



SHREEMATI NATHIBAI DAMODAR THACKERSEY

WOMEN'S UNIVERSITY

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Ref. No. UGC-410(A)/2013-14/126

19th August, 2013

CIRCULAR

To,

- 1.) All Principals of the college conducted by SNDT Women's University
- 2.) All Director / Heads/ Co-ordinators/ In-charges of the University Department at Mumbai , Juhu & Pune Campus.

Sub:- UGC- XII Plan Allocation (2012-17)

Ref :- D.O. No. 87-1/2012 (SU-1) Dated :- 26th June 2013

In reference to the subject cited above, the UGC has communicated vide letter referred above the tentative XII Plan allocation of Rs. 18.92 crore in respect of our University for XII plan allocation including merged scheme.

The Self-explanatory guidelines received from the UGC and item wise re-priorities communicated under XII plan allocation to the UGC are provided for your kind perusal & ready reference.

In view of the above you are therefore requested to understand the guidelines and process the proposals for requirements of your departments under the item wise re-priorities at the earliest.

(Virendra Jadhavrao)
Finance & Accounts officer
SNDT Women's University

Copy submitted to:-

1. Hon. Vice -Chancellor , S.N.D.T. Women's University, Mumbai-400 020.
2. Hon. Pro.Vice -Chancellor, S.N.D.T. Women's University, Mumbai -400 020.

Copy for Information :-

1. The Registrar, S.N.D.T. Women's University, Mumbai- 400 020.
2. The Director, B.C.U.D.,S.N.D.T. Women's University, Mumbai- 400 020.
3. The Controller of Examination, S.N.D.T. Women's University, Mumbai 400 049
4. The University Librarian, S.N.D.T, Women's University, Mumbai -400 020.

Copy for Finance & Accounts Section record:-

1. Finance & Accounts Section -Standing Order File
2. Grants Dept. -Standing Order File

अशोक कुमार डोगरा
Ashok K. Dogra

संयुक्त सचिव
Joint Secretary



UGC-410 (A)

दूरभाष PHONE : कार्यालय OFF : 23232055
फैक्स FAX : 23219716

विश्वविद्यालय अनुदान आयोग
बहादुर शाह ज़फ़र मार्ग, नई दिल्ली - 110 002
UNIVERSITY GRANTS COMMISSION
Bahadur Shah Zafar Marg, New Delhi-110 002
E-mail : akdogra@ugc.ac.in

26 JUN 2013
JUNE, 2013

D.O.No.87-1/2012(SU-1)

Dear Sir/Madam,

As you are aware during the first year of XII Plan period, UGC has released the Plan grant on ad-hoc basis pending finalisation of XII Plan allocation. Now, the matter was placed before the Commission at its meeting held on 10th May, 2013. Based on the availability of funds from Govt. of India, Commission has approved tentative XII Plan allocation in respect of your University under Plan at **Rs. 18.92 crore (Rupees eighteen crore ninety two lakh only)**, for XII Plan allocation, including allocation for Merged Schemes.

An adhoc grant already released to your University under General Development Assistance scheme during XII Plan Period will be adjusted against the approved allocation for XII Plan Period now proposed to be allocated to your University.

- The XII Plan General Development Assistance to universities will be provided in the form of Plan Block Grant. For State Universities, it will include construction/renovation of building (including renovation of heritage buildings), campus development, staff, books & journals, laboratory, equipment and infrastructure, annual maintenance contract, innovative research activities, university industry linkages, extension activities, cultural activities, development of ICT, health care, student amenities including hostels, Travel Grant, Conferences / Seminars / Symposia / Workshops, Publication Grant, Appointment of Visiting Professor/Visiting Fellow and Establishment of Career & Counseling Cell, Day Care Centres, Basic Facilities for Women and Faculty Development Programme, etc.
- The Concept of Merged Scheme Introduced during the XI Plan has been done away with and no separate grant under the Merged Schemes will be provided during the XII Plan.
- The scheme called ENCORE which was initiated during XI Plan now will be a part of XII Plan General Development Assistance. No separate funding will be provided for this scheme.
- The erstwhile Scheme of XI plan i.e. Human Rights and Duties Education is also covered under XII Plan General Development Assistance Scheme. No separate funding will be provided for this scheme.
- Appointment/ honorarium of guest part time teachers, now will be a part of XII Plan General Development Assistance scheme.
- Establishment of Rajiv Gandhi Chairs in Universities may be continued during XII Plan as establishment of Chairs in Universities.
- An independent scheme of Internal Quality Assurance Cell and construction of Women Hostel will be implemented in all State Universities and now will not be a part of merged scheme and shall be continued as a separate scheme.
- The Scheme of Special Honorarium to teachers who are fellows of at least two of the four science academies identified by UGC will be continued during XII Plan as a separate scheme.
- It is also mentioned here that the following schemes which were earlier part of Merged Scheme now will be implemented independently by a SCT cell of UGC and separate grant will be provided by UGC under these schemes:

