

**HARYANA GOVERNMENT
TECHNICAL EDUCATION DEPARTMENT
NOTIFICATION**

Dated 11th September 2006

No. 25/56/2006-4TE The Governor of Haryana is pleased to approve the policy for grant of autonomy to UG/PG level institutions approved by AICTE/UGC. The policy document is as under :-

1. Objectives

An autonomous college will have the freedom to:

- determine and prescribe its own courses of study and syllabi, and restructure and redesign the courses to suit the local needs/needs of industry, design and develop research based courses, integrated courses and value-added technical courses.
- prescribe rules for admission in consonance with the reservation policy of the state government;
- evolve methods of assessment of students' performance, the conduct of examinations and notification of results;
- use modern tools of educational technology to achieve higher standards and greater creativity; and
- promote healthy practices such as community service, extension activities, projects for the benefit of the society at large, neighborhood programmes, etc.
- Optimise the use of its infrastructure and facilities.
- Collaborate/ participate/ associate/ partnership with leading national/ international institutions/ organizations, to enhance its brand equity/reputation as a top –of –the – line education provider.

2. Relationship with the parent university.

Autonomous colleges shall be free to make use of the expertise of university departments and other leading national/international institutions to frame their curricula, devise methods of teaching, examination and evaluation. They shall be free to recruit their teachers according to their needs in accordance with the existing procedures, subject to the minimum qualifications prescribed by the Government/ University /AICTE/UGC (The aided institutions would of course follow the prescribed procedure with regard to the aided posts). The parent university will accept the methodologies of teaching, examination, evaluation and the course curriculum of its autonomous colleges. It will also help the colleges to develop their academic programmes, improve the faculty and to provide necessary guidance by participating in the deliberations of the different bodies of the colleges.

3. The role of the parent university will be:

- to encourage more colleges under its fold to attain autonomous status;
- to promote greater academic and administrative freedom in autonomous colleges by encouraging introduction of innovative academic programmes;
- to facilitate and permit new courses of study, subject to the required minimum number of hours of instruction, content and standards;
- to permit them to issue their own provisional, migration and other certificates;
- to do everything possible to foster the spirit of autonomy;

- to ensure that degrees/diplomas/certificates issued by the University indicate the name of the autonomous college;
- to depute various nominees of the university to serve in various committees of the autonomous colleges, who must be specialists in the areas for which the Committees have been set up, and get the feedback on their functioning; and
- to create a separate wing, distinct from affiliated colleges, wherever necessary, to facilitate the smooth working of the autonomous colleges.
- To prescribe the minimum eligibility criteria for admissions and qualifications for recruitment of faculty.

4. The State Government will assist the autonomous colleges by:

- conveying its concurrence for the autonomy and extension of autonomy of any college, within the stipulated time of 90 days after receipt of the review committee report, failing which it will be construed that the state government has no objection to the college being autonomous; and
- deputing nominees to the governing body of government colleges and other bodies, wherever their nominees are to be included.
- Avoiding transfer of teachers, specially in Government Colleges where academic innovation and reform are in progress, except for need based transfers .

5. Conferring autonomous status

Autonomous status covers undergraduate, postgraduate and Ph.D programmes offered in colleges that are autonomous and those seeking autonomous status. The parent university will confer the status of autonomy upon a college that is permanently affiliated and NBA/NAAC accredited, with the concurrence of the state government. The Act and Statutes of the universities shall be amended, wherever required, to provide for the grant of autonomy to affiliated colleges. Before granting autonomy, the university will ensure that the management structure of the applicant college is adequately participatory, and provides ample opportunities for academicians to make a creative contribution.

6. CRITERIA FOR IDENTIFICATION OF INSTITUTIONS FOR GRANT OF AUTONOMY

- a. Academic reputation and previous performance in university examinations and its academic/co-curricular/extension activities in the past. Merit range of admissions in Entrance Test counselling conducted by the state in the preceding year.
- b. Accreditation by NAAC or atleast three courses by NBA.
- c. Placement record of last three years.
- d. Number of PhD's and post graduates among the faculty, viz-a-viz cadre ratio as stipulated by AICTE/UGC/University.
- e. Academic achievements of the faculty.
- f. Quality and merit in the selection of students and teachers, subject to statutory requirements in this regard.

- g. Adequacy of infrastructure; for example, library, equipment, accommodation for academic activities, etc.
- h. Quality of institutional management.
- i. Financial resources provided by the management/state government, as the case may be, for the development of the institution.
- j. Responsiveness and effectiveness of the administrative structure.
- k. Motivation and involvement of faculty in the promotion of innovative reforms.

7. Nature of Assistance

UGC/AICTE will provide Assistance to colleges as per their policy.

8. Procedure for Applying

The State Govt. will advertise and call for proposals from eligible colleges seeking autonomous status. The college shall submit the proposal in the prescribed proforma (Annexure-1) duly forwarded by the university.

9. Procedure for Approval

The approval for the grant of autonomous status will be done as under:-

A screening committee will be constituted. The composition of the committee will be as follows:

- a. Vice-Chancellor of the affiliating universities or his/her nominee, who must be of the rank of Professor or equivalent.
- b. Secretary of Higher Education Department/ Secretary of Technical Education Department or his/her nominee, who must be of the rank of Professor or equivalent.

- c. Higher Education Commissioner/ Director, Technical Education or his/her nominee.
- d. Three to five experts, drawn from leading colleges/ institutions outside the State, who must be Professors, with atleast 15 years of teaching/research experience.

The report of Screening Committee shall be sent to the state government. After approval of State Govt., the university will notify the colleges concerned. Autonomy will be conferred initially for a period of three years. The college shall submit the proposal for the extension 6 months prior to the date of expiry of the autonomy tenure in the prescribed proforma (Annexure-II), duly forwarded by the university.

10. Mechanism for Implementation of Autonomy

Preparing a College for Autonomy

There are several areas where proper preparation is necessary if college autonomy is to be implemented successfully. These are: faculty preparation, departmental preparation, institutional preparation, and preparation of students and the local community. Such multi-pronged preparation should be completed well before autonomy is sought and conferred upon a college so that no part of the college community is found unprepared for the new responsibility which it is called upon to shoulder.

