

Indian Institute of Teacher Education

RTI Proactive Disclosure as on 01/07/2020

Chapter - 1

Indian Institute of Teacher Education

About IITE

Indian Institute of Teacher Education (IITE), established in 2010 is a brainchild of the then CM of Gujarat Shri Narendra Modi. He wanted to establish an institute that would produce world-class teachers and export them. At a time when the world is facing a shortage of teachers, he wanted India to lead from the front.

"If you send a businessman to a foreign land, he controls dollars, but if you send a teacher s/he would control the whole generation". Modi used to say.

Shri Narendra Modi is one of the few such visionaries who thought that 21st-century education would not just consist of a degree but an all-inclusive setup, and hence the idea of innovative, residential, integrated degrees was brought into existence. To lend a material shape to the best educational philosophies from across the world, a team of experts led by legendary Indian academicians and philosopher Shri Kireetbhai Joshi and other scholars of national and international stature came together to design the curriculum of IITE.

VISION

To nurture teachers of tomorrow with the transformative knowledge of Indian tradition and usher in a new era of teacher education, focusing upon the integral development of teachers.

MISSION

To provide integrated courses in teacher education, marked and defined by value-education, global outlook, and interdisciplinary.

OBJECTIVES

- To evolve and implement a new program of teacher education that would provide education and training to prospective teachers that aim at the development of new integral development of teachers.
- To train prospective teachers based on globally benchmarked curriculum with ideas gleaned from the fusion of the intellectual traditions of India and the West.
- To equip teachers with the competencies requisite for dealing with the 21st-century issues of the choices and challenges of students.

- To impart teacher training which enables the prospective teachers to see the obtaining world in the new light of universal human values.
- To promote the indigenous tradition of the teacher-student relationships (Guru-Shishya parampara) in various fields of humanities, arts, crafts, sciences, technologies, and yoga (psychological and physical education).
- To publish and disseminate results of advanced research relating to teachers' education for purposes of advancement of capacities to teach and learn among professional teachers as also among parents, social educators, and social workers.
- To promote national and international cooperation in teachers' education as also in the development of teaching-learning material through online programs, documentaries, musical and dramatic programs, and films.
- To undertake, conduct and promote any program that will enhance the highest aims of pedagogy and synthesis of knowledge-systems and internationalism.
- To foster in the University the highest purposes of education of the body, life, and mind as also of the human spirit in its integrity.
- To introduce and nurture innovations in the education system so as to reflect India's spiritual knowledge, robust intellectuality, and inexhaustible creativity.

Centers of IITE

- | | |
|--------------------------------|--------|
| 1. Center of Education | [COE] |
| 2. Center of Training | [COT] |
| 3. Center of Research | [COR] |
| 4. Center of Extension | [COEx] |
| 5. Center of Special Education | [COSE] |

Programme	Centre/College	Seats	Medium of Instruction	Subjects/Methods offered
B.Sc.-B.Ed.	Centre of Education, IITE	100	English	Mathematics, Physics, Chemistry, Botany
B.A.-B.Ed.	Centre of Education, IITE	100	English	English, Gujarati, Sanskrit, History, Geography
B.Ed.-M.Ed.	Centre of Education, IITE	50	English	Gujarati, Hindi, English, Sanskrit, Maths, Science, Social Science

M.Ed.	Centre of Education, IITE	50	English	Education
M.Sc./M.A. M.Ed.	Centre of Education, IITE	50	English	Mathematics, Physics, Chemistry, Botany, English
M.Phil.	Centre of Education, IITE	As per norms	English	Education
Ph.D.	Centre of Education, IITE	As per norms	English	Education
B.Ed.	Affiliated Colleges	2950	Gujarati/ English	Gujarati, English (LL/HL), Sanskrit, Urdu, Hindi, Maths, Science, Social Science, Accountancy, BOM, Economics, Agronomy
M.Ed.	Shree Ramba District Institute of Education & Training, Porbandar	50	Gujarati	Education

IITE is also running various certificate courses.

Chapter - 2

A list of the admin branches of IITE

1. There are following branches of the university for smooth administration:
 - a. Academic Branch
 - b. Examination Branch
 - c. Account Branch
 - d. Development Branch
 - e. Physical Education and Sports Branch
 - f. Registration Cell
 - g. Establishment Branch
 - h. Estate

- i. Utility and Publication Branch
- j. IT Branch
- k. Student Welfare Branch
- l. Library
- m. Hostel
- n. Centers

Chapter - 3

The powers and the duties of the authorities of the IITE

The authorities of the IITE as follows:

1. The Chancellor
2. The Vice-Chancellor
3. The Registrar
4. The Finance and Account Officer
5. Other officers declared by the Statutes to the officers of the University

Powers and the duties of the authorities: As per the Act of IITE.

Chapter - 4

The Act, Statutes, Ordinances, and Regulations of the IITE.

Updated on the website.