Recd
11/7/2013
Grants
sent copies to
Registered

- Equal Opportunity Cell
- Remedial Coaching for SC/ST/OBC (non-creamy layer) and minority community students
- Coaching for NET for SC/ST/OBC (non-creamy layer) and minority community students
- Coaching Classes for entry into services for SC/ST/OBC (non-creamy layer) and minority students.
- Scheme for persons with disabilities

The guidelines on the above scheme are being revised and will be provided to the university by the concerned bureau of UGC in due course of time.

- Expenditure on construction and renovation of buildings should not exceed 50% of the total allocation of the Plan Block Grant. No building proposals in case of the universities, need to be sent to UGC for approval and the building proposals be approved at the University level itself. However, the university may place the building proposal before the Finance Committee for its approval after obtaining the approval from the Building Committee. The Building Committee should be constituted as per UGC guidelines. University may send the completion documents to UGC after completion of each building projects separately.
- University may not initiate the work / project i.e. approach road, water pipe line, electric sub-station etc. which are the responsibility of the State Government. University may take up the matter with State Government or Central Government as the case may be.
- The Central Vigilance Commission (CVC) vide its letter No.011/VGL/014 dated 11th February, 2011 has circulated the instructions on "Transparency in Tendering System" and No.01-11-CTE-SH-100 dated 17.02.2011 (copy enclosed) regarding "Mobilization – Advance". Therefore, the construction work should be as per General Financial Rules, 2005 and CVC instructions issued from time to time.
- The University may follow strictly the Government of India/UGC's guidelines regarding implementation of the reservation policy [both vertical (for SCs, STs & OBCs) and horizontal (for persons with disability etc.)] in teaching and non-teaching posts.
- The release of grant will also be linked to academic and administrative reforms as well as compliance of various policies of the UGC and the Government of India.
- As per UGC (Mandatory Assessment and accreditation of Higher Educational Institutions) Regulation, 2012, it shall be the mandatory for each Higher Educational Institution to get accredited by the Accreditation Agency after passing out of two batches or six years whichever is earlier, in accordance with the norms and methodology prescribed by such agency or the Commission, as the case may be. Therefore, university may get accreditation if it has not been done so far failing which UGC will take appropriate action for withholding of all grants.
- University may maintain a separate account under plan schemes for creation of capital assets (Non-Recurring), Grant-in-Aid General (recurring) and salary head and furnish the year wise information to UGC for each item of expenditure incurred under Plan Grant indicating General, SC and ST components separately.
- University may utilize proportionate grant on half yearly basis. Any portion which remain unutilized will be considered to be lapsed. UGC will also consider allocating the unutilized grant of the University to other Universities which are better performing and are also following the various academic reforms as well as implementation of various policies of Govt. of India. Therefore, the University is advised to utilize the grant fully.
- University is therefore requested to work out itemwise priorities of University within the XII Plan allocation as decided herein before by the Commission. The same may be sent to UGC in the enclosed format (itemwise) within one month for record purpose.
- The University may obtain the prior administrative approval of UGC for creation of any teaching posts under Block Plan Grant if it required essentially.

- I hope the University must have also initiated the Academic Reforms as already circulated by the UGC vide its D.O.No.F.1-2-2008 (XI Plan) dated 31st January, 2008 and subsequent reminder vide D.O.No.F.1-2-2008 (XI Plan) dated 17th October, 2012 (copy enclosed). It may also be ensured that the University has adopted the University Grants Commission (Minimum Standards and Procedure for award of M.Phil/Ph.D Degree), Regulations, 2009 UGC Regulation on Minimum Qualification for appointment of teachers and other Academic staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010.

In the end, I would request you to ensure that documents pertaining to utilization of the grants received by the university shall be submitted to the UGC in time to enable smooth management of funds and to avoid unnecessary audit objections. The release of grant would depend on the pace of expenditure by the University & timely submission of utilization certificate / statement of expenditure.

Please feel free for any clarifications in this regard.

