

## **ORGANIZATIONAL STRUCTURE AND ADMINISTRATION OF THE LEAD COLLEGE SCHEME**

### **1. Identifying clusters of colleges within the University Area :**

A lead college is expected to lead a group of 15 to 20 colleges. The number of colleges included in such groups may be decided on the basis of local area, geographical conditions & other aspects related to Higher Education. The basis of forming cluster of colleges under one group shall be as follows:

I Arts, Science & Commerce Colleges

ii Education & Physical Education Colleges

iii Law Colleges and Management Institutions

IV Engineering Colleges It means an Arts College and a Law College cannot be in the same cluster.

### **2. Planning functional details:**

#### **a) Periodicity:**

The nominated college will be informed about its nomination and once the college authorities accept the nomination it will be declared as the Lead College for HRD and TQM for Higher Education for the particular cluster of the college. The Lead College once identified and selected shall work for a period of three years.

#### **b) Annual Time Table:**

The working committee of a Lead College shall give presentation before the University Apex Committee at the beginning and at the end of the academic year. The presentation shall be on Annual Action plan and Annual Activity Report. It shall meet the Apex Committee for Mid-term review also.

#### **c) Identifying Human Resources of Constituent Colleges**

The pool of expertise of Human Resources in the constituent colleges shall be prepared at the University level.

### **3. Financial Implications:**

The Lead College should be supported with proper funding for the activities entrusted to it for the academic year. The funds for the activities under this scheme can be raised by the following means:

I Tie up and linkages with industries for specific activity.

- ii Donations and sponsorship from Industry, Trade & Banking sector.
- iii Collection of fees from students of the constituent Colleges.

The fees prescribed:

Sr. No.	College	Fees per student
1	Arts, Science & Commerce Colleges	Rs. 25/-
2	Law, Education & Physical Education and Management Institutions	Rs. 50/-
3	Engineering Colleges	Rs. 100/-

### **Management of funds raised through fees:**

**Phase-I:** Every college shall collect the fees from students and deposit it with the University. The University shall retain the 10% of the fees so collected and transfer the remaining amount to the Lead College in two/three stages to conduct various activities.

**Phase-II:** The Lead College shall prepare a Budget of its Annual activities in the format given below and submit the same to the University. The Lead College shall also submit the utilization of the Budget expenditure to the University.

### **ANNUAL BUDGETORY PLAN**

Sr. No.	Various Activities	% Of Total Fund	Amount(Rs.)
<b>1</b>	Student Training activities	<b>40</b>	
<b>2</b>	Academic activities	<b>20</b>	
	Research activities	<b>10</b>	
<b>3</b>	Cultural & Sport _activities&	<b>10</b>	
<b>5</b>	Extension activities	<b>10</b>	
<b>6</b>	Other activities	<b>10</b>	