

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
INSPECTION PROFORMA
COLLEGES OF EDUCATION – B.Ed.

GENERAL INFORMATION

1.	Name of the Society/Trust Type of Management	Manav Rachna Education soceity		
1.1	Govt./Govt.Aided/Private/Self Financed/ Minority	Self Financed		
1.2	Name of the Society/Trust/Board	MANAV RACHNA EDUCATION SOCEITY		
1.3	Registration No.	MRES Reg. No.2242 of 1987-88 with reg. (ANNEXURE - II) Of firms and societies,HRY		
1.4	Copy of By Laws	(ANNEXURE – III)		
1.5	Name/List of office bearers	(ANNEXURE – IV)		
1.6	Management Resolution vide which the Institution was started	(ANNEXURE – V)		
1.7	Whether the Governing Body of the institution approved by the Univ./Govt.	YES		
2.	Details of Institution			
2.1	Name of the College/Institution	M.R COLLEGE OF EDUCATION		
2.2	Complete Postal Address	Sec-43 Aravalli Hills,surajkund –Badhkal Road,Faridabad-121001		
2.3	Telephone/Fax/E-mail	01294198100,Fax- 4198222 (info@mrei.ac.in) (anamika.mrced@mrei.ac.in)		
2.4	Website No. & operation Website on link mdurohtak.com			
2.5	Nearest Railway Station/Bus Terminal	Faridabad		
2.6	Name of Town/City/Village in which situated	Faridabad		
2.7	Year of Establishment	2004		
2.8	Type of the Institution (Boys/Girls/Co-Edu.)	Co-Edu		
2.9	Financial position of the College			
	Amalgamated Fund	Yes, Rs 8.00 Lacs (ANNEXURE – VI)		
	Science Fund			
	Development Fund			
	Reserve Fund			
2.9	Management contribution (whether deposited in the college accounts or not) towards staff salary in case of Govt. Aided Institution	N.A.		
2.10	Details of Income tax returns filed in last five years by the Individuals/Association of Individuals constituting the trust, society, Company	(ANNEXURE - VII)		
2.11	Whether the Governing Body holds the meeting etc. as per regulation of the University(if applicable)	(ANNEXURE – XXV)		
3	Documents			
3.1	Approval from NCTE	Required Mandatory(Ann-VIII)	Available	Deficiency
3.2	Whether No Objection Certificate has been obtained from State Govt. (if applicable)	(ANNEXURE - IX)		
3.3	Endowment Fund	Rs.5.00 lacs with NCTE	(ANNEXURE -X	
3.4	Reserve Fund	Rs.3.00 lacs	(ANNEXURE - XI)	
3.5	Affiliated Fee	Rs.3.00 lacs	(ANNEXURE – XII)	

4.		Availability of Land (2500 Sq. Meters)		ANNEXURE-XIII	
	4.1	Documents (copies) regarding the land ownership of the Institution (clear title Certificate of the land ownership of the Society/Trust)		Appendix	
	4.2	Change of land use certificate (issued by Competent Authority)			
	4.3	Site Plan/Building Plan prepared by registered Architect/approved by the competent sanctioning authority			
	4.4	Is the Building Plan in conformity with the regulation of a) Municipal Body/HUDA b) Earthquake Resistant c) Safety norms (rooms with two exits) ramp provision for handicapped students etc. d) Fire safety norms (in all parts of the building)		() ()) () ()) () ()	
	4.5	If under construction, give details of the pending work			
	4.6	Total covered area (Minimum 1500 Sq. Mts.)			
5.	4.7	Completion Certificate from competent authority		Appendix	
	5.1	Infrastructure		Available	Deficiency
		Administrative			
		Nomenclature	Required Number & Size		
		a) Principal room b) Office room c) Admn.staff room d) Store staff room	01 (20x20 Sq.Ft. 01 (20x20 Sq.Ft) 01 (20 x 20 Sq. Ft) 01	YES YES YES YES	
	5.2	ACADEMIC			
		Classrooms (2 Class rooms +2 Seminar/tutorial rooms) 4 4 (for 100 students) 6 (for 200 students) (each classroom to accommodate 50 student-teachers)	10 Sq. Ft. per student	YES	
		Multipurpose Hall	1 (minimum sitting capacity of 150 persons)	YES	
		Faculty Room	1 (furnished)	YES	
		Resource Room for the Handicapped		YES	
	5.3	Laboratories (Details of all equipments & material available in the lab. May be supplied for each lab.			
	(i)	Science Lab. (Including multiple Sets of Science Apparatus/Material	01 (300 Sq. Ft. (Furnished) i) Sink with provision of water (three) ii) Gas supply – (Five)	YES YES	(ANNEXURE – XV)