With warm regards,

Your sincerely

(A.K Dogra)

✓
The Vice-Chancellor
S.N.D.T. Women's University
Mumbai – 400 020
(Maharashtra)

Encl as:-

1. Copy of CVC circular on Transparency in Tendering System.
2. Copy of CVC circular on Mobilization Advance.
3. Copy of Action Plan for Academic and Administrative Reforms.
4. Copy of Academic Reforms in Universities.
5. Proforma for submitting the re-priorities.

डॉ० के. पी. सिंह
संयुक्त सचिव
Dr. K. P. Singh
Joint Secretary



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UNIVERSITY GRANTS COMMISSION
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NEW DELHI - 110 002
Phone : 011-2323 9597
Fax : 011-2323 6347

BY SPEED POST

D.O. No. F. 1-2/2008 (XI Plan)

16th October, 2012

Subject: Action Plan for Academic and Administrative Reforms.

17 OCT 2012

Dear Sir / Madam,

This is in continuation of this office letters of even number dated January 31, 2008 and March 30, 2009 regarding academic and administrative reforms for promotion of quality and excellence in higher education in keeping with the country's long experience with various academic models and practices.

The UGC had prepared an Action Plan for Academic and Administrative Reforms as a new initiative during the XI Plan. This Action Plan was to be implemented in a time bound manner subject to a maximum of two years. The Action Plan comprised of recommendations on the following aspects:

- Semester system
- Choice -- based credit system,
- Curriculum development
- Admission procedures
- Examination reform

It is proposed that during the XII Plan, the implementation of UGC Action Plan on Academic and Administrative Reforms will be linked with accreditation as well as UGC funding. Also, these reforms are necessary for the promotion of quality education. Implementation of these reforms has also been included in the UGC's Action Plan for the year 2012 - 13.

You are once again requested to implement the Action Plan without any further delay and inform UGC of the status of its implementation latest by 30.11.2012.

With kind regards,

Yours sincerely,

(K.P. Singh)

Copy to:

- (i) The Publication Officer, UGC, New Delhi for posting on the UGC Website.
- (ii) All UGC ROs/JS (NRCB) for circulation to Colleges.
- (iii) JS (ASC/ER), UGC, New Delhi.
- (iv) JS (CU/SU/DU), US (RO), UGC, New Delhi.

(Shakeel Ahmed)
Deputy Secretary

D.O.No.F.1-2/2008 (XI Plan)

January 31, 2008

Subject :- New Initiatives under the 11th Plan - Academic Reform in the Universities

Dear

At the outset let me wish you a very happy and productive new year 2008.

You are aware that the UGC in its 11th Plan proposal and strategies has taken a number of new initiatives which involved steps for reforms in higher education. These include major emphasis on academic reforms in the central and state universities. Emanating from the consensus emerged in the National Conference of Vice-Chancellors, organised by the UGC on 10-11 October, 2007, these reform measures have general consensus and wider acceptability of the academic community.

While the UGC has set up a committee to work out an Action Plan to give effect to the academic reforms in the arena of admission policy, procedure and methods, examination reforms including continuous internal assessment, introduction of credit-based courses, semester system, mobility of students, credit accumulation and credit transfer and that the recommendations of the Committee will be shared with the universities after the submission of the report, it is felt that the State Universities should take lead in this regard. I, therefore, urge upon you to initiate the process of implementing academic reforms as incorporated in the 11th Plan of the UGC. Some of the important areas that require urgent attention at your end are delineated below:

1. Admission to all courses should be determined by the past academic records of students or their performance in the entrance examination conducted by the university, with due provision for the government policy on reservation for Scheduled Castes, Scheduled Tribes, Physically Challenged and additional provisions considered appropriate and used by the universities for other disadvantaged groups.
2. The M.Phil. and Ph.D. programmes need to be made formal. Admission to these programmes should be based on combined merit

of entrance examination and interviews conducted by the respective universities. The informal methods currently used in some universities for admission to Ph.D. need to be discontinued and the admission methods to these high level research courses should be made formal and transparent. There is a need to introduce course work in Ph.D. rather than making it only dissertation/thesis based.