Chapter - 5

Scope of Work of Admin Departments at IITE

1. Academic Section: Institute of new courses, Centres, course approval, syllabus, affiliation, recognition, approved institutes, authorities of the universities, BOS, Centre Council, etc., and any other task assigned by the Registrar and the Vice-Chancellor.
2. Registration Cell: Registration of students of the university, affiliated institutes and to prepare the roll of students, etc., and any other task assigned by the Registrar and the

Vice-Chancellor.

3. Estate Section: Construction and maintenance, civil work, purchase, tender by GEM / Newspapers/quotation, security, housekeeping, catering, etc., and any other task assigned by the Registrar and the Vice-Chancellor.
4. Establishment Section: Recruitment, Appointment, service matters of employees, performance appraisal, salary and leave of regular, contractual employees, roster, service book, NPS, GPF, IFMS, advisory to the staff, staff training and welfare, etc., and any other task assigned by the Registrar and the Vice-Chancellor.
5. Student Welfare Department: Student welfare, youth festivals, alumni, scholarships, cultural activities, etc. and any other task assigned by the Registrar and the Vice-Chancellor.
6. IT Department: IT development in the campus, maintenance and procurement of IT-related items and software, etc., and any other task assigned by the Registrar and the Vice-Chancellor.
7. Account Section: All account-related matters etc., and any other task assigned by the Registrar and the Vice-Chancellor.
8. Sports Section: All sports-related events and matters, maintenance of playground of university and sports equipment, etc., and any other task assigned by the Registrar and the Vice-Chancellor.
9. Publication Section: All publications and media platforms matters of the university, etc., and any other task assigned by the Registrar and the Vice-Chancellor.
10. UDO Section: All matters related to grant, etc., and any other task assigned by the Registrar and the Vice-Chancellor.
11. Utility Section: All matters relating to stationery, inward - outward registers, miscellaneous matters, assistance to Appellate Officer, record of RTIs, etc., and any other task assigned by the Registrar and the Vice-Chancellor.

Chapter - 6

Scope of Work of various posts at IITE

Registrar: As per the IITE Act 2010.

Deputy Registrar:

1. The Deputy Registrar will assist the Registrar in the management of all major activities, like establishment matters, legal matters, Campus/estate management, statutory compliances and meetings, materials management, the maintenance of administrative databases, and the supervision of all staff and student workers as assigned.
2. The Deputy Registrar will be responsible for the daily internal administration of the University and provision of prompt and accurate service to students, alumni, faculty, administration, and external agencies. He shall consult the Registrar or the Vice-Chancellor for any act or action as per the norms.
3. The Deputy Registrar in charge of the assigned Section, shall be personally responsible for the smooth conduct and working of the Section, for the allotment of work to the Assistant Registrar, Clerk, etc. who shall be directly responsible to him.

4. He/She shall convene regular meetings of the officers and/or of the staff working under him/her and shall determine the time dimensions of each of the tasks assigned and supervise the overall working as per the prescribed norms, if any.
5. He/She shall be responsible for correspondence with Government, UGC, other universities/institutions on relevant matters in coordination with the Registrar and the Vice-Chancellor.
6. He/She shall be acquainted with the act/statutes/ordinances/regulations/rules of the university and resolutions of government and act accordingly in coordination with the Registrar and the Vice-Chancellor.
7. He/She shall be responsible for the agenda, minutes of meeting, action taken report, as per the direction for authorities/committees of the university
8. He/She shall work as PIO of their section or as defined.
9. He/She shall have to review and recommend the annual confidential reports of the officers and employees directly working under him, review the confidential/assessment reports given by the subordinate officers and submit them to the Registrar within a specified period. He /She should communicate in writing from time to time about the progress and difficulties and evaluate the staff and give his recommendations. He/She shall also be responsible for the submission of accounts of money his section spends. He/She shall submit periodical returns and reports, and must prepare a budget for his section every year and place it for the approval of the appropriate authority.
10. It shall be the duty of the Deputy Registrar to maintain cordial public relations and to attend the queries of the members of the Public and supply the information through the Registrar to Government, Vice-Chancellor, and other Authorities/Statutory Bodies as per the requirements. It shall also be the duty to help the members of the public to solve their difficulties concerning his section to entertain the complaints, if any, against the staff working under him.
11. He/She shall put the matters in the approval of authorities as per the norms. He/She shall carry out his duties and responsibilities in a just manner without any discrimination, and motivate his staff to take their work seriously and willingly and shall pay personal attention to their welfare.
12. He /She shall be solely responsible for the work of the highly confidential nature that may be undertaken by his section. He shall be responsible for preserving the documents, deeds, etc. concerning his section.
13. In addition, he/she will produce research data, analyses, and reports as needed and perform other related duties and special projects as assigned or directed.
14. He shall dispose of cases of importance where relevant and regulations are clearly applicable and forward otherwise the same to higher officers, with clear and specific provisions. He shall also prepare items for consideration of authorities/ bodies of the University, if it is concerned.
15. He/She shall be the custodian of the section records.
16. He/She has to submit a Performance Appraisal Report (Confidential Report) to the Registrar in the last week of March every year. This will be considered and applicable as per the norms of Government of Gujarat.
17. Any other work assigned to him by the Registrar / the Vice-Chancellor from time to time.

