

SELF APPRAISAL REPORT (SAR)
of
GOVT. SHIKSHAN MAHAVIDYALAYA (CTE), NAGAON, ASSAM
NAGAON-782001
(SESSION : 2011-2012)



Submitted to NCTE NAAC

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GOVT. OF ASSAM
Office of the Principal, Govt. Shikshan Mahavidyalaya, Nagaon, Assam

No-NSMV/CCRT/2012/8241

Dtd: -16/10/2012

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From: - Dr. Bhadra Phukan, M.A., B.T., Ph.D
Principal
Govt. Shikshan Mahavidyalaya, Nagaon, Assam.

To

Dr. Ganesh Hegde,
Assistant Adviser,
NAAC, P.O. Box No-1075
Opposite to National Law School of Indian University,
Nagarbhavi, Bangalore-560072

Subject: - Submission of Self-Appraisal Report of Govt. Shikshan Mahavidyalaya, Nagaon, Assam.

Ref No: - NAAC-GH/E&NE/2011-2012 Dtd-14th August/2012

Sir,

With reference to the subject cited above I have the honour to submit herewith the Self-Appraisal Report of Govt. Shikshan Mahavidyalaya, Nagaon, Assam.

This is for favour of your kind information and necessary action.

Enclosure:

- 1) Self-Appraisal Report: 5 Copies
- 2) Five C.D.
- 3) One Annual Magazine.
- 4) One prospectus.
- 5) One Action Calendar & Time Table
- 6) Copy of Students Feedback
- 7) Master Plan of the institution

Yours faithfully,



(Dr. Bhadra Phukan)
Principal,
Govt. Shikshan Mahavidyalaya,
Nagaon, Assam.

- 8) Copy of recognition order issued by NCTE
- 9) University results for previous academic year



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Preface

This Accreditation Report is a valuable document that has been prepared with utmost sincerity and honesty to the best of our knowledge and belief. Page | 5
This report contains information about Govt. Shikshan Mahavidyalaya, Nagaon under two major parts, namely institutional Data and Evaluative Report. The first part includes (A) Profile of the college, (B) Criterion wise inputs. The second part consists of: (1) Executive Summary, (2) Criterion-wise Evaluative Report, and a Declaration by the Head of the Institution.

This college is one of the premier centers of middle Assam. It is only the Govt. (B.Ed) Teacher training college of Nagaon District. This college has already overcome the glorious forty four years and passed through her silver jubilee year in 1994. It is located in the South bank of the river Brahmaputra in Assam as well as North-East region. It is situated by the side of National Highway NH-37 and heart of Nagaon Town. It has some locational advantage, as because two nearest railway station are adjacent to this institution. Bus communication is also very good to upper Assam and lower Assam.

This institution is affiliated to Guwahati University as well as recognized by the NCTE in 2004.

We as a faculty of this institution are very much aware of the fact that the nation's well being depends on teachers well -being and the quality of Education depends to a great extent on the skills and ability of the teacher. So, the quality of education is very necessary to uplift the society's education. This quality of education needs to assess and it can not be assessed in isolation as it is considered to be a relative attribute. In this regard it is sometimes difficult to evolve an objective yard stick to measure the quality of teacher educational institutions.

Now a days, it becomes an important part of education to be provided to the educators of educator to refine the quality of present generation. In this

connection, the NAAC has developed a yardstick and continuously refining it to measure the quality of teacher education institution accurately and precisely.

Writing Self study Report (SSR): It is beyond my imagination to complete this SSR without whole-hearted cooperation and fruitful interaction with all the members of my small Mahavidyalaya family. At the very beginning, I must call in mind the name of Sri Jayanta Chutia and Tridib Bordoloi who constantly engaged in computerizing all my papers for preparing the SSR. Dr. Tulumoni Devi, Mrs. Lawanu Bordoloi, Malabika Neog and Gayatri Bharali, my hard working faculty who have extended their helpful hand and encouragement as well as all logistic supports for the completion of the SSR. They extended their full cooperation to complete the report within a short period as well as in a best possible manner.

We are too anxious to meet the peer team of the National Assessment and Accreditation Council during their valuable visit to our institution. When such a Golden opportunity arrives, all my faculty members, support staff, trainees and well wishers would be surely benefited and embrace the peer team with sweet heart and close interaction.

We wish all is well with this Self-Study Report and look hopeful forward to receive and welcome the peer team at our institution-

Dr. Bhadra Phukan-
Chairman/Principal,i/c,
Steering committee.

A) Profile of the Institution

1. Name and address of the institution: GOVT. SHIKSHAN MAHAVIDYALAYA
(CTE), NAGAON
2. Website URL : www.shikshanmahavidyalaya.info
3. For communication : P.O- NAGAON, JYOTI NAGAR, ASSAM,
PIN- 782001

Office :

Name	Telephone Number with STD Code	Fax No	E-Mail Address
Head / Principal	(03672)252368	-	phukan_bhadra@rediffmail.com
Vice-Principal	Not Applicable	-	-
Self-appraisal Coordinaor	-	-	-

Residence:

Name	Telephone Number with STD Code	Mobile Number
Head / Principal	-	(+91) 9435360863
Vice-Principal	-	-

Self-appraisal	-	(+91)9435065894 /
Co-ordinator		(+91)9401267640

4. Location of the Institution :

Urban

Semi-urban

Rural

Tribal

Any other (specify and indicate)

5. Campus area in acres:

8.23

6. Is it a recognized minority institution?

Yes

No

7. Date of establishment of the institution:

MM	YYYY
03	1968

8. University / Board to which the institution is affiliated:

GAUHATI UNIVERSITY

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

Not Applicable

10. Type of Institution:

- a) By funding
- i. Government
 - ii. Grant-in-aid
 - iii. Constituent
 - iv. Self- financed
 - v. Any other (specify and indicate)

b) By Gender i. Only for Men

ii. Only for Women

iii. Co-education

c) By Nature i. University Dept.

ii. RIE

iii. IASE

iv. Autonomous College

v. Affiliated College

vi. Constituent College

vii. Dept. of Education of a
composite College

viii. CTE

ix. 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 Programmes offered by the institution:

Sl no	Level	Programme/ course	Entry Qualification	Nature of Award	Duration	Medium of instruction
i)	Pre-primary			Certificate		
				Diploma		
				Degree		
ii)	Primary/ Elementary			Certificate		
				Diploma		
				Degree		
iii)	Secondary/ Sr. secondary			Certificate		
				Diploma		
				Degree		

iv)	Post Graduate			Diploma		
		B.Ed.	Graduate /PG	Degree	01 year	English
v)	Other (specify)			Certificate		
				Diploma		

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

Level	Programme	Order No. & Date	Valid up to	Sanctioned intake
Pre- primary				
Primary/ Elementary				
Secondary/ Sr. secondary				
Post Graduate	B.Ed.	ERC/ASE/E-11/96/265 Dt.15-02-2006	Until further order	60
Other				

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. Does the Institution offer self-financed programme(s)?

No

If yes,

a) How many programmes?

b) Fee charged per programme

3. Are there programme with semester system?

No

4. Is the institution representing / participating in the curriculum development/
Revision processes of the regulatory bodies?

Yes

No

If yes, how many faculties are on the various curriculum development/ vision Committees/ boards of universities/ regulating authority.

Two

5. Number of methods/ elective options (programme wise)

D.Ed

B.Ed

M.Ed. (Full Time)

M .Ed (Part Time)

Any other (specify and indicate)

6. Are there programmes offered in modular form

Yes No

7. Are there Programmes where assessment of teachers by the students has been introduced

Yes No

Number

8. Are there Programmes 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 programme within the existing system?

System does not permit

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	14	46	60	8	28	36	6	18	24
M. Ed (Full Time)									
M. Ed (Part Time)									

4. Are there any overseas students?"

Yes No

If yes, how many?

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 1,033.33/-
- (b) Unit cost including salary component 85,900/-

(Please provided the unit cost for each of the programme offered by the institution as detailed at Question 12 of profile of the institution)

6. Highest and Lowest percentage of marks at the qualifying examination considered for admission during the previous academic session.

Programme	Open		Reserved	
	Highest (%)	Lowest (%)	Highest (%)	Lowest (%)
D.Ed.				
B.Ed.	.	50%		45%
M.Ed. (Full Time)				
M.Ed. (Part Time)				

7. Is there a provision for assessing students' knowledge and skills for the programme (after admission)?

Yes No

8. Does the institution develop its academic calendar?

Yes No

9. Time allotted in percentage

Programme	Theory	Practice Teaching	Practicum
D.Ed.			
B.Ed.	70.28%	18.07%	11.65%
M.Ed. (Full Time)			

M.Ed. (Part Time)			
-------------------	--	--	--

10. Pre-practice teaching at the institution

(a) Number of pre-practice teaching days

9

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

7

11. Practice Teaching at School

(a) Number of schools identified for practice teaching

10

(b) Total number of practice teaching days

45

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

30

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

Number of Lessons
In simulation

Number

7

Number of Lessons
pre-practice teaching

Number

7

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

Programme	Internal	External
D.Ed.		
B.Ed.	33%	67%

M.Ed. (Full Time)		
M.Ed. (Part Time)		

16. Examinations

- (a) Number of sessional tests held for each paper
- (b) Number of assignments for each paper

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

	Yes	No
Computers	√	
Intranet		√
Internet	√	
Software / courseware (CDs)		√
Audio resources	√	
Video resources	√	
Teaching Aids and other related materials	√	
Any other (specify and indicate)		

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

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

Compulsory

Optional

Criterion III: Research, Development and Extension

1. Number of teachers with Ph.D. and their percentage to the total faculty strength

Number	2	%	17%
--------	---	---	-----

2. Does the Institution have ongoing research projects?

Yes

No

If yes, provide the following details on the ongoing research projects

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

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

3. Number of completed research project during last three years.

No

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

X

- Teachers are provided with seed money

X

- Adjustment in teaching schedule

√

- Providing secretarial support and other facilities

√

- Any other (specify and indicate)

x

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 : 04

7. Does the institution support student research projects (UG & PG)?

Yes No

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

	Yes	No	Number
International journals			
National journals - referred papers non referred papers	√		4
Academic articles in reputed magazines / news papers	√		
Books			
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):

3	-
---	---

Faculty Students

National seminars

International seminars

Any other academic forum

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

Self-instructional materials

Print materials

Non-print materials (e.g. Teaching

Aids/audio-visual, multimedia, etc.)

Digitalized (Computer aided instructional materials)

Question bank

Any other (specify and indicate)

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

Yes No

If yes, indicate the nature of the post.

Full-time

Part-time

Additional charge

13. Are there NSS and NCC programmes in the institution?

Yes No

14. Are there any other outreach programme provided by the institution?

Yes No

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

Yes No

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? No

Local level	
State level	
National level	
International	

Criterion IV: Infrastructure and Learning Resources

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

5429.036

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?

Yes No 5 No.s

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

NIL

5. What is the Amount spent on maintenance of computer facilities during the previous academic year?

NIL

6. What is the Amount spent on maintenance and upgrading of laboratory facilities during the previous academic year?

NIL

7. Budget allocation for campus expansion (building) and upkeep for the current academic session/ financial year?

NIL.

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

NIL.

9. Total number of posts sanctioned

Open Reserved

Teaching (including Principal)

M	F	M	F	Total
1	2	1	3	12
3	2	3	1	11

Non-teaching

10. Total number of Posts vacant

Open Reserved

Teaching (including Principal)

M	F	M	F	Total
				5
				2

Non-teaching

11. Number of regular and permanent teachers

(Gender-wise)

Open Reserved

Lecturers

M	F	M	F
1	2	-	2
-	-	-	-
-	-	-	1
-	-	1	-

Readers

Professors

Demonstrator

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

	Open Reserved			
	M	F	M	F
Lecturers	-	-	1	2
Readers	-	-	-	-
Professors	-	-	-	-
Demonstrator	-	-	-	-

c. Number of teachers form

Same state

9

Other states

NIL

12. Teacher student ratio (program-wise)

Programme	Teacher student ratio
D.Ed.	
B.Ed	1:7
M.Ed.(Full Time)	
M.Ed. (Part Time)	

13. a. Non-teaching staff

	Open Reserved				
	M	F	M	F	Total
Permanent	3	2	3	1	9
Temporary			1		1
Vacant					2

b. Technical Assistants: NIL

Permanent

Temporary

Open Reserved

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)

100%

16. Is there an advisory committee for the library?

Yes No

17. Working hours of the Library

On working days

On holidays

During examinations

18. Does the library have an Open access facility

Yes No

19. Total collection of the following in the library

a. Books (Total)

- Textbooks
- Reference books

5191
(2575 +2616)

b. Magazines

5

c. Journals subscribed

-Indian journals

10

- Foreign journals

-

d. Peer reviewed journals

-

e. Back volumes of journals

-

h. E-information resources:

NIL

-Online journals/e-journals	<input type="text"/>
- CDs/ DVDs	<input type="text"/>
- Databases	<input type="text"/>
-Video Cassettes	<input type="text"/>
- Audio Cassettes	<input type="text"/>

20. Mention the

Total carpet area of the Library (in sq. mts.)	111.33 Sq.mts.
Seating capacity of the Reading room	20

21. Status of automation of Library

Yet to initiate	<input checked="" type="checkbox"/>
Partially automated	<input type="checkbox"/>
Fully automated	<input type="checkbox"/>

22. Which of the services/ facilities are provided in the library?

Circulation	<input type="checkbox"/>
Clipping	<input type="checkbox"/>
Bibliographic compilation	<input type="checkbox"/>
Reference	<input type="checkbox"/>
Information display and notification	<input checked="" type="checkbox"/>
Book Bank	<input type="checkbox"/>
Photocopying	<input type="checkbox"/>
Computer and Printer	<input checked="" type="checkbox"/>
Internet	<input type="checkbox"/>

- Online access facility
- Inter-library borrowing
- Power back up
- User orientation / information literacy
- Any other (please specify and indicate)

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

2

Maximum number of days books are permitted to be retained

by the students

15 days

by the faculty

2 months

Maximum number of books permitted for issue

for students

2

for faculty

4

Average number of users who visited /
consulted per month

80

Ratio of library books (excluding textbooks
and book bank facility) to the

44: 1

number of students enrolled

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

NIL

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

	I (2009-10)		II (2010-11)		III(2011-12)	
	Number	Total cost (in Rs.)	Number	Total cost (in Rs.)	Number	Total cost (in Rs.)
i. Text books	149	27,699/-	78	13,699/-	56	10,179/-
ii. Other books						
iii. Journals/ Periodicals						
iv. Any others (specify and indicate						
(Additional rows/columns may inserted as per requirement)						

distinctions									
Exemplary performances (Gold Medal and university ranks)									

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

	I	II	III
NET			
SLET/SET			
Any other (specify and indicate)			

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

Financial Aid	I	II	III
(i) Merit Scholarship			
(ii) Merit-cum-means scholarship			
(iii) Fee concession			
(iv) Loan facilities			
Any other (Caste Scholarship)	2007-08 07	2008-09 05	2009-10 06
(Additional rows may be inserted as per requirement)			

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

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 in formation on the Cultural Events (Last year data) in which the institution participated/ organized.

