into consideration of welfare of students, following activities are organized.

- Most of the teaching is done through discussion method, this encourages the PTs to exercise their communication skills.
- Workshop on soft skills is organized.
- PTs are encourage to make proper use of computer labs and language labs.
- Different literary activities such as debate, extempore, Just a minute, essay competition, story writing etc. are organized.
- College publishes annual magazine in which PTs. are encouraged to give their contribution through articles, stories, poems etc.
- Yoga lamp, scout / guide camp, personality Development programmes are organized..
- PTs are taken to different places including villages to spread awareness among people regarding gender discrimination, women empowerment, female feticide, health and hygiene education etc.

**1.2.4. How does the institution ensure the inclusion of the following aspects in the curriculum?**

- i. Interdisciplinary/ Multidisciplinary
- ii. Multi skill development
- iii. Inclusive education
- iv. Practice teaching experience/ internship
- v. Work experience/ SUPW
- vi. Any other (specify and give details)

**a) Interdisciplinary/Multidisciplinary**

The subject education, in itself in interdisciplinary as well as multi disciplinary. It includes the educational aspect of Philosophy, Psychology, sociology, Technology and