

c) 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

5. Whether colleges have started new UG/ PG courses (if yes, mention subject & enrolment of students).

Detail of courses running (mention start of academic session) in College

UG Courses	PG Courses	Add-on Courses	self financing Courses

6. Latest status of building/new building/hostel which are under construction.

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? if not, reason	Status of construction
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7. Status of Hostel

1	2	3	4	5	6	7
Sr. No.	Name of the College	Date from which Hostel is functional	If not functional reason for the same	Category of Hostel (SC/ST & OBC, Gen.)	Intake capacity	No. of beneficiary as on 33.09.2013

8. (a) Information regarding willful absence of employees under control who are absent from duty without prior sanction of leave.

(b) No. of surplus teachers (Detail with name, subject etc.) with reason.

(c) No. of teachers (with detail i.e. name & place of posting) whose salary is being drawn from the college but the teacher is performing duties elsewhere (like deputed teachers etc.).

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

10. Total enrolment of the students, all community class wise, stream wise, category wise, boys and girls separately for the current session as on 30.09-2013 (as per Proforma attached)

11. Information regarding vacation salary of Contract teachers.

S.N	Name of College	Name of Cont. Asstt. Prof.	Period for which vacation salary paid since D.O.A.	Period for which salary not paid.

12. 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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13. Year wise Information of lecturers taken over from erstwhile private colleges, if any.

Sr.No.	Name of lecturers	Subject	Date of taking over of service	Date of Joining	Date of Birth	Remarks any
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14. 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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15. Actual Teaching Days in College till 30/09/2013 as per RUSA requirements.

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

16. All India Survey of Higher Education (AISHE) status of college as on 30.09.2013.

17. Status note on Pilot Project (Communication skill and Personality Development) as on 30.09.2013.

18. a) Status of available funds as on 30.09.2013

S.N.	Name of funds	Total amount	Expenditure during the year	Balance
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b) Status regarding FDRs alongwith amount made out of Amalgamated Fund/ Building fund.

19. Status of Local Audit/Audit Paras

Total standing Paras	Cleared since last Principal Conference held	Still Pending	Reasons
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20. Status regarding merger of petty funds into Amalgamated Fund as decided in the previous meeting.

21. Status of a College as per proforma attached.

22. Status of ACR on the PBAS methodology.

Points for discussion

- i) Implementation of Rashtriya Uchhatar Shiksha Abhiyan (RUSA) in the State from the 12th Five year Plan to improve the higher education system. Framing of annual and Perspective Plan at the institutional as well as State level.
- ii) IQAC at College level and Directorate level.
- iii) Re-naming of U.G. level Colleges as P.G Colleges where P.G. Classes are running as per guidelines of the UGC. The matter was taken up with the Govt. and the Govt. has sought information w.r.t. financial implication on state exchequer on changing the name from U.G. to P.G. College as per UGC guide lines.
- iv) The new CBCS/Semester system has been introduced in the colleges. All Principals are therefore, requested that henceforth the proposals to start new subjects/streams in the colleges should be prepared in detail keeping in view the availability of infrastructure, Posts, Feeder categories, financial implications etc. as per requirement under this newly adopted system and the same be sent to this Directorate before 30th of September every year, so that new subjects/streams can be started in the colleges from the next academic year. It has been observed by the Govt. that some colleges have requested to start new subjects/stream without having sufficient infrastructure and forwarded incomplete proposals in midsession or at the fag end of the academic session to this office. So, in future such proposals should be prepared strictly as per instructions of the Govt. These instructions are also available on the departmental website.
- v) Self financing courses

- a) Self financing courses should not be started without prior approval of the Govt.
 - b) Number of courses which can be run under self financing scheme in a College.
 - c) Proposals should be framed in consultation with the H.P.U. or Technical University as the case may be.
 - d) All queries/complaints pertaining to self financing courses should be settled at college/ society level, which is the controlling authority of self financing courses.
 - vi) Accreditation of Government Colleges with NAAC.
 - vii) Affiliation of all eligible colleges to UGC under 2(f) & 12(B) of UGC Act.
 - viii) Framing of Faculty time table by all Colleges.
 - ix) Demarcation of Land, availability of Infrastructure and building under construction.
 - x) Status of already functional new courses- Certificate, Diploma & Degree courses, Add-on / Self Finance courses, Soft Skill & Job orientated Courses in each college.
 - xi) Proposal for starting new courses- Certificate, Diploma & Degree courses, Add-on / Self Finance courses, Soft Skill & Job orientated Courses in each college.
 - xii) Submission of workload of each Asstt./Associate Prof.
 - xiii) Updating of Service Books of all employees must be ensured through e-service.
 - xiv) Proper implementation of Pilot Project (Communication skill and Personality Development) in the Colleges (Presently running in 19 Colleges out of 24 sanctioned Colleges).
 - xv) Any other item with the permission of the Chair.
- Agenda items of the meeting are also available on the department website www.educationhp.org



Director of Higher Education
Himachal Pradesh, Shimla-1
19th Sept., 2013

Endst. No. Even Dated Shimla-1 the
Copy to:-

1. The Principal Secretary (Hr. Education) to the Govt. of Himachal Pradesh, Shimla-2 w.r.t. this office letter of even number dated 04-09-2013.
2. The Registrar, H.P.U. Summerhil, Shimla-5.
3. Dr. P.K. Ahluwalia, Dean , Planning & Teachers' Matters and Director (IQAC) H.P.U.
4. The Addl. Director (Colleges), Directorate of Hr. Education, H.P. Shimla-1
5. The Jt. Director of Hr. Education (Admin./C-I & C-II), OSD (College/Skt.), J.C. (F& A) in Directorate of Hr. Education H.P. Shimla with the directions to ensure their presence on the said conference on the scheduled date & time.
6. The Store In-charge, Directorate of Hr. Education, H.P. Shimla-1 with the directions to make the necessary arrangement for the said conference viz. Vehicle & Stationary etc.
7. P.S. to worthy Director of Higher Education, H.P. Shimla-1
8. Guard file.



Director of Higher Education
Himachal Pradesh