	Organised			Participated		
	Yes	No	Number	Yes	No	Number
Inter-collegiate						
Inter-university						
National						
Any other (specify and indicate)CCRT	✓		2	✓		4

(Excluding college day celebration)

17. Give details of the participation of students during the past year at the university, state, regional, national and international sports meets.

	Participation of students (Numbers)	Outcome (Medal achievers)
State	NO	
Regional	NO	
National	NO	

International	NO	
---------------	----	--

18. Does the institution have an active Alumni Association?

Yes No

If yes, give the year of establishment

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.

	Year 1 (%)	Year 2 (%)	Year 3 (%)
Higher studies	1+1	2	3
Employment(Total)			
Teaching			
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.

1	2	3

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

- Academic guidance and Counseling Yes No
- Personal Counseling Yes No
- Career Counseling Yes No

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	N.A
Staff council	
IQAC/ or any other similar body/ committee	
Internal Administrative Bodies contributing to quality improvement of the institutional	Once in a month

processes. (mention only for three most important bodies)	
---	--

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

	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Loan facility	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Medical assistance	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Insurance	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Other (specify and indicate)	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

4. Number of career development programmes made available for non-teaching staff during the last three years.

<input type="text" value="1"/>	<input type="text"/>	<input type="text"/>	Computer instruction through outside instructors
--------------------------------	----------------------	----------------------	--

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

Nil

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

National	<input type="text"/>	<input type="text"/>	<input type="text"/>
----------	----------------------	----------------------	----------------------

International	<input type="text"/>	<input type="text"/>	<input type="text"/>
---------------	----------------------	----------------------	----------------------

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

<input type="text" value="1"/>	<input type="text"/>	<input type="text"/>	Action Research
--------------------------------	----------------------	----------------------	-----------------

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

1	0	
---	---	--

at Nagaon & Morigaon

e. Research development programmes attended by the faculty

6		
---	--	--

f. Invited/ endowment lectures at the institution

--	--	--

NO

Any other area (specify the programme and indicate)

--	--	--

6. How does the institution monitor the performance of the teaching and non-teaching 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?

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Yes No.

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

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

Grant-in-aid	<input type="text" value="NIL"/>
Fees	<input type="text"/>
Donation	<input type="text" value="NIL"/>
Self-funded courses	<input type="text" value="NIL"/>
Any other (specify and indicate)	<input type="text" value="NIL"/>

9. Expenditure statement (for last two years)

Year :2011-12 Year: 2012-13

	Year :2011-12	Year: 2012-13
Total sanctioned Budget	50,92000/-	56,31,000/-
% spent on the salary of faculty	100%	100%
% spent on the salary of non-teaching employees	100%	100%
% spent on books and journals	-	-
% spent on developmental activities (expansion of building)	-	-

% spent on telephone, electricity and water	-	-
% spent on maintenance of building, sports facilities, hostels, residential complex and student amenities, etc.	-	-
% spent on maintenance of equipment, teaching aids, contingency, etc.	-	-
% spent on research and scholarship(seminars, conferences, faculty development programs, faculty exchange etc.	-	-
% spent on travel	-	-
Any other(specify and indicate)	-	-
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.
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

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 <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Student Records	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Career Counselling	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Aptitude Testing	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Examinations/ Evaluation/ Assessment	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Any other (specify and indicate)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

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 have an established Internal Quality Assurance Mechanisms?

Yes No

2. Do students participate in the Quality Enhancement of the Institution?

Yes No

- i) Social service in Cleanliness drive and environment awareness
- ii) Preparing TLM in the workshop

3. What is the percentage of the following student categories in the institution?

Category		Men	%	Women	%
a	SC	Nil	-	8	13.4
b	ST	Nil	-	4	6.66
c	OBC	√	6	30	50
d	Physically Challenged	Nil	-	Nil	-
e	General Category	√	10	18	30
f	Rural	-	-	-	-
g	Urban	-	-	-	-
h	Any other (Specify)	-	-	-	-

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

Category		Teaching Staff	%	Non-teaching staff	%
a	SC	NIL		2	20
b	ST	NIL			
c	OBC	6	66.6%	4	40
d	Women	7	77.7	3	30
e	Physically challenged	NIL			
f	General Category	3	33.3	4	40
g	Any other (specify)	-	-	-	-

5. What is the percentage incremental academic growth of the students for the last two batches? : Does not arise.

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 (specify)				

1.1 Curriculum Design and Development:

(1) The main objectives of the institution are to train the secondary school teachers to use methods, skills and techniques in classroom situation. In addition to that we give emphasis on library work for intellectual development. For academic development we conduct some in-house work-shops. We also conduct some short-term training for secondary school in-service teachers on hard spots of their curriculum.

For access the disadvantaged and provide the equity we invite teachers from rural school to join the training which is held in urban area.

For self development we arrange some educational tours, SUPW/work experience and preparation of TLM. For the issue of ecology and environment and value orientation –we simultaneously incorporate to the syllabus.

2) The university develops its curriculum on the basis of present global educational needs. The university conducts some assessment through seminars and discussions within the faculties, distinguish academicians, teachers and experts of educational fields which is popularly known as academic council.

3) Global trends i.e. ICT, open and distance learning, extension education, simulated learning etc. are not included in our existing curriculum prepared by Gauhati University. But it may be mentioned that a syllabus revision is done by the academic council of G.U. according to the national and global issues demand.

4) For environment awareness we make plantation and conduct cleanliness drive in nearby areas and arrange essay writing and quiz competition.

5. Does not arise.

1.2 Academic Flexibility

1) As an integral part of our curriculum the institution offer the practice teaching session for six weeks after successful completion of micro teaching. This practice teaching provides the students with firsthand experience in the classroom situation. Practice teaching for students of 2011-12 batch was conducted from 6th April to 30th May/2012 in 10 schools in the neighbourhood of the college. Also to provide experiences to the students the co-curricular activities were held for 7 to 10 days in each academic year. With a view to enhancing the participation of students in the co-curricular activities, five houses were formed in the beginning of each academic

year. Co-curricular activities for the students of 2011-12 batch was held from 19th January to 25th January, 2012.

(2) The institution provides scope & flexibility to give varied learning experiences to the students both in the campus and in the field through project works in the subjects like geography and history. Students are sent to the historical place and having sources of geography. It was organized on 7th, 8th & 9th June/2010 of History subject at Saraideew of Sivsagar district. In geography subject, it was organized on 24th, 25th June/2011 at Tezpur. Page | 48

In 2011, on 10th, 11th & 12th may it was organized at kaziranga of Geography subject and on 19th, 20th & 21st 2011 at Trisuldhari of history subject.

In 2012, on 11th, 12th & 13th January, it was organized at Kaziranga of geography subject and 27th, 28th & 29th February/2012 of history subject at Tezpur and 26th, 27th, 28th March/2012 at Majuli.

Besides these project work, Library facilities, slide projection, micro-teaching etc are provided to make the curriculum practical one.

(3) The institution has not introduced any value added course, but launched programme to orient community for enhancing social responsibility.

To orient community in protecting air pollution, taking care to keep the village clean, beautification etc. community meet programme were made on 5th November/2011 and 19th January/2012.

1.3. Feedback on curriculum:

1) There is no such provision in the institution with reference to the curriculum.

2) No

3) There is a Academic council for curriculum development in University. The institution has contributions in this regard by sending member for the same for suggestion, feedback etc.

1.5) Best Practices in curricular Aspects:

2) Regarding innovations and best practices in curricular aspects the institution has implemented the programme like micro-teaching, group discussions etc. The faculty members have done Action Research programme individually which may be helpful in carrying out curricular activities. Moreover, as supplementary measure activities like educational trips are also taken by the institution as and when necessary.

Criterion-II: Teaching-Learning and Evaluation

2.1 Admission Process and student Profile.

1) The Admission Process of our institution is mainly based on Admission Test and selection is made on the basis of Merit. There are criteria for admission that 15% for ST and 7.5 % for SC and 20% of total seats are to be reserved for outside university of Assam. Again, there is a strict cutoff Mark which is provided by NCTE as well as Gauhati University that for admission in to B.Ed course. The candidates should score 50% of Marks for general and 45% of OBC, ST and SC otherwise which they are not eligible for taking admission into B.Ed course.

For Admission Test, Questionnaires are prepared for our English Paper having 100 Marks of which 20 Mark are allotted for viva-voice.

2) The Programme is simply notified on The Notice Board of the institution and Admission Notice is distributed Through Paper with Admission form at the time of Admission form fill-up.

3) An Admission Test Committee is formed to conduct the test smoothly in which the teaching staff as well as other outside members are included as members of the Admission Committee. This Committee generally takes the decisions to ensure the criteria and equitability to all applicants.

4) Except physically challenged student no any strategies are maintained in regards of admission. 3% PC of total intake is reserved for physically challenged student.

5) No Provision for assessing students Know ledge/ needs and Skills before the commencement of teaching Programme.

Part-II: The Evaluative Report

1)Executive Summary:-

The nation's well-being depends on teachers well-being and the quality of education depends to a great extent on the skills and ability of the teacher. So our teachers are the custodians of our future. Our educationists said- "If you educate a boy you educate an individual, if you educate a girl you educate the whole family, if you educate a teacher you educate the whole community."

With this motto on that auspicious day of 6 March, 1968 the Govt. Shikshan Mahavidyalaya, Nagaon (CTE) starts its first breathing. It is a prestigious institution of Post-Graduate training in the south bank of the river Brahmaputra in Assam. It is situated by the side of NH-37 and heart of the Nagaon town. The surrounding environment of the institution is calm-and-quiete as well as peaceful. It has separate building for Boys Hostel, Auditorium, and Quarters for Principal, other faculties and Grade IV within the specious boundaries. It has a play field for using co-curricular activities. The institution has good libraries with total books of 7556 and two daily news papers one English and other Assamese along with five

magazines. The Institution also organized laboratory in Geography, History, Psychology and ICT. It has 10 (ten) Practice teaching schools which are nearest to the institution and have a good relationship amongst these ten schools. The Head Master/ Head Mistress/ Principal of these Schools are too co-operative to extent help in practice teaching time. So in collaboration of their kind co-operation the institution is able to meet the needs and challenges by giving the training to the teachers of the community and able to extend the quality of this institution. Page | 51

In 1983 the college was taken over by the Government and now it is only the Govt. Teacher Training (B.Ed) college of Nagaon District that is in the middle of Assam.

This college has already over come the glorious forty four years and celebrated its Silver Jubilee year in 1994 and now have its pick time for its development.

This institution is affiliated to Gauhati University and recognized by the National Council for Teacher Education (NCTE) vide letter no. F.No.ERC/ASE/E-11/96/265 dated 15-02-2006. It offers only Bachelor of Education (B. Ed) degree since 1968. Now this college is upgraded to College of Teacher Education (CTE) in 1996 and enhanced its responsibilities producing more and more an architect and Engineer of human resources.

The Administration of the college is dual as the Academic side is administered by the university and Financial along with administrative side is administered by the Directorate of State Council for Education, Research and Training (SCERT).

2.2 Catering to Diverse Needs:

1) A conducive environment is very important for success of any programme. That is why the institution first of all welcomes all concerned. In organizational aspect, the institution establishes a rapport among all concerned i.e., student, teacher,

office staff, administrator, other persons from the society and experts etc. through meeting, get together, observance of important days and so on. For systematic learning programme there is Action Calendar in the institutional level for every year, prepared at the very beginning.

Moreover the institution provides the necessary infrastructural facilities such as classrooms, laboratory, library, auditorium, ET cell, playground etc. for overall conducive environment.

