

AHE 341/2012

GOVERNMENT OF ASSAM
HIGHER EDUCATION DEPARTMENT
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No.AHE.653/2016/Pt./ 9

Dated Dispur, the 25th April, 2017

OFFICE MEMORANDUM

Sub. : Scheme of Management of Pandit Deendayal Upadhyaya Adarsha Mahavidyalayas (Model Degree Colleges) in Assam

Government has introduced a scheme with central assistance for establishment of Model Degree Colleges in educationally backward districts where Gross Enrolment Ratio (GER) for higher education was less than the national GER (19%) in the year 2008-2009.

The Government Model Degree Colleges so established will be named after PANDIT DEENDAYAL UPADHYAYA, a great thinker, philosopher, economist, sociologist of the country. The Government Model Degree Colleges will hence be known as PANDIT DEENDAYAL UPADHYAYA ADARSHA MAHAVIDYALAYA.

For Providing quality Higher Education compatible to the one available in the best institutes in the country, the Government aims at transforming these institutes as centre for excellence and decided to set up PANDIT DEENDAYAL UPADHYAYA ADARSH MAHAVIDYALAYAS in Educationally Backward Districts (EBDs). Although initially these institutes are developed as institutes for Higher Secondary and Under Graduate level teachings, the government also has the plan to introduce Post Graduate (PG) Level Courses in these institutes in future.

For smooth functioning of the Government aforesaid institutes the following guidelines have been issued-

1. Fees: Governing Bodies will decide the quantum of fees to be realised however, there shall be no fee of any kind (Except Hostel dues for boarders) for those whose parental income is less than Rs.1.00 Lac per annum.

2. Principals and Teachers : Principal of an Educational institution is the pivot of the affairs of a College. Under his leadership the Institute grows and he acts as coordinator for various activities concerning the college. Since the Adarsha Mahavidyalayas are in growing stage, the role of Principal is more important. The Government intends to recruit the best of faculties for the post of Principals in Permanent Capacity as per UGC norms/ qualification.

The Government will provide Pay Protection to those serving Teachers who opt to serve the Institute as Principals/ teachers.

3. Qualifications: As per latest UGC Norms adopted by the State Government,

Sl.	Nomenclature of Post	Educational Qualifications	Pay Scale
1.	Principal	As per UGC Norms	37400 – 67000 Academic Grade Pay (AGP) - 10000 Spl. Allowance - 2000
2	Assistant Professors/ Librarians	As per UGC Norms	15600 – 39100 AGP-6000
3	Grade III Posts (all)	Graduate in Arts/ Science/ Commerce with knowledge of Computer Typing and simple excel, with diploma / certificate of Computer knowledge for minimum 3 Months duration	5200 – 20200 AGP 2200
4	Grade IV Posts	HSLC Passed	4560-15000 GP 1500 Library Bearer GP 1800

4. Selection Committee for recruitment of Principals

There shall be a Selection Committee for holding selection and recommending select list to the Government consisting of following as :

Vice-Chancellor of Gauhati University	Chairman
Director, Higher Education	Member Secretary
One Nominee of Higher Education Deptt., Govt. of Assam, not below the rank of Joint Secretary	Member
Three Experts consisting of the Principal of a College, a Professor and an accomplished educationist out of a panel of experts approved by the University.	Member(s)
An Academician representing SC/ST/OBC/Minority/Women/ differently abled categories. If any of candidates representing these categories is the applicant , to be nominated by the concerned Vice Chancellor.	Member

At least five members, including two experts should constitute the quorum.

The Selection Committee as constituted above shall be notified by the Director, Higher Education.

- i) Principal will be appointed by Director, Higher Education.
- ii) Post of Principal will be transferable.

5. Selection Committee for Asstt. Professors/ librarian

Deputy Commissioner of concerned district	Chairman
Principal of the Pandit Deendayal Upadhyaya Adarsha Mahavidyalaya of the district	Member Secretary
Inspector of School of the district (He shall act as Member Secretary of the Committee till the regular Principal is appointed)	Member
One HoD of a College to be nominated by the Deputy Commissioner from nearby College as subject expert (if faculties have been recruited such HoD will be from the Pandit Deendayal Upadhyaya Adarsha Mahavidyalayas)	Member
Two nominees of the Vice-Chancellor of the affiliating University of whom one should be a Subject Expert	Member
Two subject experts to be nominated by the Chairman Out of a panel of five number subject expert of the Concerned University	Member
One Academician representing SC/ST/OBC/Minority/ Women/ differently abled categories if any of candidate representing these categories is the applicant to be nominated by the concerned Vice Chancellor	Member

The Selection Committee as constituted above shall be notified by the Principal of the concerned Mahavidyalaya. If the Principal has not been appointed such committee will be constituted by the Chairman or the Secretary. To constitute the quorum for the meeting five members are to be present including three subject experts.