iii) Busen Burners –
(Five)
iv) Tripoid Stands –
(Five)
v) Beakers – (Ten)
vi) Weighing Balance
– (Five)
vii) Acids
viii) Basic
ix) Beakers of various
capacities – 10 (each)
x) test Tubes –
2(Dozens)
xi) Funnels – (Ten)
xii) Burrettes – (Five)
xiii) Flasks – (10)
xiv) Wire Gang –
(five)
xv) Magnets – (five
sets)
xvi) Card Boards –
(five)
xvii)Campus Needle –
(five)
xviii)Models of
Human Parts and
other up to Xth
standards- (5)
xix)Charts related to
syllabus upto Xth
standards(10) xx)
Specimen of plants &
animals (for malin)
(20)
xxi) Lenses (convex
and concave (5 sets)
xxii) Microscopes (2)
xxiii) Thermometers
(5) xxv) Optical
Bench (1)

	(ii)	Psychology Lab.	01 (300 Sq. Ft. (Furnished))			
			1. Test Material	i) Creativity ii) Interest Inventory iii) Aptitude Test iv) Achievement Test v) Personality Test vi) Intelligence Test vii) Case Study Proforma	YES YES YES YES YES YES YES	(ANNEXURE – XVIII)
	(iii)	Educational Technology Lab. i) Computers with latest configuration ii) Printers iii) Hardware and Licensed Software facilities for language learning, Colour TV & Camera iv) ICT equipments like ROT	01 (300 Sq.. Ft. (Furnished)) 10 5	20 5	YES YES YES YES YES YES	(ANNEXURE – XVII)
	iv	Work Experience Room	01 (300 Sq. Ft.(Fully Furnished))		YES	(ANNEXURE – XVI)
		i) Agricultural equipments for Gardening ii) Coloured Pens iii) Chart Papers iv) Card Boards v) Hard boards vi) ChalkBoards' vii) Tracing papers and table for	Five Five Five Five Five		YES YES YES YES YES	

		Journals	5 (teacher education) 5 (Related Disciplines) Magazines Newspapers Periodicals	i)MERI journal of education. ii) Journal of education planning & Admin iii)MDU Research Journal iv) Indian Journal of open learning v)Bhartiya Adhunik Shiksha vi)The Primary Teacher vii) School Science viii)Journal of community guidance & research ix)Indian Journal Teacher Education(Anweshika) x)Indian Educational Review xi)Edutracks xii)Journal of Indian Education xiii)Journal of Value Edcation xiv)Indian Educational abstracts xv)Staff & education Development		
	5.7	AMENITIES				
		Common Room for Male Students Common Room for Female Students TOILETS Male Students Female Students Staff	01(furnished)) 01 (furnished) 06 02 02 02		YES YES YES	
	5.8	Provision for Sale Drinking water	02 (Water Terminals		YES	
	5.9	Canteen	01 (15x10 Sq. Ft.)		YES	
	5.10	Dispensary Parking Space	01 (15 x 10 Sq. ft.)		YES	
		Telephone Facility	Two		YES	
	5.11	Sports Facility (Sports Material) Outdoor Play Grounds Footballs			YES	(ANNEXURE – XX)

				2. 3. 4.		
	6.4	Teaching Practice (Whether the requirements of 40 days practice teaching including teaching including simulated teaching has been fulfilled or not.	Attach certificate			(ANNEXURE – XXIV)

