

MINUTES OF THE PROCEEDINGS OF SECOND MEETING HELD ON 6TH AUGUST,2012 AT 11.00 A.M. IN THE CONFERENCE HALL, DIRECTORATE OF HIGHER EDUCATION, SHIMLA-1 UNDER THE CHAIRMANSHIP OF DR.J.B.NADDA, MEMBER,HP PRIVATE EDUCATIONAL INSTITUTIONS REGULATORY COMMISSION,SHIMLA.H.P. ON THE SUBJECT OF “ CONDUCT OF OFFLINE/ONLINE MOCK TEST SERIES IN GOVT. SR.SEC.SCHOOLS OF H.P. BY ELEVEN PRIVATE UNIVERSITIES.

The following Officers/Officials attended the meeting:

1. Sh.Dinkar Burathoki, Director of Higher Education, H.P.
2. Sh.S.B.Sekhri, Joint Director of Higher Education(C-1),H.P.Shimla-1.
3. Brig.Balbir Singh, Director , Jay Pee University, Wagnaghat, Solan.H.P.
4. Sh.R.N.Chauhan, Registrar,Shoolini University, Solan.H.P.
5. Dr.Atul Pandey,HOD, Applied Sciences,Shoolini University, Solan.H.P.
6. Sh.R.K.Budhiraja,Admn Officer, Indus International University,Una.H.P.
7. Sh.Rajeev Kaushik,HOD, Computer Science, Indus International,University, Una.H.P.
8. Sh.Abhinav Nanda,Dy.Director, Bahra University,Wagnaghat, Solan, H.P.
9. Sh.Dr.Lalit Mohan,Assistant Professor,Chitkara University,Baddi, Solan, H.P.
10. Dr.Sanel Thakur,Associate Professor,Shri Sai University,Palampur, H.P.
11. Sh.Kunal Bains,Assistant Registrar,Arni University,Kathgarh,Indora, Kangra,H.P.
12. Prof.S.P.Bhardwaj,Vice Chancellor,Manav Bharti University,Solan, H.P.
13. Dr.I.S.Hudiara,Dean of Faculty Engg &Technical,Eternal University,Baru Sahib,Sirmour,H.P.
14. Sh.Gulshan Kumar,HOD,Baddi University, Bhud,Solan, H.P.
15. Sh.Ajay Singhal,Registrar,Maharishi Markandeshwar University,Solan,H.P.
16. Sh.R.K.Vidyarthi,DDHE, Una,H.P.
17. Sh.Ram Nath Sharma,DDHE,
18. Sh.Chattar Singh, DDHE,Shimla, H.P.
19. Sh.Gurdial Singh Bagga, DDHE Solan,H.P.
20. Sh.Bir Singh, DDHE Bilaspur,H.P.
21. Sh.R.C.Tabyal,DDHE, Hamirpur,H.P.
22. Sh.Jagdish Kumar, DDHE,Kullu,H.P.
23. Sh.Dev Raj,Principal,GSSS New Kangra, H.P.
24. Sh.Vijay Kumar,Principal,GSSS Nurpur,District Kangra,H.P.

25. Sh.P.C.Chauhan,GBSSS Theog,District Shimla ,H.P.
26. Sh.Hemant Sharma, GBSSS Sunder Nagar, District Mandi, H.P.
27. Smt.Asha Sharma,Lecturer Physics,GBSSS Mandi,H.P.
28. Sh.Parmod Sharma,Supdt,DDHE Chamba,H.P.

The Director of Higher Education welcomed Dr.J.B.Nadda, , Member,HP Private Educational Institutions Regulatory Commission,Shimla alongwith all the participants and also threw light on some of the important aspects of Mock Test Series as already discussed and decided in the previous meeting. Sh.S.B.Sekhri, Joint Director of Higher Education(Colleges) welcomed all the participants in his key-note address and informed how to proceed further and also regarding the role of Nodal Officers who are appointed to guide the Private Universities for the smooth conduct of Mock Tests. After a fruitful & detailed discussion on Agenda item i.e "**Conduct of Mock Test Series Offline/Online**", the following decisions were arrived at.