Controller of Examinations :

1. He shall be responsible to conduct examination and the declaration of result as per the guidance and directions of the Vice-Chancellor.
2. He shall be the member secretary of the any Committee pertaining to Examination with prior approval from the Vice-Chancellor.
3. He has to maintain the utmost secrecy for the conduction of examination or any type of test as per the guidance and directions of the Vice-Chancellor.
4. He shall be responsible for issue notifications for all examinations conducted by the University, call applications for examinations, signing the Provisional Certificates, Office Records and Special Certificates issued by Examination Department and to make examination related information available to the concerned department to submit it to regulatory authority from time to time.
5. He shall be responsible to make the arrangements to issue hall tickets to eligible candidates, allot candidates to various examination centres, preparation of administrative calendar including examination schedule, the printing of question papers, answer books and their safe custody, to issue a duplicate certificate if lost by the student and timely declaration and publication of result, gold medals, and to refer deem necessary any matter before the Vice-Chancellor prior to the declaration of results.
6. He shall be responsible to appoint the various committees, coordinators and to identify the centres which are having a minimum required infrastructure to conduct an examination with prior approval of the Vice-Chancellor.
7. He shall be responsible for all the work related to examinations, medals
8. He shall be responsible for the organization of Convocation.
9. He shall be responsible for the organization of the entrance examination of the university.
10. He shall dispose of cases of importance where relevant and regulations are clearly applicable and forward otherwise the same to higher officers, with clear and specific provisions. He shall also prepare items for consideration of authorities/ bodies of the University if it is concerned.
11. He shall be responsible for the procurement for the Examination Section, tender/ procurement of IT /ERP/MIS in favor of Examination, with prior approval of the Registrar and the Vice-Chancellor.
12. He/She has to submit a Performance Appraisal Report (Confidential Report) to the Registrar in the last week of March every year. This will be considered and applicable as per the norms of Government of Gujarat.
13. Any other work assigned to him by the Registrar / the Vice-Chancellor from time to time.

University Development Officer:

1. The Development Officer devotes his whole time towards his duties in the office and remains responsible for the formulation of developmental work plans of the university by taking acute steps for effective implementation.
2. The officer liaises with the University Grants Commission and other funding agencies in

relation to all developmental works and research schemes of the university.

3. The officer ensures that the funds from such agencies are received and utilized in time.
4. Further, remain responsible for sending the Utilization Certificates to the funding agencies accordingly.
5. He has to maintain the data of the donation, endowment fund and have to obtain the donation, endowment fund, and such other funds for the university.
6. He shall dispose of cases of importance where relevant and regulations are clearly applicable and forward otherwise the same to higher officers, with clear and specific provisions. He shall also prepare items for consideration of authorities/ bodies of the University if it is concerned.
7. He/She has to submit a Performance Appraisal Report (Confidential Report) to the Registrar in the last week of March every year. This will be considered and applicable as per the norms of Government of Gujarat.
8. Any other work assigned to him by the Registrar / the Vice-Chancellor from time to time.

Assistant Registrar:

1. The Assistant Registrar shall perform the duties as may be assigned to him from time to time, by the Vice-Chancellor, Registrar or Deputy Registrar and he shall have the powers and responsibilities analogs to the powers assigned to the Deputy Registrar above.
2. He shall be responsible for their normal and smooth working of the assigned Section.
3. He shall look after the day-to-day work of the Department as per the instructions from the higher authorities from time to time.
4. He shall be responsible for planning and scheduling of the entire work of the Department well in advance and shall take the periodical reviews of its execution.
5. He shall assign/reassign specific jobs to his subordinates, and shall also decide the time dimension in respect of each of the jobs so assigned where the norms are not laid down.
6. He shall ensure and maintain proper coordination and follow up with other Department/Centres/Institutes/Unit/Section and shall be totally accountable for follow up actions on the decisions given by the University authorities.
7. He shall be responsible for the smooth and efficient running/working of the Department and timely disposal of cases, letters, bills, reports, returns, etc. and decide and maintain proper filling procedure.
8. He shall ensure that the cases/letters requiring immediate and urgent disposal are dealt with immediately.
9. He shall deal with non-routine cases referred to him by the subordinate staff working in his department. He shall call meetings of his staff periodically and also train the members of his department and provide guidance to all.
10. He shall dispose of cases of importance where relevant and regulations are clearly applicable and forward otherwise the same to higher officers, with clear and specific provisions. He shall also prepare items for consideration of authorities/ bodies of the University if it is concerned.
11. He shall keep exhaustive and self-contained notes of important papers, pass down and keep

track of their movements till final disposal and also consider the proceedings of the work.

12. He shall exercise constant vigilance of speedy and qualitative disposal of work, safety of the record, regular and orderly behaviors of the staff.

13. He shall prepare as per rules and specifications the annual confidential and assessment report and submit them to the Registrar through Deputy Registrar.

