

APPENDIX 3: INFORMATION SCHEDULE FOR INFRASTRUCTURE AND LEARNING RESOURCES

Please read the following questions carefully and answer in the space provided

DETAILS OF COLLEGE

Name of the respondent:

Designation:

1. Name of the College / Institution:

2. Postal address of the College / Institution:

Website address:

3. Name of the Management / Trust:

4. The college is affiliated to which University:

5. Year of establishment of the College / Institution:

6. Type of College:

[Co-education College / Men's College / Women's College]

7. Telephone Number with STD code:

8. Fax. Number:

9. Mobile Number:

10. Email – Id:

11. Time of functioning of the College (Details of working hours):

12. Name of the Head of the College / Institution:

Permanent / In-Charge:

13. Total number of students / total capacity:

Total number of students in 2006 - 2007:

Total number of students in 2007 - 2008:

Total number of students in 2008 - 2009:

14. Number of teaching, technical and administrative staff

Staff Details	Permanent	Temporary	Total
Total Number of teachers			
Technical Staff			
Administrative Staff			
Support Staff			

15. Mode of admission of students:

Separate Admission Cell / Centralized admission cell /

Management Quota (specify Number if applicable)

16. Rooms and other infrastructural facilities:

Sr. No.	Facilities	Yes	No	Total Number of Rooms
1	Class Room			
2	Hall			
3	Multipurpose Hall			
4	Multipurpose Room			
5	Principal Room			
6	Staff Room			
7	Administrative office			
8	Store Room			
9	Sports Room			
10	Girls Common Room			

11	Boys Common Room			
12	Science Lab			
13	Psychology Lab			
14	ICT Lab. / Computer Lab.			
15	Conference Room			
16	Toilets			
17	First-aid Room			
18	Any other facility			
19	Any other Room/Hall			

17. Teaching Resources:

(i) Average number of Guest lecturers engaged in a year:

(ii) Number of teachers in regular pay scale:

(iii) Number of teachers with schools experience:

18. Does the institution have playground:

If No then what is the extra provision made:

19. Does the institution have facilities for indoor Games? If yes, which games are available?

20. Does the institution have Canteen facilities? Yes / No

21. Does the institution have Hostel facilities? Yes / No

22. Does the institution have staff quarters? Yes / No

If yes how many faculty members are staying in the staff quarters?

23. Does the institution allow use of the academic facilities by external agencies? If Yes, give details.

24. Does the institution make any efforts to keep the campus beautiful and pollution free? If yes, give details.

DETAILS OF LIBRARY

Name of the respondent:

Designation:

25. Type of Library:

[Computerized / Digitalized / Virtual]

Total number of Books:

Total number of Journals:

Total number of Reference Books:

Total number of E-resources:

Total number of encyclopaedia:

Total Number of educational journals / periodicals being subscribed:

26. Does the Library have reading room facilities for students and faculty: Yes/No:

If yes, is there any separate reading room for students and faculty: Yes/No

Total seating capacity in the library:

27. Does the institution have any advisory committee for the library?

28. Which of the following facilities does your college library provide?

- a) Book Bank
- b) Membership to outsiders:
- c) Any other

29. Are the following activities of the library computerized?

Facilities	Yes	No
Lending of books		
Purchase of books		
Lending of audio-visual materials		

Book Bank		
Stock Verification		

30. Does the library have the following facilities?

- 1) Photocopier
- 2) Computers
- 3) Audio-Video cassettes along with viewing apparatus
- 4) Internet
- 5) Resource material on digital media
- 6) Any other, please mention:

31. Mention the number of working days of the library?

32. Mention the number of working hours of the library?

33. Mention the average number of hours spent by a student in the library in a week
(must be mentioned in the time-table):

DETAILS OF COMPUTER LABORATORY

Name of the respondent:

Designation:

34. Does the institution have an independent Computer Laboratory: Yes/No

35. Mention the total number of computers available in the institution:

Total number of Computers for students:

Total number of Computers for faculty:

Total number of Computers for administrative staff:

36. Does the Institution have Internet facility: Yes / No:

37. Does the institution develop Computer aided learning packages in various subjects? If yes, please specify.

38. How are the computers and their accessories maintained in the institution?

For minor problems:

For major problems:

Who is responsible for releasing the funds?

39. Does the institution have language laboratories for the students? If yes how are they used?

40. Educational Technology

Sr. No.	Description	Available		Total Number
		Yes	NO	
1	Education related CD-ROMs			
2	Education related video-cassettes			
3	Education related audio-cassettes			
4	LCD			
5	OHP			
6	TV			
7	VCR			