

No. EDN-H (8)14/84-2012(Principal conference)
Directorate of Higher Education
Himachal Pradesh, Shimla-1

Dated: Shimla -1 the April, 2012

To

All the Principals of
Govt. Degree/Sanskrit Colleges in
Himachal Pradesh

Subject: - **Regarding Principals Conference**

Memo:

A conference of Principals of Govt. Degree and Sanskrit Colleges is scheduled to be held in the Conference Hall of the Directorate of Higher Education, H .P. Shimla on 08.05.2012 at.10.30 A.M. under the Chairmanship of Director of Higher Education, Himachal Pradesh.

You are, therefore, requested to ensure your participation on the scheduled date, time and venue. Please also ensure that conference is attended by the Principals/Officiating Principals themselves. **No representative will be allowed to attend the conference.** The agenda items for the meeting are as under:-

Information to be submitted to the Directorate:

1. Establishment report of teaching and non-teaching staff on prescribed proforma as on 30.04.2012 along with faculty.
2. Status of latest sanctioned strength, vacancy position & filled-up posts category-wise and subject wise both teaching and non-teaching as on 30.04.2012 on the basis of rationalization .
3. Status PTA Lecturers (GIA) with subject.
4. Status of Commission's appointee (Contract Lecturers along with information whether Service Book has been made or not Faculty wise detailed be given.
5. (a) College wise UGC Assistance received during 11th Five Year Plan for the year 2010-2011 & 2011-2012

Sr.No.	Name of the scheme	year	amount	Utilization	Balance
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(b) Any other assistance received from Govt. of India.

7. (a) Information related to the Colleges other than accredited with NAAC.

Sr. No.	Name of College	Year of establishment	Whether affiliated under section 2 (f) & 12(B) of UGC, if yes, mention	If not reason be mentioned	Whether eligible for accreditation with NAAC, If yes,	If not reason be	Whether applied for NAAC
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			date & year.		mention date of filling of LOI	ment ioned.	Yes/ No
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7(b) Information related to the Colleges affiliation 2f &12(B)with UGC.

Sr.No.	Name of College	Year of establishment	Whether affiliated under section 2 (f) & 12(B) of UGC, if yes, mention date & year.		
			Yes/ No	If yes whether 2f &12(B)	If No whether case submitted or not

8. Whether colleges have started new UG/ PG courses along with subject & enrolment of students.

Detail of new subject started in College

New UG Courses	New PG Courses	New Add-on Courses	New self financing Courses
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9. Latest status of building/hostel which are under construction new building.

Sr. No	Name of the College	Name of the project construction/	Sanction amount for construction	Name of the executive agency with Div.	Whether construction started or not ?	Status of construction
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Status of Hostel

1	2	3	4	5	6
Sr.No.	Name of the College	Date from which Hostel is functional	Category of Hostel (SC/ST & OBC, Gen.)	Intake capacity	No. of beneficiary as on 30.04.2012

10. Information regarding wilful absence of employees under control who are absent from duty without prior sanction of leave.

11. Number of departmental enquiries (regular/ preliminary) pending at your level.

12. Total enrolment of the students, all community class wise, stream wise, category wise, sex wise for the current session as on 30.04.2012

13. How many Lecturers proceeded on study leave during this session (i) name of Lect. (ii) Subject (iii) date of relieving. Whether Govt. has granted study leave, if yes letter No.& date be given, whether study leave extended beyond 2 years?

14. How many lecturers availed study leave for last three years? Details be given, whether they submitted their completion report or not.

15. Requirement for Budget 2011-2012 with arrear for the year 2011-2012 in case of Post matric SC/ST & OBCs scholarships.

16. Utilization Certificate of grant in –aid to PTA for the financial year 2011-12

17. Establishment report of UGC Librarians as on 30.04.2012.

18. College wise sanctioned strength of college Librarian viz. Sanctioned- Filled-up- Vacant.

19. (i) Detail of lecturer (Contract) who have been paid “vacation salary” on the directions of Hon’ble High Court orders.

(ii) Detail of lecturer (Contract) who have not paid “Vacation Salary” on the directions of Hon’ble High Court orders.

Sr.No.	CWP No.	Name of Lect.	Titled of the case	Period	Total amount
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20. Status report on PMIS

Sr.No.	Total employees of the College	Total service Books maintained	Whether PMIS code given Yes/No	If yes Employees wise code be mentioned with Seniority No.	Whether s/b completed through e-service up to date or not	If not reason be given.
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21. Information of lecturers taken over from erstwhile private college.

Sr.No.	Name of lecturers	Subject	Date of taking over of service	Date of Joining	Date of Birth	Remarks any
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22. Pay band IV has already been given to the eligible Associate Professors w.e.f 01.01.2006 to 30.04.2012.

a) Proposal for grant / Award of pay band II, III & IV up to 30.04.2012.

Sr. No.	Name of incumbents	Designation	DO Appointment FN / AN	DOB	Date of Award of Pay band II,III & IV	Due date of Award of Pay band II,III & IV	OC/RC with date
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b) Detail of teachers to whom award of pay band II,III & IV is due before 30/04/2012 but not awarded.

Sr. No.	Name of incumbents	Designation	DO Appointment FN / AN	DOB	Date of Award of Pay band II,III & IV	Due date of Award of Pay band II,III & IV	OC/RC with date
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23. Information of Retiree Principals from each college

Sr.No.	Name of retiree principal	Service book available Yes/ No	Date of retirement	Own pension or family pension	Present address in official record	Matters still not resolved	Remarks
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24. Actual Teaching Days in College.

Name of College	Actual Teaching days			Average Teaching Days
	Science stream	Arts Stream	Commerce stream	

25. AISHE status of college as on 30.04.2012.

Points for discussion

- i) Implementation of UGC Regulation 2010.
- ii) Action taken by the Principals of colleges which are still not affiliated with UGC under 2(f) & 12(B) of UGC Act.
- iii) Status of already functional new courses- Certificate, Diploma & Degree courses, Add-on / Self Finance courses, Soft Skill & Job orientated Courses in each college.
- iv) Proposal for starting new courses- Certificate, Diploma & Degree courses, Add-on / Self Finance courses, Soft Skill & Job orientated Courses in each college.
- v) Submission of workload of each lecturer college wise.

Agenda items of the meeting are also available on the department website www.educationhp.org.

Director of Higher Education
Himachal Pradesh, Shimla-1

Endst. No. Even Dated Shimla-1 the April, 2012

Copy to:-

1. The Secretary (Education) to the Govt. of Himachal Pradesh, Shimla-2 for information please.
2. The Addl. Director (Colleges), Directorate of Hr. Education, H.P. Shimla-1
3. The Jt. Director of Hr. Education (Admn./C-I & C-II), OSD (College), J.C. (F& A) and Distt. Attorney (Edu.) in Directorate of Hr. Education H.P. Shimla with the directions to ensure their presence on the said conference on the scheduled date & time.
4. The Store In-charge, Directorate of Hr. Education, H.P. Shimla-1 with the directions to make the necessary arrangement in the said conference viz. Tea, lunch, Stationary etc. The menu of the Lunch may be approved from the under signed well in time.
5. P.S. to worthy Director of Higher Education, H.P. Shimla-1
6. All the Superintendent of the Branches concerned to this Directorate.
7. Guard file.

Director of Higher Education
Himachal Pradesh