Faculty Preparation

It is essential to get the staff of the college involved in the thinking and planning processes from the very beginning. Seminars, workshops and consultations may be organised to make the staff familiar with the concept, objectives and rationale of autonomy. (This will help them have a sense of

participation in decision making and motivate them to get involved in the entire exercise.) This could form part of the academic calendar of the college.

Departmental Preparation

An important responsibility of the department is that of designing suitable courses in the major and related subjects, introducing new courses of study, renaming obsolete courses by changing their content, updating existing courses to match the current state-of-the-art requirements in each discipline, and preparing course materials and human resources.

These will be done in the light of the general objectives of autonomy and the specific objectives of the education institutions.

Common programmes to be adopted are:

- Semester pattern of study
- Continuous internal assessment
- Credit/grading system
- Student feedback
- Self-appraisal by teachers

Institutional Preparation

Since an autonomous college is called upon to perform many of the functions that the university has hitherto performed, it must study the academic, administrative/management and financial implications of such a changeover and prepare itself to discharge its new functions efficiently. It must formulate its own rules and regulations/ ordinances, that will govern the functioning of the autonomous college.

11. Governance of an Autonomous College

The College will have the following committees to ensure proper management of academic, financial and general administrative affairs. The rules and regulations and conduct of such committees would be governed by the rules and regulations of the autonomous colleges.

The following shall be the statutory bodies:

- Governing Body/Council *
- Academic Council
- Board of Studies
- Finance Committee

(*The Governing Body/ Council is different from Trust Board/ Board of Management/ Executive Committee/ Management Committee). The composition and function of the above Council/committees are given in Annexure III to VI.

The college will, in addition, have other committees such as the Planning and Evaluation Committee, Grievance Appeal Committee, Examination Committee, Admission Committee, Library Committee, Student Welfare Committee, Extra-Curricular Activities Committee, Academic Audit Committee etc.

12. Procedure for Monitoring/Evaluation

- The right of autonomy may not be conferred once and for all. It has to be continuously earned by the college. The status of autonomy will be granted initially for a period of three years.

- Each autonomous college will, with the approval of its Academic Council, formulate an appropriate mechanism to evaluate its academic performance, improvement of standards, and assess the extent and degree of success in the utilisation of autonomy. Self-evaluation will be done annually. In addition, there will be two external evaluations, the first after the first year and the second after the three years. The latter will determine the continuance or revocation of autonomous status.
- The university will review the functioning of autonomy in an autonomous college at the end of the second year, with the help of an expert committee constituted for the purpose. This committee may consist of:
 - one nominee of the parent university, who must be of the rank of Professor or equivalent;
 - Higher Education Commissioner/Director, Technical Education or his/her nominee
 - one nominee of the state government , who must be of the rank of Professor or equivalent;
 - two experts from outside the state to be nominated by the university, who must be professors, with atleast 15 years of teaching/research experience

Also at the end of the 2nd year, the University and the State Govt. will conduct a review jointly with the help of a committee to be constituted by the Govt.. In the event of delay in the review report and renewal of autonomy, the college will continue to enjoy autonomy with the entitlements of benefits, fiscal or otherwise so conceived under the scheme, unless the

government or parent university by a special order withholds such continuation. The college should submit the proposal in the prescribed pro forma duly forwarded by the University for the Extension, six months prior to the date of expiry of the autonomy tenure.

In the event of the availability of evidence confirming decline in standards in an autonomous college, it shall be open to the State Govt. and the university to revoke the autonomous status of that college after careful scrutiny, and mutual consultation and due notification and opportunity to be heard to the management. In such cases the students already admitted under the autonomous scheme would be allowed to complete the course under autonomous status.

13. **General Matters**

Starting of New Courses

- An autonomous college is free to start a new degree or postgraduate course with the approval of the Academic Council of the college and AICTE/UGC. Such courses shall fulfill the minimum standards prescribed by the university/AICTE/UGC in terms of number of hours, curricular content and standards, and the university shall be duly informed of such courses.
- An autonomous college may rename an existing course after restructuring/redesigning it with the approval of the college Academic Council, subject to receipt of approval from AICTE/UGC . The university should be duly informed of such proceedings so that it may award new degrees in place of the old.

The university shall have the right to review all new courses of an autonomous college. Where there is conclusive evidence of decline in

standards or quality, the university may, after careful scrutiny, and in consultation with the college, either help modify them, wherever possible, or cancel such courses.

Awards/Medals

Autonomous colleges are free to institute medals for meritorious students. The value and other terms of reference may be decided with the approval of appropriate bodies in the college.

Examination System

In order to avoid victimization by either teachers or students of any group, there should be various alternatives to the internal examination system. Students' performance may be evaluated both internally and externally. Question banks may be prepared by internal examiners, and examinations conducted by external examiners or by internal examiners, or by both. Remuneration for examination work should not be less than that paid by the university.

Award of Degrees Through Parent University

The parent university will award degrees to the students evaluated and recommended by autonomous colleges. The degree certificates will be in a common format devised by the university. The name of the autonomous college will be mentioned on the degree certificate, if so desired.

Others

All recruitments of teaching staff will be made by the Governing Body/state government, in accordance with the policies laid down by the AICTE/UGC/state government.

- a. Universities shall consider both internal and external assessment of students in autonomous colleges for admitting them to higher-level courses.
- b. Organisation of special need-based short-term courses under the college's department of continuing education may be an important activity of an autonomous college. Such courses ought to benefit the students of the college, besides outsiders, who may enroll for them.
- c. The time spent by teachers on projects and extension work shall be counted for reckoning their workload as prescribed by the Council.
- d. An autonomous college shall prepare a calendar for meetings of various bodies to ensure that the implementation of the recommendations made by them is not unduly delayed for reasons of non-convening of such meetings.
- e. A wide variety of courses may be evolved in modules so that students may opt for them according to their convenience. Such courses may help them acquire additional credits.
- f. All autonomous colleges shall make a formative continuous assessment of students' work during each semester.
- g. Teacher evaluation in autonomous colleges may include periodical self-evaluation, institutional assessment of teacher performance, student feedback, research appraisal and other suitable forms of teacher appraisal.

- h. Autonomous colleges in a given region may form a consortium for mutual cooperation/collaboration in chosen areas, such as management skills, national services, entrance examinations, services projects, inter-collegiate/intra-collegiate sharing of expertise and human resources for teaching programmes.
- i. Credit system and credit transfer among colleges in general and autonomous college in particular may be suitably adopted.
- j. All autonomous colleges shall undergo NBA/NAAC assessment/accreditation.