• **Appointment of Faculty & other Staff :**

- i) Governing Body will appoint the faculty with the approval of Director, Higher Education.
- ii) Post of faculty are not transferrable.

6. Selection Committee for Grade III and Grade IV Posts

Deputy Commissioner

Chairman

Principal of the Pandit Deendayal Upadhyaya
Adarsha Mahavidyalaya

Member Secretary

Addl. Deputy Commissioner (Education) of the district

Member

Treasury Officer of the district

Member

When the Principal has not been appointed, the Addl. Deputy Commissioner shall act as Member Secretary.

- **Appointment of other Staff :**
- i) **Governing Body will appoint the other staff with the approval of Director, Higher Education.**

ii) **Posts of other staff are not transferrable.**

7. Appointing Authority

Appointing Authority for all the Posts shall be the Director, Higher Education.

Disciplinary Authority: The Appointing Authority shall be the Disciplinary Authority for the members of cadres.

The Director, Higher Education shall convey the approvals of Posts for direct recruitment.

8. Class and Cadre:

All the cadres of various posts in Pandit Deendayal Upadhyaya Adarsha Mahavidyalaya will be College wise. The Roster for all posts will be initially prepared by the Deputy Commissioner. The Principal of the College is a single Cadre Post. The Govt. may for reasons to be recorded in writing transfer one Principal from one Mahavidyalaya to another in public exigency.

9. Governing Body during the transitory period :

Governing Body – There shall be a Governing Body to manage the affairs of Pandit Deendayal Upadhyaya Adarsha Mahavidyalaya. The Composition of the Governing Bodies will be as under –

- a) One President - i) For first 3 years Deputy Commissioner concerned will be the President.
ii) Subsequent President will be an Educationist to be nominated by Director, Higher Education
iii) Transitory Governing Body will be nominated by Director, Higher Education in consultation with Deputy Commissioner concerned.
- b) One Secretary
- c) Two members of Guardians of Students
- d) One representative of the Deputy Commissioner of the District not below the rank of Additional Commissioner.
- e) One representative deputed by Director, Higher Education.
- f) One representative from Rashtriya Uchhatar Siksha Abhiyan
- g) Inspector of School of the District in which the Mahavidyalaya (College) is situated.

Principal of the College shall be the Secretary of the Governing Body.

(I) **Term** : The term of the Office of the President shall be 3 years. The Term of Secretary shall be permanent, the term of members nominated by University shall be 3 years, they shall however, continue beyond 3 years till new members are nominated by the University.

The term of Guardian representative shall be 3 years or till their wards remain as students of the college whichever is earlier. The term of representative of Deputy Commissioner and representative of RUSA shall be permanent.

(II) **Manner of Formation of Governing Body** : The Director, Higher Education in consultation with Deputy Commissioner of the District shall prepare a panel of 3 names for the post of President. He will simultaneously obtain the names of Deputy Commissioners representative and members from the University. The Director, Higher Education shall submit the panel of names for the post of only President to the Government for approval. After approval, the Director will notify the Governing Body to have been formed after obtaining necessary names from the University, RUSA.

(III) **Qualification of the President of Governing Body**

- a) He should be prominent Educationist of the District.
- b) Should have worked in a Provincialised/ Deficit College in a teaching position for a period of not less than ten years.
- c) Should not have contested any Election to any Panchayati Raj Institution, legislative Assembly Constituency/ Parliamentary Constituency during last 10 years.
- d) Should not be more than 65 years of Age as on the date of recommendation by the Director to Govt.
- e) Should not be associated with any political party actively.
- f) Should not be a serving teacher or employee of any institution or any department.