2) The institution fulfills diverse learning needs of the students in different ways. Apart from the usual classroom activities by the teacher educators, there are the provisions for library work, educational tour, co-curricular activities, work-experience, micro-teaching skill practice, demonstration class, practice teaching programme etc. to meet their learning needs.

3) In the curriculum both the academic and non-academic activities are envisioned. The academic activities, covering knowledge from various subjects are – knowledge and skills related to philosophy, sociology, psychology, secondary education, organizational and hygienic aspects of educational institutions, methods and contents of different school subjects and also other sectional works. To supplement these knowledge there are other activities from non-scholastic area also. In fact, combination of all these make the curriculum a complete one, reflecting diversity and equity.

4) For qualitative improvement of teaching the first important thing is the recruitment of teachers having requisite qualifications and abilities which the institution fulfills to an extent through the existing faculty members. The teacher educators seem to attain that standard to cater to the various needs of the students, as they are involving themselves in different academic and non-academic activities in and outside the institution such as attending seminars, workshops, training

programme etc. Besides they also conducted Action Research individually on different problems.

5) The student teachers may develop knowledge and skills through the various practices like group discussions, preparation of annual scheme for different activities during the year at institutional level, preparation of unit and lesson plans, and blue print to setting question papers to apply them effectively in classroom situations. Page | 53

2.3 Teaching learning Process:

1) The institution use to engage students an active in terms of learning through the following instances viz.

- i) Library reading and collecting related resources for their study.
- ii) Field trips or educational tours from the department of Geography and History Method once in a year. They have to submit a report prepared by them.
- iii) Micro teaching skill practice is made compulsory to make the students active in learning through practicing skills by means of peer teaching techniques.

2. Co-curricular Activities: - The institution provides opportunities for the students to participate in various activities viz. games & sports, cultural, literature etc. Management, leadership and quality enhancement in solely depended on the students.

3. Sometimes made Action Research and try to solve immediate problem by applying various interventions throughout.

4. No. There is no provision for additional training particularly on models of teaching.

5. Every student teacher use to practice M.T. skills to develop teaching skills. The following skills are practiced-

- i) Writing Instructional objectives
- ii) Skill of Introducing a lesson
- iii) Skill of Stimulus Variation
- iv) Skill of Questioning
- v) Skill of Probing Questioning
- vi) Using B/B
- vii) Achieving closure

One/two lessons are practiced for each skill.

6. For the purpose of practice teaching, we select at least 10 schools of various medium of instruction according to the demands of the session. The authority of practice teaching schools prepares class routine for each teacher trainee for regular classes. 3/4 classes and 30 lessons have to allot for the teacher trainees per day.

The teacher educator observes and supervises entire lessons individually remaining in the school begging to end per day. That is why the teacher educator has to observe more than 7 lessons per day. Some of the headmasters /principals use to observe a few lessons during the practice. No peer observation is done in the practice teaching except Micro Teaching Skills.

Feedback mechanism is generally done in two ways (a) at the end of the lesson, the teacher educator give and take feedback in the teacher's common room.

(b) On every Saturday, when the teacher trainees are in the college. For monitoring we (i) use record books, where teacher educator commented/ listed feedback

(ii) lesson plan note book where observer & supervisor gives feedback (3) Individual Note Book : for teacher educators they note important points for

discussing in the feedback sessions about the plans, objectives, devices, teaching aids, methods etc.

(8) For practice teaching sessions a few plans are developed in the cooperation of peers and teacher educators more particularly preparation of TLM which are to be used in the lesson. Page | 55

(9) We introduce various methods, techniques, skills and Micro Teaching components in the college and make familiar to our trainees as early as possible so that they confront any learning encounter easily in a fruitful way. Moreover, we encourage them to synthesize learning (self) from various sources library, internet, magazine, newspapers and electronic ways, discussions etc. and angles as much as possible.

10. Always and every activities and spheres we are trying our best to encourage teacher trainee to make something new and innovative thinking for pertaining learning.

In educational tours, we encourage the teacher trainees to list/ collect resources related to various lessons even in the picnic party participated too. Some of such resources are used as a device of teaching as teaching aids, item of experimentation & observation etc. organize workshops to prepare teaching aids (models, charts, maps, diagram, collections etc) and how to use these in the class room situations effectively.

2.4 Teacher Quality

1. For identifying practice teaching schools we take the ratio of student teachers like as 35/40: 1. It is because the teacher can observe & care the pupils in a class where student is not more than 40.

2. We use to improve the performance of students by some institution-made test and practice teaching and Micro-teaching with proper plan. After evaluating the exam and observing their practices we record the weakness and strength in their record books for feed back. Page | 56

3. The teachers are updated policy direction and educational needs of the schools through the existing curriculum prepared by the G.U. Also best practice conducted by the Institution.

4. The faculties keep pace with the recent development in the school subject by reading various educational journals, attending seminars and discussions. To keep the students at pace with the recent development the faculties also encourage them to attend seminars, reading educational journals and practiced them in their schools.

5. For the academic development of faculties, the institution deputed the staff to attend seminars at various levels and encouraging them to undergo training at state and National level. The institution also sponsors seminars with other organization, with the expectation that a good cooperation and healthy grows among these institution.

6. Nothing and such steps till date.

2.5. Evaluation Process and Reforms:

(1) Barriers to students learning are identified through various ways like observation.

(2) Assessments are part of formal education. In B.Ed course evaluation are done both in the scholastic & non-scholastic areas. In the scholastic area for the betterment of the students internal examination 1st terminal & 2nd terminal are conducted. Moreover the admission itself is done by none other than entrance examination only. At the end of the year the external examination come which is conducted by the university. Page | 57

In the non-scholastic areas, work experience, preparation of teaching aids, college week etc are also part of evaluation process, where the overall students learning can be assessed.

(3) In the non scholastic areas the result is prompt. Students can get the results instantly. In the scholastic areas also, the answer sheets are given to the students in the internal assessments. Remarks and improvements comments are given there. In case of group discussion they can get immediate comments to improve their performance. Various assignments and site seeing tours of History and geography also helps to provide great clue for the development of their performance.

(4) No device of ICT is used.

2.6: Best Practices in Teaching –Learning and Evaluation Process:

(1) As innovation, for teaching we prepare some low cost or no cost teaching aids with the help of pupils and for learning we use slide and projector and for evaluation we prepare some teacher –made test for continuous evaluation and maintain records on record book provided by the institution.

(2) To have and sustaining best practice in the delivery of instruction we use to develop skills through Micro teaching skills practice, workshop on preparation of TLM, group discussion, seminar classes etc.

Criterion III: Research consultancy & extension:

3.1. Promotion & research

1. No provision
2. Not applicable.
3. The Institute encouraged the action research. All the permanent teachers had taken their action research on different subject.
 - (i) Lack of habit of punctual attendance amongst the trainees Dr. Bhadra Phukan, Principal
Impact: Trainees are becoming regular sincere and punctual to a great extent after that study.
 - (ii) Dr. T. Devi – Use of TLM for teaching Maths of class VI.
Impact: Teaching learning is more effective while using TLM.
 - (iii) Mrs. Lawana Bordoloi : Use of Probing Questioning for effectiveness of classroom interaction of B.Ed student teacher , Nagaon Shikshan Mahavidyalaya.
Impact: 80% Student teachers has not used the skill of Probing Questioning and as such learning of the pupils is incomplete which is vicarious learning is in result.
 - (iv) Mrs. Malabika Neog: Effectiveness of using mother tongue in B.Ed. Course.
Impact: Use of mother tongue helps B.Ed. trainees to understand the concept more.
 - (v) Sri Tridib Bordoloi: Subject – Achievement of goal and performances of deputed teacher trainees with reference to Govt. Shikshan Mahavidyalaya, Nagaon, Assam.

Impact: These interventions help much to develop writing habits as well as the problem of English language.

- (vi) Mrs. Gayatri Bharati, Subject: Failure of the trainees to be conscious towards the paper IV of B.Ed. course.

Impact: The habit of going to library and taking the help of reference books and materials have helped them not only in the paper IV but also in other papers.

- (vii) Sri Jayanta Chutia, Subject: Performances of lower primary and upper primary schools with special reference to Nagaon Town, Assam.

Impact: The school completion rate of the lower primary and upper primary schools of Nagaon town was found to be very good.

4. A) Two national seminars are organized by Dr. B.K.B. College, Puranigudam, Nagaon and Nagaon Girls College, Nagaon in collaboration with this institution in 2010 & in 2011 respectively.

Work shops are organized on cultural Education and CCRT's Role on 15th, 16th & 17th Feb/2011 and 7th, 8th & 9th Dec/2011 in our institution.

- B) Again the members of teaching staff have attended Seminars on state as well as national level. Dr. Bhadra Phukan has attended two workshops at CCRT Delhi in 2010 & 2011 and national conference 2003 at Delhi, Mrs. Lawanu Bordoloi and Mrs. Malabika Neog have attended the state level seminar on 15th 16th & 17th March/2010. Mrs. Gayatri Bharali and Sri Jayanta Chutia have attended the national level seminar in 2010 and 2008 respectively.

3.2 **Research and publication output:**

The institution is taking initiative through its programme of Instructional development including preparation of teaching aids and practice micro-teaching demonstration for enhancing the quality of teaching every year.

a) List Of Publications of Sri Jayanta Chutia:

Serial No	Name of the journal, Volume, year, page.	Title of work
1	Int. J. Chem. Sci., 7(2), 2009, 1143-1152.	A study on the quality of drinking water in the Dhakuakhana Subdivision of Lakhimpur District , Assam, India.
2	Int. J. Chem. Sci., 7(3), 2009, 2087-2095.	Relative contents of Chloride and Sulphate in drinking water samples in different locality of Dhakuakhana Subdivision of Lakhimpur District, Assam.
3	Int. J. Chem. Sci., 7(3), 2009, 1821-1830.	Seasonal variation of drinking water quality w.r.t Fluoride and nitrate in Dhakuakhana Subdivision of Lakhimpur District, Assam.
4	Int. J. Chem. Sci., 8(4), 2010, 2153-2157.	Relative contents of fluoride and nitrate in drinking water samples in different locality of Lakhimpur District , Assam.

5	RJPBCS:3(2),2012,1030-1036	Evaluation of drinking water quality in Bihpuria area of Lakhimpur District, Assam, India.
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3.4 Extension Activities:

1) The local community is highly benefited from the institution. In some G.O's duty, teachers are engaged in some special duties like census of population and Education, Election etc.

2) The institution is also benefited from the community. Community Participation in institutional development like providing opportunities for sending student teacher for practice Teaching for a period of 45 days and institution school networking is very good. The institution organized Demonstration classes on lesson plans of different subjects in which school extends their help by sending students for that demonstration class.

3) The Institution is developing the social and citizenship values and skills among its students Through organizing and observing some specific day like- Republic day, Independence day, Teachers day, Environmental day etc and for social values various co-curricular activities are provide through which mutual co-operation, unity, brother herd, toleration etc are inculcated.

3.5 Collaborations:

1. The (CCRT) centre for cultural Resources and training with which the institution has establish linkages from 2003and benefited on training as well as received Publications, Projectors slides cassette albums etc.

2. Again the institution has organized Three days workshop twicely on Feb/2011 and Dec/2011 on "cultural Education and CCRT's Role. The Institution

has benefited in receiving training and providing training to the teachers of secondary schools.

3. The institution has established linkages and has its contribution. With school society through Practice teaching, teaching, training Publication and student. Page | 62

4. The institution has linkages with school sector that is institute-school-community networking through sending student teachers to their school for Practice teaching and help schools to minimize the Problem of shortage of teacher.

5. The faculty members are engaged fully and participated in supervision work, evaluation work and deliver Practice teaching. The faculty checks the worksheet as provided to student's teacher and give feedback on their teaching for reformation.

6. The faculty collaborates with school, college and university faculty on formation of curriculum, evaluation Procedure as well as conducting External and Internal Examinations.

4.1 Physical Facilities:

1. Yes. NCTE officials physically visited the institution and finally declared as recognized institution. As a Govt. of Assam institution, State Govt. and collaboration with Govt. of India invested almost 95,00,000/- (Ninety Five Lakhs rupees) for its infrastructural improvement viz. Auditorium, Boys' hostel, Workshop building, Quarter (Residential) etc. It has been known from a reliable source that a Girls' Hostel is going to construct in these days to come.

2. To meet the deficit and augmenting the infrastructural needs, the institution informed the higher authority of the Govt. of Assam and finally Govt. supplies materials now and then. We would like to make it clear that Govt. have not

provided any fund to handle independently according to the urge of the institution to keep pace with the academic development.

3.(i) Auditorium

(ii) A playground

(iii) A workshop building

(iv) Game & sports

- a) Football – 2 nos.
- b) Volley ball with net – 2 sets
- c) Table Tennis board with bat – 1 set
- d) Badminton with net & Rackets -2 sets
- e) Shot-put (both for girls & boys) – 4 nos.
- f) Discus (both for girls & boys)- 4 nos.
- g) Chess board & Chinese checker – 4 nos.
- h) Carom board -2
- i) Javelin -4
- j) Other necessary sports equipments.

4) A few in-service teacher training programme are being organized in the auditorium. Mention may be made as the programme like –

- a) centrally sponsored schemes
- b) CCRT
- c) SCERT
- d) SSA etc.

