

Higher Education Department
Government of Haryana

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Policy of Allowing M.Ed Course in Self
Financing B.Ed Colleges

Policy for allowing M.Ed course in Self Financing B.Ed Colleges in the State

M.Ed course may be allowed to an SF B.Ed College if following conditions/parameters are fulfilled by that College:

1. The College shall be in existence for the last 5 years.
2. The College should have been accredited A grade by NAAC.
3. The College fulfils all the prescribed norms of NCTE as per annexure.
4. Prescribed teacher student ratio should have been adhered to.
5. All appointed teachers should possess minimum eligibility qualifications prescribed by UGC/NCTE.
6. The College has not violated the norms of the regulatory bodies and the State Govt.
7. No complaint regarding fees and admissions should be pending with the State Government/affiliating University.

APPENDIX – 5

Norms and Standards for Master in education programme leading to Master of Education (M.Ed) degree**1 Preamble**

- (1) The Master of Education (M.Ed.) programme is meant for candidates desirous of pursuing post-graduate programme in education. Besides preparing teacher educators, it also aims at preparing educational administrators, supervisors and researchers.
- (2) The M.Ed. programme would comprise theoretical courses including specialized courses in the discipline of education and related practical/field work including exposure to and training in a teacher education institution. In addition, research work in the form of a dissertation would form an essential part of the programme. Depending on the actual design and declared objectives, the programme provides opportunities for students to extend as well as deepen their knowledge and understanding of Education, specialize in selected areas including Teacher Education and also acquire related research skills.
- (3) Only institutions running B.Ed. programme are eligible to offer M.Ed. course except University Departments which may not be directly running a B.Ed. programme.

2 Duration and working days**(1) Duration**

The M.Ed. programme shall be of a duration of one academic year.

(2) Working Days

- (a) There shall be at least two hundred working days exclusive of periods of examination and admission etc., for instruction, field work for dissertation and internship in a teacher education institution.

- (b) The institution shall function for a minimum thirty six hours in a week (five or six days). The teacher educators are expected to be available for individual attention, guidance and counseling for the student & teacher throughout the working hours.

3 Intake, Eligibility and Admission Procedure

(1) Intake

- (a) There shall be a basic unit of twenty five students. Intake upto total fifty students shall be sanctioned to such proven institutions where the quality of infrastructure, both physical and human are of high degree which can be vouched.

(2) Eligibility

- (i) Candidates who have obtained at least 55% Marks in the B.Ed. degree are eligible for admission.
- (ii) The reservation for SC/ST/OBC and other categories shall be as per the rules of the Central Government / State Government, whichever is applicable. There shall be relaxation of five percent marks in favour of SC/ST/OBC and other categories of candidates.

(3) Admission Procedure

Admission shall be made on merit on the basis of marks obtained in the qualifying examination and/or in the entrance examination or any other selection process as per the policy of the State Government/U.T. Administration and the University.

(4) Fees

The institution shall charge only such fee as prescribed by the affiliating body / State Govt concerned in accordance with provisions of NCTE (Guidelines for Regulations of tuition fees and other fees chargeable by unaided teacher education institutions) Regulations, 2002, as amended from

Reader / Associate Professor

- (i) Master's Degree in Arts/ Humanities/ Sciences/Commerce and M.Ed. each with a minimum of fifty five percent marks or its equivalent grade
OR
M.A. (Education) and B.Ed each with a minimum of fifty five percent marks
- (ii) Ph.D. in Education and
- (iii) At least eight years of teaching experience in University department of education or College of Education of which a minimum of three years at the M.Ed. level and published work in his area of specialization.

Lecturer / Assistant Professor

- (i) Master's Degree in Arts/ Humanities/ Sciences/Commerce and M.Ed. each with a minimum of fifty five percent marks or its equivalent grade.
OR
M.A. (Education) and B.Ed each with a minimum of fifty five percent marks and
- (ii) Any other stipulation prescribed by the UGC / Affiliating Body / State Govt from time to time for the positions of Principal and Lecturers shall be mandatory.

Note: - It is desirable that one faculty member possesses Master's Degree in Psychology and another member in Philosophy/Sociology besides M.Ed.

(III) Technical Support Staff

- (i) **Number:**

As per the norms prescribed by the University/State Government.

time to time and shall not charge donations, capitation fee etc from the students.

4 Staff

(I) Academic

(i) Number (For a basic unit of 25 students)

Professor / Head	One
Reader / Associate Professor	One
Lecturer / Asst Professor	Three

(ii) For an additional intake of one unit, the faculty position shall be increased proportionately as above.

(II) Qualifications

Professor / Head

(i) Master's Degree in Arts/ Humanities/ Sciences/Commerce and M.Ed. each with a minimum of fifty five percent marks

OR

M.A. (Education) with fifty five percent marks and B.Ed each with a minimum of fifty five percent marks

(ii) Ph.D. in Education and

(iii) At least twelve years of teaching experience in University department of education or College of Education of which a minimum of five years at the M.Ed. level with published work in the area of his specialization.

Note: - In the event of non-availability of eligible and suitable candidates for appointment as Professor/HOD/Reader as per above eligibility criteria, it would be permissible to appoint retired Professor/HOD/Reader in Education on contract basis for a period not exceeding one year at a time till such time the candidates complete sixty five years of age.

(IV) Administrative staff**(i) Number:**

As per the norms prescribed by the University/State Government.

