

From Director Higher Education, Haryana,
Shiksha Sadan, Sector-5, Panchkula.

To All the Principals of Govt. Colleges in the State

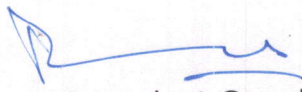
Memo No. 27/155-2018 Co. (1)
Dated Panchkula, the 17/10/18

Sub: Minutes of the Video Conference held under the Chairpersonship of Mrs. Jyoti Arora, IAS, Additional Chief Secretary, Department of Higher Education, Haryana.

Kindly refer to the subject cited above.

I have been directed to forward a copy of minutes of the Video Conference held on 04.10.2018 under the Chairpersonship of Mrs. Jyoti Arora, IAS, Additional Chief Secretary, Department of Higher Education, Haryana for information and necessary action.

Encl: As Above


Deputy Superintendent Coordination,
for Director Higher Education, Haryana
Panchkula

Minutes of the Video Conference held under the Chairpersonship of Mrs. Jyoti Arora, IAS, Additional Chief Secretary, Department of Higher Education, Haryana.

Date and Time: 4th October, 2018 at 10.00 a.m.

Attendees:

1. Shri A. Sreenivas, IAS, Director Higher Education, Haryana
2. All Principals of 149 Government Colleges from their respective locations/districts.
3. Officers from the Head Office.

Decisions:

1. Classes must be held regularly as per the lesson plans. For cultural and co curricular activities teacher- in- charge and concerned students should be involved without hindering regular teaching in the college.
2. Principals will hold staff meetings regularly and date and time of the same will be posted on the website of the college by tomorrow i.e. 5th October, 2018.
3. In case there is a problem of transportation of students to the colleges, Principals will meet the Deputy Commissioner and GM Roadways personally and in case there is no progress, they will bring the matter to the notice of the Directorate.
4. Workload submitted by the Principals will be checked by the teams to be deputed from the department. Inspection teams will visit colleges w.e.f Saturday.
5. Training of all Principals and teachers (below 50 years of age) on e-learning and ICT will be held in the third week of October, 2018 at SUPVA, Rohtak.
6. Those Principals who have not yet purchased smart class rooms will install 06 smart class rooms out of computer funds available in the colleges through GEM portal and already shared google sheets will be

updated by all. Smart Class rooms shall be installed by 20th October, 2018.

7. Mentor-mentee programme must be observed in true spirit and there should be regular interaction between the mentor and mentee.
8. To inculcate creativity and to enhance the creative thinking of students, short film (3 to 5 minutes) making competitions should be organized in all colleges. Students to make these films with the help of mobile phones. These films will focus on social issues/themes. Principal, GC, Faridabad was asked to provide a list of at least 50 themes by 5th October, 2018. Shortlisted films at college level will be sent for regional level competition followed by State Level competition. Colleges should put selected films on the portal and you tube.
9. From this year, grants sanctioned for Science Exhibition will be used for organizing Start Up competitions and workshops to create awareness of startups. Principals to chalk out programmes after discussion in staff meetings and send the same to the Department within 10 days. District Higher Education Officers will co-ordinate dissemination workshops on startups in the colleges of a district.
10. All Colleges that are eligible for NAAC assessment and accreditation will immediately register online on NAAC website. The colleges which have issues with UGC or affiliating Universities will send a report to the Department for sorting out the same immediately. Issues with the Universities will be dealt by Mr. Narender Anchal, DD and issues with the UGC will be dealt by Dr. Hemant Verma, DD.
11. Non implementation of the deputation orders issued by the Department will lead to stoppage of salary and disciplinary action will also be initiated.
12. Principals of all colleges to ensure biometric attendance of staff (teaching and non-teaching including Principals).

13. Principals are required to take six periods in a week of their respective subjects which should be duly reflected in the time table. Compliance report to this effect be sent to the department within a week.
14. In case the staff does not comply with the orders issued by Principals with regard to various duties, the Principals may forward the cases of such persons so that the department may start taking disciplinary action against them.
15. To meet the shortage of teaching staff in colleges, if any, (especially if there is zero faculty), 04 Principals of the district will meet immediately after the meeting to find solutions for adjustment with the existing staff. In case of no adjustment at district level, Principals of the district will meet with the Principals of the region to make proposals. Such proposal should be sent by Monday i.e. 8th October, 2018 to Ms. Ritu Yadav, DD for issuance of orders. No request will be considered after 8th October, 2018.

The Conference ended with a vote of thanks.