DA/ Annexures I to VIII

**Dated Chandigarh
the 8.9.2006**

**Ajit M. Sharan
Financial Commissioner & Principal Secretary,
Govt. of Haryana Technical Education Department**

ANNEXURE I

FORMAT FOR SUBMISSION OF PROPOSAL FOR AUTONOMOUS STATUS

The proposal should be submitted to the State Govt./University in the following format:

PART I: BACKGROUND OF THE INSTITUTION

PART II: SUPPLY OF INFORMATION BASED ON CRITERIA

1. Academic reputation and provisions (performance in university examinations and other academic activities)
2. Academic attainments of the staff.
3. Mode of selection of students and teachers.
4. Physical facilities, i.e., library, accommodation and equipment.
5. Institutional management.
6. Financial resources the management can provide for the development of the institution.
7. The responsiveness of the administrative structure to the views of staff and students.
8. Extent of freedom enjoyed by the staff for advanced scholarships, research and experimentation and involvement in educational innovation and reforms.

PART III: IMPLEMENTATION OF AUTONOMY

- Aims and objectives
- Management of the college
- Academic Council: Structure & functions
- Boards of Studies: Structure & functions
- Other committees

- Admission eligibility
- Curricular programme
- Student feedback
- Internal assessment
- External assessment
- Financial implications
- Course contents
- Co-curricular and extra curricular activities

PART IV: BASIC INFORMATION:

1. Name of college:
2. Name of principal:
3. Telephone/fax/email:
4. Year of establishment:
5. Whether private/government/university maintained:
6. Year of grant of permanent affiliation:
7. Courses offered:
 - U.G.
 - P.G.
 - Ph.D
8. Student enrolment during last three years:
 - U.G.
 - P.G.
 - Ph.D
9. Faculty strength category-wise:(Please enclose list of faculty with their qualifications/ papers/books/ monographs if published)
10. Administrative, laboratory and library staff:
11. Results during the last five years: percentage of :

	1 st Division	2 nd Division	Overall Pass
UG			
PG			

12. Number of M.Tech./M.Phil./Ph.D.s produced during the last three years:

Subject	Year	M.Tech./M.Phil	Ph.D.
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List of journals in the library:

List of major items of equipment in the college (costing more than Rs.50,000/- each):

13. Whether college has been accredited by NBA, mention the rating

Signature of Registrar of
Affiliating University (With Seal)

Signature of
Director-Principal

PROFORMA FOR EXTENSION OF AUTONOMY

1. Name of college:
2. Name of principal:
3. Telephone/fax/email:
4. Year of establishment:
5. Whether private or government or university maintained:
6. Year of grant of permanent affiliation:
7. Courses offered:
 - a. U.G.
 - b. P.G.
 - c. M.Phil
 - d. Ph.D
8. Student enrolment during the last three years:
 - a. U.G.
 - b. P.G.
 - c. M.Phil
 - d. Ph.D
9. Faculty strength (category-wise): (Please enclose list of faculty with their qualifications/ papers/books/ monographs if published)
10. Administrative, laboratory and library staff.
11. Results during the last six years; percentage of

	I st Division	2 nd Division	Overall Pass
UG			
PG			
12. Number of M.Tech/M.Phil. /Ph.D.s produced during the last three years:

Subject	Year	M.Tech./M.Phil	Ph.D.
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13. List of journals in the library:

14. List of major items of equipment in the college (costing more than Rs.50,000/- each):
15. Physical facilities added during the last six years:
 - a. Accommodation:
 - b. Equipment
 - c. Library
16. Academic Council:
 - a. Involvement of members of faculties of the college at all levels:
 - b. Whether the students are represented in the Academic Council and if so their contribution:
17. Board of Studies:
 - a. Please indicate how many Boards of Studies have been constituted:
 - b. Whether the Boards of Studies have external experts, including an expert nominated by the University:
18. Curriculum:
 - a. Whether annual or semester system is adopted:
 - b. Innovative aspects and experiments introduced by the college since obtaining autonomy:
 - c. Please give a note on curriculum development under autonomy:
19. Research activities:
 - a. Research programme/ research activities undertaken in the departments during the last five years:
 - b. Research activities/ programme on hand:
20. Evaluation/examination pattern:
 - a. Examination reforms if any introduced during the period of autonomy:
 - b. Question paper setting for final examinations [Internal/ External/ Combined].
 - c. Evaluation (completely internal/completely external/partly external and partly internal):
 - d. Proportional weightage of continuous internal assessment and final examination: (Also indicate break-up for assignments, tests, etc. for awarding continuous internal assessment)
 - e. Criteria for passing and classification:
 - f. Is a grading system adopted? If yes, indicate the method of awarding grades:
 - g. Is there any qualifying board to declare the results? If yes, indicate the constitution and function:
 - h. While declaring the results, is any moderation done? What are the criteria adopted for moderation?
 - i. is there provision for improvement?
 - j. or practical examinations are the examiners internal or one external and one internal?
 - k. Has any question bank been set up? If yes, give the subject: l. Has a credit system been introduced?

21. Examination results (past six years, branch-wise):
 - a. Number appeared:
 - b. Number passed:
 - c. Percentage of passes:
 - d. Number passed in first class and with distinction:

22. Re-evaluations:
 - Is there provision for re-evaluation?
 - Fee for re-evaluation:
 - Number applied for re-evaluation and number passed by such re-evaluation during the last five years:

23. Scope of getting admission into postgraduate courses and employment opportunities for the graduate coming out of college:

24. Expenditure a. Annual additional expenditure to the college (last six years):
 - Salary to staff
 - Stationery
 - Remuneration for examiners, TA & DA for various authorities, etc.
 - Equipment
 - Other contingency expenditure, If any
 b. Sources from which this expenditure is met: (last six years)
 - Annual recurring and non-recurring grants available from the Central government and state government:
 - Grant from any other source
 - Contribution by the Management

25. Has any evaluation of the autonomous functioning been made? If yes, give a summary of the outcome:
26. Whether college has been accredited by the NBA. If yes, give the rating:
27. Whether the University has conducted the review as per the guidelines. If yes, please enclose the report.
28. Number of times meeting of Governing Board, Academic Council, Board of Studies, Finance Committee during the tenure of autonomous status. Date/Year.
29. Any other relevant details:

