

पुणे विद्यापीठ

दूरध्वनी क्रमांक. :
०२०-२५६०१२६४
०२०-२५६०१२६५



गणेशखिंड, पुणे ४११००७
नियोजन व विकास विभाग

ई-मेल : pldvp@unipune.ac.in

संदर्भ क्र.: पुवि/निववि/१२७५

दिनांक : ०१.११.२०१२

प्रति,
मा. प्राचार्य / संस्थाचालक,
पुणे विद्यापीठ संलग्न महाविद्यालये व मान्यताप्राप्त संस्था.

विषय — पुणे विद्यापीठ वर्धापनदिन पुरस्कार २०१२-१३.

महोदय / महोदया,

गुणवत्ता सुधार योजनेअंतर्गत विद्यापीठ वर्धापनदिनी दिनांक १० फेब्रुवारी, २०१३ रोजी दिल्या जाणा-या पुरस्कारासंदर्भात (२०१२-१३). परिपत्रक प्रकाशित करण्यात येत आहे.

सदर परिपत्रकानुसार सर्वोत्कृष्ट संलग्न महाविद्यालय पुरस्कार, सर्वोत्कृष्ट प्राचार्य पुरस्कार, सर्वोत्कृष्ट शिक्षक पुरस्कार, सर्वोत्कृष्ट नाविन्यपूर्ण शैक्षणिक कामगिरी यासाठी विहित नमुन्यातील अर्ज मागविण्यात येत आहेत. सदर पुरस्कारासाठी तयार करण्यात आलेल्या मार्गदर्शक तत्वांनुसार अर्ज सादर करण्याची मुदत २ नोव्हेंबर, २०१२ ते ३ डिसेंबर, २०१२ अशी प्रस्तावित करण्यात आलेली आहे.

सदर पुरस्कारासाठी विहित नमुन्यातील अर्ज विद्यापीठ संकेतस्थळावर (www.unipune.ac.in-Circulars-Planning & Development) उपलब्ध करण्यात आलेले आहेत. अर्ज पुर्णतः भरून दि. ३ डिसेंबर, २०१२ पर्यंत नियोजन व विकास विभागास सादर करावेत ही विनंती.

कळावे.

उपकुलसचिव
नियोजन व विकास

सोबत — मार्गदर्शक तत्वे व विहित नमुने

UNIVERSITY OF PUNE



Foundation Day Award Programme 2012-13

1. Deadlines for receiving proposal of Foundation day Award in Planning & Development Section of University of Pune:

Sr. No.	Description	Dates
1	Foundation Day Awards : Best College/ Institute, Best Principal/Director, Best Teacher, Innovation in Teaching Award, Best University Department	2 nd November 2012 to 3 rd December 2012

Guideline for Foundation day Awards

FOUNDATION DAY AWARDS

The University of Pune has institute following awards to given on the Foundation Day. The awards will be separately given for Professional and Non-Professional College/Institute from Urban and Rural areas. Urban areas include Corporation areas of Pune, Pimpri-Chinchwad, Ahmednagar and Nashik Municipal Administration area. Rural areas include the area other than urban areas as mentioned above.

- **Category I** : College/Institute means Engineering, Management, Architecture, Pharmacy. Law, Education (B.Ed.), Physical Education (B.P.Ed.)
- **Category II** : College/Institute includes Arts, Science and Commerce.
- **Category III**: University Teaching Departments.

Category I:

1) **Best College/Institute Award**

- (a) **Urban Area**- First Award- Rs.1,50,000/-, a Memento and a certificate.
Second Award-Rs.1,00,000/-, a Memento and a certificate.
- (b) **Rural Area**- First Award- Rs.1,50,000/-, a Memento and a certificate.
Second Award- Rs.1,00,000/-, a Memento and a certificate.

2) **Best Principal/Director Award**

- (a) **Urban Area-** Award- Rs.25,000/-, a Memento and a certificate.
(b) **Rural Area-** Award- Rs.25,000/-, a Memento and a certificate.

3) **Best Teacher Award**

- (a) **Urban Area-** First Award- Rs.15,000/-, a Memento and a certificate.
(b) **Rural Area-** First Award- Rs.15,000/-, a Memento and a certificate.

4) **Best Innovation in Teaching Award**

- a) **Urban Area-** First Award- Rs.10,000/-, a Memento and a certificate.
Second Award-Rs.7,500/-, a Memento and a certificate.
b) **Rural Area-** First Award- Rs.10,000/-, a Memento and a certificate.
Second Award- Rs.7,500/-, a Memento and a certificate.

Category II:

1) **Best College/Institute Award**

- (a) **Urban Area-** First Award- Rs.1,50,000/-, a Memento and a certificate.
Second Award- Rs.1,00,000/-, a Memento and a certificate.
(b) **Rural Area-** First Award- Rs.1,50,000/-, a Memento and a certificate.
Second Award- Rs.1,00,000/-, a Memento and a certificate.

2) **Best Principal/Director Award**

- (a) **Urban Area-** Award- Rs.25,000/-, a Memento and a certificate.
(b) **Rural Area-** Award- Rs.25,000/-, a Memento and a certificate.

3) **Best Teacher Award**

- (a) **Urban Area-** First Award- Rs.15,000/-, a Memento and a certificate.
(b) **Rural Area-** First Award- Rs.15,000/-, a Memento and a certificate.

4) **Best Innovation in Teaching Award**

- (a) **Urban Area-** First Award- Rs.10,000/-, a Memento and a certificate.
Second Award- Rs.7,500/-, a Memento and a certificate.
(b) **Rural Area-** First Award- Rs.10,000/-, a Memento and a certificate.
Second Award- Rs.7,500/-, a Memento and a certificate.

