



Government of Jammu and Kashmir
Higher Education Department
Civil Secretariat, Srinagar.

Sub: Delegation of academic and administrative powers to Director (Colleges)
Higher Education Department.

Government Order No: 46-HE of 2018.
Dated: 08-08-2018.

Whereas, the post of Director Colleges in Education Department (Secretariat) was created vide Govt. Order No. 514-HE of 1997 dated 31-03-1997 to exercise powers of a Major Head of Department in relation to colleges in the State and to function under overall supervision and control of Administrative Department (Higher Education Department);

Whereas, the Director (Colleges) used to discharge his duties in Civil Secretariat by providing technical assistance to Administrative Department with regard to matters related to college academics;

Whereas, the number of higher education institutions have increased manifold, therefore, in order to facilitate smooth functioning of Institutions of Higher Learning falling under Administrative control of Higher Education Department, there is a necessity to delegate specific powers/functions to Director Colleges. The office of Director Colleges has been now shifted outside Civil Secretariat, both at Jammu and Srinagar with more manpower at his disposal.

Therefore, in view of above, sanction is hereby accorded to delegation of following academic and administrative powers to Director (Colleges) as below :

Academic powers:

1. To coordinate the conduct of academic and administrative inspections of the Govt. Degree Colleges. He shall constitute committees and prepare annual calendar for the purpose.
2. To examine and recommend cases requiring permission in favour of gazetted faculty members to avail study leave for higher studies, permission for part time Ph.D and full time Ph. D under FIP, refresher courses etc for capacity enhancement. The Director Colleges shall examine student enrolment, teaching strength and arrangements for smooth conduct of academics in the concerned college while referring such cases to Administrative Department so as to ensure optimum utilization of human resource.
3. To prepare calendar of other annual events like seminars, conferences, recommendations for awards etc before start of every academic session and ensure timely submission of same to Administrative Department.
4. To conduct annual process of selection for engagement of candidates on academic arrangement basis after due permission, in accordance with rules framed by the department from time to time. He shall also examine matters of release of remuneration of those engaged after the selection process.

5. All litigations pertaining to engagement of academic arrangements shall be duly examined and contested by Director Colleges alongwith concerned Principals.
6. In his capacity as Member Secretary of the Committee, examine the cases for introduction of new subjects in GDCs for further deliberation and approval by designated Committee of Administrative Department.
7. To monitor status of colleges for NAAC accreditation on regular basis and submit half yearly reports to Administrative Department in this regard.

Administrative powers

1. To regulate the service matters of all non-gazetted employees working in Government Degree Colleges.
2. To supervise and coordinate conduct of academic inspection in respect of Pvt. Colleges and ensure submission of inspection reports to Administrative Department within stipulated time.
3. To submit reports of physical & financial progress of ongoing works in Government Degree Colleges.
4. To coordinate with Administrative Department in issues of land acquisition & land identification for Government Degree Colleges and other Higher Educational Institutions.

The Director Colleges shall also liaise with affiliating Universities in all routine academic matters like admission, examination, sports-calendar etc as a representative of State Higher Education Department.

By order of the Government of Jammu and Kashmir.

Sd/-

(Sarita Chauhan) IAS

Commissioner/Secretary to Government
Higher Education Department

Dated: 08 - 08 - 2018

No: HE-Coll/Adm/Dir.Colleges/2018

Copy to the:-

1. Principal Secretary to Hon'ble Governor, J&K.
2. Commissioner/ Secretary to Govt. General Administration Department.
3. Registrar, University of Jammu/Kashmir.
4. Registrar, Cluster University, Srinagar/Jammu.
5. Registrar, IUST/BGSBU/SMVDU.
6. Director Archives, Archaeology and Museums, J&K, Jammu.
7. Director (Colleges) Higher Education Department.
8. Nodal Principal GGM Science College, Jammu/A.S College Srinagar.
9. All Principals of Government Degree Colleges of State.
10. OSD to Advisor (G) to Hon'ble Governor, J&K.
11. P.S. to Commissioner/Secretary to Government, Higher Education Department
12. In charge Website Higher Education Department.

(Irfan Manzoor)KAS

Under Secretary to Government
Higher Education Department