14. He shall hold meetings every fortnight to discuss the arrears of work, procedural knot-point, and other problems, which create bottlenecks in the quick disposal of cases of his Department.

15. He shall appraise the plan which he may prepare and its time schedule to employees working under him, watch results, appraise responses and motivate individuals towards achievements of objectives. He shall also deal with staff in a just manner and shall show no discrimination on whatever ground and would look after the welfare of the employees working under him.

16. He/She has to submit a Performance Appraisal Report (Confidential Report) to the Registrar in the last week of March every year. This will be considered and applicable as per the norms of Government of Gujarat.

17. Any other work assigned to him from time to time.

Director Physical Education:

1. He has to promote the culture of physical education and sports and sports-related activities in the university, recognized/approved/affiliated colleges, institutions departments, centres, etc.
2. He has to cultivate excellence in various domains of physical education and sports and also to promote a spirit of healthy competitions.
3. He has to manage various training for students for Regional, National, and International competitions in various Sports.
4. He has to prepare the quarterly report of the physical education and sports to be submitted before the authority.
5. He has to manage activities related to various sports jointly with regional and national bodies.
6. He has to manage university level competitions, sports skill development camps in the various sports and physical education of the University.
7. He has to manage various training for students for regional, national, and international competitions in various Sports.
8. He has to create and manage certificate courses, short term courses, yoga, yoga day celebration in physical education and sports as per the need with prior approval.
9. He shall work under the superintendence of the Registrar and the Vice-Chancellor.
10. He/She has to submit a Performance Appraisal Report (Confidential Report) to the Registrar in the last week of March every year. This will be considered and applicable as per the norms of Government of Gujarat.
11. He has to perform all the duties in favor of the university assigned to him as and when required.

Student Welfare Officer:

1. He has to arrange a program of student counseling as per the direction of the Vice-Chancellor.
2. He has to arrange/supervise the youth festival, extra-co-curricular activities viz. sports, adventure, cultural activities and look after the general needs of the students.
3. He has to facilitate the students to participate in various state / zonal/national youth festivals, workshops, seminars.
4. He has to provide relevant information on various courses, admission procedures, and fellowships of financial assistance available for higher studies in India and abroad.
5. He has to arrange for special care for the weaker and needy sections of students.
6. He has to prepare a plan and execute programs for the holistic development of the students.
7. He needs to recommend deputing students to participate in events/programs outside the University.
8. He has to organize and maintain contact with the alumni association of the University.
9. He has to work for the financial assistance and scholarships awarded by the government for various weaker sections.
10. He has to create facilities for the welfare of the students in coordination with the Principals of the affiliated colleges.
11. He/She shall be responsible for the maintenance of data, photographs, videos and reports of any program which includes the students physically or online.
12. He/She has to submit a Performance Appraisal Report (Confidential Report) to the Registrar in the last week of March every year. This will be considered and applicable as per the norms of Government of Gujarat.
13. He has to perform such other duties as may be assigned from time to time by the Registrar and the Vice-Chancellor.

Publication Officer:

1. He shall be responsible for developing communication strategies and processes for the brand building and image makeover exercise of the University.
2. He shall be responsible for effective media management to ensure a positive public image of the University.
3. He shall be responsible for content creation for different modes of mass communication including but not limited to Print, Television, and Digital media platforms and Social Media for various events and activities of the University.
4. He shall do data analysis of social media platforms for enhancing the engagement of the stakeholders of the Education fraternity and impactful social media communication.
5. He shall provide creative inputs from the communication perspective for different events and activities of the University.
6. He shall coordinate with various departments of the university in the context of various publications for the University.
7. He shall be responsible for coordination with the outside agencies specifically to carry out printing and production work of various publications and various other material for the University branding.

8. He/She has to submit a Performance Appraisal Report (Confidential Report) to the Registrar in the last week of March every year. This will be considered and applicable as per the norms of Government of Gujarat.
9. He has to perform such other duties as may be assigned from time to time by the Registrar and the Vice-Chancellor.

Curator:

1. He/She shall make interdepartmental coordination for the Publication Department.
2. Content curation for the various reports prepared by the Publication Department.
3. Coordination with the editorial team of Sutirth newsletter and the same others if any.
4. He/She shall be responsible for administrative work for the Publication Department.
5. He/She shall be actively involved in research activities for content creation and verification
6. Creation and maintenance of IITE's archives and archival content. He/She shall be responsible for the maintenance and collection of all video, photographs, reports, and data for the virtual museum.
7. He/She has to perform such other duties as may be assigned from time to time by the Registrar and the Vice-Chancellor.

Chief Warden :

1. He shall be responsible for the whole Hostel Management, day to day tasks, daily report to Director, Centre of Education.
2. He has to check the student register every day.
3. He shall be responsible for the student discipline, functioning of mess, quality of food, water supply, security at the hostel under the direction of Director, Centre of Education.
4. He has to perform such other duties as may be assigned from time to time by the Registrar and the Vice-Chancellor.