Category III:

1) **Best University Department :**

Only if at least five applications are received.

2) Best Innovation in Teaching Award

The teacher for this award will be selected commonly with the Category I and Category II.

3) Felicitation of University Teachers

With Memento and a certificate

University teachers securing any academic award from institutes of national & international repute.

Eligibility:

1) Best College/Institute Award

- (a) College/Institute must be functioning at least for 10 years.
- (b) College/Institute must be affiliated to/ recognized by the University of Pune.
- (c) College/Institute preferably be accredited by NAAC or NBA.
- (d) College/Institute must have an approved Principal/Director.

2) Best Principal/Director Award

- (a) Principal/Director must be permanently approved.
- (b) Principal/Director must have 5 years experience out of which 3 years experience must be in the institute/college affiliated to Pune University as Principal/ Director after getting the permanent approval.
- (c) (i) Ph.D. with at least one publication/research paper in referred/ peer reviewed journal **or**
(ii) Three research publications in referred/ peer reviewed journal.
- (d) Deans, members of Management Council, Senate & Academic Council are not eligible for the award (during tenure).

3) Best Teacher Award

- (a) Teacher must be permanently approved.
- (b) Teacher must have 10 years teaching experience after getting the approval.
- (c) (i) Ph.D. with at least one publication/research paper in referred/ peer reviewed journal **or**
(ii) Three publications in referred/ peer reviewed journal.
- (d) Age limit is upto 45 years for concerned teacher.
- (e) Deans, members of Management Council, Academic Council & Senate are not eligible for the award (during tenure).

4)Best Innovation in Teaching Award

- (a) Teacher must have 10 years teaching experience after getting the approval.
- (b) Teacher must have contributed to the development of innovative teaching methods in Colleges / University Departments / Institute.
- (c) Deans, Members of Management Council, Senate, and Academic Council are not eligible for the award (during tenure).

5)General Conditions

- (1) The College/Institute which has received Ist/IInd prize will be eligible to re apply after a period of 10 years. (Permanently affiliated).
The Principal/Director/Teacher who has received Ist/IInd prize will not be eligible to reapply.
- (2) This scheme may be modified once in every 3 years.
- (3) It is not mandatory to give any award if any College/Institute, Principal/Director, Teacher, University Department, University Teacher is not found suitable.

The awards will be given on the Foundation Day of the University of Pune, every year.

**Deputy Registrar
Planning and Development**



UNIVERSITY OF PUNE

Application for Best College/Institute Award

Norms for selecting the Colleges/Institutes for awards on the Foundation Day of the Pune University, i.e. 10th February of each year.

1. College/Institute applying for award should send information in the prescribed format (Appendix B) to the University before 10th November of every year.
2. The weightages for different criteria for calculating the College/Institute score should be as follows;

Table I

Sr. No.	Criteria	Unit of assessment / weightage
1.	Curricular Aspects	10
2.	Teaching-Learning & Evaluation	30
3.	Research, Consultancy and Extension	10
4.	Infrastructure and Learning Resources	10
5.	Student Support and Progression	10
6.	Organization and Management	10
7.	Healthy Practices	10
8.	Payment of various dues to the University	10

3. The College/Institute should be ranked in order of merit on the basis of its final score.
4. Two Colleges/Institutes should be selected for the awards, one from the Municipal Corporation areas i.e. Pune, Pimpri-Chinchwad, Nashik as well as Ahmednagar Municipal Administration area and two from areas other than those mentioned above.
5. The Committee appointed for the purpose should recommend the names of Colleges/Institutes for the award to the Hon. Vice-Chancellor.

Appendix - B

**Format For Sending Information To The University
Of Pune By College / Institute Applying For
The University Foundation Day Awards**

Part I : Profile of the COLLEGE / INSTITUTE

1. Name and address of the College / Institute :
2. Address For Communication :

Telephone (Office) Principal/Director Vice-Principal/Dy. Director	Region code	Telephone Number & Extn.	Mobile No.
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Fax No. :

E-mail :

Permanent Address :

Telephone (Office) Principal/Director Vice-Principal/Dy. Director	Region code	Telephone Number & Extn.	Mobile No.
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Fax No. :

E-mail :

Note : Give the latest photographs of college building.

3. Type of College / Institute :
Affiliated / Recognized :

4. Financial category of the College / Institute :
Grant-in-aid Self-financing Government funded

5. Does the University Act provide for autonomy to College / Institutes?
Yes No

If yes, has the College / Institute applied for autonomy?
Yes No

7. Date of establishment of the College / Institute : Month & Year
(MM-YYYY)

8. Date & status of Affiliation / recognition : Month & Year (MM-YYYY)
i. Temporary

ii. Permanent

9. Is it a recognized minority College / Institute?
Yes No

10. Campus area in acres :

11. Location of the College / Institute :

- Municipal Corporation areas i.e. Pune, Pimpri-Chinchwad, Nashik as well as Ahmednagar Municipal Administration area.
- Area other than those mentioned above

12. Current number of programmes and departments of the College / Institute

a) Number of programmes :

	Programme	No.
Certificate course		
Diploma		
UG		
PG Diploma		
PG		
M.Phil.		
Ph.D.		
Post Doctoral Fellowship		
Any others		
Total		

b) List of the departments in the College/Institute : Faculty wise :

Faculty of Science
Departments
Faculty of Arts
Departments
Faculty of Commerce
Departments
Any Other Pl Specify
Departments

13. Number of permanent and temporary members of the teaching staff at present :

Teaching Staff	Female	Male	Total
Permanent teachers			
Teachers with Ph.D.			
Teachers with M.Phil.			
Teachers with PG			
Temporary teachers			
Teachers with Ph.D.			
Teachers with M.Phil.			
Teachers with PG			