(V) Terms and conditions of service

- (a) The appointment shall be made on the basis of recommendations of the Selection Committee constituted as per the policy of the UGC/Affiliating University.
- (b) All appointments are to be made on full-time and regular basis.
- (c) Appointment of supporting staff shall be made as per norms of the UGC/ University concerned.
- (d) The academic and other staff of the institution (including part time staff) shall be paid such salary in such scale of pay as may be prescribed by the UGC/ University concerned from time to time through account payee cheque or as per advice into the Bank account of employee.
- (e) The management of the institution shall discharge the statutory duties relating to pension, gratuity, provident fund, etc. for its employees.
- (f) The age of superannuation of staff shall be determined by the policy of concerned Government.
- (g) The reservation for SC/ST/OBC and other categories shall be as per the rules of the Central Government / State Government.

5 Facilities**(1) Infrastructure**

- (a) The institution must have at least 3000 sq. mts. (three thousand square meters) of exclusive well demarcated land whereupon built-up area consisting of classrooms etc. shall not be less than 2000 sq. mts (two thousand square meters) inclusive of the space meant for one Unit of B.Ed Classes. Space in each instructional room shall be 10 sq.ft. (ten square feet) per student. In addition to the infrastructure prescribed for the B.Ed programme, for an intake of one hundred or two hundred students the institution must have one classroom, one seminar room and separate rooms/ cabins for the academic faculty.

In case of University Departments of Education, not offering a B.Ed course adequate land with a built up area of 500 sqm (five hundred square meters) exclusively earmarked for the M.Ed course shall be necessary.

- (b) Built up Area for running other courses in combination with M.Ed programme shall be as under:-

	Built Up Area (in sqm)	Land Area (in Sqm)
B.Ed plus M.Ed	2000 sq. mts	3000
D.E.C.Ed plus B.Ed plus M.Ed	3000 sq. mts	3500
D.El.Ed plus B.Ed plus M.Ed	3500 sq. mts	3500
D.El.Ed plus D.E.C.Ed Plus B.Ed plus M.Ed	4000 sq. mts	4000

Additional intake of one unit of M.Ed will require additional built up area of 200 sqm. (two hundred square meters).

- (c) For an intake of 25 students, there shall be provision for at least one classroom, one hall/seminar room, laboratories for conducting instructional activities, separate rooms for the Professor/Head, for faculty members to accommodate seven to eight students, office for the administrative staff and a store.
- (d) Safeguard against fire hazard be provided in all parts of the building.

- (e) The institutional campus, buildings, furniture etc. should be barrier free.
- (f) Hostel for boys and girls separately and some residential quarters are desirable.
- (g) The institutional campus, building furniture etc should be disabled friendly

(2) Instructional

- (a) There shall be a library equipped with a minimum two thousand titles (there shall not be more than five copies on any one title) besides text and reference books related to all courses of study, educational encyclopedias, electronic publications (CD ROMs) and minimum five professional research journals of which at least one shall be an international publication and internet connectivity. Library resources will include books and journals published and recommended by NCTE. There shall also be provision of space for reading and reference in the library that can accommodate at least ten persons at a time. At least a hundred quality books will be added in the library every year. The library shall have photocopier and computer with internet facility for the use of faculty and students. It is also desirable that every institution has a website of its own.
- (b) There shall be a well-equipped educational technology and media laboratory, with T.V. Camera and LCD for projection and software including DVDs and CDs.
- (c) ICT equipments like ROT (Receive Only Terminal), SIT (Satellite Interlinking Terminal) required for using digital resources in teacher education shall be desirable.
- (d) There shall be a psychology laboratory with equipments for performing experiments listed in the curriculum.

(3) Amenities

- (a) Functional and appropriate furniture in required number shall be provided for instructional and other purposes, including desks, chairs and tables, bookshelves, for students and teachers, in classrooms, halls, laboratories.
- (b) The institution shall provide separate common rooms for male and female teacher educators/students-teachers.
- (c) Sufficient number of toilets, separate for men and women, shall be provided for staff and students.
- (d) Safe drinking water be provided in the institution.
- (e) Arrangement shall be made for a canteen, telephone facility and parking of vehicles.
- (f) Effective arrangements shall be made for regular cleaning of the campus, water and toilet facilities, necessary repairs and replenishment of furniture and other equipments.

6 Curriculum Transaction

- (i) Submission of a Dissertation on an approved topic shall be compulsory.
- (ii) Not more than five M.Ed. students shall be assigned to a teacher educator for dissertation guidance.
- (iii) Supervision of lessons delivered by B.Ed. /D.Ed. students.
- (iv) Presenting instructional design and delivering at 5 practice lecturers in B.Ed / D.Ed classes.
- (v) Preparation of Case study of a teacher education institution.
- (vi) Audio scripting and recording video scripting and shooting, digital lesson designing, web designing.

7 General

If more than one course in teacher education are run in the same institution in the same campus, the facilities of playground, multipurpose hall, library, laboratory and instructional space may be shared (with proportionate increase in number or space in terms of books, equipment and necessary infrastructure) by all the courses. There shall be only one Principal for the entire institution

and Heads for different teacher education programmes offered in the institution. The Principal of a college offering M.Ed programme shall have to be in the professor's scale and should possess the qualifications prescribed for the post of Professor in this Regulations.