



# University of Kashmir

Hazratbal Srinagar, Kashmir

NAAC Accredited Grade 'A+' University



## Check List of Minimum Requirements

For

Grant of Temporary Affiliation

To

**B. P. Ed Colleges**

By

**University of Kashmir**

# **Essential Conditions and Minimum Requirements**




**For**

**Grant of Temporary Affiliation to B. P. Ed Colleges**

## Conditions for Grant of Affiliation

1. New Teacher Education Institution shall be located in composite institutions and the existing TEIs shall continue to function as stand-alone institutions and gradually move towards becoming composite institutions.
2. An institution which has been recognized by the NCTE shall obtain accreditation from an accrediting agency approved by the council within five years of such recognition.
3. No institution shall be granted affiliation unless the sponsoring society/ trust is in possession of required land on the date of application.
4. The land free from all encumbrances could be either on ownership or on lease from Govt or Govt. institutions for a period of not less than 30 years.
5. The society or trust sponsoring the institution shall be required to transfer and vest the title of the land and buildings in the name of the institution on the date of application.
6. To new institutions, the university shall grant affiliation only after issuance of the formal order of recognition by the NCTE.
7. There shall be an endowment fund of five lakh rupees per programme per unit and a reserve fund of seven lakh rupees per programme, per unit in the joint name of the Registrar, University of Kashmir in the form of fixed deposit in a scheduled bank.
8. Every institution shall display on its official website every year its statement of accounts viz; Balance Sheet, Statement of Income & Expenditure and Statement of Receipts & Payments, duly certified by a Chartered Accountant.

## A: General Details

- Name & Address of the College (*Attach Brief Profile of the College*) :- \_\_\_\_\_
- Status of the college: Central Govt./ State Govt./ Private. \_\_\_\_\_
- Year of Establishment: \_\_\_\_\_
- Name of the Principal with Qualification & Experience (*Attach CV*): \_\_\_\_\_
- In the case of Non-Govt. College, Name of the Society/ Trust running the college(*Attach Documentary Proof*) \_\_\_\_\_
- Amount of Endowment Fund pledged to the University of Kashmir- Applicable to Private Colleges only: \_\_\_\_\_  
(Attach Photocopies of FDRs).
- Programme/s offered/ to be offered: \_\_\_\_\_
- Essentiality Certificate/NOC from the Govt. for the Course / College / Institution: (*Attach Copy of the Certificate*) \_\_\_\_\_
- Whether recognized by National Council for Technical Education? (*Attach Copy of the Certificate*) \_\_\_\_\_
- Approved intake per programme offered by the College: \_\_\_\_\_
- Attach duly audited financial statements of the last financial year viz; Balance Sheet, Statement of Income & Expenditure & Statement of Receipts & Payments- (Applicable to Private Colleges only):
- Attach Monthly salary statements of staff members. (Applicable to Private Colleges only):
- Whether constituted student grievance committee, ICC & other Statutory Committees \_\_\_\_\_  
(Attach Copies of the Constituted Committees)
- Whether constituted Teaching & Non-Teaching Grievance Committee (Attach Copies of the Constituted Committees)
- Whether constituted College Management Committee as the prescribed constitution of the committee: \_\_\_\_\_  
(Attach the constitution of the committee).
- Details of Finances:
  -  Total funds in hand for the establishment of the proposed college; \_\_\_\_\_
  -  Indicate the sources to be used to mobilise further funds for investment in the creation of requisite infrastructure: \_\_\_\_\_
  -  Estimated annual recurring expenditures on salaries, maintenance of infrastructure, books, equipments, office contingencies etc: \_\_\_\_\_
- Any other Details the college would like to highlight:





**Note: Constitution of College Management Committee shall Consist of the Following:**

• Three Representatives of Sponsoring Society/ Trust
• Two Educationists of Repute
• Two Prominent Teacher Educators in the field of Physical Education
• Representative of the Affiliating University
• Principal of the College
• Two Senior Faculty Members of the college in order of seniority