3. Annual examination with emphasis on external written examination needs to be reformed. We can make a beginning by introducing Semester system. Similarly we have to gradually move to a system which emphasises on continuous internal assessment and reduces the written examination component to a reasonable level. Duration of the semester, number of contact hour per paper, per semester and relative weightage of continuous internal assessment and semester-end examination need to be prescribed unambiguously.
4. We also need to move away from marks and division system in evaluation and need to introduce Grading system – preferably on a 9 point scale and Cumulative Grade Point Score (CPGS) in order to make our evaluation system at par with the best practices.
5. Curricular flexibility and students' mobility is another issue that warrants our urgent attention. These can be addressed by introducing credit based courses and credit accumulation. In order to provide with some degree of flexibility to students, we need to provide for course duration in terms of credit hours and also a minimum as well as a maximum permissible span of time in which a course can be completed by a student.
6. Continuous updating and revision of curricula is something which must be deeply ingrained in the academic culture of a university. Each individual university must ensure that the curricula development exercise leading to major revision in course contents and curricula is taken up every three years.
7. Uniform academic calendar across all institutions of higher education has already been urged upon by the UGC. Universities need to streamline their examination process such that the results are declared in a time-bound manner and no student suffers in his/her career mobility and academic progression due to delays in declaration of results and issue of mark sheet.

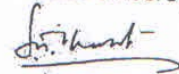
I hope that you will initiate the process of implementing these reforms on a priority basis and the UGC is committed to extend all the necessary support and assistance to you in this endeavour. You will agree that these reforms are long over due and can not afford further delay.

The UGC would like to reiterate here that universities are autonomous institutions and have necessary freedom to experiment new ideas and adopt practices which they consider appropriate for promoting relevance, quality and excellence and equal access, within the broad framework of the national policy. Thus, while above mentioned reforms be initiated on priority basis, the university may also combine with other best practices which the university has evolved over a period of time and found useful in promotion of relevance, quality, excellence and equal access in higher education.

You may also like to forward your considered views on the above to the UGC so that the same could be considered by the committee constituted by the UGC. The final recommendation of committee would be sent to you shortly to further help you in formulating these reforms.

With regards,

Yours sincerely,



(Sukhadeo Thorat)

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सत्यमेव जयते

केन्द्रीय सतर्कता आयोग
CENTRAL VIGILANCE COMMISSION



सतर्कता भवन, जी.पी.ओ. कॉम्प्लेक्स,
ब्लॉक-ए, आई.एन.ए., नई दिल्ली-110023
Satarkta Bhawan, G.P.O. Complex,
Block A, INA, New Delhi 110023

No.011/VGL/014

सं./No.....

दिनांक / Dated 11th February, 2011

Circular No.01/02/11

Sub: Transparency In Tendering System

There have been instances where the equipment/plant to be procured is of complex nature and the procuring organization may not possess the full knowledge of the various technical solutions available in the market to meet the desired objectives of a transparent procurement that ensures value for money spent simultaneously ensuring upgradation of technology & capacity building.

2. The Commission advises that in such procurement cases where technical specifications need to be iterated more than once, it would be prudent to invite expression of interest and proceed to finalise specifications based on technical discussions/presentations with the experienced manufacturers/suppliers in a transparent manner. In such cases, two stage tendering process may be useful and be preferred. During the first stage of tendering, acceptable technical solutions can be evaluated after calling for the Expression of Interest (EOI) from the leading experienced and knowledgeable manufacturers/suppliers in the field of the proposed procurement. The broad objectives, constraints etc. could be published while calling for EOI. On receipt of the Expressions of Interest, technical discussions/presentations may be held with the short-listed manufacturers/suppliers, who are prima facie considered technically and financially capable of supplying the material or executing the proposed work. During these technical discussions stage the procurement agency may also add those other stake holders in the discussions who could add value to the decision making on the various technical aspects and evaluation criteria. Based on the discussions/presentations so held, one or more acceptable technical solutions could be decided upon laying down detailed technical specifications for each acceptable technical solution, quality bench marks, warranty requirements, delivery milestones etc., in a manner that is consistent with the objectives of the transparent procurement. At the same time care should be taken to make the specifications generic in nature so as to provide equitable opportunities to the prospective bidders. Proper record of discussions/presentations and the process of decision making should be kept.

3. Once the technical specifications and evaluation criteria are finalized, the second stage of tendering could consist of calling for techno commercial bids as per the usual tendering system under single bid or two bid system, as per the requirement of each case. Final selection at this stage would depend upon the quoted financial bids and the evaluation matrix decided upon.

4. Commission desires that organizations formulate specific guidelines and circulate the same to all concerned before going ahead with such procurements.


