

**Urgent/Date bound/Meeting**

From

Director Higher Education, Haryana,  
Siksha Sadan, Sector-5, Panchkula

To

All the Principal of Government Colleges,  
in the state of Haryana

Memo No. 6/19 -2016 NPE (1)

Dated Panchkula the, - 22-3-2017

**Subject: - Information regarding Meeting of the Principals of Government Colleges.**

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Kindly refer on the subject cited above.

It is to inform you that a meeting of the principals of Government Colleges will be held on 5<sup>th</sup> April, 2017. You are requested to send the following information as per prescribed proforma by 27<sup>th</sup> March, 2017 positively through email at [hechrynpe@gmail.com](mailto:hechrynpe@gmail.com) :-

(For teaching staff only)

**Subject-wise details of Sanctioned Posts & Extension Lecturers**

S. No.	No. of sanctioned post	Working regular staff	No. of extension lecturer working against sanctioned post	No. of extension lecturer working against workload	Excess/ Shortfall

**Category-wise details of Non-teaching Staff**

S. No.	No. of sanctioned post	Working regular staff	No. of non teaching staff working against workload	Excess/ Shortfall

**Scheme wise information regarding SNE/Schemes**

S. No.	Name of College	Name of the scheme	Budget allotted to College	Expenditure upto 28.02.2017	Balance

*J.P.S.*  
22/3/17

*[Signature]*

### Continuation/ Discontinuation of Subjects

Sr. No.	Name of the college	Subjects/ course to be discontinued	Subjects to be introduced	Justification	Availability of faculty and infrastructure

### Job Oriented Courses

Sr. No.	Name of College	Job Oriented Courses already being run in the college	Number of students admitted 2016-17	Demand for increase/ decrease seats	Justification	Availability of Faculty and infrastructure

### Requirement of seats in Colleges

Sr. No.	Name of college	Seats allotted to college (class wise)	Number of students actually admitted 2016-17	Demand for increase/ decrease seats	Justification	Availability of Faculty and infrastructure

### Status of Lecturers posted in rural areas

Sr. No.	Name of Assistant/Associate Professors	Rural service (completed or not)	If rural service is not complete, period of service pending. (in year, month and days)

### Details of Resource Person/ Extension Lecturers engaged (subject-wise with names)

S. No.	Name of Extension Lecturer	Subject	Qualified	Non Qualified	Subject

### Progress of Construction Work

S. No.	Name of construction agency	Amount & Date of Release	Date of starting of Construction work	Target Date	Status of Work Physical / Financial
	PWD Police Corporation Housing				

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### Monitoring of Court Cases

S. No.	Name of College	Total No. of Court cases	Cases in District Courts		Cases in High Courts		Cases in Supreme Courts		CoCP	
			No. of cases	No. of WS filed	No. of cases	No. of WS filed	No. of cases	No. of WS filed	No. of COCP	No. of Affidavits filed

### Review of C.M. Grievances

Name of College	Total Receipts	In-Action	Overdue	Clarification	Disposed off	ATR sent	Total action taken reports sent to CM

### Review of P.M. Grievances

Name of College	Total Receipts	In-Action	Overdue	Clarification	Disposed off	ATR sent	Total action taken reports sent to CM

### Funds available with college

S. No.	Name of Funds	Opening Balance available as on 01.04.2016	Expenditure during the year 2016-17	Balance Funds

### Computer Labs

S. No.	Name of College	No. of Labs	No. of Computer Instructors	No. Computer Lab Attendants	No. of students enrolled in each Lab

### English Language Labs

S. No.	Name of College	No. of Labs	No. of Language Lab Instructors	No. of students enrolled in each Lab


### Status of Spoken Tutorial

Name of Faculty Organizer	No. of Students registered/enrolled from BA/MA	No. of Students registered/enrolled from B. Com/M.Com	No. of Students registered/enrolled from B. Sc./ M. Sc.

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You are requested to send the information as per prescribed proformas upto 27<sup>th</sup> March, 2017.


  
Deputy Director NPE  
for Director Higher Education,  
Haryana, Panchkula

Dated, Panchkula the, 22-3-2017

Endst No. Even

A copy is forwarded to the following for the information:-

1. PS/Additional Chief Secretary to Govt. Haryana, Higher Education Department , Chandigarh.
2. PS/Director, Higher Education, Haryana, Panchkula.
3. Steno/Joint Director Admn.
4. All Headquarter Officers/Branch Superintendents are requested to attend the meeting.

  
Deputy Director NPE  
for Director Higher Education,  
Haryana, Panchkula

  
22/3/17