14. Number of non-teaching staff of the College/Institute at present :

Non-teaching Staff	Female	Male	Total
Non-Teaching Staff			
Administrative Staff			

15. Number o students enrolled in the College/Institute according to regions and countries :

Certificate/Diploma	Female	Male	Total
Students from the same state where the College/Institute is located			
Students from other states of India			
NRI Students			
Other overseas students			
Grand Total			

UG	Female	Male	Total
Students from the same state where the College/Institute is located			
Students from other states of India			
NRI Students			
Other overseas students			
Grand Total			

PG Diploma	Female	Male	Total
Students from the same state where the College/Institute is located			
Students from other states of India			
NRI Students			
Other overseas students			
Grand Total			

PG	Female	Male	Total
Students from the same state where the College/Institute is located			
Students from other states of India			
NRI Students			
Other overseas students			
Grand Total			

M.Phil.	Female	Male	Total
Students from the same state where the College/Institute is located			
Students from other states of India			
NRI Students			
Other overseas students			
Grand Total			

Ph.D.	Female	Male	Total
Students from the same state where the College/Institute is located			
Students from other states of India			
NRI Students			
Other overseas students			
Grand Total			

16. Details of the last two batches of students :

	Batch I			Batch II		
	UG	PG	Total	UG	PG	Total
Admitted to the programme (entry year)						
Drop-outs						
Appeared for the final year examination						
Passed in the final Examination						
Passed in first class University ranks, if any						

17. Give a copy of the last annual budget of the College / Institute with details of plan and non-plan revenue/expenditure (Attach separately).

18. What is the 'unit cost' of College / Institute education? (Unit cost = total annual revenue budget (actual) divided by the number of students enrolled).

19. Does the College / Institute have the following support services :

Central library

Computer centre

Health centre

Sports facilities

Press

Workshop

Hostels

Guest house

Housing

Canteen

Welfare schemes

Grievance redressal cell

Vehicle parking shed

Non-resident centre

Any other (specify)

20. Does the College / Institute have collaborations/linkages with national/International institutions?

Yes

No

If yes, list them giving important details :

21. Does the management run other education institutions besides the College / Institute?

Yes

No

If yes, give details.

22. Give details of the resources generated by the College / Institute last year through the following means :

Source of funding		Number	Quantum (Rs.)
i.	Donations		
ii.	Fund raising drives		
iii.	alumni association		
iv.	Consultancy		
v.	Self-financing courses		
vi.	Any other		

Criterion- wise Inputs

Criterion: Curricular Aspects

1. What is the range of programme options available to the students for awards such as degrees, certificates and diplomas ?
2. To what extent are the programme options careers oriented?
3. Do students have flexibility to pursue a programme with reference to:
 - i. Time frame
 - ii. Horizontal mobility
 - iii. Elective options
 - iv. Non-core options
4. How are the College / Institute mission and goals, if any (other than the general transmission and generation of knowledge), reflected through the curricula?
5. Is there any mechanism to obtain feedback from academic peers and employers on the teaching programmes?
 Yes No
 If yes, how is the feedback used in the initiation, review and redesigning of teaching programmes?
 Give details.
6. Give details of College / Institute-industry-neighbourhood networking, if any.
7. Furnish details on the following aspects of curriculum design :
 - i. Innovation such as modular curricula:
 - ii. Interdisciplinary/ multidisciplinary approach :
8. Any other highlights :

Criterion II : Teaching-Learning and Evaluation

1. Is it mandatory to judge the students' knowledge and aptitude at the entry level (before admission)?
 Yes No
 If yes, cite examples.
2. (a) Is there a provision for assessing students' knowledge and skills for a particular programme (after admission) ?
 Yes No
 If yes, cite examples.
 (b) Does the College / Institute provide bridge/remedial courses to the educationally disadvantaged students?
 Yes No
 If yes, cite examples.
 (c) Does the College / Institute offer enrichment courses ?
 Yes No
 If yes, give details.
 (d) How are advanced learners challenged to work ahead of the rest ?

3. Does the College / Institute encourage the teachers to make a teaching-plan ?
Yes No
If yes, when and how is it made?
4. Are syllabi unitized according to a teaching schedule through the semester / year?
Yes No
If yes, give details of implementation in terms of monitoring, mid -course correction, etc.
5. How does the College / Institute supplement the lecture method of teaching with other learner-centered teaching methods?
6. Is there a centralized 'media' facility to prepare audiovisuals and other teaching aids?
Yes No
If yes, give detail.
7. Furnish the following :
 - Teaching days
 - Working days
 - Work load
 - Ratio of full-time teachings to part-time teachers (last two years):
 - Ratio of teaching staff to non-teaching staff (last two years):
 - Percentage of classes taught by full-time faculty
8. Are evaluation methods communicated to students at the beginning of the year ?
Yes No
If yes, give details...
9. does the College / Institute monitor the overall performance of students through periodical assessments ?
Yes No
If yes, give details :
10. How are teachers recruited? When and how are new teaching positions created ? Give details.
11. Provide the following information about the teaching staff recruited during the last two years.

Teaching staff recruited from

Same State		Other State
Same institution	Other institutions	

12. Number of teaching staff who have attended seminars/conferences/workshops/ courses as participants/resource persons in the last two years :

	Participants	Resource Persons
National level		
International level		

13. Does the College / Institute follow the self-appraisal method to evaluate the performance of the faculty in teaching, research and institutional programmes ?
Yes No
If yes, how is the self-appraisal analyzed and used?
14. Does the College/Institute follow any other teacher performance appraisal method?
Yes No
If yes, give details of the same and state how the results of the appraisal are used.
15. Does the College/Institute conduct refresher courses / seminars / conferences / symposia / workshops/ programmes for faculty development ?
Yes No
If yes, give details.