(Anil Singhal)

Chief Technical Examiner

To

All Secretaries of Ministries/Departments
All CEOs/Heads of Organisations
All Chief Vigilance Officers

No. 01-11-CTE-SH-100
Central Vigilance Commission

Satarkta Bhawan, Block 'A'
GPO Complex, I.N.A.,
New Delhi- 110023
Dated the 17th Feb, 2011


Circular No. 02/02/11

Sub: Mobilization Advance

Commission had earlier issued guidelines on granting of 'Mobilisation Advance' vide OM No. UU/POL/18 dated 08.12.1997, OM No. 4CC-1-CTE-2 dated 08.06.2004 and OM No. 4CC-1-CTE-2 dated 10.04.2007.

2. The matter has been further reviewed and it has decided by the Commission that following additional guidelines may be followed in case of grant of Mobilisation Advance.

- (i) The Bank Guarantee etc. taken towards security of 'Mobilisation Advance' should be at least 110% of the advance so as to enable recovery of not only principal amount but also the interest portion, if so required.
- (ii) The mobilisation advance should not be paid in less than two instalments except in special circumstances for the reasons to be recorded. This will keep check on contractor misutilizing the full utilisation advance when the work is delayed considerably.
- (iii) A clause in the tender enquiry and the contract of cases providing for interest free mobilisation advances may be stipulated that if the contract is terminated due to default of the contractor, the 'Mobilisation Advance' would be deemed as interest bearing advance at an interest rate of _____%, (to be stipulated depending on the prevailing rate at the time of issue of NIT) to be compounded quarterly.


(Anil Singhal)
Chief Technical Examiner

To

All Chief Vigilance Officers


SNDT Women's University, Mumbai

XII PLAN ALLOCATION (Item wise Re-priorities)

Name of the University : SNDT women's University, Mumbai

Rs. in lakhs

Sr. No.	Item	XII Plan proposed to UGC in April 2012	Proposed plan for XII Plan (Scenario I) three times the XI Plan allocation	As per Code 31 (Grant-in-aid General)	As per Code 35 (Capital Assets).	XII Plan Allocation as revised re-priorities (Total)
1	2	3	4	5	6	7 (5+6)
1.	Construction / Renovation of buildings	25090.00	2500.00	-	789.00	789.00
2.	Campus development	820.00	500.00	-	100.00	100.00
3.	Staff	21364.00		-	-	0.00
4.	Books and Journals	3802.00	300.00	-	150.00	150.00
5.	Laboratory equipment and infrastructure	2237.00	300.00	-	100.00	100.00
6.	Annual maintenance contract	-	100.00	50.00	-	50.00
7.	Innovative research activities	575.00	200.00	10.00	20.00	30.00
8.	University industry linkages	1979.00	20.00	20.00	-	20.00
9.	Extension activities	230.00	50.00	10.00	-	10.00


 Vice-Chancellor
 S.N.D T Women : University
 Mumbai-400 020.

10.	Cultural activities	100.00	50.00	5.00	-	5.00
11.	Development of ICT	5244.00	300.00	-	150.00	150.00
12.	Health care	70.00	50.00	2.00	18.00	20.00
13.	Student amenities and Sport facilities	694.00	200.00	-	200.00	200.00
			100.00		40.00	40.00
14.	Travel Grant	-	150.00	30.00	-	30.00
15.	Conferences/Seminars/Symposia/Workshops	719.00	200.00	50.00	-	50.00
16.	Publication Grant	-	50.00	10.00	-	10.00
17.	Appointment of Visiting Professor/Visiting fellows	-	80.00	10.00	-	10.00
18.	Establishment of Career and Counselling cell	130.00	50.00	18.00	2.00	20.00
19.	Day care centers	-	0.00	-	-	0.00
20.	Basic facilities for Women	-	100.00	-	56.00	56.00
21.	Faculty Development Programme	-	200.00	15.00	-	15.00
22.	ENCORE	-	80.00	20.00	-	20.00
23.	Human Rights and Duties Education	-	20.00	5.00	-	5.00
24.	Appointment/Honorarium of Guest part time teachers	-	70.00	12.00	-	12.00
	GRAND TOTAL	63054.00	5670.00	267.00	1625.00	1892.00

The University has considered the re-priorities under the head code 31 (Grant-in-aid General) & Code 35 (Capital Assets). Further the amount allocated under the heads 31 & 35 will be divided into 3 components namely General 77.5%, SC@15% and ST@ 7.5% as suggested.

Alamdar

Vice-Chancellor
S.N.D.T Women's University
Mumbai-400 020