5) The institution tries to facilitate health & hygiene to trainees and staff as best as possible. Facilities include –

- i) Rest room for woman including lavatories & urinals, with plenty of water supplies.
- ii) Rest room for men and staff.

iii) A hygienic and clean college canteen for cheap but hygienic food which is nearby the college entrance.

iv) No separate health centre is in the institution. Fortunately, the institution is situated in an urban area, therefore various private & govt. medical units are available at the doorsteps. Page | 64

v) For mitigating the disaster like fire, we have fire extinguisher, first aid box, sick bed etc. for emergency hours.

6) Yes. There is a boy's hostel in our institution. The total capacity is 14(two student teacher in single room). Teacher trainees who come on deputation from the districts other than Nagaon (the home district) got preference to stay at the hostel. No. of hostel rooms = 7. One bed, one pair of table and chair, electricity and fans are provided to the occupants. For the sake of recreational purposes, the institution provides various sports items i.e. carom, chess, badminton, volleyball etc, News papers & magazines etc.

For health hygiene, regular cleanliness drive is practiced as a part of education. Moreover more than six lavatories and bathrooms and urinals with full running water facilities and appointed one sweeper for regular wash with disinfectants.

4.2 Maintenance of Infrastructure:

1. No budget is sanctioned against the following Heads- Building, Laboratories, Furnitures, Equipments, Computer & Transportation / vehicle. So question unspent balance does not arise the Govt. only sanctioned the Budget for Salary head.

2. The institution plans properly and utilized the available infrastructure properly.

3. The institution considered the any environmental issue concerning infrastructure with Prompt action.

4.3 Library as a Learning Resource:-

(1) The institution has no librarian because the post of librarian is not granted by the Govt. However it has a librarian assistant and a library bearer. Both the persons are well equipped in computer education to render their services. Page | 65

(2) There are some library resources for teaching staff and students. These are:-

(i) Journal: (a) Indian Journal of Teacher Education, Anweshika. (b) State Studies on Teacher Education,(c) National curricula Framework.

(ii) Magazines :- Sikshabrati (College Magazine) ,

(iii) Reference book of all the papers including all the method subjects,

(iv) News Papers: - Assam Tribune, Dainik Jananbhumi, Telegraph.

(v) Research Journals: - Journal of all India Association for Education from 2006 to 2010.

(vi) Audio visual teaching learning resources:-

(a) Flag of Nations (b) Cultural map of India, globes , maps, charts, models, craft work, textbooks, projector, slides, TV, documentary, computer.

(7) In the institution the library open in all the working days except holidays of of academic calendar of Gauhati University. It opens at 10AM and closes at 4PM per day.

(8) The students come to know the arrival of new books from the notification on the blackboard and the teaching persons come to know from the library assistant verbally.

4.4 : ICT as learning Resources

1. The Institution has the ICT facilities

- i) Computer lab.
- ii) Internet connectivity
- iii) Access
- iv) Audio Visual
- v) Radio cum tap recorder
- vi) Slide projector etc.

The institution optimally uses these facilities.

2) There is no provision for imparting computer skills to all students in the curriculum.

3) The institution has made minimum use of the new technologies in curriculum transactional processes i.e. only use of slide projector.

4) In the area of developing lessons plans as well as class room transactions, the students teachers have taken initiatives for using technology in practice teaching.

4.5: Other facility:

1) Yes, the institution has used instructional infrastructure optimally in the institution as well as share its facilities to other institution.

2) The institution has audio-visual materials, CD's, audio-cassettes related to cultural programme of centre for cultural resources and training and the student teachers are encouraged to use these in their practice teaching.

3) The institution has general laboratories in psychology and Methods Laboratories on History, Geography and Language and enhance facilities as well as maintained it properly.

4) The institution has availability of multipurpose Hall, Workshop room, Music room etc. with it.

5) The classrooms are not properly equipped for the use of latest technologies for teaching. So, the institution has a plan to modernize the classroom and moved to the Govt. for its proper sanction.

V: Student Support and Progression:

5.1) Students Progression-

1. Basically the students has to prepare the B.Ed program in two ways. These are theoretical and practical. Therefore for the theoretical preparedness two internal examinations are conducted in the institution. One is conducted after four months from the beginning of the session and the other is conducted after seven month of the session. The preparedness of the students in both the examinations help them to appear final examination. On the other hand, for preparedness of the practical knowledge Micro teaching program is conducted to know the different aspects of teaching such as skills of teaching, maxims of teaching , techniques of teaching , principles of teaching, techniques for motivation to the pupils . They are provided the chance to practice all the skills required for to get immediate achievement of goals of teaching and allotted to different practice teaching schools preparing different lesson plans using all the skills, strategies, maxims, techniques to achieve educational objectives. After getting preparedness they have appear in both theoretical and practical examination conducted by the Gauhati University.

3. The gender wise drop out rate after last admission in the last five years --
nil

4. There are no additional services that has been provided to students. But all efforts has been done to launch IGNOU centre for higher education for the students. For this the institution is awaiting to get Government approval. But some

students got qualified in SLET, NET, Central and State services with their own efforts. They are as follows.

YEAR	SLET	NET	CENTRAL SERVICE	STATE SERVICE
2009 -10	4	3	4	10
2010- 11	5	5	6	10

5 . After getting qualified in B Ed many student get qualified in higher studies. They are as follows.

Year	M. Ed	M. Phill	Ph. D	Appointed as a teacher
2009 -10	6	4	2	10
2010 -11	5	4	2	11

7. There is no provision of placement services in this institution.
8. No system of placement cell
9. This institution ha practice teaching schools. But there is no system of placement to the teachers .

5.2 Student Support:

(1) The institution, at the very beginning of its academic year, prepares Action Calendar with tentative dates for different programmes including both curricular and co-curricular aspects. For that the faculty members are placed in charge of the programmes to guide the students. During the session the programmes are carried out and evaluated within the institution. Here communication across the institution i.e. amongst students, teachers, administrator and office members (through involvement) is established. Only in aspect of practical examination external examiner is appointed to the institution by the university.

5) Yes, the institution has its website, which is www.shikshanmahavidyalaya.info

Information about the college, Shikshan Mahavidyalaya, is posted and it is updated upto 2012.

(10) In case of curricular activities the progress of the candidates is monitored through the classroom discussions, questioning, home assignment etc. as well as through periodical exams. Students' answer scripts, for terminal exam, after checking are returned to them with correction. At the time oral suggestion are also given. In case of non-academic activities are monitored and judged on the spot as well as afterwards and advices are given simultaneously.

(11) The institution ensures students' competency to begin practice teaching with specific pre-practice programmes, such as Micro-Teaching class and skill practices, as well as lesson planning classes. They are taught to prepare lesson plans, in the classroom, by concerned method teachers separately also. Besides, demonstration classes by the faculty members are done for students' benefit, thus preparing them for practice teaching in the school. After that, during practice teaching by the students' the classes are supervised continuously in the school by

faculty members. Thus, the students are helped to correct their lesson plans made and to improve the skills of teaching while doing practices.

5.3. Student Activities:

2. The institution encourages the student teachers for participation in extra curricular activities including sports and games. The main purpose for encouraging is to show the importance of co curricular activities in school which the student teacher has to conduct their program in their school to manifest the potentiality of the children to establish in future. Therefore, the achievement of the students in co curricular activities in this institution is only their participation to get the credit which contributes for their sessional work. This program is conducted organizing college week including different events according to the capacity of the playground.

3. By encouraging all the student teachers into the field of culture and literature through college week the potentiality of the students in writing articles, novels, poems etc are evaluated and encouraged to publish. For this the institution have one wall magazine named “NIRABADHI” is published in two times in a year and one magazine named “SIKSHABRATI” is published annually.

5.4) Best Practices in student support & Progression:

1. Sustainable best Practices of the institution in student support and Progression help to improve quality of teacher Education. In deferent organized co-curricular activities and project work the institution is getting heartfelt corporation and fruitful efforts which help the institution to make its progress and also help to uplift the level of education.

Criterion VI: Governance and leadership

6.1 Institutional vision and leadership:

1. The institution has its main purpose to impart effective training on Mythology of teaching to the teachers of secondary schools. The curriculum of the B.Ed. Course is stipulated by the Guwahati University. This comprises Six Theory Paper of which two are concerned mainly on Methodology. These consist of 600 marks and one practical paper of 100 marks. Besides these, there is another 200 marks for internal assessment which are carried out through out the whole session. The college offers seven method subjects in English, Assamese, Sanskrit, Geography, Social studies and Maths. There to Special papers i.e.
 1. Educational and Mental measurement and (2) Mental hygiene and Child Guidance. However within the syllabi and keeping in mind NCTE norms the B.Ed. trainee students to develop competencies for quality teaching while focusing on the vision and mission of the institution.

VISION: To make quality of teacher Education through encouraging, innovated teaching methodologies and techniques in keeping in view to change national and global trends.

MISSION :

- To arrange for assessment and accreditation of institutions of teacher education
- To stimulate the Academic environment for promotion of quality of teaching, learning and research in Teacher training institutions.
- To encourage self-evaluation, accountability and innovations in teacher training institution.

- To undertake quality related research studies and training programmes.
- Integrating life skills, critical thinking, creativity, values, Social values, decision making and leadership qualities.
- Enhancing effective communication skills.

VALUES:

- Provide contribution to national development.
 - Fostering global competence among teachers.
 - Quest for excellence.
2. The institution's goals and objectives in terms of fulfilling the needs of the society are included by its mission.
 3. For Effective and efficient transaction of teaching and learning Processes the Govt. Body has taken leadership role and organized short-term teacher training time to time to orient the teachers.
 4. The head of the institution goes on frequent meet and discussion to ensure the responsibilities.
 5. The head of the institution always tries to judge the information and review the activities on the basis of impartiality and right corners.
 6. The institution tries to identify the barriers in achieving the vision/Mission and goal with close collaboration of faculty members.
 7. The Involvement of the staff for improvement of the effectiveness and efficiency of the institutional processes are always encouraged by the management by providing scope to take active role in different sources of works and distributed the responsibilities among the faculties democratically and on decentralization process.
 8. The Head of the institution has been taking leadership role in Governance and management of the curriculum by not only supervision and inspection

but also as a part of class-teacher and taking classes to maintain good dealings with student teachers.

Regarding the administration, the head of the institution tries to maintain the punctuality, regularity and discipline by strict supervision of works of the subordinates as well as staff. Again, the institutional head tries to utilize available resources of human along with material resources to prepare the student trainees for meeting future challenges.

6.2 Organizational Arrangement:

1) There are different committees constituted time to time by the institution to manage different institutional activities.

(a) Meeting held on 18-09-2012 and made decision to form examination committee and to form centre committee.

2. Academic body and administrative body- Chairperson: Dr Bhadra Phukan, Principal,i/c,

Secretary- Mrs. Lawanu Bordoloi,

Coordinator- Dr. Tulumoni Devi,

All faculty members- as members.

3. The administration of different works are decentralized among the faculty members for smooth running of different activities. As for example- Examination in-charge- T. Bordoloi, Games and sport- T. Bordoloi and J. Chutia, cultural activity- L. Bordoloi, Literary activity- Mrs. M. Neog, Puja celebration- Dr. T. Devi, Works experience- Dr. T. Devi and J. Chutia, Lesson planning- Dr. T. Devi,

Micro-teaching- T. Bordoloi, Practice teaching – G. Bharali. For details information action calendar is enclosed here with.

4. Institution collaboration with other departments does not arise in case of B.Ed. Page | 74
college. As because method subject is concerned only one man commission. Regarding the plan for educational provision the school personnels are invited to forward suggestions time to time.

5. The Institution tries to utilize the feedback in decision-making to improve the performances of the teacher by re-modeling and rectifying the short comings.

6. By Providing conducive environment, sharing of knowledge, distribution of works, providing leadership etc. the institution takes initiatives for promoting co-operation.

6.3 Strategy Development and Deployment :

- (1) The institution has no management information system.
- (2) The institution only allocates Human resources for accomplishment and sustaining the changes result of Action plans by accepting the changes with initiatives. But the financial support is concerned purely to the Govt. of Assam.
- (3) The resources (Human and financial) are very essential to support the implementation of the mission and goal's.
- (4) There is a Academic plan and a planning process where all the faculty members involved. This academic plan will guide all student teachers to act properly.
- (5) The institution tries to deploy the objectives by accepting individual employee's contribution to develop the institution.

6.4 **Human Resource Management:**

1. The institution identifies the faculty development in works and activities publish and performed by the members in various fields.
2. There is no Separate mechanisms of Performance Assessment of faculty and staff and no other evaluation are used except evaluation made by student to improve teaching and service of the faculty.
3. The welfare measures like faculty for further study, availing, leave facility for attending seminar, work shop, taking research etc.
4. No self development programme is conducted for teaching and non-teaching staff.
5. Appointment of faculty is mainly conducted by the Govt. through APSC. So the question of recruitment does not arise
6. The part time employees are also appointed on the basis of selection made by the Govt. and the deference is there in regard of salary which is provided on hourly basis i.e. 150/- Per class and at least two classes are allowed.
7. Except the short-term training as organized by the Govt. No other budget is allocated for supporting the staff development and for organizing seminar, conference, workshop etc.
8. The physical facilities like well-equipped common room with functional office as well as quarters are provided to the faculty for their effective work.
9. The faculty members are engaged in a wide range of professional and administrative activities including teaching, Monitoring and working with school and community engagement.