Signature of Registrar of Affiliating University
(With Seal)

Signature of Director-Principal

ANNEXURE III

RECOMMENDED COMPOSITION AND FUNCTIONS OF BOARD OF GOVERNING COUNCIL

A. Constitution of Governing Body/Council of Private Management Autonomous College

Number	Category	Nature
5 members	Management	Trust or management as per the constitution or byelaws, with the chairman or president/director as the chairperson.
2 members	Teachers of the college	Nominated by the Director Principal based on seniority.
1 member	Educationist or industrialist	Nominated by the management
1 member	AICTE/UGC nominee	Nominated by the AICTE/UGC of the rank of Professor or equivalent
1 member	State government nominee	Academician not below the rank of professor or state government official of Directorate of Technical Education.
1 member	University nominee	Nominated by the university.
1 member	Principal of college	Ex-officio.

B. Constitution of Governing Body/Council of Government Autonomous College

Number	Category	Nature
3 members, one of them to be chairperson	Educationist, industrialist, professional	Nominated by the state government. Persons of proven academic interest with at least PG level qualification
2 members seniority.	Teachers of the college	Nominated by the Director-Principal based on seniority.
1 member	Educationist or industrialist	Nominated by the Director-Principal based on seniority for two years
1 member	AICTE/UGC nominee	Nominated by the AICTE/UGC
1 member	State government nominee	Nominated by the state government.
1 member	University nominee	Nominated by the university of the rank of Professor or equivalent
1 member	Principal of college	Ex-officio.

C. Constitution of Governing Body/Council of University Constituent Autonomous

Number	Category	Nature
3 members, one of them to be chairperson	Educationist, industrialist, professional	Nominated by the university, persons of proven academic interest with at least PG level qualification.
2 members	Teachers of the college	Nominated by the Director-Principal based on seniority.
1 member	State government nominee	Nominated by the state government.
1 member	AICTE/UGC nominee	Nominated by the AICTE/UGC
1 member	State government nominee	Nominated by the State Govt.
1 member	Principal of college	Ex-officio.

Term: Two years Meeting: At least twice a year.

Functions:

Subject to the existing provision in the bye-laws of respective college and rules laid down by the state government, the governing body* of the above colleges shall have powers to:

- Fix the fees and other charges payable by the students of the college on the recommendations of the Finance Committee.
- Institute scholarships, fellowships, studentships, medals, prizes and certificates on the recommendations of the Academic Council
- Approve institution of new programmes of study leading to degrees and/or diplomas.
- Perform such other functions and institute committees, as may be necessary and deemed fit for the proper development, and fulfil the objectives for which the college has been declared as autonomous.

*** Governing Body/Council/Governing Board/Board of Management/Executive Committee/Management Committee, as may be named.**

ANNEXURE IV

RECOMMENDED COMPOSITION OF THE ACADEMIC COUNCIL AND ITS FUNCTIONS IN AN AUTONOMOUS COLLEGE

I. Composition:

1. The principal (Chairman).
2. All the heads of department in the college.
3. Four teachers of the college representing different categories of teaching staff by rotation on the basis of seniority of service in the college.
4. Not less than four experts from outside the college representing such areas as Industry, Management, Engineering etc., to be nominated by the Governing Body.
5. Three nominees of the university.
6. A faculty member nominated by the Director-Principal (member secretary).

II. Terms of Members:

The term of the nominated members shall be two years.

III. Meetings:

The Director-Principal shall convene a meeting of the Academic Council at least once a year.

IV. Functions:

Without prejudice to the generality of functions mentioned, the Academic Council will have powers to:

- (a) Scrutinize and approve the proposals with or without modification of the Boards of Studies with regard to courses of study, academic regulations, curricula, syllabi and modifications thereof, instructional and evaluation arrangements, methods, procedures relevant thereto etc., paper setting and evaluation, provided that where the Academic Council differs on any proposal, it will have the right to return the matter for reconsideration to the Board of Studies concerned or reject it, after giving reasons to do so.
- (b) Make regulations regarding the admission of students to different programmes of study in the college.
- (c) Make regulations for sports, extra-curricular activities, and proper maintenance and functioning of the playgrounds and hostels.
- (d) Recommend to the Governing Body/Council proposals for institution of new programmes of study.
- (e) Recommend to the Governing Body/Council institution of scholarships, studentships, fellowships, prizes and medals, and to frame regulations for the award of the same.
- (f) Advise the Governing Body/Council on suggestions(s) pertaining to academic affairs made by it.
- (g) Perform such other functions as may be assigned by the Governing Body.

In case of difference of opinion between the nominee of university and the Academic council, the matter shall be referred to a committee consisting of following members for final decision:

1. Financial Commissioner & Principal Secy. To Govt. Haryana, Education Deptt.
2. Vice Chancellors of Kurukshetra University, Kurukshetra and Maharishi Dayanand University, Rohtak.
3. Secretary, Technical Education Haryana.

**RECOMMENDED COMPOSITION OF THE BOARD OF STUDIES AND ITS
FUNCTIONS IN
AN AUTONOMOUS COLLEGE**

I. Composition:

1. Head of the department concerned (Chairman).
2. The entire faculty of each specialization.
3. Two experts in the subject from outside the college to be nominated by the Academic Council.
4. One expert to be nominated by the vice-chancellor from a panel of six recommended by the college principal.
5. One representative from industry/corporate sector/allied area relating to placement.
6. One postgraduate meritorious alumnus to be nominated by the Director-Principal. The chairman, Board of Studies, may with the approval of the principal of the college, co-opt:
 - (a) Experts from outside the college whenever special courses of studies are to be formulated.
 - (b) Other members of staff of the same faculty.

II. Term

The term of the nominated members shall be two years.

III. Meeting

The Director-Principal of the college shall draw the schedule for meeting of the Board of Studies for different departments. The meeting may be scheduled as and when necessary, but at least once a year.

IV. Functions

The Board of Studies of a department in the college shall:

- (a) prepare syllabi for various courses keeping in view the objectives of the college, interest of the stakeholders and national requirement for consideration and approval of the Academic Council;

- (b) suggest methodologies for innovative teaching and evaluation techniques;
- (c) suggest panel of names to the Academic Council for appointment of examiners; and
- (d) coordinate research, teaching, extension and other academic activities in the department/college.