**Note: The term of the members of the College Management Committee shall be three years except for the representatives of sponsoring society/trust and the Affiliating University**

## B: Physical Infrastructure

S. No.	Infrastructural Facilities	Minimum Requirement of Physical Infrastructure	Infrastructure Available	Deficiency If Any	Remarks
1.	<b>Land:</b> <ul style="list-style-type: none"> <li>Land has to be in the name of the trust or society.</li> <li>Land use certificate shall be obtained</li> <li>Land shall have a boundary wall from all sides with at least one well designed/ Built entry gate.</li> <li>Requisite green cover is must</li> <li>Well laid roads within the college campus are must.</li> <li>Proper landscaping of the main lawns of the college is must</li> <li>The land free from all encumbrances could be either on ownership basis or on lease from Govt. or Govt. Institutions for a period of not less than 30 years.</li> </ul> <b>(Give details of each of the above items on a separate sheet. Besides attach Land Revenue Documents)</b>	5-8 Acres			
2.	<b>College Built Up Area (For one Unit)</b> <ul style="list-style-type: none"> <li>Only B. P. Ed</li> <li>B. P. Ed, plus M. P. Ed</li> <li>B. P. Ed, D. P. Ed, plus M. P. Ed</li> <li>For additional intake of one unit of B. P. Ed. There shall be additional built up area of 500 sq. mts.</li> <li>College can be in a rented/leased building only for the first two years</li> <li>Parking space for vehicles shall be available</li> <li>Benches shall be placed at requisite places for students in the college lawns.</li> </ul>	1500 sq.mts 2700 sq. mts 3900 sq. mts.			

	<ul style="list-style-type: none"> <li>• Every Building shall have ramps</li> <li>• Campus Building &amp; furniture shall be disabled friendly</li> </ul>				
3.	<b>Play Fields:</b> <ul style="list-style-type: none"> <li>• Fully Developed Multi Purpose Play Field for outdoor games shall be available;</li> <li>• 400 meter Athletic Track shall be available</li> <li>• Gymnasium &amp; a Hall for Indoor Games shall be available</li> </ul>	1  1			
4.	<b>Sports Equipments and Facilities:</b> <ul style="list-style-type: none"> <li>• There shall be all the requisite equipments &amp; facilities for: <ul style="list-style-type: none"> <li>• Indoor sports</li> <li>• Outdoor sports</li> <li>• Physical activities</li> </ul> </li> </ul>				
5.	<b>Sports and Field Equipments</b> a) Athletics <ul style="list-style-type: none"> <li>i. Measuring Tape Steel: <ul style="list-style-type: none"> <li> 15 m</li> <li> 30 m</li> <li> 50 m</li> <li> 100 m</li> </ul> </li> <li>ii. Wire for marking the track 50 m</li> <li>iii. One stop watches (with 10 lap memory)</li> <li>iv. Starting Clapper</li> <li>v. Stands for judges at finish</li> <li>vi. Flag poles</li> <li>vii. Starting blocks</li> <li>viii. Stop boards</li> <li>ix. Take off boards</li> <li>x. Hurdles</li> </ul>	1 2 1 1 1 6 2 2 6 20 2 2 30			





	g) Stumps h) Balls i) Cricket Ball	2 pairs 12 No.'s 10 No.'s			
	<b>v. Football:</b> a) Football post b) Footballs c) Football Net d) Posts with flags	2 Sets  4 Sets 8			
	<b>vi. Handball:</b> a) Handball posts b) Handball Balls c) Handball Net	2 Sets 1 dozen 4 pairs			
	<b>vii. Hockey:</b> a) Hocket posts b) Hockey bailsmen c) Hockey Stick d) Hockey Goal Keeping	2 Sets 1 dozen 30 No.'s			
	<b>viii. Kho-Kho:</b> a) Kho-Kho poles	1 Kit			
	<b>ix. Lawn Tennis:</b> a) Lawn Tennis posts b) Tennis balls c) Tennis racket	2 Sets  2			
	<b>x. Table Tennis:</b> a) Table Tennis Bailsmen	1 dozen			
	<b>xi. Volleyball:</b> a) Volleyball Posts	2 Sets			