Warden (boys & Girls)

1. He/She shall perform tasks given by Chief warden.
2. He/She shall be remained present 24*7 at hostel campus.
3. In an emergency, take immediate action as per norms.
4. Give all feedbacks, problems to the chief warden
5. Maintenance of stock register, attendance register, and all necessary registers, etc.
6. He has to perform such other duties as may be assigned from time to time by the Registrar and the Vice-Chancellor.

Chapter - 7

The information on the monthly wages of the officials and their positions

Sr. No.	Name	Designation	As per 7th Pay / 6th Pay
1	Prof. (Dr.) Himanshu Patel	Registrar	AL14(144200 - 218200)
2	Dr. Madhusudan Makwana	Deputy Registrar	11(67700 - 208700)
3	Vimal Shah	Deputy Registrar	15600 - 39100 GP 6600
4	Vithalbhai Patel	UDO	15600 - 39100 GP 6600
5	Dr. Mukesh Patel	DPE	AL14(144200 - 218200)
6	Aniruddhsinh Parmar	Controller of Examination	15600 - 39100 GP 5400
7	Amit Shingala	Assistant Registrar	10(56100 - 177500)
8	Jatin Chavda	Assistant Registrar	10(56100 - 177500)
9	Nirav Vyas	Assistant Registrar	10(56100 - 177500)
10	Jatin Bhatt	Student Welfare Officer	6(35400 - 112400)
11	Jitendrasinh Jadeja	Head Clerk	6(35400 - 112400)
12	Alpesh Patel	Chief Warden	6(35400 - 112400)
13	Hiral Jani	Curator	5(29200 - 92300)
14	Milan Jani	Senior Clerk	4(25500 - 81100)
15	Darshan Zaveri	Junior Clerk	2(19900 - 63200)
16	Mitesh Joshi	Junior Clerk	2(19900 - 63200)
17	Devayani Dodiya	Warden Girls	IS-1(14800 - 47100)
18	Vipul Gondaliya	Warden Boys	4440 - 7440 GP 1300

19	Dr. Kalpesh Pathak	Principal	AL14(144200 - 218200)
20	Dr. Prerana Shelat	Professor	AL14(144200 - 218200)
21	Dr. Divya Sharma	Professor	AL14(144200 - 218200)
22	Dr. Jayana K Joshi	Professor	AL14(144200 - 218200)
23	Dr. Deepkumar Trivedi	Associate Professor	13A(131400 - 217100)
24	Dr. Sudhirkumar H Tandel	Associate Professor	13A(131400 - 217100)
25	Dr. Hemantkumar Prajapati	Associate Professor	13A(131400 - 217100)
26	Dr. Dipika B Patel	Associate Professor	13A(131400 - 217100)
27	Dr. Mehul P Dave	Associate Professor	13A(131400 - 217100)
28	Dr. Viral B Jadav	Associate Professor	13A(131400 - 217100)
29	Dr. Raviraj Rajpura	Associate Professor	13A(131400 - 217100)
30	Dr. Bhavesh Raval	Associate Professor	AL10(57700 - 182400)
31	Dr. Paras Uchat	Assistant Professor	AL10(57700 - 182400)
32	Dr. Tejas Pavagadhi	Assistant Professor	AL10(57700 - 182400)
33	Dr. Jumishree S Pathak	Assistant Professor	AL10(57700 - 182400)
34	Dr. Sheetal Helaiya	Assistant Professor	AL10(57700 - 182400)
35	Dr. Swarnabharati Evani	Assistant Professor	AL10(57700 - 182400)
36	Dr. Rajesh Rathod	Assistant Professor	AL10(57700 - 182400)
37	Dr. Roshni Adiyecha	Assistant Professor	AL10(57700 - 182400)
38	Dr. Rashmi Bariya	Assistant Professor	AL10(57700 - 182400)
39	Mr. Dhananjay Deshmukh	Assistant Professor	AL10(57700 - 182400)
40	Mr. Hemant Maurya	Assistant Professor	AL10(57700 - 182400)
41	Ms. Darshana Likhada	Assistant Professor	AL10(57700 - 182400)
42	Dr. Gopal B Upadhyay	Assistant Professor	AL10(57700 - 182400)

43	Dr. Keval J Gadani	Assistant Professor	AL10(57700 - 182400)
44	Dr. Dipak K Chaudhari	Assistant Professor	AL10(57700 - 182400)
45	Dr. Rushi B Joshi	Assistant Professor	AL10(57700 - 182400)
46	Dr. Kunjan N Shah	Assistant Professor	AL10(57700 - 182400)
47	Ms. Megha K Tadvi	Assistant Professor	AL10(57700 - 182400)
48	Dr. Archana Patel	Assistant Professor	AL10(57700 - 182400)
49	Dr. Nishant Joshi	Assistant Professor	AL10(57700 - 182400)
50	Ms. Hetal Patel	Assistant Professor	AL10(57700 - 182400)

Chapter - 8

Details of Officers / Employees of IITE to be retired in the next 5 years.

