

GOVERNMENT DEGREE COLLEGE, MEDAK

6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The Commissionerate of collegiate education (CCE), Telangana State is the administrative head of all the degree colleges in the state. The Commissioner oversees the performance of the staff, implementation of the policy of the government on education and appointment and transfers of the staff in the state. He also monitors and guides the institutions to ensure better delivery of services. The Principal is the head of the institution for both academic and administrative wings, constantly and continuously monitors the academic activity in the institution in compliance with the orders of the Commissioner. The academic wing consists of the Heads of Department and the members of faculty, while the administrative wing consists of a Junior Assistant, Store Keeper, Record assistant. The Junior Assistant is the in-charge of the ministerial staff and prepares salary bills, scholarship accounts and other expenditure. The records related to admissions and issue of Transfer Certificates are maintained. On the other hand, the academic matters are prescribed and governed by the affiliating university, i.e. Osmania University, Hyderabad. The syllabi of the courses offered are prescribed by the university. The university releases the almanac for the year in the beginning of the academic year which prescribes a tentative schedule for days of instruction, dates of examination, both internal and year-end as well as vacations. The entire process of examination, evaluation and certification is carried out by the university. CCE also releases an Academic calendar which prescribes the academic activities to be done throughout the year, in addition to this our college also prepares a academic calendar which includes the combination of almanac of Osmania University and academic calendar of commissionerate of collegiate education. Various academic and administrative committees like Admissions Committee, examination committee, IQAC, Library Service Committee, Sports and Games Committee, NSS Committee, Scholarships Committee, Literary and Cultural Committee, TSKC Committee, Ant ragging committee, WEC etc are constituted in the beginning of the academic year will look after the all activities conducted at the college level.

Appointment- Appointment of Assistant Professors is conducted through Telangana State Public Service Commission (TSPSC), Government of Telangana and Appointment of non-teaching staff is made through interviews. Recruitment of Contract /Guest Lecturers is done individually by the Commissionerate of collegiate Education (CCE), Government of Telangana, Interviews with three men committee according to Higher Education guidelines. Supporting staffs for cleaning, Night Guard is maintained in the college through outsource.

Promotion Policy – Career Advancement Scheme (CAS) of the regular Faculty members is done by the Commissionerate of Higher Education as per the norms of UGC. Promotion of non-teaching is done as per the policies of the Government of Telangana

Service Rules- All the employees of the college follows Telangana State Government Rules.



(Handwritten signature)

PRINCIPAL
Govt. Degree College
MEDAK - 502 110