	b) Volleyballs c) Volleyball Net d) Antenna	20 4 4			
	<b>xii. Weight-Lifting:</b> a) Weight Training Rods b) Weight Plates (2.5, 5, 10, 15, 20 Kgs) c) Collars d) Benches e) Weight Stand f) Squat Stand g) Multi-gym or Separate Station	10 10 each 20 4 2 1 10 station			
	<b>Mats to be used for judo/Taekwondo/Wrestling.</b> <b>c) Equipment for indigenous activities/mass demonstration:</b> a) Lezium b) Dumbbells c) Indian Clubs d) Flags e) Hoops f) Wands g) Balls h) Umbrella i) Skipping Ropes j) Music System k) Music CDs/Cassettes l) Material like scarf drill m) Ribbon n) Placard etc for mass display activities.	50 pairs 50 pairs 50 pairs			

	<b>d) Gymnastics Apparatus:</b> e) Parallel bars f) Uneven parallel balls g) Horizontal bar h) Two roman rings i) Climbing ropes (Manila) j) Mats  k) Balance Beam (adjustable sets) l) One Pummeled Horse m) Multi-gym twelve stationed n) Vaulting Table o) Beat board p) Crash mat	1 Set 1 Set 1 Set 1 Set 6 12 rubber & 12 coir 1 Set 1 Set 1 Set 1 Set 12 No.'s 1			
6.	<b>Class Rooms:</b> <ul style="list-style-type: none"> <li>• Space Sufficient enough to accommodate 50 students.</li> <li>• Space shall not be less than 10 sq ft per student</li> <li>• Fully equipped with White Boards and LCD projectors</li> <li>• Well furnished and well ventilated.</li> <li>• Atleast one Smart - Virtual Classroom</li> <li>• Preferably Gallery type class rooms</li> <li>• Proper lighting, fans/coolers/ Split ACs shall be available.</li> <li>•</li> </ul> <b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b>	02 rooms			
7.	<b>Multi Purpose Hall</b> <ul style="list-style-type: none"> <li>• Built Up Area inclusive of Dias of 2000 Sq. Mts</li> </ul>	01 ( 2000 sqms)			

	<ul style="list-style-type: none"> <li>• Seating Capacity 200 persons</li> <li>• With proper stage &amp; green room facilities, well ventilated and proper lighting shall be available</li> <li>• There shall be arrangements for the use of all kinds of basic and advanced audio-visuals aids</li> <li>• Proper lighting, fans/coolers/ Split ACs, and toilet facilities shall be available</li> </ul>				
8.	<b>Seminar Room:</b> <ul style="list-style-type: none"> <li>• 10 sqft per student</li> <li>• Well furnished with push back comfortable chairs.</li> <li>• LCD projector shall be available</li> <li>• Public address system shall be available</li> <li>• Attached toilet with wash basin facility shall be available</li> <li>• With proper stage, well ventilated and proper lighting.</li> <li>• Requisite no of fans/coolers/ Split ACs shall be available.</li> </ul> <p>(Give details of each of the above items., Wherever required give information on a separate sheet)</p>	1			
9.	<b>Tutorial Specialization Class Rooms</b>	10			
10.	<b>Faculty Room</b> <ul style="list-style-type: none"> <li>• Separate room for each faculty member</li> <li>• Separate toilet with hand washing facility for male and female faculty members shall be available.</li> <li>• Each faculty member shall be provided with dedicated computer with printer and internet</li> </ul>	No of Faculty Rooms Needed Determined on the Basis of Total Faculty Strength			