16. Give details on a few faculty development programmes and the number of teachers who benefitted out of them, during the last two years :

Faculty Development Programme	No. of Beneficiaries

17. How many faculties have received teaching awards?
 18. How many national and international level linkages have been established for teaching and/or research?
 19. Any other highlights?

Criterion III: Research, Consultancy and Extension

- How does the College/Institute promote research?
 PG Students doing project work
 Teachers are given study leave
 Teachers are provided with seed money
 Research Committee for submitting project proposal
 Adjustment in teaching schedule
- What percentage of teachers are engaged in active research in the College/Institute? (guiding research scholars, operating projects, publishing regularly etc.)
- How many are full time research scholars and how many have registered as part time scholars? (Research scholar means M.Phil. or Ph.D. Student)

Full-time	
Part-time	

4. Does the College/Institute provide financial support to research students?
 Yes No

5. Details of ongoing projects :

Total no of projects	
Total outlay in Rs.	

6. Does the College/Institute publicize the expertise available for consultancy services?
 Yes No
 If yes, give details.

7. Has the College/Institute undertaken consultancy work with or without fee?
 Yes No

8. Does the College / Institute have a designated person for extension activities?
 Yes No

If yes, indicate the nature of the post.

Full-time Part-time Additional charge

9. Indicate broad areas of the various extension activities of the College / Institute :

- | | |
|-----------------------------------|-----------------------------|
| i. Community development | ii. Social work |
| iii. Health and hygiene awareness | iv. Medical camp |
| v. Adult education and literacy | vi. Blood donation camp |
| vii. AIDS awareness | viii. Environment awareness |
| Any other : | |

10. Are there any outreach programmes carried out by the College / Institute other than NSS & NCC, for example Population Education Club, Adult Education, National Literacy Mission or any other?
Yes No
11. How are students and teachers encouraged to participate in extension activities ?
12. Does the College / Institute work and plan the extension activities along with NGO's and GO's?
13. Any other highlights :

Criterion IV: Infrastructure and Learning Resources

1. Enclose the master plan of the College / Institute campus indicating the existing buildings and the projected expansion in the future.
2. How does the College / Institute plan to meet the need for augmenting the infrastructure to keep pace with academic growth?
3. How does the College / Institute propose to maintain its infrastructure?
4. How does the College / Institute ensure optimum use of its infrastructure facilities?
5. Does the College / Institute encourage using the academic facilities?
 - i. In collaboration with other agencies
 - ii. By external agencies
 If yes, give details.
6. What efforts are made to keep the campus beautiful?
7. Is there an Advisory Committee for the library?
Yes No
8. Is the library interconnected with other libraries for inter-library borrowing?
Yes No
9. Is there a book bank facility in the central library?
Yes No
10. Are the following activities of the central library computerized?

i. Lending of books	ii. Purchase of books
iii. Lending of audio-visual material	iv. Book bank
v. Stock verification	vi. Any other
11. Number of books/journals/periodicals that have been added to the central library during the last two years and their cost.

	The Year before last		The Year before	
	Number	Total cost (Rs. '000)	Number	Total cost (Rs. '000)
i.				
ii.				
iii.				
iv.				

12. What are the other facilities such as reprography, video and audio cassettes made available in the library ?
13. Furnish the following details :
 - Working days of the Library
 - Working Hours of the Library
 - Books in the library
14. Is there a central computer facility in the College / Institute?
Yes No
If yes, give the configuration and other hardware and software details.
15. Give the working hours of the computer centre and its access on holidays and off hours.

16. How many departments have computers of their own? Give the configuration and other details.
17. What is the output of the centre in developing computer aided learning packages in various subjects during the last three years?
18. How are computer and their accessories maintained in the computer centre and other locations of the College / Institute?
19. What are the various health services available to the students, members of the teaching and non-teaching staff of the College / Institute?
20. What are the physical and infrastructure facilities available in the sports and physical education centre? Give details.
21. What are the incentives given to outstanding sports persons?
22. Give details of the participation of students during the last year at the university, state, regional, national and international levels and of performance.

	Participation of students	Outcome
State		
Regional		
National		
International		

23. What are the major physical and infrastructure facilities available in the workshop and centre for instrumentation?
24. What are the various welfare programmes of the College / Institute? Give details.
25. List the various loans available to the members of the teaching and the non-teaching staff of the college.
26. What are the requirements and the eligibility criteria necessary to obtain loans that are available to the teaching and the non-teaching staff.
27. Is there a grievance redressal cell in the College / Institute?
Yes No
If yes, how does it deal with grievances of the employees and others?
28. How many students reside in the hostels? What is the percentage of resident students?
29. Any other highlights.

Criterion V : Student Support and Progression

1. Furnish the following details :
 - Percentage of students, appearing for the qualifying exam. after the minimum period of study.
 - Drop out rate.
 - Progression to employment and further study. (UG to PG or PG to Ph.D.)
 - Prominent Positions held by alumni.
2. How many students have passed the following examinations in the last five years ?
UGC-CSIR (NET) Examination.
GATE
Indian Civil Services Examinations :
GRE :
TOEFL :
GMAT :
Any others.

3. Does the College/Institute collect feedback from students regularly?

UG students	
PG students	
Research scholars	

If yes,

- a. What was the feedback obtained from the students of last year?
- b. Was it used for improvement?
- c. Give details of the feedback mechanism which exists in the College / Institute.

4. Does the College / Institute publish its updated prospectus annually?

Yes No

If yes, what are the contents of the prospectus?