6.5 Financial management and Resources Mobilization:

1. No Financial support is received for the Govt.
2. No Provisions of donation.
3. No any budget for day-to-day expanses.
4. The budget provision is provided as per demand of the institution.
5. No Accounts audit is made regularly.
6. The finance management system is not computerized.

6.6. Best Practices in Governance and Leadership:

1. As a teacher is born but not made so in a real sense a leader is born not made. But as the aim of education is according to educationist to draw out the every potential of human being so the potentiality of the leadership is also practiced in the institution.

To develop the governance and leadership quality of the student's institution form a student's body and the head of the body is called coordinator. A group of students are given charge of various departments as literary sec, sports sec etc. to help the coordinator.

Various groups/ Houses are formed and a leader and an assistant leader is selected/elected for each group.

College competition and other co-curricular activities are governed by the students under the leadership of these leaders.

Saraswati puja and the college establishment day is also celebrated by the students union body where the leadership quality of the students are reflected in a very beautiful way.

CRITERION VII : Innovation practices :

7.1 Internal Quality Assurance System:

1. The institution has established IQAC in 2011-12. It will make assessment of quality of teaching, activities for student progress taking projects, organizing field works etc.
2. The process of questionnaires is used to evaluate the achievement of goals and objectives.
5. The institution identifies and shears good practices in various levels like student progress, students support, governance, leadership etc.

7.2 Inclusive practices

1. The institution tries to sensitize teachers on school curriculum as well as national policies through participation of programme on that level.
2. No provision is made for plan for gender differences and impact on learning.
3. To create learning environment for developing positive social interaction, activities like- field trip, project work on Geography and History are included in the curriculum.
4. The institution can ensure the student teacher to develop proficiency of working with children of different backgrounds from their practiced teaching and operated behaviors.

5. Till now the institution has not enrolled any physically challenged students. In future the institution will make provision for providing facilities to meet their needs.
6. The institution handles and responded to gender sensitive issues on the basis of gender biasness.

7.3 Stakeholder Relationships:

1) As the institution is a Govt. one, the stack holder be the only government i.e. Govt. of Assam. Therefore, according to the govt. query and enquiry we deal with Administrative matters time to time. Somehow, we inform and suggest various administrative issues, problem and functions to the govt. In academic purpose we totally depended rely on the University. Faculty and administrators are involved in academic council of G.U. for preparing curriculum and syllabus and evaluation programme.

2. We organize meeting and discussion, to share successful completion of training programme, inviting bright and skilled teacher trainees who establish instances for the institution. To share such information we generally make a free and tidy conversational environment with proper dates and documents. These initiatives encourage teacher trainees.

3. Feedback process is going on in the institution in many ways

i) Theory: - By taking internal examination, unit tests and class tests with the help of teacher made tests. At the end of the evaluation, remedial classes and other interventions carried out accordingly.

ii) Practical: - In some subjects which needs practical supervision we emphasized instant feedback mechanism. Practice teaching programme is organized for 45 days in different schools selected by the institution. The faculty

members always visited and supervised in the classroom teaching and note weakness and strength of the teacher trainees during the class and feedback is given after the lesson outside the classroom. It is also mentioned that in every Saturday we take only feedback classes at the time of practice teaching.

iii) Extra curricular/ co-curricular/preparation of TLM etc. The institute keeps records for each individual teacher trainees in their record books provided by the institute. Here we maintain all sorts and records and giving feedback accordingly.

PERFORMANCE APPRAISAL REPORT
FOR SELF APPRAISAL OF TEACHERS

i) General Information

a) Name : Dr. Bhadra Phukan

b) Address(Residential): Principal Quarter

Shikshan Mahavidyalaya

Nagaon, Assam.

Ph. No. : (+91) 9435360863

c) Designation: (Professor) Principal i/c

d) Department: Education

e) Date of Birth: 01-10-1955

f) Area of Specialization: Education (Statistics)

A. Academic Qualifications

Exam Passed	Board/ university	Subjects	Year	Division/Grade/ Merit etc
High School	Board	Eng, Ass, Geo, Hist., Doms. Sc., Arith., Hy.	1972	II
Higher	D.U.	Eng., Ass., Ele. Ass. ,	1974	II

Secondary or Pre-degree		Edu. Pol. Sc.		
Bachelor's Degree (s)	D.U.	Edu.(Hons.) Pol.Sc., Eng., Ass. , (Pass)	1976	II
Master's Degree (s)	G.U.	Education	1978	II
Research Degree (s)	G.U.	Education	2003	-
Other Diploma/ Certificates etc. (B.T.)	G.U.	History and Assamese(Method) and four edu. paper	1982	II

ii) Research Experience & Training

Research Stage	Title of work/ Theses	University where the work was carried out
M.Phil or equivalent	-	-
Ph.D	Problems of plains Tribal We men Education with reference to Kokrajhar Dist., Assam	G.U.
Post-Doctoral	-	-
Publications (give a list	-	-

separately)		
Research guidance (give names of students guided successfully)	Guidance of five Ph.D Scholars is running.	CMJ
Training (please specify)	i)ICT Tele Conference ii) Orientation(a) CCRT (b) SCERT iii) Refresher course iv) Work Shop (2) v) Training On Planning and Adm. vi) Training on : (a) Teacher trainer (b) DRP(CCRT)	State level and Central level

B. Research projects carried out

Title of the Project	Name of the funding Agency	Duration	Remarks
-	-	-	-

C) Seminars, Conferences, Symposia Workshops etc. attended

Name of the Seminar/ Conference/Symposia Workshop, etc.	Name of the sponsoring Agency	Place and Date
National Consultation Meet of CTE s & IASEs	NCTE	Delhi 17 th & 18 th Aug/05

iii) Teaching Experience

Courses Taught	Name of the University/College/Institution	Duration
U.G(B.A/B.Sc.etc. pass), (B.A/B.Sc. etc. Hons.)	-	-
P.G. (B.Ed/M.A/M.Sc.)	a) PGT, Kokrajhar(March,1981 to March,2000 Shikshan Mahavidralaya (April,2000 onwards)	19 Yrs. 12 Yrs.
M.Phil	-	-

Any Other	-	-
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Total Teaching Experience: 31 Yrs.

- a) Under graduate(Pass): No
- b) Under graduate (Hons): No
- c) Post graduate (B.Ed): 31 Yrs.

viii) Innovations/Contributions in teaching:

- a) Design of Curriculum
- b) Teaching methods
- c) Laboratory experiments : In Psychology
- d) Evaluation methods
- e) Preparation of resource material
Including books, reading materials,
Laboratory manuals etc.
- f) Remedial Teaching/ Student Counseling : Yes
(academic)
- g) Any Other: Providing CCRT Training to Secondary School
Teachers.

iX) Extension Work/Community Service

- a) Please give a short account of your contribution to:
 - i) Community work such as values of National Integration,

Secularism, democracy, socialism, humanism, peace, scientific
Temper, flood or drought relief, small family norms etc.

ii) National Literacy Mission

b) Positions held/ Leadership role played in organizations linked with Extension
work and National service scheme (NSS) or NCC or any other similar activity.

D) Participation in corporate life:

a) College/ University/ Institution : Shikshan Mahavidyalaya

b) Co-curricular Activities : Yes. Guiding the Teacher Trainees

c) Enrichment of campus life

(Hostels, sports, games, cultural activities) : Yes .

d) Students welfare and discipline: Yes.

e) Membership/ Participation in Bodies/ Committees

on education and national development : G.B. Membership
College of Teacher Ed.

f) Professional organization of teachers.

E) a) Membership of professional bodies, societies etc.

b) Editorship of Journals

F) Any other information

Signature of the Teacher

PERFORMANCE APPRAISAL REPORT FOR SELF APPRAISAL OF TEACHERS

i) General Information

- a) Name : Dr. Tulumoni Devi
- b) Address(Residential): Panigaon Saiwali
Dist. :- Nagaon, Assam

Ph. No. : (+91)9401267640
- c) Designation: Lecturer
- d) Department: Mathematics
- e) Date of Birth: 17-12-1962
- f) Area of Specialization: Mathematical Education

A) Academic Qualifications

Exam Passed	Board/ university	Subjects	Year	Division/Grade/ Merit etc
High School	SEBA	Ass, Eng, G. Maths, Sc, S.S, Hist., Geo,	1978	II
Higher Secondary or	D.U.	Eng, Ass, Phy, Chem, Maths,	1980	II

Pre-degree		Bio,		
Bachelor's Degree (s)	(B.Sc)D.U.	Maths(Hons), Language, Phy,Che	1983	II
	B.Ed. (G.U)	Maths, Ass. (Method Sub.)	1992	II
Master's Degree (s)	G.U.	Mathematics	1988	II
Research Degree (s)	(M.Phil)G.U.	Mathematics	1996	-
	(Ph.D) G.U.	Mathematical Edu.	2005	-
Other Diploma/ Certificates etc.	(LLB)G.U.	Law Subjects	1997	II

ii) Research Experience & Training

Research Stage	Title of work/ Theses	University where the work was carried out
M.Phil or equivalent	Some extent solution in higher dimensional General relativity	G.U.

Ph.D	A study into the failure and achievement in Maths among Karbi student in H.S.L.C. exam	G.U
Post-Doctoral	-	-
Publications (give a list separately)	-	-
Research guidance (give names of students guided successfully)	-	-
Training (please specify)	-	-

B) Research projects carried out

Title of the Project	Name of the funding Agency	Duration	Remarks
-	-	-	-

C) Seminars, Conferences, Symposia Workshops etc. attended

Name of the Seminar/ Conference/Symposia Workshop, etc.	Name of the sponsoring Agency	Place and Date
1) Teacher orientation p gm.	Higher Secondary Council, Assam	North Lakhimpur
2) Orientation course	Academic staff college	G.U. (15 th July to 11 th Aug/1996)
3) As a resource person in the feedback resson after field testing of examples materials in Maths	NCERT	SCERT, Ghy
4) Review workshop on Dev. Of Examples text book	Workshop and teachers hand book in Maths Conducted by NCERT	New Delhi
5) Training p gm for Teacher Educators from Institute of Advanced Studies in Edn.(IASE)	An Action research related to gender issues asik focus on upliftment of Muslim Girls .	On 28 th July, 2008 to 30 th Aug, 2008 at NIE campus NCERT, New Delhi-16.

iii) Teaching Experience

Courses Taught	Name of the University/College/Institution	Duration
U.G(B.A/B.Sc.etc. pass), (B.A/B.Sc. etc. Hons.)	-	-
P.G.(B.Ed/M.A/M.Sc.)	Shikshan Mahavidyalaya	17Yrs
M.Phil	-	-
Any Other	-	-

Total Teaching Experience: 23Yrs

a)Under graduate(Pass): 6yrs (from 1988 to 1994)

b)Under graduate (Hons):

c)Post graduate (B.Ed): 17yrs (from 1994 to till date)

viii) Innovations/Contributions in teaching :

a)Design of Curriculum

b)Teaching methods

c)Laboratory experiments

d)Evaluation methods

e)Preparation of resource material

Including books, reading materials,

- Laboratory manuals etc.
- f) Remedial Teaching/ Student Counseling
(academic)
- g) Any Other

iX) Extension Work/Community Service

- a) Please give a short account of your contribution to:
 - i) Community work such as values of National Integration, secularism, democracy, socialism, humanism, peace, scientific temper, flood or drought relief, small family norms etc.
 - ii) National Literacy Mission
 - b) Positions held/ Leadership role played in organizations linked with Extension work and National service scheme (NSS) or NCC or any other similar activity.
- D) Participation in corporate life:
- a) College/ University/ Institution
 - b) Co-curricular Activities
 - c) Enrichment of campus life
(Hostels, sports, games, cultural activities)
 - d) Students welfare and discipline
 - e) Membership/ Participation in Bodies/ Committees
on education and national development
 - f) Professional organization of teachers.