	<p>connection</p> <ul style="list-style-type: none"> <li>Rooms shall be fitted with fans/coolers/ Split ACs.</li> </ul> <p><b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b></p>				
11.	<p><b>Medical Facility Room</b></p> <ul style="list-style-type: none"> <li>Having atleast two beds with portable Oxygen facility.</li> <li>All emergency medicines shall be available</li> </ul>	01			
12.	<p><b>Administrative Office</b></p> <ul style="list-style-type: none"> <li>Spacious enough space to accommodate the entire office staff with separate cabins for each official shall be available.</li> <li>Each official's cabin shall be adequately furnished with items like table, chairs, cupboards with built-in racks &amp; shelves and file cabinets.</li> <li>Desktops with printers and intercom facility shall be made available wherever required.</li> <li>Office should be well ventilated and fitted with fans/coolers/ Split ACs.</li> <li>Drinking water and toilet facilities shall be available</li> </ul> <p><b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b></p>	1			
13.	<p><b>Library-Cum Reading Room</b></p> <ul style="list-style-type: none"> <li>Be centrally located with reference to buildings of faculties and departments, laboratories and hostels.</li> <li>There shall be a minimum of 2000 text &amp; reference books related to the prescribed courses of study.</li> <li>In addition to books, there shall be educational</li> </ul>	<p>10 Sq. ft per student</p> <p>2000 titles</p>			

	<p>encyclopedias, yearbooks, CDROMS</p> <ul style="list-style-type: none"> <li>• Atleast 35 books for each title of text books.</li> <li>• For reference books, atleast 4 books per title</li> <li>• The number of books for each title should be raised to 50 within a period of 5 years.</li> <li>• At least five subject journals shall be subscribed by the library.</li> <li>• Comfortable seating arrangement for atleast half of the total strength of the students and teachers shall be available.</li> <li>• Separate budget for the Library with atleast recurring expenditure of not less than Rs.175,000 per year for books.</li> <li>• Cabin for Librarian with intercom facility shall be available.</li> <li>• Proper requisite Book Racks, Book shelves and Display Racks shall be available.</li> <li>• Well furnished reading room with seating capacity for 20% of the total strength of the students.</li> <li>• ICT facility for browsing online material shall be available.</li> <li>• Photocopying facility shall be available</li> <li>• Library shall have proper lighting, fans/coolers/ Split ACs, drinking water and toilet facilities</li> </ul> <p><b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b></p>				
14.	<p><b>Store Room</b></p> <ul style="list-style-type: none"> <li>• Built in shelves, Racks, Cabinets, fire proof steel almirahs for keeping student records</li> </ul>	01			