1. It was unanimously decided & approved by the members that Three Offline & Three Online Tests will be conducted as per the schedule given below:-

a) 1st Test (Offline) on 25.08.2012

b) 1st Test (Online) Nodal Agency to communicate date to all concerned.

c) 2nd Test(Offline) on 29.9.2012

d)2nd Test(Online)) Nodal Agency to communicate date to all concerned.

e) 3rd Test (Offline) on 30.10.2012

f) 3rd Test (Online)) 16.02.2013

2. It was also decided in the meeting that the Nodal Officers will hold a meeting of all the Principals of their groups on **23rd August,2012** and supply all the Test Materials to them received by them from the Baddi University(Nodal Agency) . At the same time, this meeting will also serve as briefing occasion regarding the details of the Tests to be conducted (as per schedule given above) for all the Principals who will be present in the meeting.

3. It was also made clear in this meeting again that the role of the Nodal Officers appointed group wise for the purpose will be limited to provide logistic help like facilitating /guiding the Universities' teams regarding location of the schools (Cluster-wise) for visit and also, as far as possible, to help in making some stay arrangements with the help of the concerned schools at the cost of the university concerned. However, the offices of the Nodal Officers will also function as distribution/collection points for the Offline Test material.

4. It was also decided that all the Nodal Officers will collect the data of the students registered for these tests from all the schools under their jurisdiction and submit the same to the concerned university by **17th August,2012** positively under intimation to the Director of Higher Education, Himachal Pradesh so that the material like Question Paper/OMR Sheets are supplied to the Nodal Officer accordingly.

5. As per one important decision, Principals of all concerned schools in the State are also directed to render all co-operation, inputs and help to the concerned Nodal Officers and also the concerned University team in the interest of smooth conduct of these tests. The default, if any, in complying with the instructions of the Directorate of Higher Education, H.P./Nodal Officers will be viewed seriously.

6. The Principals must make all efforts to motivate all the concerned students to get registered for these tests in their own interest and charge **Rs.100/- from all concerned students (Rs.50/- only from BPL students)** as Registration Fees and keep the money so collected with them in some miscellaneous Bank Account till further orders regarding mode of payment to the concerned University. The fee so charged will be for all the six tests and not for one only.

7. It was also decided unanimously that after every Offline Test & the last Online Test to (be conducted on **16.02.2012**) the representatives/teams of the concerned University will visit all the schools under their jurisdiction and interact with the concerned students to get/give them the feedback regarding the achievement/shortcoming as per the result sheets which they will be carrying with them,

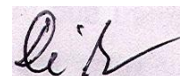
8. At the behest of the University officers present in the meeting, it was also decided that 5 Toppers of every Group as per the results of all the Tests will be honored **by the concerned University** and 10 overall Toppers(Statewide) will also be **honored by the Nodal Agency** i.e. Baddi University after all the Tests are over. This gesture was appreciated by the Officers of the department.

9. It was also decided to post of the minutes of the proceedings of this meeting on the Official Website of the Department of Higher Education for the information of all concerned.

In his presidential remarks Dr.J.B.Nadda, , Member,HP Private Educational Institutions Regulatory Commission,Shimla appreciated the initiative and gesture of the Private Universities functional in the State and also urged all concerned to work in all seriousness in co-operation with each other in the interest of successful completion of the project and particularly requested the Nodal Agency i.e. Baddi University,Bhud,District Solan, H.P. to do all the field work in this connection on **TOP PRIORITY.**

In the end Mr.S. .B.Sekhri, Joint Director of Higher (C-I) extended a vote of thanks to the Chairman and all the participants for their kind co-operation and positive attitude for the welfare of the science students of the State.

Approved



Director of Higher Education
Himachal Pradesh

Dated: 6.8.2012