

## About us:

**College Development Council (CDC)**, University of Mysore, Mysore was established in **1982**. Since inception it has engaged itself in spearheading the cause of higher education in colleges coming under University's jurisdiction. There are **194** affiliated colleges (offering both Graduate and Postgraduate Programmes), spread over four districts—Mysore, Mandya, Hassan and Chamarajanagar. And, some 15 colleges offer 23 postgraduate courses. Among 194 colleges, four are constituent colleges, **five** colleges have achieved autonomous status, and status as Colleges with Potential for Excellence (**CPE**). Some 64 colleges are permanently affiliated colleges covered under 2(f) 12 (B) receive UGC grants. About 72944 undergraduate and 2863 postgraduate students have enrolled for the year 2011-12. The above data aims to provide an over-view of the college education scenario under Mysore University's purview.

College Development Council, CDC, as it is commonly known, is part of the UGC organization which serves the three seminal objectives of higher education today - **access, equity and quality and excellence**. Both the National Knowledge Commission (NKC) and UGC have envisioned the imperativeness of expanding higher education with inclusiveness and promotion of quality and excellence. Foundation for a knowledge-capital society lies in the quality of education imparted in our universities and colleges.

Although the higher education has witnessed many fold increase in its institutional capacity since Independence, it is grossly inadequate by international comparison, observes UGC X1 Plan report (Higher education in India;2009). Besides regional imbalances, inter-social groups imbalances such as gender, caste, class, religious inequities in enrolment too nag the higher education system. Providing equal opportunities, empowering the weak and the deprived, helping the marginalized in bringing them to the fore, bridging quality gap and enhancing quality are among the central issues that need to be addressed on a priority basis. Imparting need- based training and skills is yet another prime concern of higher education today. All these concerns have been reflected in the X1 Plan and the Plans before as well as in the X1 Plan document, and CDC is a vital link between UGC and colleges in realizing the higher education goals and objectives.

Expansion and strengthening of college Education is in the better interest of postgraduate education and research as well. Also, there is a need to promote postgraduate studies and research in colleges. Universities alone cannot bridge the gap in higher education today. The estimate based on data gathered by MHRD/UGC as well as by National Sample Survey (NSS), Selected Educational Statistics (SES), Population Census data indicate that the access to higher education measured in terms of Gross Enrolment Ratio (GER) is grossly inadequate. Some 530 Universities and 30,000 colleges are engaged in the task of higher education, and there is an urgent need to substantially increase GER if India is to sustain and advance its growth. GER is directly related to the development of any country. The experience of the developed country as proved the point that GER in education is inevitable for the national growth. Hence it is imperative that India achieves a substantial increased in GER.

College Development Council plays a pivotal role in realizing the goals of national policy on higher education.

## 2. Organizational chart, with units and sub-units:

The office is located in the Maharaja's college centenary building, one of the heritage sites of the university. There are two main units: a) Office of the Director and b) Advisory Committee.

### a) The office of the Director includes:

1.	<b>Director</b>	<b>Prof. Lingaraja Gandhi</b>
2.	Superintendent	Sri.P. Madashetty
3.	First Division Clerk (CDC-1)	Sri. K.Shambulinge Gowda
4.	Senior Assistant (CDC-2)	Smt. Rajeshwari.P
5.	First Division Clerk (CDC-3)	Sri. K.V. Arun Kumar
6.	Second Division Clerk (ADC-4)	Sri.. M. Guruswamy
7.	Sweeper	Sri.Rajashekaramurty
8.	Peon	Sri.Puttajawara
9.	Gardener:	Sri.Jawara
10.	Typist-cum-clerk (on contract basis):	Ms.T. Pushpalatha

### Allotment of work to the College Development Council Staff

Sl. No.	Case Worker No.	Name	Case Work
1		Sri P.Madesetty Superintendent	Supervises the work relating to all case workers
1	CDC-1	Sri K.Shambulingegowda First Division Clerk	<ol style="list-style-type: none"> <li>1. In-Charge of all Correspondence relating to grant of affiliation/PG Courses appointments approval of PG./M.Ed. Courses</li> <li>2. Award of teacher fellowship UGC Faculty improvement programme.</li> <li>3. Inclusion of colleges under section 2(f) and 12(B) of UGC Act 1956.</li> <li>4. Sanction of Financial Assistance from UGC to affiliated colleges during plan periods.</li> <li>5. UGC Assistance to teachers who participate in Seminars, conferences workshops, projects and other related correspondence with UGC.</li> <li>6. Correspondence relating to affiliation to PG Courses.</li> <li>7. Correspondence relating to grant of Autonomous to Colleges.</li> <li>8. Any other work assigned by the Superintendent and Director from time to time</li> <li>9. Formation of CDC Advisory Committee and Convening meetings and CDC Advisory Committee convening meetings.</li> <li>10. Collection of Statistics regarding University affiliation colleges</li> </ol>