15.	<p><b>Laboratory</b></p> <p>The institution shall have the following equipments and facilities for various laboratories</p> <p><b>a) Anatomy, Physiology and Health Education Laboratory:</b></p> <ul style="list-style-type: none"> <li>i. Hemoglobin Meter</li> <li>ii. Respirometer (wet)</li> <li>iii. Human Skeleton</li> <li>iv. Weighing Machine</li> <li>v. Human Body System Charts displaying all system</li> <li>vi. Human Body organ system models</li> <li>vii. Food Nutrient Charts</li> <li>viii. Communicable and Non-Communicable Diseases Charts</li> <li>ix. Road Safety Devices Charts</li> <li>x. First Aid Box (Preliminary and Advanced)</li> <li>xi. Height and Weight Charts.</li> </ul> <p><b>(a) Human Performance Laboratory:</b></p> <ul style="list-style-type: none"> <li>i. Peak Flow Meters</li> <li>ii. Dry Spiro meters</li> <li>iii. Pedometers</li> <li>iv. Heart Rate Monitors</li> <li>v. Stop Watches (Electronic measuring time up to 17100<sup>th</sup> of a second)</li> <li>vi. Grip Dynamometers</li> <li>vii. Back And Leg Dynamometers</li> <li>viii. Anthropometers</li> <li>ix. Sliding Calipers</li> <li>x. Skinfold Calipers</li> <li>xi. Steel Tapes</li> <li>xii. B.P Apparatus</li> <li>i. Harvard step Test Benches</li> </ul>	<p>01</p> <p>10 Sq. ft per student</p> <p>01</p> <p>02</p> <p>01</p> <p>01</p> <p>(at least one separate chart for each body system)</p> <p>At least 10</p>			
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	<ul style="list-style-type: none"> <li>ii. Wall Thermometer and Barometer</li> <li>iii. Metronome</li> <li>iv. Flexo-meter (to measure flexibility)</li> <li>v. Finger Dexterity Test</li> <li>vi. Reaction time Apparatus</li> <li>vii. Foot and hand reaction Time Apparatus</li> <li>viii. Vibrators.</li> </ul> <p><b>(c) Physiotherapy, Athletic Care and Rehabilitation Laboratory:</b></p> <ul style="list-style-type: none"> <li>i. Infra red lamp</li> <li>ii. Diagnostic Table</li> <li>iii. Sterilizing Unit</li> <li>iv. Thermometer (Clinical)</li> <li>v. Ultrasound Therapy Unit</li> <li>vi. Wheel Chair</li> <li>vii. Vision Chart</li> <li>viii. Clutches</li> <li>ix. Ice Box Stretcher</li> <li>x. Wax Bath Therapy</li> <li>xi. IFT (Short Waive Diathermy)</li> <li>xii. Hot PACKS, Ice Packs</li> <li>xiii. Massage Tables</li> <li>xiv. Refrigerator</li> </ul> <p><b>(d) Sports Psychology Laboratory Desirable:</b></p> <p>At least ten Psychological tests and instruments for testing Psychological characteristics (with rating scale and manuals)</p> <p><b>(e) Education Technology Laboratory:</b></p> <ul style="list-style-type: none"> <li>i. Digital Camera</li> <li>ii. Plasma/LED/LCD T.V</li> <li>iii. DVD Recorder and Player</li> </ul>				
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	iv. Smart Board v. Photocopier Machine vi. CDs/DVDs/ROM for various sports/Games/Skills Teaching vii. Media Projector viii. Video Camera (Handy Cam Digital) ix. Desktops (TFT) 20 x. Colour Printer xi. Scanner xii. Public Address System xiii. Portable Display Boards (4 feet X 7 feet)  <b>(f) Computer Laboratory</b> i. 15 desktops (TFT) ii. Linked with high speed internet. iii. Intranet with lib-net services iv. Music System, CCTV v. Well furnished and suitably ventilated vi. Proper lighting arrangement, fans/coolers/ Split ACs,				
16.	<b>Common Room:</b> <ul style="list-style-type: none"> <li>Well furnished girls common room.</li> <li>Provided with attached toilet and wash basin facility.</li> </ul>				
17.	<b>Canteen</b>	01			
18.	<b>Essential Services</b> <ul style="list-style-type: none"> <li>Adequate facilities for essential services of safe drinking water, toilets, wash basins, electricity and sewerage facilities be provided in all the buildings</li> </ul>				
19.	<b>Other Facilities</b> <ul style="list-style-type: none"> <li>Ramps be provided in the buildings for physically</li> </ul>				

	<p>handicapped</p> <ul style="list-style-type: none"> <li>• Separate toilets for girls.</li> <li>• Garage for 50 seater bus</li> <li>• Fire extinguishers (adequate provisions should be made available as per the local bye-laws)</li> </ul> <p><b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b></p>				
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## C: Hostel Block

S. No.	Infrastructural Facilities	Minimum Requirement	Infrastructure Available	Deficiency If Any	Remarks
1.	<b>Hostel Block for 60 students</b> <ul style="list-style-type: none"> <li>Separate hostel for male and female students</li> </ul>	19,000 sq.ft			
2.	<b>Single Room/ Double Room</b> <ul style="list-style-type: none"> <li>Hostel facility be created within 5 years of the establishment of the college</li> <li>Ideally 2 students in one room with adequate furniture like beds, reading tables, chairs and cupboards shall be available.                             <ul style="list-style-type: none"> <li>Single Seater</li> <li>Double Seater</li> <li>Three Seater</li> </ul> </li> <li>Proper lighting arrangement, fans/coolers/ Split ACs, drinking water and toilet facilities shall be available.</li> </ul> <b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b>	8-9 Sq. Mts. per student 7.5 to 8 Sq. Mts. per student 7 to 7.5 Sq. Mts. per student			
3.	<b>Sanitary</b> <ul style="list-style-type: none"> <li>Toilet and bathroom facilities should be provided on each floor of the student's hostel @ one toilet and one bathroom for 2-6 students.</li> <li>Geysers in bathroom and wash basins shall also be provided in the hostel.</li> </ul> <b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b>	275 sq.ft			
4.	<b>Visitors Room</b> <ul style="list-style-type: none"> <li>There shall be a visitor room in the hostel with comfortable seating, lighting and toilet facilities.</li> </ul>	275 sq.ft			

