

HIMACHAL PRADESH UNIVERSITY
'General Administration Section'

No. 16-63-2001-HPU(Genl.)

Dated: 06 FEB 2025

CIRCULAR

The University Grants Commission vide D.O. No. F.14-4/2023 (CPP-II) (C. No. 131173) dated 10-06-2024 (copy enclosed) has issued guidelines on Public Self-Disclosure by Higher Education Institution, 2024 wherein all Higher Education Institutions are required to maintain a functional website to provide relevant information to stakeholders. The information disclosed on the website should be easily accessible to everyone without any need for registration or login. Additionally, there should be a 'Search' facility available for easy navigation.

Further, the State University Bureau, UGC vide its earlier email dated 11-11-2024 & reminder email dated 06-12-2024 & 16-01-2025 (copy enclosed) has informed that the H.P. University website has not provided information regarding some of the important aspects/ areas which are parts of the guidelines issued on 10-06-2024. Some of these missing areas are as follows: -

Issues in Disclosure
IDP, Constituent Units/ Colleges, Accreditation, Annual Reports, Annual Accounts, Sponsoring Body, Pro Chancellor, Pro-Vice-Chancellor, Principal, COE, CVO, Ombudsperson, Board of Governors, ICC, Leadership, School/ Dep./ Centres, ODL/Online Programs, IQAC, Library, Academic Collaborations, Fee Refund Policy, R&D, Consultancy/ Industry Collaborations, Sports, NCC/NSS, Hostel, Placement Cell, Health, Anti-Ragging, Equal Opportunity, SEDG, PwD, Newsletters, Reservation, Study of India, Admission Procedure, Telephone Directory

All concerned are therefore requested to submit the above-mentioned information pertaining to their Department/Branch/Section/Cell to the Web-Administrator, H.P. University to comply with the guidelines issued by the State University Bureau, UGC.

This may be treated as Most Urgent.


06/02/2025
REGISTRAR

Dated: 06 FEB 2025

Endst: No even

Copy to: -

1. The Dean of Studies/D.S.W./ Chief Warden/Dean, CDC/Dean Planning & Teachers Matters, HPU, Shimla-5
2. All the Deans of the Faculties/Chairman/Directors of the Teaching Departments/Institutes, HPU, Shimla-5
3. The COE/ACOE/FO/Dy. Controller, LAD/IAO, HPU, Shimla-5
4. The Director ICDEOL / Phy.Edu. / HRDC/IIHS/AERC/ PRC/ HPUBS/ IIHS/ PECC/ UIIT/UCBS/ UILS/IQAC/Principal, HPUDES/ HPURegional Centre, Dharamshala, Distt Kangra, HP.
5. The Librarian, HPU, Shimla-5
6. The Executive Engineer (Const./Maint./Public Health), HPU, Shimla-5
7. The Public Relations Officer, HPU, Shimla-5
8. All the Branch/Section Officer, HPU, Shimla-5
9. SPS to Vice-Chancellor/ PS to PVC/SPS to Registrar, HPU, Shimla-5
10. The Web Administrator, HPU, Shimla-5 alongwith a copy of email dated 11-11-2024 & reminder email dated 06-12-2024 & 16-01-2025 for necessary action and to upload the information on the University Website as per the guidelines issued by the UGC.
11. The DA(Creation/Revision/Committee/Regulation), GAD, HPU, Shimla.
12. The Guard File.


REGISTRAR



सत्यमेव जयते

आचार्य मनिष र. जोशी
सचिव

Prof. Manish R. Joshi
Secretary



सत्यमेव जयते



आज़ादी का
अमृत महोत्सव

विश्वविद्यालय अनुदान आयोग
University Grants Commission
(शिक्षा मंत्रालय, भारत सरकार)
(Ministry of Education, Govt. of India)

D.O. No.F.14-4/2023 (CPP-II)(C.No.131173)

10th June, 2024 / 20 जून, 1946

Subject: Guidelines on Public Self-Disclosure by Higher Education Institutions, 2024

आदरणीय महोदया/महोदय,

The National Education Policy (NEP) 2020 emphasizes transparent self-disclosure by Higher Education Institutions (HEIs). Public self-disclosure by HEIs, in fact, is one of the fundamental principles of the NEP. The NEP contemplates that HEIs shall be responsible and accountable to the stakeholders through transparent self-disclosure of all relevant records. The availability of information in the public domain is an important source of accountability.

Stakeholders in the higher education system, such as students, parents, research scholars, prospective students, regulatory bodies, accreditation agencies, alumni, and the public, desire to seek information from the websites of HEIs.

The Commission has considered the matter in its 580th meeting held on 15 May 2024 and approved the Guidelines on Public Self-Disclosure by Higher Education Institutions, 2024. A copy of the same is attached with this letter.