			students UG/PG courses.
2	CDC-2	Smt Rajeshwari P Senior Assistant	<ol style="list-style-type: none"> <li>1. In-Charge of all Correspondence relating to grant of affiliation of under-graduate colleges – Mandya, Mysore, Chamarajanagar Districts. Except professional Colleges.</li> <li>2. Vocationalisation of Education at First Degree Level.</li> <li>3. Maintenance of Record Room other miscellaneous Correspondence like furnishing statistics to UGC and other Bodies/Institutions.</li> <li>4. Work assigned by the Superintendent, Director from time to time.</li> </ol>
4	CDC-3	Sri K.V.Arun Kumar First Division Clerk	<ol style="list-style-type: none"> <li>1. Attends files relating to formation of Local Inquiry Committee for inspection of colleges and fixing the programme of inspection.</li> <li>2. Preparation of proformas required for LIC.</li> <li>3. Information relating to college, students' enrolment etc.,</li> <li>4. Correspondence relating to grant of affiliation, approval of appointments of teachers to B.Ed. Colleges, Mysore, Chamarajanagar Districts.</li> <li>5. Correspondence relating to Annual Reports/Academic and Administrative Audit Committee.</li> <li>6. Furnishing information to Legislative Assembly Members Questions and information called by the Government.</li> <li>7. Work Assigned by the Superintendent, Director from time to time.</li> </ol>
5	CDC-4	Sri M.Guruswamy Second Division Clerk	<ol style="list-style-type: none"> <li>1. Maintenance of Service Registers Sanction of leave, preparation of bills and other related work of establishment.</li> <li>2. Maintenance of Cash book, DCB Register, Advance Register, Office Imprest Register and Attendance Registers.</li> <li>3. To prepare AC / DC / NDC / TA/ Telephone Bills Etc.,</li> <li>4. Maintenance of Fixed Deposits Receipts pledged by the affiliated Colleges.</li> <li>5. Stationery, Stock Account, Indent</li> </ol>

			<p>and Maintenance and other Related works.</p> <ol style="list-style-type: none"> <li>6. Furnishing reply audit reports regarding cash section.</li> <li>7. Correspondence relating to grant of affiliation to First Grade Colleges and B.Ed. Colleges of Hassan District.</li> <li>8. Approval appointment of teachers to B.Ed. Colleges of Hassan District.</li> <li>9. Work assigned by the Superintendent and Director from time to time.</li> <li>10. Maintainance of Centenary Hall and related work and Correspondence.</li> </ol>
6		Sri Rajashekaramurthy Sweeper	<ol style="list-style-type: none"> <li>1. His duties include: cleanliness of the office</li> <li>2. To assist all case workers and other work assigned by the Director and Superintendent.</li> <li>3. Centenary hall duty when Sri Javara Gardener is on leave at the time of functions, on rotation by these two staff.</li> <li>4. Centenary hall duty when Sri Javara Gardener is on leave at the time of functions, on rotation by these two staff.</li> </ol>
7		Sri Puttajavara Peon	<ol style="list-style-type: none"> <li>1. Office duty/office Key duty, cleanliness of the office.</li> <li>2. Centenary hall duty when Sri Javara Gardener is on leave at the time of functions, on rotation by these two staff.</li> <li>3. Office Key duty to open and closing routine work.</li> <li>4. Such other work assigned by the Superintendent and Director from time to time.</li> </ol>
8		Sri Javara Gardener	<ol style="list-style-type: none"> <li>1. Office duty- Office Key duty / Key duty of the Centenary Hall when program fixed until the programme is over.</li> <li>2. Maintenance of Cleanliness of Centenary hall.</li> <li>3. Such other work assigned by the Superintendent and Director from time to time.</li> </ol>
9		Smt. T.Pushpalatha Typist cum Clerk (Contract Basis)	<ol style="list-style-type: none"> <li>1. From and To Section work, Maintaining the Inward and Outwards Registers.</li> <li>2. Maintaining Stamp Account and bills relating to Stamps requirements.</li> </ol>

			<ol style="list-style-type: none"> <li>3. Distribution of letters to all the caseworkers of College Development Council.</li> <li>4. In addition to that to attend the computer typing works assigned by the office Superintendent and Case workers.</li> <li>5. Such other work assigned by the Superintendent and Director from time to time.</li> <li>6. To attend the computer typing works assigned by the office Superintendent and Case workers</li> <li>7. Such other work assigned by the Superintendent and Director from time to time.</li> </ol>
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## 2.1 Functions of the Director:

Director of College Development Council is solely responsible for the smooth and efficient functioning of the Council and implements all such recommendations of the College Development Council as accepted by the concerned authorities of the University. It is the duty of Director as far as possible to visit colleges twice in a year to apprise them of the problems of the proposed development of Colleges. Also, attends meeting pertaining to the selection of substitute lecturers against the vacancies of FIP candidates, building committee meetings. Also, issues circulars, notifications pertaining to UGC, Governmental Organization and schemes, replies queries and clarifications pertaining to all matters of CDC.

Director, in addition to carry out regular duties

- convenes the meeting of the Principals of all the affiliated colleges
- Convenes the meeting of the Advisory Committee
- apprises the principals about UGC schemes and Grants
- invites suggestions, comments, opinions regarding improvement of Infrastructure and academic facilities
- takes feedback about CDC's functioning from stakeholders