5.	<b>Reading Room</b> <ul style="list-style-type: none"> <li>One well furnished reading room having requisite reading material shall be available in the hostel.</li> </ul>	135 sq.ft			
7.	<b>Recreation Room</b> <ul style="list-style-type: none"> <li>Provided with T.V and Cable Connection.</li> <li>Facilities for indoor games</li> </ul> <b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b>	275 sq.ft			
8.	<b>Dining Hall</b> <ul style="list-style-type: none"> <li>There shall be a dining hall which will accommodate at least 80% of the total strength of the Hostel at one point of time.</li> <li>Having requisite furniture, lighting arrangement, fans/coolers/ Split ACs, drinking water and washbasin facilities</li> </ul> <b>(Give details of each of the above items., Wherever required give information on a separate sheet)</b>	2000 sq.ft			
9.	<b>Kitchen</b> (Hygienic with proper ventilation)	1200 sq.ft			
10.	<b>Pantry</b> <ul style="list-style-type: none"> <li>One Pantry on each floor shall be available. It should have water cooler and micro wave oven.</li> </ul>	01			
11.	<b>Washing &amp; Ironing Room</b> <ul style="list-style-type: none"> <li>Facility for drying and ironing clothes should be provided in each floor</li> </ul>	01			

12.	<b>Sick Room</b> <ul style="list-style-type: none"> <li>• Having atleast two beds with portable Oxygen facility.</li> <li>• Provided with first aid and emergency medicines</li> </ul> <b>(Give details for each of the above items., Wherever required give information on a separate sheet)</b>	01 room of 120 sq.ft			
13.	<b>Room for Cooks &amp; Room Attendants</b> <ul style="list-style-type: none"> <li>• One room of 9.60 sq. m. with WC and bathrooms for cooks &amp; Attendants shall be available.</li> <li>• Having proper lighting arrangement, fans/coolers/ Split ACs, drinking water and toilet facilities</li> </ul>	1			
14.	<b>Store Room</b>	01			
15.	<b>Boundary Wall</b> There shall be a boundary wall around the hostel to ensure safe & Secure Residence.				

### **D: Requirement of Teaching Faculty for a Basic Unit of 100 Students**

S. No.	Posts	Minimum Requirement of Teaching Faculty	Faculty in Place	Deficiency If Any	Nature of Appointment	Qualification of Appointee	Pay Scales	Remarks
1.	<b>Principal</b>	1						
2.	<b>Associate Professor</b>	2						
3.	<b>Assistant Professor</b>	6						
4.	<b>Assistant Professor (Part Time)</b>	3						
5.	<b>Sports Trainers (Part Time)</b>	3						
6.	<b>Yoga Trainer (Part Time)</b>	1						
7.	<b>Dietician (Part Time)</b>	1						

**Note:**

- i. Faculty appointments shall have to be on permanent basis.
- ii. Faculty on contractual basis or on Academic Arrangement basis shall be only to the extent of 25% of the total faculty positions prescribed for the programme for a maximum period of six months.
- iii. Essential qualifications for teaching faculty shall be as per the NCTE prescribed qualifications.
- iv. Salary scales shall be as per the UGC scales or the scales prescribed by the state Govt or Affiliating University
- v. Selection committee for the teaching faculty shall be as per the constitution prescribed by the Affiliating University.
- vi. Age of superannuation and other benefits shall be same as that of the state government / Affiliating University norms

**Essential Qualification:****Principal:**

- i. Master's degree in Physical Education (M. P. Ed/M.P.E) with 55% marks or its equivalent grade as per UGC norms.
- ii. Ph. D in the field of Physical Education.
- iii. Eight years teaching experience out of which five years experience in an institute/college department of physical education.
- iv. Any other stipulation prescribed by the UGC/affiliating body/State Govt. from time to time for the positions of principal shall be mandatory.