Convener

Member

Member

Member

Teaching staff

Sr. No.	Name of Post	Name	Father's Name	Date of Birth	Educational Qualification along with % of marks								Experience (if any)	Whether eligible or not	Date of Appointment	Nature of Appointment	Whether selected through selection procedure or not	Payscale	Gross Salary only through Bank	Details	Address
					Matric	+2	BA	B.Ed	MA	M.Ed/MA (Edu.)	M.Phil	NET									
1	Principal	Dr. Anamika Sharma	Sh. R.P. Mishra	2/15/1966		59%	50%	72%	59%	69%		P.h.d	15 Years	YES	8/4/2006	Regular	YES	37400-67000	50000	4122	147, East of Kailash, N.D.
2	Asst. Prof.	Dr. Lalit Sagar	Sh. Naresh chand Sagar	12/24/1970		56%	61%	60%	52%	55%		P.h.d	13 Years	YES	8/22/2006	Regular	YES	15,600-39100	36146	4105	Type-3, 72, NCERT-campus N.D.16
3	Asst. Prof.	Dr. Manas Ranjan Panigrahi	Sh. Maheshwar Panigrahi	6/15/1975	40%	46%	62%	55%	50%	60%		P.h.d	11 years	YES	8/18/2006	Regular	YES	15,600-39100	36146	4127	426/21D 1st Floor FBD
4	Asst. Prof.	Dr. Ravneet Gaur	Dr. V.P. Sharma	7/3/1972	53%		51%	55%	55%	57%		P.h.d	12 Years	YES	2/5/2007	Regular	YES	15600-39100	30991	4124	659/28 FBD
5	Asst. Prof.	Sheena	Sh. Shekhar	9/23/1979	66%	62%	62%	68%	59%	63%	54%	NET	6.5 Years	YES	1/24/2007	Regular	YES	15600-39100	30298	3677	133/21D FBD
6	Asst. Prof.	Yogesh Sharma	Sh. Ram Avtar	3/9/1982	50%	62%	58%	80%	73%	69%		NET	3 Years	YES	9/7/2007	Regular	YES	15600-39100	30991	4769	L2/15C PH-1 BADH VIHAR ND-86
7	Asst. Prof.	Praveen Shah	Sh. Madan Gopal	11/16/1982	70%	67%	77%	70%	67%	71%	72%	NET	3 Years	YES	7/15/2009	Regular	YES	15600-39100	21600	6113	202/21D PALM WOOD FBD
8	Asst. Prof.	Dr. Charu Sharma	Dr. S.D. Sharma	12/15/1976			77%	69%	71%	70%		P.h.d	4 Years	YES	7/6/2009	Regular	YES	15600-39100	21600	6102	33/21C SHIV SHAKTI APPTT. FBD
9	Lecturer	Rajni Ruhil	Sh. M.S. Ruhil	11/3/1983	66%	52%	51%	73%	71%	66%	68%		4 Years	YES	1/15/2007	Regular	YES	8000-13500	20135	4143	2441/2 FBD
10	Lecturer	Amita Kaushik	Sh. Brij Nath	1/9/1965		47%	55%	61%	51%	55%			6 Years	YES	8/18/2006	Regular	YES	8000-13500	22493	4145	TYPE-V, 2, NIFM FBD
11	Lecturer	Poonam Sherry	Sh. M.M. Mathur	1/18/1975	61%	59%	69%	73%	73%	67%			3.5 Years	YES	8/18/2006	Regular	YES	8000-13500	22493	4443	TYPE-V, 504, NIFM FBD
12	Lecturer	Tarundeep Kaur	S. Gurvinder singh	7/26/1982	48%	52%	54%	65%	54%	62%	66%		3.5 Years	YES	3/15/2007	Regular	YES	8000-13500	20783	4144	5G/21, NIT FBD
13	Lecturer	Mohd. Taha Khan	N.S. Khan	1709/1972	53%	67%	49%	55%	55%	55%			6 Years	YES	4/15/2007	Regular	YES	8000-13500	22493	4358	C-28, BATLA HOUSE N.D.-25
14	Asst. Prof.	Ruchi Mangla	Sh. Sita Ram Jindal	10/30/1977	85%	74%	71%	69%	62%	69%			2 Years	YES	2/6/2007	Regular	YES	15600-39100	30991		1106/19 FBD
15	Lecturer	Rashi Singh	Sh. D.S. Dhankar	8/17/1980		74%	68%	64%	57%	75%			1 Years	YES	2/21/2009	Regular	YES	8000-13500	18840	5940	239, MANDAKINI ENCLAVE N.D.-19