E) a) Membership of professional bodies, societies etc.

b) Editorship of Journals

F) Any other information

Signature of the Teacher

PERFORMANCE APPRAISAL REPORT FOR SELF APPRAISAL OF TEACHERS

i) General Information

- a) Name : Lawnu Bordoloi
- b) Address(Residential): Lecturer Quarter
Shikshan Mahavidyalaya
Nagaon, Assam.
Ph. No. : (+91)9435872162
- c) Designation : Lecturer
- d) Department : Social Studies
- e) Date of Birth : 05-01-1965
- f) Area of Specialization : Labour & Social Work

A) Academic Qualifications

Exam Passed	Board/ university	Subjects	Year	Division/Grade/ Merit etc
High School	SEBA	Eng, Ass, S.S, G.M, G.Sc, Geog	1979	II
Higher Secondary or Pre-degree	AHSEC	Eng, Ass, Eco, Psc, Sk.	1982	II

Bachelor's Degree (s)	i)(B.A) G.U	i) Eco (Hons)	1984	II
	ii)(B.Ed.) G.U	ii)S.S, Eng (Method)	1991	I
Master's Degree (s)	i)M.A(G.U.)	i) Economics	1986	II
	ii) M.Ed.	ii) Edun.	2007	II
Research Degree (s)	i)M.Phil (Double)	i.(a). Economics (b) Edn.	2008 2009	I I
	ii) Ph.D. is continuing	ii) Edn.		
Other Diploma/ Certificates etc.	-	-	-	-

ii) Research Experience & Training

Research Stage	Title of work/ Theses	University where the work was carried out
M.Phil or equivalent	Socio Economic Profile of Child Labour	V.M.U.
Ph.D	Continuing	Assam Univ.,Silchar
Post-Doctoral	-	-
Publications (give a list separately)	1)Community participation for school effectiveness and its	-

	<p>impact,IJBSS,Vol 1(2),2012,p: 30-35</p> <p>2) Comparative study of self concept on Hostellers and Non- Hostellers IJBSS,Vol 1(2),2012,p:46-49.</p>	
<p>Research guidance (give names of students guided successfully)</p>	-	-
<p>Training (please specify)</p>	CCRT , SCERT & RMSA Training	-

B. Research projects carried out

Title of the Project	Name of the funding Agency	Duration	Remarks
-	-	-	-

C) Seminars, Conferences, Symposia Workshops etc. attended

Name of the Seminar/ Conference/Symposia Workshop, etc.	Name of the sponsoring Agency	Place and Date
i) International Conference Blending Edn., Science and Spirituality for a Better World.	i) Common health council for ednl. Administration and Management, Assam Chapter, Ghy, Kahilipara.	i) 14 th - 16 th Nov, 2008
ii) Orientation Training Programme	ii) CCRT, Bombay	ii) 20 th June – 6 th July/2005.
iii) Capacity building of teacher educators for promoting inclusion of children with special needs through EDUSAT programme.	iii) SCERT, EDUSAT Studio, Ghy.	iii) 15 th – 18 th March/2010
iv) State level Research Seminar on School Effectiveness at Elementary Stage	iv) SCERT, IIE, Lalmati, Ghy.	iv) 4 th , 5 th Jan/2007.
v) Changing Scenario	v) B.K.B. College,	v) -

of higher Education since 1986	Puranigudam, Nagaon, Assam.	
vi) Workshop on Lesson planning	-	vi) Rangia T.T College 03-03-12
vii) Workshop on Lesson planning	-	vii) G. U. , 6 th ,7 th ,8 th March/05

iii)

Teaching Experience

Courses Taught	Name of the University/College/Institution	Duration
U.G(B.A/B.Sc.etc. pass), (B.A/B.Sc. etc. Hons.)	-	-
P.G.(B.Ed/M.A/M.Sc.)	Shikshan Mahavidyalaya, Nagaon	16Yrs
M.Phil	-	-
Any Other	-	-

Total Teaching Experience: 18Yrs & 6 months.

a) Under graduate(Pass): -

b) Under graduate (Hons): -

c) Post graduate: 18Yrs & 6 months

viii) Innovations/Contributions in teaching:

a) Design of Curriculum

b) Teaching methods : Project, Discussion, Debate, Seminar.

c) Laboratory experiments

d) Evaluation methods : Class Test, Inter Exam. I & II, Teaching Supervision, Micro Teaching Supervision.

e) Preparation of resource material : Teaching aid Preparation.

Including books, reading materials,

Laboratory manuals etc.

f) Remedial Teaching/ Student Counseling : Extra Classes are taken (academic)

g) Any Other : Work experience is conducted , co-curricular activities, Field trips (Edn)

iX) Extension Work/Community Service

a) Please give a short account of your contribution to:

i) Community work such as values : i) Organization of human rights, of National Integration,

secularism, democracy, socialism, ii) Training of cultural Edn.

humanism, peace, scientific

temper, flood or drought relief, small

family norms etc.

iii) NGO for community service for health survey for child labour

edn.

ii) National Literacy Mission

b) Positions held/ Leadership role played in organizations linked with Extension work and National service scheme (NSS) or NCC or any other similar activity.

D) Participation in corporate life:

a) College/ University/ Institution : Participation in cultural activities in

b) Co-curricular Activities : Organization in debate, symposia.

c) Enrichment of campus life : Superintendent of Boys Hostel.
(Hostels, sports, games, cultural activities)

d) Students welfare and discipline : NCC Practice.

e) Membership/ Participation in Bodies/ Committees
On education and national development

f) Professional organization of teachers. : Unit Secretary of Teaching Staff
College, Member of the B.Ed
College
Association, Assam.

E) a) Membership of professional bodies,
Societies etc.

b) Editorship of Journals

: In charge of publication of College Magazine, Wall Magazine.

F) Any other information

Signature of the Teacher

PERFORMANCE APPRAISAL REPORT FOR SELF APPRAISAL OF TEACHERS

i) General Information

- a) Name : Malabika Neog
- b) Address(Residential): Near ASTC, Nagoan
Dist. : Nagaon (Assam)
Ph. No. : (+91) 9864118799
- c) Designation : Lecturer
- d) Department: Education
- e) Date of Birth : 01-09-1969
- f) Area of Specialization : Education

A) Academic Qualifications

Exam Passed	Board/ university	Subjects	Year	Division/Grade/ Merit etc
High School	SEBA	Eng, Ass, G.Sc, G.M., S.S, W.Ex, Sans.	1985	I
Higher Secondary or Pre-degree	AHSEC	Eng, Ass, P.sc., L, Sans.	1987	II
Bachelor's Degree (s)	(B.A) D.U. (B.Ed) D.U.	Eng (Hons.) S.S. , Eng (Method)	1990 1995	II II
Master's	(M.A) D.U.	Eng	1993	II

Degree (s)	(M.Ed.) D.U	Edn.	2000	II
Research Degree (s)	(M.Phil) M.K.U	Eng.	2005	II
Other Diploma/ Certificates etc.	-	-	-	-

ii) Research Experience & Training

Research Stage	Title of work/ Theses	University where the work was carried out
M.Phil or equivalent	Psychological analysis of D.H. Lawrence's Novel	M.K.U.
Ph.D	-	-
Post-Doctoral	-	-
Publications (give a list separately)	-	-
Research guidance (give names of students guided successfully)	-	-
Training (please specify)	Workshop on Action Research	SECRET, Ghy.

B) Research projects carried out

Title of the Project	Name of the funding Agency	Duration	Remarks
-	-	-	-

C) Seminars, Conferences, Symposia Workshops etc. attended

Name of the Seminar/Conference/Symposia Workshop, etc.	Name of the sponsoring Agency	Place and Date
-	-	-

iv) Teaching Experience

Courses Taught	Name of the University/College/Institution	Duration
U.G(B.A/B.Sc.etc. pass), (B.A/B.Sc. etc. Hons.)	-	-
P.G.(B.Ed/M.A/M.Sc.)	i) KBM College	05 Yrs

	ii)Shikshan Mahavidyalaya	7 Yrs.
M.Phil		
Any Other		

Total Teaching Experience: 12 Yrs

a)Under graduate(Pass):

b)Under graduate (Hons):

c)Post graduate (B. Ed): 12 Yrs

viii) Innovations/Contributions in teaching :

a) Design of Curriculum : No

b)Teaching methods : Lecturer, Discussion, Questioning etc.

c)Laboratory experiments : No

d) Evaluation methods : Class Test, Unit test etc.

g) Preparation of resource material

Including books, reading materials,

Laboratory manuals etc.

h) Remedial Teaching/ Student Counseling

(academic)

g) Any Other

iX) Extension Work/Community Service

a) Please give a short account of your contribution to:

i) Community work such as values of National Integration,

secularism, democracy, socialism, humanism, peace, scientific temper, flood or drought relief, small family norms etc.

ii) National Literacy Mission

b) Positions held/ Leadership role played in organizations linked with Extension work and National service scheme (NSS) or NCC or any other similar activity.

D) Participation in corporate life:

a) College/ University/ Institution

b) Co-curricular Activities

c) Enrichment of campus life

(Hostels, sports, games, cultural activities)

d) Students welfare and discipline

e) Membership/ Participation in Bodies/ Committees

on education and national development

f) Professional organization of teachers.

E) a) Membership of professional bodies, societies etc.

b) Editorship of Journals

F) Any other information

Signature of the Teacher

PERFORMANCE APPRAISAL REPORT FOR SELF APPRAISAL OF TEACHERS

i) General Information

- a) Name : Tridib Bordoloi
- b) Address(Residential): Dimaruguri, P.O: itachali, Nagaon, Assam.
Ph. No. : (+91) 9435065894
- c) Designation : Lecturer
- d) Department: Geography
- e) Date of Birth : 31-12-1970
- f) Area of Specialization : Education.

A) Academic Qualifications

Exam Passed	Board/ university	Subjects	Year	Division/Grade/ Merit etc
High School	SEBA	Eng, Ass, S.S, G.Sc. , G. M., Ad. M., C.G.	1987	II
Higher Secondary or Pre-degree	AHSEC	Eng., Ass., Pol. Sc., Eco, Geog, H	1989	I
Bachelor's Degree (s)	a) (B.A) D.U b)(B.Ed.) D.U	Geog (Hons.) Geog, Eng (Method)	1992 1998	II II

Master's Degree (s)	a) (M.A) G.U b) (M.Ed) G.U	Geog. Edn.	1995 2008	II II
Research Degree (s)	(M.Phil) V.M.U.	Edn.	2010	II
Other Diploma/ Certificates etc.	-	-	-	-

ii) Research Experience & Training

Research Stage	Title of work/ Theses	University where the work was carried out
M.Phil or equivalent	Organizational climate and Job satisfaction of Teacher.	V.M.U.
Ph.D	-	-
Post-Doctoral	-	-
Publications (give a list separately)	-	-
Research guidance (give names of students guided successfully)	-	-
Training (please specify)	ICT Mentors coordinator by NCERT, Delhi.	-

B. Research projects carried out

Title of the Project	Name of the funding Agency	Duration	Remarks
-	-	-	-

C) Seminars, Conferences, Symposia Workshops etc. attended

Name of the Seminar/Conference/Symposia Workshop, etc.	Name of the sponsoring Agency	Place and Date
-	-	-

iii) Teaching Experience

Courses Taught	Name of the University/College/Institution	Duration
U.G(B.A/B.Sc.etc. pass), (B.A/B.Sc. etc. Hons.)	-	-
P.G.(B.Ed/M.A/M.Sc.)	Shikshan Mahavidyalaya	7 Yrs.
M.Phil	-	-
Any Other	-	-

Total Teaching Experience: 7 Yrs.

d) Under graduate(Pass): -

e) Under graduate (Hons): -

f) Post graduate : 7 Yrs.

viii) Innovations/Contributions in teaching:

a) Design of Curriculum : No

b) Teaching methods : Yes.

c) Laboratory experiments : Yes.

d) Evaluation methods : Yes

e) Preparation of resource material : No

Including books, reading materials,
Laboratory manuals etc.

f) Remedial Teaching/ Student Counseling : Yes
(academic)

g) Any Other : No

iX) Extension Work/Community Service

a) Please give a short account of your contribution to:

i) Community work such as values of National Integration,
secularism, democracy, socialism, humanism, peace, scientific

temper, flood or drought relief, small family norms etc.

: Attending as a resource person in in-service Teacher Training

ii) National Literacy Mission : No

b) Positions held/ Leadership role played in organizations linked with Extension work and National service scheme (NSS) or NCC or any other similar activity. :

No

D) Participation in corporate life :

a) College/ University/ Institution : Yes.

b) Co-curricular Activities : Yes.

c) Enrichment of campus life : Yes. Working as in charges of various activities

(Hostels, sports, games, cultural activities) that organized by the authority.

d) Students welfare and discipline : Yes

e) Membership/ Participation in Bodies/ Committees : No

on education and national development

f) Professional organization of teachers. : Yes

E) a) Membership of professional bodies, societies etc. : Yes.

b) Editorship of Journals : No

F) Any other information : No

Signature of the Teacher

PERFORMANCE APPRAISAL REPORT FOR SELF APPRAISAL OF TEACHERS

i) General Information

- a) Name : Gayatri Bharali
- b) Address(Residential): Santoshti Bhawan
Near Maa Laxmi Servicing Centre,
P.O. Itachali, Dist. Nagaon(Assam)
Ph. No. :(+91) 9435165248
- c) Designation : Lecturer
- d) Department: English
- e) Date of Birth : 28-01-1979
- f) Area of Specialization : -

A) Academic Qualifications

Exam Passed	Board/ university	Subjects	Year	Division/Grade/ Merit etc
High School	SEBA	Eng, Ass, G.Sc., S.S. G. M, Hin.,	1994	I
Higher Secondary or Pre-degree	AHSEC	Eng, Ass, Ad. Ass., Pol.Sc, Edn., Eco.	1996	I
Bachelor's	(B.A.)G.U	Eng (hons)	1999	II

Degree (s)	B.Ed.) G.U	Eng , Ass. (method)	2002	II
Master's Degree (s)	(M.A) Uni.of Pune (M.Ed.) G.U.	Eng. Edn.	2001 2005	I II
Research Degree (s)	(M.Phil) V.M.U.	Edn.	2009	I
Other Diploma/ Certificates etc.	(LLB) G.U	-	2008	II

B) Research Experience & Training

Research Stage	Title of work/ Theses	University where the work was carried out
M.Phil or equivalent	Woman and Academic Leadership with special reference to Nagaon District, Assam.	Vinayaka Missions Uni.
Ph.D	-	-
Post-Doctoral	-	-
Publications (give a list separately)	-	-
Research guidance	-	-