Nil

Chapter - 9

Details of Name, Designation of class-1 officers of IITE

Sr. No.	Name	Designation
Administrative Staff		
1	Prof.(Dr.) Himanshu C. Patel	Registrar
2	Dr. Madhusudan D. Makwana	Deputy Registrar
3	Mr. Vimalkumar D. Shah	Deputy Registrar

4	Shri Vitthalbhai P. Patel	University Development Officer
Academic Non Vacation Staff		
5	Dr. Mukesh P. Patel	Director of Physical Education
Academic Staff		
1	Dr. Kalpesh Pathak	Principal
2	Dr. Prerana Shelat	Professor
3	Dr. Divya Sharma	Professor
4	Dr. Jayana K Joshi	Professor
5	Dr. Deepkumar Trivedi	Associate Professor
6	Dr. Sudhirkumar H Tandel	Associate Professor
7	Dr. Hemantkumar Prajapati	Associate Professor
8	Dr. Dipika B. Patel	Associate Professor
9	Dr. Mehul P. Dave	Associate Professor
10	Dr. Viral B. Jadav	Associate Professor
11	Dr. Raviraj Rajpura	Associate Professor
12	Dr. Bhavesh Raval	Associate Professor

Details of Name, Designation of class-2 officers of IITE

Sr. No.	Name	Designation
Administrative Staff		
1	Shri Aniruddhsinh N. Parmar	Controller of Examination
2	Shri Jatin M. Chavda	Assistant registrar
3	Shri Amit S. Shingala	Assistant registrar
4	Shri Nirav G. Vyas	Assistant registrar
Academic Staff		
1	Dr. Paras Uchat	Assistant Professor
2	Dr. Tejas Pavagadhi	Assistant Professor
3	Dr. Jumishree S Pathak	Assistant Professor
4	Dr. Sheetal Helaiya	Assistant Professor
5	Dr. Swarnabharati Evani	Assistant Professor
6	Dr. Rajesh Rathod	Assistant Professor
7	Dr. Roshni Adiyecha	Assistant Professor
8	Dr. Rashmi Bariya	Assistant Professor
9	Mr. Dhananjay Deshmukh	Assistant Professor
10	Mr. Hemant Maurya	Assistant Professor

11	Ms. Darshana Likhada	Assistant Professor
12	Dr. Gopal B Upadhyay	Assistant Professor
13	Dr. Keval J Gadani	Assistant Professor
14	Dr. Dipak K Chaudhari	Assistant Professor
15	Dr. Rushi B Joshi	Assistant Professor
16	Dr. Kunjan N Shah	Assistant Professor
17	Ms. Megha K Tadvi	Assistant Professor
18	Dr. Archana Patel	Assistant Professor
19	Dr. Nishant Joshi	Assistant Professor
20	Ms. Hetal Patel	Assistant Professor

Chapter - 11

Budget Estimates of IITE for Financial Year 2020 - 21

Budget 2020-21

Under head 1, As the 7th Pay Commission has been implemented by Central Government and accepted “in-toto” by the state government, the pay scales of the Administrative Staff of IITE have been augmented scale-to-scale basis as per the 7th Pay Commission notification of GoG. However, the pay scales of Teaching Staff & Non-Teaching Staff on the basis of the 7th Pay Commission while admissible allowances are calculated on the basis of the 6th Pay Commission as per the direction of GoG. Also, the salary and allowance of Contractual as well as Out-sourcing Staff has been calculated as an actual basis as per the bylaws of State/Central Government. As from the academic year 2019-20, IITE has given affiliation to 19 DIETs of Gujarat state, which has expanded its administrative functions and started offering M.Ed. and M.Phil. (Edu.) and planning to offer more online courses as well as B.Ed.M.Ed. (Integrated) and M.A(Edu.). As a result of such

expansion of university academic and administrative activities more human resources is required. By considering the future requirements of the university, the requirement of teaching and non-teaching and supportive staff is proposed in this budget.

Under heading 2, subhead 2.14 added as annually (beginning of the academic year) IITE has to do LIC of DIETs which are affiliated to the university as part of the affiliation process.

In this proposed budget a separate head is given to physical education expenses as it's essential for preparing holistic future teachers. Under heading 3, various expenses related to physical education are covered under various subheadings.

Under heading 4, expenses related to the exam include expenses expected to occur by the university by conducting various courses examination at different centers. The transportation and center related additional expenses are included in this proposed budget.

Apart from regular expenses related to university, other special recurring expenses of the university are covered under the head 'other expenses'. These expenses are related to regular activities carried out by the university for the welfare of the society and students and staff of the university.

Student placement is one of the important activities of the university. By considering the importance of such activity under head 6 expected expenses related to students' placement are mentioned.

Under the head 7, expenses related to teaching activities expected to occur by the Centre of Education is mentioned. From the academic year 2019-20 new courses such as M.Ed., M.Phil are offered by the university and it has planned to offer more courses from next academic year i.e. AY 2020-21. By considering the requirement of staff, visiting staff expenses are increased. Even to accommodate the increased number of students there is a requirement for more material resources such as lab material and equipment and classroom facilities. In this budget expenses related to such material is demanded.