5. What kind of financial aids are available to students from the central government, state government, the institution and others? Give details.

6. Mention the number of students who have received financial aid during the last two years

i.	Merit scholarship	
ii.	Merit-cum-Means	
iii.	Any others	

7. Does the College / Institute have an employment cell and a placement officer who offers career counseling to students? If yes, give details of the cell and its office.

- i. Employment cell :
Role :
- ii. Placement officer :
Role :

8. Do teachers participate in academic and personal counseling? Give details.

9. How many students were employed through placement service during the last year?

		UG students	PG students	Research scholars
i.	Local firms/companies			
ii.	Central government			
iii.	State government			
iv.	Public sector undertaking			
v.	Private sector			

10. Does the employment cell motivate the students to seek self-employment?

Yes No

If, yes, how many are self-employed?

11. Does the College / Institute have an Alumni Association?
Yes No
If yes, indicate the activities of the Alumni Association.
12. How are the policies and criteria of admission of students made clear to prospective students?
13. State the admission policy of the College / Institute with regard to overseas students.
14. What are the support services given to overseas students?

i. One window admission service	ii. Overseas students' office
iii. Special accommodation	iv. Induction courses
v. Socio-cultural activities	vi. Welfare programme
vii. Police clearance	
15. What are the sports and recreational services / facilities given to students?

i. Indoor games	ii. Outdoor games
iii. Nature Clubs	iv. Debate Clubs
v. Student Magazines	vi. Cultural Programmes
vii. Audio Video facilities	viii. Dance Music Competition
ix. Essay writing	
16. Any other highlights :

Criterion VI : Organization and Management

1. Does the College / Institute have an efficient internal co-ordinating and monitoring mechanism?
Yes No
If yes, give details.
2. Were any committees/external agencies appointed during the last three years to improve the organization and management?
Yes No

If yes, what are the recommendations?
3. Does the College / Institute have an inbuilt mechanism to check the work efficiency of the non-teaching staff?
Yes No

Give details.
4. Is there a special Committee for preparing the academic calendar?
Yes No
5. During the last two years have all the decisions of the selection committee/general body been approved ?
Yes No

If no, give reasons.
6. Does the College / Institute conduct professional development programmes for non-teaching staff?
Yes No

If yes, give details

7. Furnish the amount spent under the various heads of expenditure last year.

Head of Expenditure	Budget provided	Amount actually spent in Rs. '000

- * Percentage of expenditure on academic services.
- * Percentage of expenditure on administration and other common services.
- * Percentage of expenditure on student welfare services.

8. During the last two years did the College / Institute have an excess/deficit budget?

9. Is there an internal audit mechanism?

Yes No

10. List the various loans available to the members of the teaching and the non-teaching staff of the College / Institute. What are the requirements and the eligibility criteria necessary to obtain loans that are available?

11. Any other highlights :

Criterion VII : Other Healthy Practices

1. Has the College / Institute adopted any mechanism/process for internal quality checks?

Yes No

If yes, give details.

2. Is the College / Institute sensitized to latest managerial concepts such as strategic planning, teamwork, decision making and computerization?

Yes No

3. Does the College / Institute have

- Training programmes
- MoU's with Industries
- Research organizations
- Student exchange programme.

4. What are the other international linkages established by the College / Institute for training and research?

5. How does the College / Institute strengthen the regular academic programmes through other complementary systems like self-financing courses, non-formal mode and distance education ?

6. What are the practices of the College / Institute to impart value based education?

7. How does the College / Institute inculcate civic responsibilities among the students?

8. What are the College / Institute efforts towards all-round personality development of the learners?

9. How is the College / Institute geared to achieve its specific goals and objectives?
10. What are the College / Institute efforts to bring in “community orientation” in its activities?
11. Indicate the efforts to promote general/transferable skills among the students such as
- Capacity to learn
 - Communication skills
 - Numerical skills
 - Use of information technology
 - Work as a part of a team and independently.
12. Any other College / Institute specific innovations which have contributed to its growth.

Criterion VIII : Payment of dues to the University

Information regarding Payment of dues to the University

Sr. No.	Particulars	Dates of Payments	University receipt No.
I	Eligibility fees		
i.	F.Y. Students		
ii.	Others Students		
II	Other fees		
1	Student Computer Registration fees		
2	Students Development fund		
i.	Under Graduate		
ii.	Post Graduate		
3	Student Welfare Fund		
i.	Under Graduate		
ii.	Post Graduate		
4	Student Health insurance		
5	Pro-rata Contribution for Ashwamedh Competition		
6	Pro-rata Contribution for Sports & Cultural Activities		
7	Medical Examination fee for First Year Students		
8	Any other fees (Please specify)		
III	Affiliation fees		

Signature & Seal of
The Principal of the College

FUNDATION DAY AWARDS

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- Category I: College/Institute means Engineering, Management, Architecture, Pharmacy.
- Category II: College/Institute includes Arts, Science, Commerce and Law, Education (B.Ed.), Physical Education (B.P.Ed.)

Category I:

1) Best College/Institute Award

- (a) Urban Area-First Award- Rs.1,50,000/-, a Memento and a certificate.
Second Award- Rs.1,00,000/-, a Memento and a certificate.
- (b) Rural Area- First Award- Rs.1,50,000/-, a Memento and a certificate.
Second Award- Rs.1,00,000/-, a Memento and a certificate.

Category II:

1) Best College/Institute Award

- (a) Urban Area-First Award- Rs.1,50,000/-, a Memento and a certificate.
Second Award- Rs.1,00,000/-, a Memento and a certificate.
- (b) Rural Area- First Award- Rs.1,50,000/-, a Memento and a certificate.
Second Award- Rs.1,00,000/-, a Memento and a certificate.