(give names of students guided successfully)		
Training (please specify)	Capacity Building on Research Methodology	NCERT

ii) Research projects carried out

Title of the Project	Name of the funding Agency	Duration	Remarks
-	-	-	-

C) Seminars, Conferences, Symposia Workshops etc. attended

Name of the Seminar/ Conference/Symposia Workshop, etc.	Name of the sponsoring Agency	Place and Date
1) International Conference on Blending Edn., Science, spirituality for better world	Self	1) Council for Teacher Edn., Assam Chapter, Kalakhetra, Ghy.(14-11-08)
2) Workshop on Lesson planning	Self	2) Rangia T.T. College (3 rd March,12)
3) Changing scenario of higher edn. System in India.	Self	3) Dr. B.K.B. College, Puranigudam(27 th ,28 th Aug,10)

4) Workshop on Research Methodology in Gender studies	Self	4) G.U. (10-18 June,2005)
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iii) Teaching Experience

Courses Taught	Name of the University/College/Institution	Duration
U.G(B.A/B.Sc.etc. pass), (B.A/B.Sc. etc. Hons.)	-	-
P.G.(B.Ed/M.A/M.Sc.)	Shikshan Mahavidyalaya, Nagaon	7yrs
M.Phil	-	-
Any Other	-	-

Total Teaching Experience: 7 Yrs

a) Under graduate(Pass): -

b) Under graduate (Hons): -

c) Post graduate: 7 Yrs

viii) Innovations/Contributions in teaching:

- a) Design of Curriculum
- b) Teaching methods
- c) Laboratory experiments
- d) Evaluation methods
- e) Preparation of resource material
Including books, reading materials,
Laboratory manuals etc.
- f) Remedial Teaching/ Student Counseling
(academic)
- g) Any Other

iX) Extension Work/Community Service

- a) Please give a short account of your contribution to:
 - i) Community work such as values of National Integration, secularism, democracy, socialism, humanism, peace, scientific temper, flood or drought relief, small family norms etc.
 - ii) National Literacy Mission
 - b) Positions held/ Leadership role played in organizations linked with Extension work and National service scheme (NSS) or NCC or any other similar activity.
- D) Participation in corporate life:
- a) College/ University/ Institution
 - b) Co-curricular Activities

c) Enrichment of campus life
(Hostels, sports, games, cultural activities)

d) Students welfare and discipline

e) Membership/ Participation in Bodies/ Committees
on education and national development

f) Professional organization of teachers.

E) a) Membership of professional bodies, societies etc.

b) Editorship of Journals

F) Any other information

Signature of the Teacher

PERFORMANCE APPRAISAL REPORT FOR SELF APPRAISAL OF TEACHERS

i) General Information

- a) Name : Jayanta Chutia
- b) Address(Residential) : Amolapatty, B.P. Road,
Nagaon, Assam.
Ph. No. : (+91) 9954373282.
- c) Designation : Demonstrator
- d) Department: -
- e) Date of Birth: 01-01-1980.
- f) Area of Specialization: Physical Chemistry.

A) Academic Qualifications

Exam Passed	Board/ university	Subjects	Year	Division/Grade/ Merit etc
High School	SEBA	Eng, Ass, G.M, G.Sc. S.S., Ad.M.	1995	I
Higher Secondary or Pre-degree	AHSEC	Eng, Ass, Phy, Che, Maths.	1997	I
Bachelor's Degree (s)	i) (B.Sc.) D.U.	i)Chemistry (Major), Phy & Maths (Pass).	2000	I

	ii)B.Ed (Appeared)	-	-	-
Master's Degree (s)	(M.Sc.) D.U.	Chemistry (Spl. Physical Chemistry)	2002	I
Research Degree (s)	(M.Phil) V.M.U	Chemistry	2009	II
Other Diploma/ Certificates etc.	-	-	-	-

ii) Research Experience & Training

Research Stage	Title of work/ Theses	University where the work was carried out
M.Phil or equivalent	A Study On The Quality Of Drinking Water In Lakhimpur District With Special Reference to Dhakuakhana Subdivision	V.M.U.
Ph.D	-	-
Post-Doctoral	-	-
Publications (give a list separately)	List is given below.	
Research guidance (give names of students guided successfully)	-	-
Training (please specify)	Induction Level Training	SCERT, Ghy.

a) List Of Publications:

Serial No	Name of the journal, Volume, year, page.	Title of work
1	Int. J. Chem. Sci., 7(2), 2009, 1143-1152.	A study on the quality of drinking water in the Dhakuakhana Subdivision of Lakhimpur District , Assam, India.
2	Int. J. Chem. Sci., 7(3), 2009, 2087-2095.	Relative contents of Chloride and Sulphate in drinking water samples in different locality of Dhakuakhana Subdivision of Lakhimpur District , Assam.
3	Int. J. Chem. Sci., 7(3), 2009, 1821-1830.	Seasonal variation of drinking water quality w.r.t Fluoride and nitrate in Dhakuakhana Subdivision of Lakhimpur District , Assam.
4	Int. J. Chem. Sci., 8(4), 2010, 2153-2157.	Relative contents of fluoride and nitrate in drinking water samples in different locality of Lakhimpur District , Assam.
5	RJPBCS:3(2),2012,1030- 1036	Evaluation of drinking water quality in Bihpuria area of Lakhimpur District, Assam, India.

B) Research projects carried out

Title of the Project	Name of the funding Agency	Duration	Remarks
-	-	-	-

C) Seminars, Conferences, Symposia Workshops etc. attended

Name of the Seminar/Conference/Symposia Workshop, etc.	Name of the sponsoring Agency	Place and Date
Recent Aspects in Environmental Sciences	UGC Sponsored National Seminar	Lakhimpur Girls College 12 th & 13 th Sept, 2008.

iii) Teaching Experience

Courses Taught	Name of the University/College/Institution	Duration
U.G(B.A/B.Sc.etc. pass), (B.A/B.Sc. etc. Hons.)	North Lakhimpur College (B.Sc. Hons. & Pass)	02 Yrs.
P.G.(B.Ed/M.A/M.Sc.)	Shikshan Mahavidyalaya	01 Yrs
M.Phil	-	-
Any Other	-	-

Total Teaching Experience: 03 Yrs.

a) Under graduate(Pass)

] : 02 Yrs.

b) Under graduate (Hons)

c) Post graduate: 01 Yrs.

viii) Innovations/Contributions in teaching :

a) Design of Curriculum

b) Teaching methods : Project, Discussion, Demonstration etc.

c) Laboratory experiments : Yes

d) Evaluation methods : Class Test, Internal exam I & II, Teaching Supervision,

Micro Teaching Supervision etc.

e) Preparation of resource material

Including books, reading materials, : Teaching aid preparation.
Laboratory manuals etc.

f) Remedial Teaching/ Student Counseling: Extra remedial classes are taken
(academic) according to the demand of the
trainees.

g) Any Other : Supervision of Work experience
& Co-Curricular activities.

ix) Extension Work/Community Service

a) Please give a short account of your contribution to: -

i) Community work such as values
of National Integration, secularism,

democracy, socialism, humanism, peace,
scientific temper, flood or drought relief,
small family norms etc.

ii) National Literacy Mission : -

b) Positions held/ Leadership role played in
organizations linked with Extension work and : -
National service scheme (NSS) or NCC or any
other similar activity.

D) Participation in corporate life:

a) College/ University/ Institution : Shikshan Mahavidyalaya

b) Co-curricular Activities : Yes. Guiding/Supervising the Teacher
Trainees

c) Enrichment of campus life

(Hostels, sports, games, cultural activities) : Yes, Working as in charges of
various

d) Students welfare and discipline : Yes

e) Membership/ Participation in Bodies/ Committees

on education and national development : No

f) Professional organization of teachers. : Yes

E) a) Membership of professional bodies, societies etc. : Yes

b) Editorship of Journals : No

F) Any other information : No

Signature of the Teacher

PERFORMANCE APPRAISAL REPORT FOR SELF APPRAISAL OF TEACHERS

(i) General Information

- a) Name : Nripen Saikia
- b) Address(Residential) : Dimoruguri, Nagaon
Assam
Ph. No. : (+91) 8011491716
- c) Designation : Part Time Lecturer
- d) Department: History
- e) Date of Birth : 16-11-1979
- f) Area of Specialization : Chutia History

A). Academic Qualifications

Exam Passed	Board/ university	Subjects	Year	Division/Grade/ Merit etc
High School	SEBA	Eng, Ass, G.M, G.Sc, S.S, History.	1995	II
Higher Secondary or Pre-degree	AHSEC	Eng, Ass, L/P, Psc, Hist. Edn.	1997	III
Bachelor's	i) (B.A)D.U	i)Hist.(Hons),	2001	II

Degree (s)	ii)B.Ed. D.U	Edn(Pass) ii)Hist.& Ass (Method)	2005	II
Master's Degree (s)	(M.A) D.U	History	2003	II
Research Degree (s)	-	-	-	-
Other Diploma/ Certificates etc.	-	-	-	-

ii) Research Experience & Training

Research Stage	Title of work/ Theses	University where the work was carried out
M.Phil or equivalent	-	-
Ph.D	Continue on sub : Society and Culture of the Chutias.	CMJ
Post-Doctoral	-	-
Publications (give a list separately)	-	-
Research guidance (give names of students	-	-

guided successfully)		
Training (please specify)	-	-

B. Research projects carried out

Title of the Project	Name of the funding Agency	Duration	Remarks
i) Writing of History of Chutias	i) D.U.	i) 2003-2005	
ii) Ethnographical study	ii) D.U	ii) 2010-2011	

C) Seminars, Conferences, Symposia Workshops etc. attended

Name of the Seminar/ Conference/Symposia Workshop, etc.	Name of the sponsoring Agency	Place and Date
-	-	-

iii) Teaching Experience

Courses Taught	Name of the University/College/Institution	Duration
U.G(B.A/B.Sc.etc. pass), (B.A/B.Sc. etc. Hons.)	-	-
P.G.(B.Ed/M.A/M.Sc.)	Shikshan Mahavidyalaya, Nagaon	06 Yrs
M.Phil	-	-
Any Other	-	-

Total Teaching Experience: 07 Yrs.

a) Under graduate(Pass): -

b) Under graduate (Hons): -

c) Post graduate: 06 Yrs.

viii) Innovations/Contributions in teaching:

a) Design of Curriculum

b) Teaching methods : Yes

c) Laboratory experiments : No

d) Evaluation methods : Class test, Assignment etc.

e)Preparation of resource material

Including books, reading materials, : No

Laboratory manuals etc.

f) Remedial Teaching/ Student Counseling : Yes as required by the trainees.

(academic)

g) Any Other : No

iX) Extension Work/Community Service

a) Please give a short account of your contribution to:

i) Community work such as values of National Integration, : No
secularism, democracy, socialism, humanism, peace, scientific
temper, flood or drought relief, small family norms etc.

ii) National Literacy Mission : No

b) Positions held/ Leadership role played in organizations linked with Extension
work and National service scheme (NSS) or NCC or any other similar activity. :
No

D) Participation in corporate life:

a) College/ University/ Institution : Shikshan Mahavidyalaya

b) Co-curricular Activities : As supervision .

c) Enrichment of campus life : As Incharge of various activities organized by
the

(Hostels, sports, games, cultural Authority.
activities)

d) Students welfare and discipline : Yes

e) Membership/ Participation in Bodies/ Committees

on education and national development

f) Professional organization of teachers. : Yes

E) a) Membership of professional bodies, societies etc. : Yes

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b) Editorship of Journals : No

F) Any other information : No

Signature of the Teacher

PERFORMANCE APPRAISAL REPORT FOR SELF APPRAISAL OF TEACHERS

(i) General Information

- a) Name: Anupama Gayan
- b) Address (Residential): Amolapatty, G.B. Path, Kolong Par
Ward No-8
Ph. No. : (+91) 9435316609
- c) Designation: Part time lecturer
- d) Department: Assamese
- e) Date of Birth : 01-09-1957
- f) Area of Specialization : Assamese

A) Academic Qualifications

Exam Passed	Board/ university	Subjects	Year	Division/Grade/ Merit etc
High School	Board	Eng, Ass, Maths, Sc. Hist. , Sans.	1974	II
Higher Secondary or Pre-degree	Pre-degree	Eng, Ass, Geo, Hist, ASL	1976	II
Bachelor's Degree (s)	(B.A) G.U.	Eng, Ass, Hist. Edu.	1978	Pass

	(B.Ed.) G.U.	Ass and Sans. (Methods)	1995	II
Master's Degree (s)	G.U.	Assamese		II
Research Degree (s)	-	-	-	-
Other Diploma/ Certificates etc.	-	-	-	-

ii) Research Experience & Training

Research Stage	Title of work/ Theses	University where the work was carried out
M.Phil or equivalent	-	-
Ph.D	-	-
Post-Doctoral	-	-
Publications (give a list separately)	-	-
Research guidance (give names of students guided successfully)	-	-
Training (please specify)	-	-

B. Research projects carried out

Title of the Project	Name of the funding Agency	Duration	Remarks
-	-	-	-

C) Seminars, Conferences, Symposia Workshops etc. attended

Name of the Seminar/Conference/Symposia Workshop, etc.	Name of the sponsoring Agency	Place and Date
-	-	-

iii) Teaching Experience

Courses Taught	Name of the University/College/Institution	Duration
U.G(B.A/B.Sc.etc. pass), (B.A/B.Sc. etc. Hons.)	Nonoi College (Pass)	5 yrs.
P.G.(B.Ed/M.A/M.Sc.)	a) Lanka B. Ed. College b) Shikshan Mahavidyalaya	a) 6 Yrs. b) 6 Yrs.
M.Phil	a)	
Any Other		

Total Teaching Experience: 12 Yrs.

a) Under graduate(Pass): -

b) Under graduate (Hons): -

c) Post graduate: 18 Yrs.

viii) Innovations/Contributions in teaching :

a) Design of Curriculum

b) Teaching methods : Assamese

c) Laboratory experiments

d) Evaluation methods

e) Preparation of resource material

Including books, reading materials,

Laboratory manuals etc.

f) Remedial Teaching/ Student Counseling

(academic)

g) Any Other

iX) Extension Work/Community Service

a) Please give a short account of your contribution to:

i) Community work such as values of National Integration, secularism, democracy, socialism, humanism, peace, scientific temper, flood or drought relief, small family norms etc.

ii) National Literacy Mission

b) Positions held/ Leadership role played in organizations linked with Extension work and National service scheme (NSS) or NCC or any other similar activity.