**Associate Professor:**

- i. M. P. Ed degree with 55% marks or its equivalent grade as per UGC norms.
- ii. A minimum of Eight years teaching experience or research in an academic research position equivalent to that of Assistant professor in a University, college or Accredited Research institution industry excluding the period of Ph. D research with evidence of published work and a minimum of 5 publication as books and or research/policy papers
- iii. Any other stipulation prescribed by the UGC/affiliating body/State Govt. from time to time for the positions of principal shall be mandatory.

**Assistant Professor:**

- i. M.P.Ed degree with 55% marks or its equivalent grade as per UGC norms.
- ii. Any other stipulation prescribed by the UGC/affiliating body/State Govt. from time to time for the positions of principal shall be mandatory.

**Sports Trainer:**

- i. Masters degree/Bachelors degree in physical education with specialization in at least one game/sport (as applicable) or Diploma/PG Diploma in coaching in a sport (as applicable).

**Yoga Trainer:** PG Diploma in Yoga.

**Dietician:** Masters degree in nutrition or Bachelors in home science with diploma in nutrition and dietetics.

### E: Technical Staff for a Basic Unit of 100 Students

S. No.	Posts	Minimum Requirement of Teaching Faculty	Faculty in Place	Deficiency If Any	Nature of Appointment	Qualification of Appointee	Pay Scales	Remarks
1.	Librarian	01						
2.	Physiotherapist	01						
3.	Grounds Men / Markers / Helpers	02						
4.	Music Teacher / Band Master (Part Time)	01						
5.	ICT Instructor (Part Time)	01						
6.	Technical Assistant (Part Time)	01						



## F: Administrative and Supporting Staff for a Basic Unit of 100 Students

S. No.	Post	Minimum Requirement of Staff	Staff Available	Deficiency If Any	Prescribed Qualification	Qualification of Appointee	Nature Of Appointment	Pay Scale	Remarks
1.	Administrative Officer	01							
2.	Clerk / Accountant	01							
3.	Store Keeper	01							
4.	Peons	02							
5.	Sweepers	01							
6.	Gardener	01							

### Note:

- i. Staff Appointments shall have to be on permanent basis.
- ii. Non- teaching staff on contractual basis or on casual basis shall be only to the extent of 25% of the total staff positions prescribed for the college for a maximum period of Six Months.
- iii. Essential qualifications shall be as per the qualifications prescribed by the state Govt or affiliating university for the above posts.
- iv. Pay scales as per the scales prescribed by the state Govt or Affiliating University from time to time.
- v. Selection committee shall be as per the constitution prescribed by the Affiliating University for such positions.
- vi. Age of superannuation and other benefits shall be same as that of the state government / Affiliating University norm
- vii. Essential Qualifications: As prescribed by concerned State Govt., or affiliating University/UGC.

## G: Staff for the Hostel

S. No.	Post	Minimum Requirement of Staff	Staff Available	Deficiency If Any	Nature Of Appointment	Pay Scale	Remarks
1.	Warden	01					
2.	Cook	One For Every 50 Students For Each Shift					
3.	Kitchen & Dining Room Helper	One For Every 50 Students For Each Shift					
4.	Sweeper	01					
5.	Security Guard/ Chowkidar	01					

## H: Restricted Funds

S. No	Name of the Fund	Minimum Amount Prescribed by the Affiliating University/ NCTE	Date of Establishment	Amount As on Date	Remarks
1	Endowment Fund	Rs 5 lakhs per programme, per unit			
2	Reserve Fund	Rs. 7 lakhs per programme, per unit			