

**UNIVERSITY GRANTS COMMISSION  
NEW DELHI**

**FORMAT FOR ELICITING DATA/INFORMATION REGARDING THE  
ACTIVITIES OF UGC-ACADEMIC STAFF COLLEGE**

1. Name of the University and Address  
of the Academic Staff College :
  - a. Office Phone Number :
  - b. Mobile :
  - c. Residence Phone Number :
  - d. E-mail Address :
  
2. Year of establishment of ASC :
  
3. (a) Present staff as approved by the UGC and accordingly employed at the ASC

Name	Designation	Scale of Pay	Date of Joining	Whether full time / Additional charge

- (b) Contract/Casual staff and their Designation

Sl. No.	Designation	On contract	On casual basis	Remuneration paid	Years of service

4. (a) Orientation programmes conducted from inception to **31.03.2013**

Total Number of Orientation Programmes conducted	Total Number of Participants		
	Male	Female	Total

- (b) Refresher Course conducted from inception to **31.03.2013**

Total Number of Refresher Programmes conducted	Total Number of Participants		
	Male	Female	Total

(c) Short term programs/Summer School conducted from inception to **31.03.2009**

Total Number	Total Number of Participants		
	Male	Female	Total

## 5. (a) Information Regarding Orientation Programmes (Year-wise)

Years	No. of Programmes Conducted (Year-wise)	Number of Participants					Number of Resource Persons		
		Male	Female	Local	Out Station	Total	Local	Out Station	Total
<b>Plan VII</b>									
1987-88									
1988-89									
1989-90									
1990-91									
1991-92									
<b>Plan VIII</b>									
1992-93									
1993-94									
1994-95									
1995-96									
1996-97									
<b>Plan IX</b>									
1997-98									
1998-99									
1999-2000									
2000-01									
2001-02									
<b>Plan X</b>									
2002-03									
2003-04									
2004-05									
2005-06									
2006-07									
<b>Plan XI</b>									
2007-08									
2008-09									
2009-10									
2010-11									
2011-12									
<b>Plan XII</b>									
2012-13									
2013-14									

## 5. (b) Information Regarding Refresher Courses (Plan-wise and Subject-wise)

Year	No. of Programmes Conducted (Year-wise)	Number of Participants					Number of Resource Persons		
		Male	Female	Local	Outstation	Total	Local	Out Station	Total

<b>Plan VII</b>									
1987-88									
1988-89									
1989-90									
1990-91									
1991-92									
<b>Plan VIII</b>									
1992-93									
1993-94									
1994-95									
1995-96									
1996-97									
<b>Plan IX</b>									
1997-98									
1998-99									
1999-2000									
2000-01									
2001-02									
<b>Plan X</b>									
2002-03									
2003-04									
2004-05									
2005-06									
2006-07									
<b>Plan XI</b>									
2007-08									
2008-09									
2009-10									
2010-11									
2011-12									
<b>Plan XII</b>									
2012-13									
2013-14									

6. Number of Workshops/Seminars, etc., conducted for Principals/Deans/Chairpersons, etc. During the last Five Years.

Year	Title of the Programme	Date / Duration of the programme	No. of Participants		
			Male	Female	Total
2009-10					
2010-11					
2011-12					
2012-13					
2013-14					

7. Other Programmes conducted during the last Five Years.

Year	Title of the Programme	Date / Duration of the programme	No. of Participants		
			Male	Female	Total
2009-10					
2010-11					
2011-12					
2012-13					
2013-14					

8. List of Research Studies/Research Projects undertaken by your Academic Staff College during the last Five Years.

Year	Title of the Project	Source of Funding	Status of the Project as on Date
2009-10			
2010-11			
2011-12			
2012-13			
2013-14			

9. Whether the Academic Staff College has conducted any

- (a) Subject wise need analysis of the catchment area institution..... Yes/No
- (b) Impact Analysis of the training. If conducted
  - (i) Orientation Programme..... Yes/No
  - (ii) Refresher Courses.....Yes/No

10. Problems faced by ASC

- (1)
- (2)
- (3)

11. Activities that you feel to be initiated by Academic Staff Colleges to ensure the quality of the Programmes.

- (1)
- (2)
- (3)

12. Whether the Academic Staff College has constituted Academic Advisory Committee...Yes/No If yes, kindly list the members of the present Academic Advisory Committee with their designation and organizational affiliations.

Number of meetings being conducted:

- a. Twice in a year (Yes/No)
- b. Once in a year (Yes/No)
- c. Once in two years (Yes/No)

13. Information regarding facilities at Academic Staff College:

Sl.No.	Item	Yes	No
1.	Administrative Office		
2.	Directors Room		
3.	a. Lecture Hall (If yes, Specify No. Of Hall with Seating Capacity) b. Whether class rooms are Air-conditioned.		
4.	Library Facility (if yes, Number of books)		
5.	Hostel Accommodations		
6.	TV/VCR		
7.	Computers		
8.	Over Head Projector		
9.	Multimedia Projector		
10.	Slide Projector		
11.	P A System		
12.	Photo Copier		
13.	Printers		
14.	Video recording facility		
15.	Computer Lab		
16.	Educate Facility		

14. Information Regarding the Computer Centre.

- (a) Date of Commencement of its activities  
(b) Programmes for which it is used

15. Do you grade the participants as per the UGC guidelines?

- (a) Grade A.....%  
(b) Grade B.....%  
(c) Grade C.....%  
(c) Grade D.....%

16. Financial Details:

1. (a) Statement of Account Showing the Grants Received from UGC for the conduct of Orientation and Refresher Courses Item wise: Participant Cost, books, salary, working Expenses, Equipments etc. From Inception to **31.03.2013**

Year wise	Grant received from UGC	Participant Cost	Books	Salary	Working Expenses	Equipment	Total Expenditure
1987-88							
1988-89							
1989-90							
1990-91							
1991-92							
1992-93							
1993-94							
1994-95							
1995-96							
1996-97							
1997-98							
1998-99							
1999-2000							
2000-01							
2001-02							
2002-03							
2003-04							
2004-05							

2005-06							
2006-07							
2007-08							
2008-09							
2009-10							
2010-11							
2011-12							
2012-13							
2013-14							

(b). ASC guest house grand details.

17. Kindly suggest issues to be discussed at the next Directors' Meet on priority basis for the effective functioning of the UGC-ASCs

(1)

(2)

(3)

(4)

(5)

(6)

(7)

(8)

(9)

(10)

**Sd/-  
DIRECTOR**