**(A) RECOMMENDED COMPOSITION OF THE FINANCE COMMITTEE AND ITS FUNCTIONS
IN AN AUTONOMOUS SELF FINANCED/UNAIDED COLLEGE**

I. Composition:

- (a) Chairman, Governing Body/Council (Chairman)
- (b) The Director-Principal (Chairman).
- (c) One person to be nominated by the Governing Body/Council of the college for a period of two years.
- (d) One senior-most teacher of the college to be nominated in rotation by the principal for two years. The Finance Committee will be an advisory body to the Governing Council, and will meet at least twice a year to consider:
 - (i) budget estimates relating to the grant received/receivable from UGC, and income from fees, etc. collected for the activities to undertake the scheme of autonomy; and
 - (ii) audited accounts for the above.

Place:

Date:

Signature:

Name:

Designation: (Director-Principal)

**(B) RECOMMENDED COMPOSITION OF THE FINANCE COMMITTEE AND ITS FUNCTIONS
IN AN AUTONOMOUS GOVERNMENT/AIDED/UNIVERSITY COLLEGE:**

I. Composition:

- (a) The Director-Principal (Chairman).
- (b) One person to be nominated by the Governing Body/Council of the college for a period of two years.
- (c) One senior-most teacher of the college to be nominated in rotation by the principal for two years. The Finance Committee will be an advisory body to the Governing Council, and will meet at least twice a year to consider:
 - (i) budget estimates relating to the grant received/receivable from UGC, and income from fees, etc. collected for the activities to undertake the scheme of autonomy; and
 - (ii) audited accounts for the above.

Place:

Date:

Signature:

Name:

(Director-Principal)

PROGRESS REPORT OF COLLEGE (AUTONOMOUS)
 (To be furnished in duplicate by the Director-Principal of the college)

Progress Report for the Academic Year _____

1. Date when autonomy was first given by State Govt./University.
2. Year in which last external evaluation was done
 - a. By managing society:
 - b. By university
3. Annual evaluation done by the college during the year under review
4. Number of courses modified, stopped or started during the year (Give names of courses):
5. If external evaluation done during the year, attach report:
6. Progress of expenditure:

ITEM	UNUTILISED GRANT AVAILABLE FROM PREVIOUS YEAR	GRANT RECEIVED FROM STATE GOVT./MANAGEMENT	EXPENDITURE DURING THE YEAR	UNSPENT BALANCE	REMARKS
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Building Guest House
 Orientation of
 teachers
 Redesigning of
 courses
 Workshops/seminars
 Others
 Office/teaching rooms
 Laboratory
 Equipment, Furniture,
 Library
 Meeting of
 governing & other
 bodies
 Place
 Date:

Signature:

Name:

Designation: Director-Principal)

ANNEXURE VIII

UTILISATION CERTIFICATE
(Applicable to Govt. Aided Colleges only)

It is certified that the amount of Rs. _____ (Rupees _____) out of the total grant of Rs. _____ (Rupees _____) sanctioned to _____ by the State Govt./Management vide its letter number _____ dated _____ towards _____ under _____ scheme has been utilised for the purpose for which it was sanctioned and in accordance with the terms and conditions as laid down by the State Govt./University.

If, as a result of check or audit objection, some irregularities are noticed at a later stage, action will be taken to refund, adjust or regularize the objected amount.

Signature

Director-Principal with seal

Signature

Statutory Auditor of the College with seal/

Chartered Accountant with seal

and Registration No.

A copy of the above is forwarded to the Financial Commissioner & Principal Secretary to Govt. Haryana, finance Department for information & further necessary action.

**Superintendent Technical Education
for Financial Commissioner & Principal Secy.
To Govt. Haryana Technical Education Deptt.**

To

**The Financial Commissioner & Principal Secretary
to Govt. Haryana, Finance Department**

U.O. No. 25/56/2006-4TE

Dated 11.9.2006

A copy of the above is forwarded to the Financial Commissioner & Principal Secretary to Govt. Haryana, Education Department for information & further necessary action.

**Superintendent Technical Education
for Financial Commissioner & Principal Secy.
To Govt. Haryana Technical Education Deptt.**

To

**The Financial Commissioner & Principal Secretary
to Govt. Haryana, Education Department**

U.O. No. 25/56/2006-4TE

Dated 11.9.2006

Endst. No. 25/56/2006-4TE

Dated:11.9.2006

A copy of the above is forwarded to the Controller, Printing and Stationery Department Haryana Chandigarh for information & necessary action please. He is requested to print 250 copies in Gazette (extra ordinary) today and supply the same to this office.

**Superintendent Technical Education
for Financial Commissioner & Principal Secy.
To Govt.Haryana Technical Education Deptt.**

Endst. No. 25/56/2006-4TE

Dated:11.9.2006

A copy of the above is forwarded to the following for information and necessary action please :-

- 1 Vice Chancellor, Kurukshetra University, Kurukshetra**
- 2 Vice Chancellor, Maharshi Dayanand University, Rohtak**
- 3 Vice Chancellor, CCS Haryana Agriculture University, Hisar**
- 4 Vice Chancellor, Chaudhary Devi Lal University Sirsa**
- 5 Director, Technical Education, Haryana**

**Superintendent Technical Education
for Financial Commissioner & Principal Secy.
To Govt.Haryana Technical Education Deptt.**

Endst. No. 25/56/2006-4TE

Dated: 11.9.2006

A copy of the above is forwarded to the following:

- 1. P.S. to OSD to C.M. for kind information of OSD to CM please.**
- 2. P.S. to Chairman SFC/SAC for kind information of Hon'ble Chairman Mr. Justice R.K. Nehru (Retd.).**
- 3. P.S. to Financial Commissioner & Principal Secy. to Govt. Haryana, Technical Education Deptt. for kind information of FCTE please.**
- 4. PA to Director, Technical Education Haryana for kind information of DTE.**

**Superintendent Technical Education
for Financial Commissioner & Principal Secy.
To Govt.Haryana Technical Education Deptt.**

Endst.No. 25/56/2006-4TE

Dated: 11.9.2006

A copy of the above is forwarded to the following for information and necessary action please:

- The Registrar,
1. Kurukshetra University, Kurukshetra
 2. Maharishi Dayanand University, Rohtak
 3. Guru Jambheshwar University, Hisar
 4. Ch. Charan Singh Haryana Agriculture University, Hisar.
 5. Ch. Devi Lal University, Sirsa.
 6. The Director-Principal, National Instt. of Financial Management, & National Power Training Instt., Faridabad.
 7. Director-Principals of All the Govt ./ Govt.Aided / University Departments / Self Financed Institutions offering B.E./B.Tech./B.Arch., MBA, MCA, BHM & CT, B.Pharmacy, in the State of Haryana .
 8. Principals of all the Govt. / Govt. Aided / Self Financed Polytechnics offering Diploma in Engg. / Non-Engg. / Pharmacy trades, as per list attached.
 9. Programmer, Directorate of Technical Education Haryana for hosting the same in the Departmental Website.