D) Participation in corporate life:

a) College/ University/ Institution : College

b) Co-curricular Activities : Yes

c) Enrichment of campus life : Yes, Cultural Activities.
(Hostels, sports, games, cultural activities)

d) Students welfare and discipline : Yes.

e) Membership/ Participation in Bodies/ Committees
on education and national development

f) Professional organization of teachers.

E) a) Membership of professional bodies, societies etc.

b) Editorship of Journals

F) Any other information

Signature of the Teacher

PERFORMANCE APPRAISAL REPORT FOR SELF APPRAISAL OF TEACHERS

i) General Information

- a) Name : Dyotiva Bora
- b) Address(Residential): Amolapatty, M.B. Road, Near ASEB
Check Post,
P.O:- Nagaon, Assam.
Ph. No. :- (+91)9435879613.
- c) Designation : Part time lecturer
- d) Department: Sanskrit
- e) Date of Birth : 23-08-1981
- f) Area of Specialization : Education.

A.(i)Academic Qualifications

Exam Passed	Board/ university	Subjects	Year	Division/Grade/ Merit etc
High School	SEBA	Ass, Eng, Skt, S.S., G.M, G.Sc	1997	I
Higher Secondary or Pre-degree	AHSEC	Ass, Eng, Skt, L&P, Eco, PSc.	1999	I
Bachelor's Degree (s)	i)(B.A) G.U ii)(B.Ed) G.U	i) Skt.(Hons), History (Pass)	2002	I

		ii) Hist. & Skt. (Method)	2008	II
Master's Degree (s)	i) (M.A) Delhi Uni. ii) (M.Ed.) G.U.	i) Skt. ii) Edn.	2008 2010	II II
Research Degree (s)	-	-	-	-
Other Diploma/ Certificates etc.	-	-	-	-

ii) Research Experience & Training

Research Stage	Title of work/ Theses	University where the work was carried out
M.Phil or equivalent	-	-
Ph.D	-	-
Post-Doctoral	-	-
Publications (give a list separately)	-	-
Research guidance (give names of students guided successfully)	-	-
Training (please specify)	-	-

B. Research projects carried out

Title of the Project	Name of the funding Agency	Duration	Remarks
-	-	-	-

C) Seminars, Conferences, Symposia Workshops etc. attended

Name of the Seminar/Conference/Symposia Workshop, etc.	Name of the sponsoring Agency	Place and Date
-	-	-

iii) Teaching Experience

Courses Taught	Name of the University/College/Institution	Duration
U.G(B.A/B.Sc.etc. pass), (B.A/B.Sc. etc. Hons.)	-	-
P.G.(B.Ed/M.A/M.Sc.)	Shikshan Mahavidyalaya, Nagaon	4 Yrs.
M.Phil	-	-
Any Other	-	-

Total Teaching Experience: 4 Yrs.

g) Under graduate(Pass): -

h) Under graduate (Hons): -

i) Post graduate(B.Ed): 4 Yrs.

viii) Innovations/Contributions in teaching :

i) Design of Curriculum : No

j) Teaching methods : Yes

k) Laboratory experiments : Yes

l) Evaluation methods : Yes

m) Preparation of resource material

Including books, reading materials, : No

Laboratory manuals etc.

n) Remedial Teaching/ Student Counseling : Yes

(academic)

g) Any Other : No

iX) Extension Work/Community Service

a) Please give a short account of your contribution to : Attending as a

i) Community work such as values of National resource person
in

Integration, secularism, democracy, socialism, humanism, extension edn.

Progm.

peace, scientific temper, flood or drought relief,
small family norms etc.

ii) National Literacy Mission : No

b) Positions held/ Leadership role played in
organizations linked with Extension work and : Yes
National service scheme (NSS) or NCC or any
other similar activity.

D) Participation in corporate life :

a) College/ University/ Institution : Shikshan Mahavidyalaya

b) Co-curricular Activities : Yes

c) Enrichment of campus life

(Hostels, sports, games, cultural activities) : Yes. Working as in charge of
various

Activities organized by the
Authority.

d) Students welfare and discipline

e) Membership/ Participation in Bodies/ Committees : No
on education and national development

f) Professional organization of teachers. : Yes

E) a) Membership of professional bodies, societies etc. : Yes.

b) Editorship of Journals : No

F) Any other information : No

Signature of the Teacher

Teacher Education Scenario in the State

The Teacher is the dynamic force of the educational system. Education without a teacher is just like a body without soul, skeleton without flesh and blood, a shadow without substance. “There is no greater need for the cause of education today than the need for the strong manly men and womanly women as teachers for the young”.

As social engineers, the teachers can socialize and humanize the young by their man-like qualities. Teacher is the yardstick that measures the achievement and aspirations of the nations the worth and potentialities of a country get evaluated.

The teacher in the emerging Indian society has a very pivotal role in the social reconstruction and in the transmission of wisdom, knowledge and experience of one generation to another. Children are the potential wealth of a nation. They are always exposed to the influence of the teacher. It is therefore, necessary to realize that the emerging Indian society can achieve all-round development by the help of the teacher who acts as powerful agency in transmitting its cherished values. A teacher is not only a custodian of national values but it also an architect par excellence of new values. He can help our country in the process of reconstruction. But so far we have not been able to harness this extremely useful manpower. This could be possible if teachers role is properly recognized and he is in proper frame of mind to understand the problems of the country and make a sincere effort to create a climate in which society can move forward.

Since teaching is an art, a trained teacher alone can play a vital role in education as well as in the society. The secondary education commissioner has rightly stated- “We are however convinced that the most important factor in the contemplated educational reconstruction is the teacher, his personal qualities, his educational qualification, his professional training and the place that he occupies in the school as well as in the communities”.

It is no doubt that the quality of a nation is judged by the quality of its citizens, and the latter is mostly determined by the educational system in the nation which in

turn is decided by what type of teacher it has. The quality of these teachers depends upon the soundness of the teacher education programme.

It is universally accepted that a teachers personality and professional competence has a direct bearing on the growing mind of pupils. The professional competence of a teacher is a most important pre-requisite without which even the best curriculum, syllabi and learning materials cannot ensure desired learning outcome. So, to be a good teacher and to ensure the designed learning outcome to the target group professional training is a must for every inspiring teacher.

It is aptly remarked that-“Without good teacher even the best of system is bound to fail-with good teacher even the worst of system can be largely overcome.” Hence, to produce a wise group of teachers, teacher Education is an utmost need with which he becomes more mature and confident to perform his task more efficiently.

Teacher education in Assam at present: A full form picture is given below where it is shown in the scenario of teacher education and training. The number of training Institution for secondary school teachers (Govt. B.Ed) is minimum. Only 09(Nine) teachers training Colleges (CTE) are there, where the intake capacity is very poor which is 60 - 100. So, this minimum number of C.T.E. fails to provide teacher education to a huge number of teachers. These 09 C.T.E. produced only 645 trained teachers yearly.

In this way, in the elementary level DIET, Normal & BTC institutions are providing teachers training to elementary teachers. Due to the problem of less intake, even after having the adequate infrastructure, the institution fails to provide training to a large number of teachers. It is also a milestone and one of the keen initiative of the Govt. that about 26,110 teachers are appointed as Elementary teachers in first phase at a time and 23,800 teachers are appointed in second phase. Side by side training provision is also made through Krishna Kanta Handique open university for TET qualified teachers.

Regarding Rules and administration, the teachers community have to abide by the professional ethics and educational code by maintaining various rules. The

state Govt. administer the In-service Teacher training programmes, In service training in long term and short term through the SCERT, NCERT and CCRT. In academic side, the university(Gauhati University) administers and controls Examinations, Classes, Seminar, Workshop and all the works and activities concerning to academic matters.

There are four (04) B.Ed. Colleges in Nagaon District and Shikshan Mahavidyalaya (CTE) is only the Govt. College through which the B.Ed training is provided to the deputed teachers. Besides these, there are one DIET and one Normal School in this District through which Elementary Teachers Training is provided.

EXISTING TRAINING CENTRE/INSTITUTE OF THE STATE

SL NO	Centre/ Institute	No	Typed Training	Duration	Intake
01	Basic Training Centre BTC	19	In-service (Primary)	6 months	4500
02	Pre Primary T. Centre PPTC	01	In-service (Primary)		
03	Normal School	07	In-service (Middle)	1 year	350
04	District Insti. Of Edu (A) DIET (B) DL ED.	19	(a)In-service (b) Pre-service } Primary	a. 6 months b. 2 Years	a. 1500 b. 600
05	(a) B.Ed (b) Private B.Ed.	57	(a) B.Ed. Course (b) In service training	1 year 1 year	3420 -
06	College of Teachers Edn. CTE	07	Pre service, In service (B.Ed. Course)	1 year	800
07	State Institute of Science Edn. (SISE)	01	In service Primary Middle Secondary	Short term Course	
08	State Inst. of End. SIE	01	In service, Short term course P.U.P. Secondary	Short term Course	
09	English Language Teaching Institute (ELTI)	01	In service Middle Secondary H. Secondary	Short term Course	
10	SEBA	01	In service	Short term Course	
11	AHSEC	01	Summer Institute short term training	Short term Course	
12	SCERT	01	Extension Service		Various

			activity training		organization institution AIR Program
13	Hindi T.T.	02	In service Training	Short term Course/Long term Course	

Annexure-1

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Sl. No.	Name & Designation	Date of Birth & Age	Sex	Highest qualification with subject specialization	Research Experience	Date of appointment in the present position	No. of years of service in this institution	Total No. of years of service	Pay scale with basic & total emolument	NET/SLET with year
1	2	3	4	5	6	7	8	9	10	11
1	Dr. Bhadra Phukan, Prof. & Principal c	01-10-1955, 57 years	Female	M.A.B.T., Ph.D. Statistics	2 years	18-04-2000	12 years	31 years	12,000-40,000+ 6601- Gross total-56203-	Does not arise
2	Dr. Jibumoni Devi, Lecturer	17-12-1962, 50 years	Female	M.Sc., B.Ed., M. Phil., L.L.B., Ph.D.	-	31-05-1994	12 years	18 years	12,000-40,000+ 5900- Gross total-41,568 -	Does not arise
3	Mrs. Laxmani Bordoloi, Lecturer	05-01-1965, 47 years	Female	M.A., M.Ed., M.Phil (double)	-	31-03-1994	18 years	18 years	12,000-40,000+ 5900- Gross total-39107-	Does not arise

4	Mrs. Malabika Neog, Lecturer	01-09-1969, 43 years	Female	M.A., M.Ed., M. Phil	-	04-04-2005	7 years	7 years	12,000-40,000+ 5900- Gross total-36730-	Does not arise
5	Sn Indir Bordoloi, Lecturer	31-12-1970, 41 years	Male	M.A., M.Ed., M. Phil	-	04-04-2005	7 years	7 years	12,000-40,000+ 5900- Gross total-36730-	Does not arise
6	Mrs. Gayatri Bharab, Lecturer	28-01-1979, 33 years	Female	M.A., M.Ed., M. Phil, L.L.B.	-	04-04-2005	7 years	7 years	12,000-40,000+ 5900- Gross total-36730-	Does not arise
7	Sn Jayanta Chutia, Demonstrator	01-01-1980, 32 years	Male	M.Sc. M.Phil	-	21-02-2011	1 year	1 year	8,000-33,000+ 4300- Gross total-21,280-	Does not arise
8	Mrs. Anupama Gayan, Lecturer	01-09-1957, 55 years	Female	M.A., M.Ed.	-	01-11-2007	3 years	10 years	@150/-per hrs.	-
9	Sn Nipen Sadia, Lecturer	16-11-1979, 33 years	Male	M.A., B.Ed.	-	01-11-2007	3 years	9 years	@150/-per hrs.	-
10	Miss. Dyotima Bora, Lecturer	23-08-1981, 31 years	Female	M.A., M.Ed.	-	27-03-2008	4 years	4 years	@150/-per hrs.	-



Declaration by the Head of the Institution

I certify that the data included in this self Appraisal Report (SAR) are true to the best of my knowledge.

This SAR is prepared by the institution after internal discussions and no part thereof has been outsourced.

I am aware that the peer team will validate the information provided in this SAR during the peer team visit.



(Dr. Bhadra Phukan)

Signature of the Head of the institution

With seal:



Place:-Nagaon

Date:-16/10/2012