By considering the requirement of relevant reference books with references to new courses presently and in the future offered by the university. under head 8 library expense, book purchase and subscription of periodicals amount is increased in this budget.

As per the IITE Act 2010, the university has scope to establish 4 more centers to fulfill its objectives. The university has taken initiatives to establish Center of Research, Center of Training, Center of Extension, and Center of Special Education. With the objective to conduct research in the field of education and provide ways and solutions to improve the quality of education at local and global, the Center of Research is established. To make it function effectively it requires human and material resources. Under the Center of Research, 12 JRF fellowships can be provided to research scholars of IITE who can fulfill UGC fellowship criteria. Under head 11 of the proposed budget, this

center salary of supportive staff, fellowship to JRF scholars, and other administrative and programme related expenses.

As a leading institute in the field of teacher education, IITE took lead in providing in-service teachers training to school and higher education faculties by establishing a separate center named as Centre of Training. Under this center various in-service training in the form of FDP, workshops, short term courses, etc. organized to update school and higher education human resources. To do so there is a need to invest in terms of human and material resources. For efficient functioning of the department, full time training and administrative staff is required and other material resources for conducting workshops, FDP, etc. By considering the requirement of the center, such a requirement is proposed under head 12 in this budget.

Apart from pre-service and in-service training of the teachers, IITE has expanded its scope of work for the welfare of the society by establishing the Center of Extension. Under the Center of Extension 4 department with different vision established- Department of Teaching Learning Material Development, Department of Curriculum Development, Department of Testing is functioning. The expenses of such departments are proposed under the head 10 of the budget. To meet the demand of the society, the university has expanded our services not only to traditional schools but has initiated to address the need of special children. With this objective university has established one more center named as Centre of Special Education. under this center, various seminars, workshops, projects, courses are planned to offer. For the academic year 2020-2021, the university is planning to offer a special education course as per the service teacher education programme. The expected expenditure to function this proposed under head 13 in the budget.

Proposed Budget for Financial Year 2020-21			
Head Code	Head	Amount Rs.	Total Amount Rs.
1	Salary		₹ 11,07,71,512.00
1.1	Staff Pay & Allowances	₹ 10,67,71,512.00	
1.2	Skill Staff(additional)	₹ 10,00,000.00	
1.3	Consultant and Auditor (CA)	₹ 30,00,000.00	
2	Office Expenses		₹ 2,44,00,000.00

2.1	Stationery	₹ 10,00,000.00	
2.2	Printing	₹ 5,00,000.00	
2.3	Postage/courior Charges	₹ 2,00,000.00	
2.4	Computer & Consumable Charges	₹ 10,00,000.00	
2.5	Telephone & communication exp.	₹ 10,00,000.00	
2.6	Internet Services	₹ 15,00,000.00	
2.7	outsourcing charges	₹ 5,00,000.00	
2.8	Electricity Bill	₹ 20,00,000.00	
2.10	Tax & Fees	₹ 6,00,000.00	
2.11	Municipal Taxes	₹ 2,00,000.00	
2.12	Legal Charges	₹ 2,00,000.00	
2.13	Meeting expenses	₹ 20,00,000.00	
2.14	Local Inquiry Committee Exp	₹ 5,00,000.00	
2.15	Repair & maintenance exp.	₹ 30,00,000.00	
2.16	Plumbing & labour expense	₹ 5,00,000.00	
2.17	Vehicle Maintenance	₹ 10,00,000.00	
2.18	Staff Welfare	₹ 5,00,000.00	

2.19	Training Exp	₹ 5,00,000.00	
2.20	Security Services	₹ 30,00,000.00	
2.21	Housekeeping	₹ 20,00,000.00	
2.22	Expert Services Exp	₹ 5,00,000.00	
2.23	Travelling cost of experts	₹ 5,00,000.00	
2.24	Labour Exp	₹ 2,00,000.00	
2.25	Mise. Exp.	₹ 10,00,000.00	
2.26	Contingency Exp.	₹ 5,00,000.00	
3	Physical Education		₹ 66,00,000.00
3.1	Sports equipment	₹ 5,00,000.00	
3.2	Dress kit	₹ 5,00,000.00	
3.3	Intercollegiate/State/district Tournaments	₹ 20,00,000.00	
3.4	National University games	₹ 10,00,000.00	
3.5	Coaching camp	₹ 6,00,000.00	
3.6	Trophy /certificate/momento etc.	₹ 3,00,000.00	
3.7	Adventure sports /Physical fitness	₹ 7,00,000.00	