Superintendent Technical Education
for Financial Commissioner & Principal Secy.
To Govt.Haryana Technical Education Deptt.

Endst.No. 25/56/2006-4TE

Dated: 11.9.2006

A copy of the above is forwarded to the Chairman/President of the Association of Self Financed Professional Colleges of Haryana for information and necessary action please.

Superintendent Technical Education
for Financial Commissioner & Principal Secy.
To Govt.Haryana Technical Education Deptt.

A copy of the above is forwarded to the following for information and necessary action please:

Director-Principal,

A. Engineering Colleges

1. Apeejay College of Engg., Village Silani (Palwal- Sohna Road) Distt Gurgaon (Haryana).
2. AI-Falah School of Engineering & Technology, Village Dhauj, District Faridabad (Haryana).
3. Ambala College of Engg. & Applied Research, Vill. Devsthali, near Mithapur, Ambala (Haryana)-133101.
4. Anupma College of Engg., Bohra Kalan, Pataudi Road, Near Bilaspur Chock, Gurgaon.
5. Bhagwan Parshuram College of Engg. Vill. Bali Barahamanan, Gohana(Sonepat)
6. Bhagwan Mahavir Institute of Engineering & Technology ,Sonipat.- Bahalgarh Road (Behind Fazilpur Power House) Sonepat- 131001 (Haryana).
7. B.S. Anangpuria Institute of Technology & Management, Alampur, Ballabgarh Sohna Road, Fardiabad.
8. B.R.C.M.College of Engineering & Technology, Village Behal- 127028 (Bhiwani) (Haryana).
9. Bhiwani Institute of Technology & Sciences, Kharkhari Bypass,Bhiwani.
10. Career Institute of Technology & Management, Sector -43, Arawali Hills, Faridabad-121001.
11. Daronacharya College of Engineering, -Plot No. 76P, Part-III, Sector-5 Gurgaon -122001 (Haryana)
12. Doon Valley Institute of Engg. & Tech., Outside Jundla Gate, Karnal Haryana)-132001.
13. DAV College of Engg. & Technology, Kanina, Distt. Mahendargarh (Haryana)- 123027
14. Haryana College of Technology & Management, Ambala Road, Kaithal-136027 Haryana).
15. Haryana Engineering College, Old Chhachrauli Road ,Jagadhari (YamunaNagar).135003.
16. Hindu College of Engineering, Industrial Area Sonepat.-131001 (Haryana).
17. Institute of Technology & Management, H.U.D.A, Sector 23-A,Gurgaon-122017 (Haryana).
18. Jind Institute of Engineering & Technology, Panipat Road, Jind – 126102 (Haryana).
19. Jan Nayak Ch. Devi Lal Memorial College of Engg., Sirsa.

20. Lingaya's Institute of Management & Technology, Village Nachauli, Old Faridabad- Jasana Road, Faridabad (Haryana).
21. Maharishi Markandeshwar Engg. College, Mullana-133203, Ambala (Haryana).
22. Manav Rachna College of Engg., Sector-43, Aravalli hills Surajkund-Delhi Road, Faridabad.
23. Nemi Chand College of Engineering, Israna (Panipat).-1 32107 (Haryana).
24. P.D.Memorial College of Engineering, Village Sarai Aurngabad, Tehsil Bahadurgarh,(Disst. Jhajjar).-1 24507 (Haryana).
25. Seth Jai Parkash Mukund Lal Institute of Engg. & Tech., Radaur-135133, (Distt. Yarnuna Nagar) (Haryana)
26. 26. Shri Krishna Institute of Engineering & Technology, Ratan Dera Road, Kurukshetra -136118 (Haryana).
27. Shri Baba Mast Nath Engineering College Asthal Bohar, Rohtak (Haryana)
28. Somany Institute of Technology. & Management, Rewari (Haryana).
29. Swami Devi Dayal Institute of Engg. & Technology,Village Golpura Tehsil Barwala (Panchkula) (Haryana).
30. Technological Institute of Textiles & Sciences, Bhiwani (Haryana)- 127021
31. Vaish College of Engg., Rohtak- 124001 (Haryana).
32. Gurgaon Instt. of Technology and Management, Gurgaon
33. Gold Field Institute of Technology & Mgt., Village Chhainsa, Ballabgarh Near Jawahar Navodaya Vidhalaya Distt. Faridabad.
34. Kamrah Institute of Information Technology, Bondsri, Gurgoan
35. Advanced Institute of Technology & Management. Aurangabad Hodal, Faridabad.
36. Shri Balwant Institute of Technology, Meerut Road, Vill. Pallri, Distt. Sonapat.
37. Panipat Institute of Textile & Engg. , Samalkha, GT Road, Panipat.

Govt./Govt.Aided/University Deptt.

- 38 Chhotu Ram State College of Engg., Murthal.
- 39 YMCA Instt of Engg., Faridabad
- 40 Ch.Devi Lal Memorial Engg. College, Panniwala Mota (Sirsa)
- 41 Guru Jambheshwer University, Hisar
- 42 Maharshi Dayanand University, Rohtak
- 43 Kurukshetra University, Kurukshetra
- 44 Ch. Charan Singh Haryana Agriculture University, Hissar.