As per the Guidelines, all Higher Education Institutions are required to maintain a functional website to provide relevant information to stakeholders. The information disclosed on the website should be easily accessible to everyone without any need for registration or login. Additionally, there should be a 'Search' facility available for easy navigation.

The Higher Education Institutions are requested to take necessary measures to comply with the guidelines to ensure a fair and transparent system that will contribute to the growth of the Indian Higher Education system.

सादर,

भवदीय,

(मनिष जोशी)

संलग्नक: यथोपरि

सेवा में,
सभी विश्वविद्यालयों के कुलपति।
सभी महाविद्यालयों के प्राचार्य।



UNIVERSITY GRANTS COMMISSION

b) Admin
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Guidelines on Public Self-Disclosure by Higher Education Institutions

National Education Policy (NEP) 2020 emphasizes transparent self-disclosure by Higher Education Institutions (HEIs). Public self-disclosure by HEIs, in fact, is one of the fundamental principles of the policy. NEP contemplates that HEIs shall be responsible and accountable to the stakeholders through transparent self-disclosure of all relevant records.

2. The availability of information in the public domain is an important source of accountability.
3. Stakeholders in the higher education system such as students, parents, research scholars, prospective students, regulatory bodies, accreditation agencies, alumni, and the public desire to seek information from the websites of HEIs.
4. Every Higher Education Institution shall maintain a functional website for making relevant self-disclosure to the stakeholders. The disclosure made on the website shall have unrestricted access without any requirement of log-in/registration and shall have a 'Search' facility for easy access.
5. Higher Education Institutions may provide information related to the following on their websites and provide the links, wherever possible:

a) About HEI

- About us: Overview
- Act and Statutes or MoA
- Institutional Development Plan
- Constituent Units/ Affiliated Colleges, Affiliating University (in case of Colleges) Off-campus/Off-shore campus/Learning Support Centres under ODL mode (Wherever applicable)
- Accreditation/ Ranking status (NAAC, NBA NIRF)
- Recognition / Approval (2(f), 12B, etc. as applicable)
- Annual Reports
- Annual Accounts including Balance Sheet, Income and Expenditure Account, Receipts and Payments Account along with Audit Report
- Sponsoring body details, if any

b) Administration (Profiles with photographs and contact details)

- Chancellor
- Pro Chancellor
- Vice-Chancellor
- Pro-Vice-Chancellor (wherever applicable)
- Registrar
- Principal (wherever applicable)
- Finance Officer
- Controller of Examination
- Chief Vigilance Officer
- Ombudsperson
- Executive Council/Board of Governors by whatever name called, Board of Management, Academic Council, Board of Studies, Finance Committee – composition and members with particulars
- Internal Complaint Committee
- Academic Leadership (Dean/HoD of Schools/Departments/Centres)

c) Academics

- Details of Academic Programs
- Academic Calendar
- Statutes/Ordinances pertaining to Academics/Examinations
- Schools/Departments/ Centres
- Department/School/Centre wise faculty/staff details with photographs
- List of UGC-recognized ODL/Online programs, if any
- Internal Quality Assurance Cell (IQAC)
- Library
- Academic collaborations

d) Admissions & Fee

- Prospectus (including fee structure for various programs)
- Admission process and guidelines
- Fee refund policy

e) Research

- Research and Development Cell (including Research and Consultancy Projects, Foreign Collaboration Industry Collaborations)
- Incubation Centre/Start-ups/Entrepreneurship Cell
- Central facilities

f) Student Life

- Sports facilities
- NCC/NSS - Details
- Hostel details (wherever applicable)

- Placement Cell and its activities
- Details of Student Grievance Redressal Committee (SGRC) and Ombudsperson
- Health facilities
- Internal Complaint Committee
- Anti-Ragging Cell
- Equal Opportunity Cell
- Socio-Economically Disadvantaged Groups Cell (SEDG)
- Facilities for differently-abled (e.g., barrier-free environment)

g) Alumni

- ▶ Alumni Association with details

h) Information Corner

- RTI: Details of Central Public Information Officer (CPIO) and Appellate Authority (wherever applicable)
- Circulars and Notices
- Announcements
- Newsletters
- News, Recent events & Achievements
- Job openings
- Reservation Roster (wherever applicable)
- Study in India
- Admission procedure and facilities provided to International Students

i) Picture Gallery

j) Contact us

- Details with Phone Number, Official Email ID and Address, Location map
- Telephone Directory