(IV) **Functions of Governing Body:**

- a) to undertake financial management of the College, to utilise the grants received from the Government/ RUSA subject to supervision of the Mission Director RUSA and the Director of Higher Education and Deputy Commissioner of the District.
- b) to arrange for the maintenance of the college building.
- c) to grant leave to the teaching and non teaching staff except Extra ordinary leave/ Special leave/ and Lien for which approval and sanction of Director will be necessary.
- d) to hold selections to various posts both teaching and non teaching and to recommend the select list to the Director, Higher Education for approval and appointment. The Director of Higher Education shall be the appointing authority of all appointments.
- e) to manage scholarships
- f) to hold enquiry into matters of discipline and recommend action to the Director.
- g) to prepare a plan for the courses to be introduced, to administer courses, to do all is necessary for getting affiliation, concurrence etc

10. **Financial Transactions:**

There shall be opened an account in Nationalised Bank for each of the Pandit Deendayal Upadhyaya Adarsha Mahavidyalaya in the name and style as may be determined by the MD, RUSA which shall be operated by the concerned Principal of the Mahavidyalayas. Till such time as the Principal takes over, such account will be operated by the concerned Deputy Commissioner of the District who will act as DDO for the Mahavidyalayas for the transitory period.

The Director, Higher Education shall obtain estimates for expenditure and will incorporate in the appropriate grant and allot budget to the College. The Principal of the Mahavidyalayas will act as the Drawing and Disbursing Officer.

11. Adarsha Mahavidyalaya to be operationalised from the sessions 2017-18

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|---|-----------------|
| 1. Amjonga in the District of Goalpara | Science Stream |
| 2. Dolgaon in the District of Darrang | Science Stream |
| 3. Tulungia in the district of Bongaigaon | Commerce Stream |
| 4. Bihali in the district of Biswanath | Science Stream |
| 5. Iraligol in the district of Karimganj | Science Stream. |

12. Yearly Intake and Capacity of the Adarsha Mahavidyalaya

Sl.No.	Name	Stream Proposed	Post Proposed for Creation Teaching	Intake at HS first Year 2017-18	Intake Degree 1 st Sem.2017-18	Intake HS first Year 2018-19	Degree 1 st Sem 2018-19	PTR at highest enrlnmt
1	Amjonga Pandit Deendayal Upadhyaya Adarsha Mahavidyalaya	Science	31	200	00	250	300	30.64
2	Tulungia Pandit Deendayal Upadhyaya Adarsha Mahavidyalaya	Commerce	25	150	150	200	200	28
3	Dalgaon Pandit Deendayal Upadhyaya Adarsha Mahavidyalaya	Science	31	200	200	250	300	30.64
4	Eraligol Adarsha Mahavidyalaya	Science	31	200	200	250	300	30.64
5	Bihali Pandit Deendayal Upadhyaya Adarsha Mahavidyalaya	Science	31	200	200	250	300	30.64

Sd/- A. Tewari, IAS

Commissioner & Secretary to the Govt. of Assam,
Higher Education Department

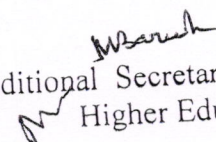
Dated Dispur, the 25th April, 2017

Memo No.AHE.653/2016/Pt./9

Copy to :

1. P.S. to Hon'ble Chief Minister, Assam, Dispur for information.
2. P.S. to Hon'ble Minister, Education, Assam, Dispur for information
3. P.S. to Chief Secretary, Assam, Dispur for information
4. P.S. to Commissioner & Secretary, Higher Education, Assam, Dispur for information
5. P.S. to Secretary, Higher Education, Assam, Dispur for information
6. The Addl. Secretary, Higher Education, Assam, Dispur for information
7. The Director of Higher Education, Assam, Kahilipara, Guwahati – 19 for information and necessary action.
8. The Director of Technical Education, Assam, Kahilipara, Guwahati – 19 for information
9. The Managing Director, RUSA, Kahilipara, Guwahati-19 for information.
10. The Deputy Commissioner, Goalpara for information and necessary action.
11. The Deputy Commissioner, Darrang for information and necessary action.
12. The Deputy Commissioner, Bongaigaon for information and necessary action
13. The Deputy Commissioner, Biswanath for information and necessary action
14. The Deputy Commissioner, Karimganj for information and necessary

By order etc.


Additional Secretary to the Govt. of Assam,
Higher Education Department