Eligibility:

1) Best College/Institute Award

- (a) College/Institute must be functioning at least for 10 years.
 - (b) College/Institute must be permanently affiliated to/recognized by the University of Pune.
 - (c) College/Institute preferably be accredited by NAAC or NBA.
 - (d) College/Institute must have an approved Principal/Director.
- 2) The College/Institute which has received Ist/IInd prize will be eligible to re apply after a period of 5 years. (Permanently affiliated).
 - 3) This scheme may be modified once in every 3 years.
 - 4) It is not mandatory to give any award if any College/Institute is not found suitable.

The awards will be given on the Foundation Day of the University of Pune, every year.

UNIVERSITY OF PUNE

Planning & Development Section

Preamble for award to the Best Principal/Director

The University of Pune gives the award to the Best Principal/Director, which represents the Acme of Distinction for

- a) Providing high quality academic leadership and
- b) Actively organizing co-curricular and extra-curricular activities relevant to fostering a healthy, harmonious and civic society.

given at the Foundation Day of the University of Pune, every year.

The Best Principal / Director Award

Nominations will be invited from Principals of affiliated colleges and Directors of recognized institutions for this award, by 3 December. Principals/Directors appointed through selection committees and whose appointments have been approved by the University are eligible to send their nominations through the Chairman/Secretary of the Managing Body. The value of this award is Rs. 25,000/-. It will be given along with a ***Memento and Certificate*** to the selected awardee by the University. Proforma for nominations is given in Annexure. Separate awards will be given to Principals/Directors of Colleges/Institutions coming from Urban and Rural areas.

BEST PRINCIPAL / DIRECTOR AWARD

(Principals / Directors are expected to submit information in the following format. Information should pertain to the period of last five years only. The same should be submitted through the Secretary of the Managing Body. **Enclosed xerox, self attested copies of supporting documents, Latest Photographs**)

(A) 1. General Information about the Principal/Director

- a) Name :
 - b) Address :
 - i) Residential :
 - ii) Telephone No. & Mobile No. :
 - iii) E-mail :

 - i) College/Institute :
 - ii) Telephone No. :
 - iii) E-mail :

 - c) Date of birth :
 - d) Designation :
 - e) Department :
 - f) Area of Specialization :

 - g) 1. **Date of appointment as Principal/Director** as :
2. **Total Experience as Principal/Director (Enclosed Xerox copies)** as :
 - h) **Date & Reference no. of the letter from the University approving the appointment as Principal/ Director (Encl. Approval Copy)** :
2. Academic Qualifications :

3. Research Experience (Give brief outline of :
research areas)

4. Research Projects carried out, if any

Title of the Project	Name of the Funding agency	Amount sanctioned	Duration of the Project

5. a) Are you a recognized Ph.D. guide? :
(mention date and reference letter
from the University)

b) How many students are working with you at present?

Name of the Student	Topic of Research	Date of Registration

6. Give details regarding Research papers published in peer reviewed Journals, Book published:

S.No.	Name of the Book / Journal	Author	Edited	Publisher	Year of Publication

Details regarding Patents / Copyrights if any.

7. Honours/Awards/Prizes received :

8. Fellowship/Membership of academic bodies/committees

a) At the National level such as NAAC, :
AICTE, NCTE

b) At the State Level :
Committees formed by Government
of Maharashtra

- c) At the University level :
 (Board of Studies/Academic
 Council/Senate/Management
 Council)

9. Seminars, Conferences, Symposia, Workshops etc. attended in details.

Conference attended	Presented papers	Delivered address	keynote	Chaired a Session

10. Details of Conferences, Symposia, Workshops etc. organized

- i) by you as Principal Organiser.
 ii) in your college.
 ..

	State/ National/ International	Title	Duration	No. of Participants			Total Expenditure
				State	National	International	
Conferences							
Symposia							
Workshops							

11. Teaching Experience pertaining to the period 1999-2004

<i>Designation</i>	<i>Experience</i>	<i>Period from ----- to -----</i>	<i>Total Experience</i>
	Under Graduate: Post Graduate:		
	Research Guidance: Principal:		

12. Involvement in Innovative/Community Service/Student development through NSS, NCC programmes (in detail). Interaction with Industry, Other Colleges/Institutes, NGO's etc.

- a) Extension work :

- b) Efforts to bring communal harmony, addressing issues of diversity :

- c) Environmental problems, Water harvesting, Green, Clean Campus :

- d) Participation in Earn and Learn scheme introduced by the University :

- e) What efforts have you made to help students achieve their potential? (Help for slow learners, special programmes for advanced learners, blood donation camps, activities for empowering women student, health schemes for women, cell against women atrocities, all round development programme for student etc.) :

f) What mentoring efforts have you taken for teachers:

g) What mentoring efforts have you taken for Non-teaching staff:

13. Participation in Corporate life

a) College/University/Institution:

b) Co-curricular activities:

c) Enrichment of Campus Life:

d) Students Welfare & Discipline:

e) Have you run a CAP in your College? Give details pertaining to the last three years.

f) Have you organized major sports events in your College? Give details.

g) Have you introduced examination reforms/innovative practices in your College? Give details.

h) Do you have a cell for lady student health and a cell for Women Atrocities?

14. Generation of Funds (Details should be given)

a) Fund raised from Government agencies :

i) Central UGC, AICTE, Sports

ii) State Sports

- b) Through non-government funding : agencies for e.g. Ford Foundation, Industries, WHO, NGOs etc.
 - c) Through self financing courses (Courses : run without Government grants)
 - d) Consultancy Services (Consultancy to : Industry, Agriculture, Business etc.)
15. a) Efforts taken for Reservation Category : Teaching/Non-teaching/Students
- b) Efforts taken for economically backwards : students
16. How many cases from your college are filled : and pending in the Tribunal?