Head Code	Head	Amount Rs.	Total Amount Rs.
3.8	Seminar/workshop/in service training/orientation/refresher courses/meeting / workshops /etc.	₹ 7,00,000.00	
3.9	Medical First aid etc.	₹ 3,00,000.00	
4	Exam Exp		₹ 64,00,000.00
4.1	Marksheet	₹ 2,00,000.00	
4.2	Convocation	₹ 10,00,000.00	
4.3	Paper Setting	₹ 5,00,000.00	
4.4	Supervision Remuneration	₹ 5,00,000.00	
4.5	Remuneration	₹ 10,00,000.00	
4.6	Assessment Center Expense	₹ 1,00,000.00	
4.7	Examination Committee Remuneration	₹ 5,00,000.00	
4.8	Print Related Expense-Toner	₹ 50,000.00	
4.9	Result Processing (ERP)	₹ 1,50,000.00	
4.10	Transportation/TA-DIET	₹ 15,00,000.00	
4.11	Centre Expense	₹ 3,00,000.00	
4.12	Squad Expense	₹ 6,00,000.00	
5	Other Exp.		₹ 3,34,00,000.00
5.1	Functions & Programs	₹ 30,00,000.00	
5.2	Recruitment Exp (IT)	₹ 30,00,000.00	
5.3	Student welfare & Cultural Activity	₹ 30,00,000.00	
5.4	Vibrant Gujarat	₹ 25,00,000.00	

5.5	Education Fair	₹ 25,00,000.00	
5.6	Student Orientation (Off Shore)	₹ 2,00,000.00	
5.7	Furniture Exp	₹ 25,00,000.00	
5.8	Material Development	₹ 5,00,000.00	
5.9	SIRF Registration Fees	₹ 2,00,000.00	
5.10	Accreditation fees	₹ 3,00,000.00	
5.11	Equipment Exp	₹ 25,00,000.00	
5.12	Apex Council Course Approval Exp.	₹ 2,00,000.00	
5.13	Admission Exp	₹ 25,00,000.00	
5.14	Recruitment Exp	₹ 10,00,000.00	
5.15	University Programmes	₹ 50,00,000.00	
5.16	Promotion/ Advertisement exp.	₹ 25,00,000.00	
5.17	Strengthening the current programme	₹ 20,00,000.00	
6	Placement Exp		₹ 15,00,000.00
6.1	Breakfast & lunch	₹ 10,00,000.00	
6.2	accomodation & Local conveyance	₹ 2,00,000.00	
6.3	student orientation	₹ 3,00,000.00	
7	CoE Exp.		₹ 36,50,000.00
7.1	Visiting Lecturer Expenses	₹ 9,00,000.00	
7.2	Laboratory Exp	₹ 10,00,000.00	
7.3	TA/DA for CoE staff	₹ 1,00,000.00	

Head Code	Head	Amount Rs.	Total Amount Rs.
-----------	------	------------	------------------

7.4	Seminar & Conference for Teachers	₹ 3,00,000.00	
7.5	Asset-Labs	₹ 5,00,000.00	
7.6	Benches Repairs	₹ 6,00,000.00	
7.7	Boards	₹ 2,50,000.00	
8	Library Exp.		₹ 16,00,000.00
8.1	Library Book Management	₹ 2,00,000.00	
8.2	Book Purchase	₹ 7,00,000.00	
8.3	Subscription	₹ 2,00,000.00	
8.4	ebooks & Books Purchase	₹ 5,00,000.00	
9	Hostel Exp.		₹ 1,96,00,000.00
9.1	Commutation from Hostel to Institute	₹ 11,50,000.00	
9.2	Mess Bill	₹ 1,50,00,000.00	
9.3	Electricity Bill	₹ 20,00,000.00	
9.4	Reimburse	₹ 5,00,000.00	
9.5	Other Hostel Expenses	₹ 9,50,000.00	
10	CoEx		₹ 60,00,000.00
10.1	Teaching Learning Material Development	₹ 20,00,000.00	
10.2	Publication	₹ 25,00,000.00	
10.3	Curriculum Development	₹ 5,00,000.00	
10.4	Testing	₹ 10,00,000.00	
11	CoR		₹ 76,00,000.00
11.1	Fellowship	₹ 50,00,000.00	
11.2	HRA to JRF	₹ 5,00,000.00	
11.3	Contingency Exp.	₹ 50,000.00	
11.4	Other staff	₹ 6,50,000.00	

11.5	Various Programme	₹ 14,00,000.00	
12	CoT		₹ 85,00,000.00
12.1	Lecturers TA/DA/Dep. Exp	₹ 20,00,000.00	
12.2	Visiting lecturer/Adhoc lecturer remuneration	₹ 25,00,000.00	
12.3	Skill Centre Expenditure (Maintenance, repairing, upgradation, transportation, etc.	₹ 10,00,000.00	
12.4	Seminar/ Workshop/ training programme exp	₹ 10,00,000.00	
12.5	Various Skill Courses, Theatre, Drama, Art, Rifle, Etc.	₹ 15,00,000.00	
12.6	Project-Based Learning	₹ 5,00,000.00	
13	CoSE		₹ 7,00,000.00
13.1	Seminar Exp	₹ 4,50,000.00	
13.2	Laboratory Equipment	₹ 50,000.00	
13.3	Laboratory Exp	₹ 1,00,000.00	
13.4	Book Purchase	₹ 1,00,000.00	
	Total Proposed Budget		₹ 23,07,21,512.00

Disclaimer: Act of IITE will be final for the interpretation of information in case of dispute.