B. Hotel Management

1. M.M. Institute of Hotel Management, Mullana (Ambala).

C. MCA Colleges

1. Bhawani Shankar Anangpuria Institute of Management Studies, Village Alampur, Faridabad (Haryana).

2. **D.A.V. Institute of Management Studies, National Highway III, NIT, Near ESI Hospital, Faridabad (Haryana).**
3. **Dronacharya Institute of Management & Technology, Dhand Road, P.O. Jyotisar Kurukshetra (Haryana).**
4. **Doon Valley Institute of Computer Applications Sc. Management Karnal, outside Jundla Gate, Karnal (Haryana).**
5. **Faridabad Institute of Technology, Sector -43, Arawali Hill, Surajkund Badkhal Road, Faridabad (Haryana).**
6. **Guru Govind Singh Institute of Technology and Management, Yamuna Nagar (Haryana).**
7. **GVM Girls College, Murthal Road, Sonapat (Haryana),**
8. **Hindu Institute of Management, Sonapat-13 1001 (Haryana).**
9. **Hindu Institute of Mgt. & Tech., Bhiwani Road, Rohtak (Haryana).**
10. **Haryana Institute of Information & Technology, Jagadhri (Yamuna Nagar) (Haryana).**
11. **Institute Of Management & Technology, Tigaon Road, Near Sai Dham, Faridabad 121 002**
12. **J.V.M.G.G.R. Institute of Computer Application, Charkhi Dadri (Bhiwani)**
13. **Jan Nayak Ch. Devi Lal Memorial College of Engg. & Technology, Barnala Road, Sirsa.**
14. **Jind Instt. of Engg. & Technology, Jind.**
15. **Kamrah Institute of Information & Technology, Vill. Bhondsi Distt. Gurgaon**
16. **Lingaya's Institute of Management & Technology, Nachuli, Old Faridabad, Jasana Road, Faridabad (Haryana).**
17. **M.R.D.A.V. Institute of Management Studies 5th K.M. Stone Sonapat-Road Rohtak-124023 Phone No. 01262-371765**
18. **M. M. Institute of Computer Applications & Business Mgt. Mullana-133203(Arnbala) (Haryana).**
19. **Maharaja Aggarsain Institute of Management & Technology, Agrasen Chowk , old Saharanpur Road, Jagadhari -135003 (Yamunanagar) (Haryana).**
20. **N.C. Institute of Computer Sciences, Israna (Panipat) (Haryana).**
21. **P.D.M. College of Engg. Vill. Sarai Aurangabad, Distt. Jhajjar (Haryana).**
22. **Shah Satnam Ji Institute of Management & Technology, Sirsa(Haryana).**
23. **Shri Atma Nand Jain Institute of Management & Technology. Jain College Road, Ambala City -134003 (Haryana).**
24. **Seth Jai Parkash Institute of Management & Technology, Radaur, Yamuna Nagar (Haryana).**
25. **Swami Devi Dayal Institute of Computer Sciences, Village Golepura, Barwala, Panchkula (Haryana).**
26. **Tilak Raj Chadha Institute of Management & Technology, MLN College Educational Complex Yamuna Nagar (Haryana).**
27. **Vaish College of Engg., Rohtak (Haryana).**
28. **Manav Rachna College of management, Sector 43, Arawali Hills, Faridabad.**
29. **Gurgaon Institute of Technology & Management, Gurgaon.**

Govt./Aided/University Deptt.

30. Deptt. of Computer Science & Application Kurukshetra University, Kurukshetra .
31. Deptt. of Computer Science & Application, Maharshi Dayanand University, Rohtak
32. Deptt. of Computer Science & Engg., Guru Jambheshwer University, Hisar
33. Deptt. of Computer Science & Application, Ch. Devi Lal University, Sirsa.
34. YMCA Instt. of Engg., Faridabad.

D. MBA Institutions

1. Amity Business School, Panchgaon, Manesar-122413 ,(Gurgaon).
2. Anupama Instt. of Mgt., Bohra Kalan, Pataudi Road, Near Bilaspur Chock, Gurgaon.
3. Bhiwani Instt. of Technology & Sciences, Bhiwani.
4. B.S.Anagpuria Instt. of Technology & Management, Village Allampur, Ballabgarh Sohna Road, Faridabad.
5. D.A.V. Institute of Management, National Highway-III, NIT, Near ESI Hospital Faridabad
6. Doon Valley Instt. of Engg. & Tech. Out Jundla Gate,, Karnal.
7. Dronacharya Instt. of Mgt. & Tech., Kurukshetra.
8. Guru Gobind Singh Institute of Technology & Management Studies, Yamuna Nagar.
9. Hindu Institute of Management, Sonapat.
10. Institute of Management & Technology, Tigaon Road, Near Sai Dham, Faridabad.
11. Technical Institute of Technology, Bhiwani - 127021
12. Jan Nayak Ch.Devi Lal Memorial Instt. of Mgt., Sirsa.
13. Jind Instt. of Engg. & Technology, Jind.
14. Kedarnath Aggarwal Institute of Management, RK Gupta Marg, Post 'Box No.5, Charkhi Dadri - 127306, (Bhiwani).
15. Lingayas Instt. of Mgt. & Technology, Nachauli, Old Faridabad-Jasana Road, Faridabad.
16. M.R.D.A.V. Institute of Management Studies 5th K.M. Stone Sonapat- Road Rohtak-124023 Phone No. 01262-371765
17. Maharaja Aggarsain Institute of Management & Technology, Aggrasain Chowk , Old Saharanpur Road, Jagadhari -135003 (Yamunanagar).
18. M.M.Institute of Management, Mullana (Ambala).
19. N.C College of Engg., Israna (Panipat) Haryana.
20. P.D.M.College of Engg., Vill. Sarai Aurangabad, Tehsil- Bahadurgarh (Jhajjar)
21. Sawami Devi Dayal Instt. of Engg. & Technology, Barwala, Panchkula.
22. Somany Instt. of Technology & Management, Rewari.

23. Shri Atma Nand Jain Institute of Management & Technology,, Jain College road, Ambala City -134003.
24. Shri Baba Mast Nath Institute of Management, Studies Asthal,Bohar (Rohtak)-124001.
25. Tilak Raj Chadha Institute of Mgt & Technology, Yamuna Nagar-135001.
26. St. Thomes Management Institute, Vill Jahagirpur Distt. Jhajajr.
27. Manav Rachna College of management, Sector 43, Arawali Hills, Faridabad.
28. DAV College of Management, Hassangarh Distt. Rohtak.
29. Gold Field Instiute of Technology & Management Vill. Chhainsa, Ballabgarh Distt Faridabad.