(B) Information about the college :

1. a) Name of the College :
- b) Year of establishment of the College :
- c) Whether recognized by U G C : under 2f and 12 B? Give details.
- d) Name of the Society which runs : the College
- e) Members of LMC/Standing : Committee
- f) Does your College pay annual fees to the University regularly? (Attach xerox copies of latest receipts received from the University).

1. For UG
 - A) Student Welfare Board
 1. Security LIC
 2. Student Welfare Fund
 3. Disaster Fund
 4. NSS
 - B) Board of Sports
 1. Ashwamegh Fund
 2. Gymkhana Fund
 2. For PG
 1. All types of PG FEES
 2. Development Fund for UG & PG
 3. Computer Registration Fee For UG& PG
 3. Eligibility Fees for UG & PG
-
- g)
 1. Dues if any :
 2. Status of the College – Affiliated /Autonomous :
 3. Streams/Faculties :
-
4. Is your College assessed by NAAC? if Yes, Grade Year

5. No. of Teachers and No. of sanctioned Teaching posts :
6. No. of Non-Teaching staff :
7. No. of students admitted as on 14th August this year – Class wise
i) Male :
ii) Female :
8. No. of Departments – Under Government Grant / Self financing :
9. a) No. of Class rooms :
- b) No. of Laboratories – Subject wise :
- c) No. of Computers in the College :
- d) Is any department recognized as Research Centre of the University- If yes, gives details. :

Name of the Students	Subjects	Topic of Research	Name of the Guide	Date of Registration
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:

e) List major equipments available in College

10. No. of Research Projects sent to UGC/CSIR/DST or other funding agencies for approval during the period of last five years :

11. a) No. of Research Projects approved by UGC/CSIR/DST or other funding agency, with details :

Reproduce the table here from A-(4) e. g. Title of the project etc. :

b) No. of recognized Ph.D. Guides in the College (Give names, subjects and period of recognition) :

12. List of students working for M.Phil and Ph.D. (Details be given for the period of last five years) :

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13. Information about Collaborations signed by the College :

a) *With Industry*

Name of the Industry	Purpose	Duration/Period

b) *With Universities/Colleges*

Name of the University/College	Purpose	Duration/Period

c) *With Research Institutions*

Name of the Research Institution	Purpose	Duration/Period

14. Information about the College Website:

15. Are you preparing any proposal for Autonomy?

16. Mention the subjects/courses introduced in the College in the last five years:

17. Information about the infrastructure added on the Campus during your tenure (Clearly mention the additions made to Buildings, Laboratories, Library during the period of last five years):

(C) Style of Administration

1. Through Office orders , Formal Committees / Informal meetings

2. How many Staff meetings do you hold in a year?

3. New initiatives :

Academic, University work

Resource Mobilization, Work on Government bodies, Courses introduced, Grants received, Research, Consultancy, Extension, Students' activities

4. Leadership
Centralized/Decentralized decision making

Style:

5. Communication methods adopted:

6. College results in the last three years (Class wise):

7. Priorities in Administration:

<input type="text"/>	Academic	<input type="text"/>	Development	<input type="text"/>	Finance
<input type="text"/>	Discipline	<input type="text"/>	Extension	<input type="text"/>	Consultancy
<input type="text"/>	Research				

8. Leadership role in Community. (Give reasons in five to ten lines)

9. Self evaluation (with respect to the mission and goals set by you, actual achievements, difficulties experienced, future plans, your specific contribution in developing the institution – *in not more than 250 words*):

(Signature of the Chairman / Secretary of College Managing Committee) of (Signature of Principal / Director)

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- Category I: College/Institute means Engineering, Management, Architecture, Pharmacy.
- Category II: College/Institute includes Arts, Science, Commerce and Law, Education (B.Ed.), Physical Education (B.P.Ed.)

Category I:

1) Best Principal/Director Award

- (a) Urban Area- Award- Rs.25,000/-, a Memento and a certificate.
- (b) Rural Area- Award- Rs.25,000/-, a Memento and a certificate.

Category II:

1) Best Principal/Director Award

- (a) Urban Area- Award- Rs.25,000/-, a Memento and a certificate.
- (b) Rural Area- Award- Rs.25,000/-, a Memento and a certificate.

Eligibility:

- 5) Best Principal/Director Award :
 - (a) Principal/Director must be permanently approved.
 - (b) Principal/Director must have 10 years experience as Principal/Director after getting the permanent approval.
 - (c) Deans, members of Management Council, Senate & Academic Council are not eligible for the award (during tenure).
 - (d) Ph.D. with at least one publication-research paper I referred/peer received journal.
- 6) The College/Institute which has received Ist/IInd prize will be eligible to re apply after a period of 5 years. (Permanently affiliated).
The Principal/Director who has received Ist/IInd prize will be eligible to re apply and after a period of 7 years.

- 7) This scheme may be modified once in every 3 years.
- 8) It is not mandatory to give any award if any College/Institute Principal/Director, is not found suitable.

The awards will be given on the Foundation Day of the University of Pune, every year.