Public Self-disclosure by Higher Education Institutions – reg

REGISTRAR OFFICE
Dr. No. 3790
Date 17-1-2025

Thu, Jan 16, 2025 03:28 PM

2 attachments

From: State UniversitySection <su-section@ugc.gov.in>
Subject: Fwd: Public Self-disclosure by Higher Education Institutions – reg
To: vc-hpu@hotmail.com, Registrar hpu <registrar@hpuniv.ac.in>
Cc: Dr. Ashima Mangla <amangla@ugc.gov.in>, Hira Lal Under Secretary UGC MoE <hira.ugc@nic.in>

REMINDER-II

Madam/Sir,

Please find the trailing mail, you are requested to kindly take necessary action **till 31st January, 2025.**

सधन्यवाद / Kind Regards,

राज्य विश्वविद्यालय अनुभाग / State University Bureau
विश्वविद्यालय अनुदान आयोग / University Grants Commission
35, फ़िरोज़ शाह रोड / 35, Firoze Shah Road
नई दिल्ली / New Delhi – 110 001

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A.R. (Admin)
pot-up on file pl
So (Admin)
21/01/25
21/01/25
22-1-25

From: "State UniversitySection" <su-section@ugc.gov.in>
To: vc-hpu@hotmail.com, "Registrar hpu" <registrar@hpuniv.ac.in>
Cc: "Hira Lal Under Secretary UGC MoE" <hira.ugc@nic.in>, "Dr. Ashima Mangla" <amangla@ugc.gov.in>
Sent: Friday, December 6, 2024 2:35:59 PM
Subject: Fwd: Public Self-disclosure by Higher Education Institutions – reg

D.A. (Regu.)

U.P. University
Genl. Admn. Secto..
Dr. No 296
Date 22/01/25

REMINDER-I

Madam/Sir,

Please find the trailing mail, you are requested to kindly take necessary action **till 15th December 2024.**

सधन्यवाद / Kind Regards,

राज्य विश्वविद्यालय अनुभाग / State University Bureau
विश्वविद्यालय अनुदान आयोग / University Grants Commission
35, फ़िरोज़ शाह रोड / 35, Firoze Shah Road
नई दिल्ली / New Delhi – 110 001

From: "State UniversitySection" <su-section@ugc.gov.in>
To: vc-hpu@hotmail.com, "Registrar hpu" <registrar@hpuniv.ac.in>
Cc: "Hira Lal Under Secretary UGC MoE" <hira.ugc@nic.in>, "Dr. Ashima Mangla" <amangla@ugc.gov.in>
Sent: Monday, November 11, 2024 12:08:58 PM
Subject: Public Self-disclosure by Higher Education Institutions – reg

Madam / Sir,

As you are aware, UGC shared the Guidelines on Public Self-disclosure by Higher Education Institutions, 2024 vide letter of even number, dated 10th June, 2024. A copy of the Guidelines is enclosed herewith for your ready reference. As per the Guidelines, all Higher Education Institutions are required to maintain a functional website to provide relevant information to stakeholders. The information disclosed on the website should be easily accessible to everyone without any need for registration or login. Additionally, there should be a "search" facility available for easy navigation.

In order to examine whether the Higher Education Institutions have complied with the UGC Guidelines on Public Self-disclosure, UGC has been exploring the websites of various universities/HEIs. In the process, it has been observed that your university is yet to

comply with the UGC Guidelines. The university's website has not provided information regarding some of the important aspects/areas which are parts of the Guidelines. Some of these missing areas are as follows:

ISSUES IN DISCLOSURE

IDP, Constituent Units/ Colleges, Accreditation, Annual Reports, Annual Accounts, Sponsoring Body, Pro-Chancellor, Pro-Vice-Chancellor, Principal, CoE, CVO, Ombudsperson, Board of Governors, ICC, Leadership, School /Dep./ Centers, School /Dep./ Centers, ODL/ Online Programs, IQAC, Library, Academic Collaborations, Fee Refund Policy, R&D, Consultancy/ Industry Collaborations, Sports, NCC/ NSS, Hostel, Placement cell, Health, Anti-Ragging, Equal Opportunity, SEDG, PwD, Newsletters, Reservation, Study of India, Admission Procedure, Telephone Directory

In view of the above, you are requested to kindly take necessary action **within a period of 3 days** so as to disclose information on various areas including the above-mentioned ones on your university website. Your kind cooperation will go a long way in ensuring transparency and accountability in the higher education system.

सधन्यवाद / Kind Regards,

राज्य विश्वविद्यालय अनुभाग / State University Bureau
विश्वविद्यालय अनुदान आयोग / University Grants Commission
35, फ़िरोज़ शाह रोड / 35, Firoze Shah Road
नई दिल्ली / New Delhi – 110 001

Letter dated 10th June 2024 (1).pdf
358 KB

Guidelines (1).pdf
187 KB