Govt. of India

30. National Power Traing Instt., Faridabad.
31. National Instt. of Financial Management, Faridabad

Govt./ Govt.Aided/University Deptt.

32. Chhotu Ram State College of Engg., Murthal.
33. Ch. Charan Singh Haryana Agriculture University, Hissar.
34. Deptt. of Management, Kurukshetra University, Kurukshetra
35. Deptt. of Management, Guru Jambheshwer University, Hisar
36. Deptt. of Business Administration Ch. Devi Lal University, Sirsa.
37. IMSAR, Maharshi Dayanand University, Rohtak

E. Pharmacy Colleges

1. Bhawani Shankar Anangpuria Institute of Pharmacy, Faridabad.
2. Doon Valley Instt. of Pharmacy & Medicines, Karnal.
3. Guru Gobind Singh College of Pharmacy, Yamuna Nagar.
4. GVM College of Pharmacy, Sonapat.
5. Hindu College of Pharmacy, Sonapat.
6. Jan Nayak Ch. Devi Lal Memorial College of Pharmacy, Sirsa.
7. Lord Shiva College of Pharmacy, Sirsa.
8. P.D.M.College of Pharmacy, Sarai Aurangabad, Bahadurgarh (Jhajjar).
9. Rajendra Institute of Technology & Studies Sirsa, 4th Mile stone, Hissar Road, Sirsa 125055.
10. R.K.S.D.College of Pharmacy, Ambala Road, Kaithal.
11. Swami Devi Dayal Instt. of Pharmacy, Barwala (Panchkula).
12. Shri Baba Mast Nath Institute of Pharmaceutical Sciences & Research, Asthal, Bohar, Rohtak.
13. Ram Gopal College of Pharmacy, Vill Sultanpur Tehsil Farque Nagar, Gurgaon.
14. M.M.College of Pharmacy, Mullana (Ambala).
15. Savitri Devi Memorial College of Pharmacy, Pundri Road, Rajaund, Distt. Karnal.
16. PDM College of Pharmacy, Vill. Karshindhu, Safidon, distt. Jind.

University Deptt.

- 17 Guru Jambheshwer University of Science & Technology, Hisar**
- 18 Kurukshetra University, Kurukshetra**
- 19 Maharshi Dayanand University, Rohtak**

Govt./ Aided/ Self financing Polytechnics

- 1 Govt. Polytechnic, Nilokheri**
- 2 Govt. Polytechnic, Ambala City**
- 3 Govt. Polytechnic, Jhajjar**
- 4 Govt. Polytechnic, Sirsa**
- 5 Kalpna Chawla Govt. Polytechnic for Women, Ambala City**
- 6 Govt. Polytechnic, Sonapat**
- 7 Govt. Polytechnic Mandi Adampur**
- 8 Govt. Polytechnic Women, Sirsa**
- 9 Govt. Polytechnic, Uttawar**
- 10 Govt. Polytechnic Hisar**
- 11 Govt. Polytechnic, Manesar**
- 12 Institute of Hotel Management and Catering Panipat**
- 13 B.K.N. Govt. Polytechnic Narnaul**
- 14 Pt. BDS Medical College, Rohtak**
- 15 Govt. Poly. for Women, Faridabad**
- 16 Rani Jhansi Lakshmi Bai Govt. Polytechnic, Loharu**
- 17 Ch.Devi Lal Govt. Polytechnic, Nathu Shri Chopta**
- 18 Govt. Polytechnic, Sangi at CR Polytechnic, Rohtak**
- 19 Govt. Polytechnic, Lisana at Govt. Polytechnic, Narnaul**
- 20 Govt. Polytechnic, Chikka at Govt. Polytechnic, Nilokheri**
- 21 V.T.I, Rohtak**
- 22 Chottu Ram, Rohtak**
- 23 Seth Jai Parkash Polytechnic Damla**
- 24 BPS Mahila Polytechnic Kanya Gurukul, Khanpur Kalan**
- 25 Hindu Institute of Technology, Sonapat**
- 26 Technical Institute Gurukul, Bhainswal Kalan**
- 27 P.D. Memorial, Sarai Aurangabad**
- 28 Shri Sai Institute of Technology, Jhajjar.**
- 29 Shantiniketan Instt. of Tech., Vill. Ladwa, Hissar**
- 30 Gandhi College of Pharmacy, Karnal**
- 31 Lord Shiva College of Pharmacy, Sirsa**
- 32 Hindu College of Pharmacy Sonapat**
- 33 Janta College of Pharmacy, Butana**
- 34 SD Institute of Medical Lab Technology, Jhajjar**
- 35 Tirupati College of Pharmacy, Ratia distt. Fatehabad**
- 36 Shanti Nikatan College of Pharmacy, Vill. Ladwa, Hissar**
- 37 BITs Polytechnic of Pharmacy, Bhiwani.**

- 38 **M.M. Institute of Hotel Management & Catering Mullana**
- 39 **Yashvir Memorial Technical Institute Bhambhewa (Jind)**
- 40 **Dehat Vikas College of Pharmacy Tigaon Distt.(Faridabad)**
- 41 **BS Anangpuria Instt. of Pharmacy Ballabgarh Sohna Road Allampur Faridabad**
- 42 **Jan Nayak Ch. Devi Lal Diploma College of Pharmacy Barnala Road Sirsa**
- 43 **Swami Devi Dayal Instt. of Pharmacy Vill. Goalpura Teh.Barwala Panchkula**
- 44 **Bharat Instt. of Pharmacy Babain Kurukshetra**
- 45 **Janta Poly Butana Sonapat**
- 46 **Jan Nayak Ch. Devi Lal Poly.Barnala Road Sirsa**
- 47 **BITS College of Polytechnic Village Sarsa Ghogra, Bhiwani**
- 48 **Shri Krishna Education Trust, Kurukshetra**
- 49 **Seth Harbaksh Lohia Jai Ram Mahila Polytechnic, Lohar Majra, Kurukshetra**
- 50 **PDM Institute of Engg. & Technology Karsindhu, Safidon, Distt. Jind**
- 51 **M.M. Pharmacy College, Mullana**

**Superintendent Technical Education
for Financial Commissioner & Principal Secy.
To Govt.Haryana Technical Education Deptt.**