BEST TEACHER AWARD (For Colleges/Institutes Teacher)

(Teacher should submit information in the following format. The same should be submitted through the Principal of the College. **Enclose xerox, self attested copies of supporting documents, Latest Photographs)**

1. **General Information** :
 - a) Name :
 - b) Address
 - i) Residential :
 - ii) College / Institute :
 - c) Telephone Nos.
 - i) (office)
 - ii) (Residence)
 - iii) (Mobile)
 - d) E-Mail :
 - e) Designation & Dept. :
 - f) Teacher Approval (Encl. copy):
 - g) Date of birth :
 - h) Area of Specialization :
2. **Academic Qualifications :**
3. **Research Experience :**
4. **Research Projects carried out, if any :**
5. **Seminars, Conferences, Symposia, Workshops etc. attended in detail :**
6. **Teaching Experience in detail :**

7. **Innovations/Community Service (in details) :**
8. **Extension Work / Community Service (in detail) :**
9. **Participation in Corporate life :**
- a) College / University / Institution :
- b) Co-curricular activities :
- c) Enrichment of Campus Life :
- d) Students Welfare & discipline :
- e) Membership Bodies / Committees :
10. **Any other relevant information :**

(Signature of the Teacher)

Signature & Seal of
the Principal of the College

FUNDATION DAY AWARDS

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- Category I: College/Institute means Engineering, Management, Architecture, Pharmacy.
- Category II: College/Institute includes Arts, Science, Commerce and Law, Education (B.Ed.), Physical Education (B.P.Ed.)

Category I:

1) Best Teacher Award

- (a) Urban Area- First Award- Rs.25,000/-, a Memento and a certificate.
(b) Rural Area- First Award- Rs.25,000/-, a Memento and a certificate.

Category II:

3) Best Teacher Award

- (a) Urban Area- First Award- Rs.15,000/-, a Memento and a certificate.
(b) Rural Area- First Award- Rs.15,000/-, a Memento and a certificate.

Eligibility:

9) Best Teacher Award

- (a) Teacher must be permanently approved.
(b) Teacher must have 10 years teaching experience after getting the approval.
(c) Deans, members of Management Council, Academic Council & Senate are not eligible for the award (during tenure).
(d) Ph.D. with at least one publication-research paper I referred/peer received journal.

10) The Principal/Director/Teacher who has received 1st/IInd prize will be eligible to re apply and after a period of 7 years.

11) This scheme may be modified once in every 3 years.

12) It is not mandatory to give any award if any College/Institute Principal/Director, Teacher, is not found suitable.

The awards will be given on the Foundation Day of the University of Pune, every year.

INNOVATIVE TEACHING AWARD (College/Institute & University Dept. Teachers)

(Teacher should submit information in the following format. The same should be submitted through the Principal of the College/Head of the University Department. Enclose Xerox, self attested copies of supporting documents, Latest Photographs)

1. General Information :

- a) Name :
- b) Address
 - i) Residential :
 - ii) College / Institute / Department:
- c) Telephone Nos.
 - i) (office)
 - ii) (Residence)
 - iii) (Mobile)
- d) E-Mail :
- e) Designation & Dept. :
- f) Teacher Approval : (Enclosed copy)
- g) Date of birth :
- h) Area of Specialization:

2. Academic Qualifications:

3. Research Experience:

4. Research Projects carried out, if any:

5. Seminars, Conferences, Symposia, Workshops etc. attended in detail:

6. Teaching Experience in detail:

8. Innovative and Empowering Pedagogical Practices – From Thought To Action :

9. Extension Work / Community Service (in detail):

10. Publications (Last five years) :

11. Participation in Corporate life :

- a) College / University / Institution :
- b) Co-curricular activities :
- c) Enrichment of Campus Life :

- d) Students Welfare & discipline :
e) Membership Bodies / Committees :

12. Any other relevant information :

(Signature of the Teacher)

Signature & Seal of
The Principal of the College/Head of Dept.

FUNDATION DAY AWARDS

The University of Pune has institute following awards to given on the Foundation Day. The awards will be separately given to the teacher from Professional and Non-Professional College/Institute from Urban and Rural areas including Teachers from University Departments. Urban areas include Corporation areas of Pune, Pimpri-Chinchwad, Ahmednagar and Nashik Municipal Administration area. Rural areas include the area other than urban areas as mentioned above.

- Category I : Professional Courses includes Engineering, Management, Architecture, Pharmacy, Law, Education (B.Ed.), Physical Education (B.P.Ed.)
- Category II : Non-Professional Courses includes Arts, Science & Commerce.
- Category III : Teacher from University Department. (Common Award for Professional/Non-Professional Courses)

Category I:

1) Best Innovation in Teaching Award (Professional Courses)

- (a) Urban Area-First Award- Rs.10,000/-, a Memento and a certificate.
Second Award- Rs.7,500/-, a Memento and a certificate.
(b) Rural Area- First Award- Rs.10,000/-, a Memento and a certificate.
Second Award- Rs.7,500/-, a Memento and a certificate.

Category II:

1) Best Innovation in Teaching Award (Non-Professional Courses)

- (a) Urban Area-First Award- Rs.10,000/-, a Memento and a certificate.
Second Award- Rs.7,500/-, a Memento and a certificate.
(b) Rural Area- First Award- Rs.10,000/-, a Memento and a certificate.
Second Award- Rs.7,500/-, a Memento and a certificate.

Category III:

4) Best Innovation in Teaching Award (University Department Teacher) (Professional / Non-Professional Courses)

- (a) First Award- Rs.10,000/-, a Memento and a certificate.
(b) Second Award- Rs.7,500/-, a Memento and a certificate

The teacher for this award will be selected commonly with the Category I and II.

Eligibility:

13) Eligibility for Best Innovation in Teaching Award :

- (a) Teacher must have 15 years teaching experience after getting the approval.
- (b) Teacher must have contributed to the development of innovative teaching methods in Colleges and Institutes.
- (c) Deans, members of Management Council, Senate, and Academic Council are not eligible for the award (during tenure).

14) It is not mandatory to give any award if any College/Institute Principal/Director, Teacher, University Department Teacher is not found suitable.

The awards will be given on the Foundation Day of the University of Pune, every year.