16	Lectrer	Pooja Sharma	Sh. R.A Bhardwaj	10/15/1977	61%	62%	70%	74%	73%	67%			7 Years	YES	9/10/2009	Regular	YES	8000-13500	19000	6282	2146/28 HBC FBD
17	Lectrer	Babita Sharma	Sh.BahmDutt	10/1/1978	64%	72%	72%	69%	72%	69%			3Years	YES	6/25/2008	Regular	YES	8000-13500	17640		1704/16 FBD
18	Lecturer	Bindu Roy	Sh. Rajendra Prasad	2/23/1980	78%	75%	64%	75%	74%	77%				YES	1/18/2010	Regular	YES	8000-13500	18840		202/21C, FBD
19	Asst. Prof.	Rajni Gupta	sh.R.N.G upta	7/7/1984	77%	67%	66%	64%	###	68%		JR F (N	1 Year s	Yes	18/03/2010	Regular	Yes	8000-13500	20000		# 1814/A Sec-29, Faridabad
20	Lectrer	SatishArora	Sh. R.D. Arora					52%	72%					YES	1/1/2005	Regular		8000-13500		4466	23243/7 FBD
21	Asst. Prof.	Manoj Kumar	Mr.P.M.Sharma	a160681	70%	63%	56%	73%	55%	70%	60%	NET	3.5 Years	Yes		Regular	Yes				#129/Khilona Bagh Model Town, ND

NON TEACHING STAFF & TECHNICAL SUPPORT

Sr. No.	Name of Post	Name	Father's Name	Date of Birth	Educational Qualification alongwith % of marks								Experience (if any)	Whether eligible or not	Date of Appointment	Nature of Appointment	Whether selected through selection procedure or not	Pay scale	Gross Salary only through Bank	Details of Bank	Address
					Metric	+2	BA	B.Lis	MAM.Com	MLis	ADCHW	MCSE									
1	Head Clerk	Mahesh Dutt	Sh. Ramesh Dutt	8/18/1977	45%		40%		46%				3 Years	Yes	3/16/2006	Regular	YES	5200-20200	15182	VPO- KHERKALAN, FBD 4064	
2	Clerk	Khem Raj	Sh. Raj Karan	8/20/1980	55%	52%	60%		49%				4 Years	Yes	12/1/2008	Regular	YES	5200-20200	10673	3459/7A SGM NAGAR FBD 5938	
3	Typist cum Operator	Shashikant Singh	Sh. Brahamdeo Singh	10/17/1971	48%	49%	46%						8 Years	Yes	4/6/2009	Regular	YES	5200-20200	10708	N-153/5 Saurabh Vihar, Badarpur, New Delhi-44 5943	
4	Librarian	Raj Bala	Sh. B.P. Gaur	10/6/1975	46%	67%	48%	55%	44%				9 Years	Yes	2/1/2002	Regular	YES	9300-34800	22246	A-335, East Kidwai Nagar, New Delhi 4108	
5	Librarian	Sangeeta Devi	Sh. Jagdish Parshad	2/25/1973	54%	52%	45%	57%	48%	64%			5 Years	Yes	8/23/2004	Regular	YES	9300-34800	17000	H.o. 9, Ward No. 6, Bassa Para, Old Faridabad 4115	
6	Asst. Librarian	Mamta Srivastav	Sh. Aditya Narayan	7/1/1969		56%	43%	65%					4 Years	Yes	5/1/2006	Regular	YES	4440-7440	8828	H.No. 3A, 82, NIT, Faridabad 4324	
7	Attendant	Chavan	Sh. Parkash Chand	8/14/1984									6 Months	Yes	9/23/2009	Contract	NO			VPO NEEMKA, FBD-121004	
8	Technical Assistant	Deepak	Sh. Vinod Verma	7/19/1984	48%	52%				50%	85%	5 Years	Yes	4/2/2006	Regular	YES	4440-7440	8306	4447	831, GANDHI COLONY FBD	
9	Peon	Dheeraj	Sh. Rajender	10/10/1986	45%								4 Years	Yes	3/8/2006	Contract	NO		3670	VPO-ANKHIR FBD-121001	
10	Peon	Ashok	Sh. Charan Singh	7/15/1982									6 Years	Yes	8/12/2004	Contract	NO		3670	VPO-ANKHIR FBD-121001	
11	Chowkidar	Sandip	Sh. Xeropan Singh	6/5/1980	55%								5 Years	Yes	6/22/2009	Contract	NO		5300	VPO- ANANGPUR, FBD	
12	Sweeper	Amit Kumar	Sh. Kishan	4/6/1984									5 Years	Yes	9/26/2006	Contract	NO		3620	VPO- ANANGPUR, FBD	
13	Sweeper	Seema	Sh. Prem Chand	9/15/1979									6 Months	Yes	7/1/2009	Contract	NO		3620	VPO- ANANGPUR, FBD	
14	Mail	Rinku												Yes		Contract	NO		3670	DABUA COLONY FBD	