



**Institute of Human Resources Development
Prajo'e Towers, Vazhuthacaud
Thiruvananthapuram-14**

EB1/4848/2014/IHRD (1)

Dated, 14.10.2015

CIRCULAR

Sub:- *IHRD - Engagement of staff over and above sanctioned posts for the academic year 2015-2016- Instructions issued – reg.*

Ref:- 1. *This office order of even no dated 15.03.2015*
2. *Interim report dated 03.09.2015 submitted by Dr. V. P. Devassia, Convenor, work assessment committee*

As per the reference first cited a committee was constituted to submit proposals for creation of additional posts in various institutions under IHRD taking into account new institutions set up new courses and batches started in various institutions during the current academic year. The Committee has submitted an interim report, vide the reference 2nd cited, and the recommendations made therein for engagement of staff over and above the approved staff pattern for the current academic year is appended stream wise from Annexure I to V. The committee has not submitted the final report with the recommendation for creation of additional posts on regular basis. However new programmes with approval of statutory bodies are being conducted in various institutions and it is learnt that minimum staff to keep the programmes running, are being engaged on temporary basis in anticipation of approval of the Executive Committee of IHRD.

In the above circumstances, all heads of institutions are permitted to engage temporary staff for new programmes for the academic year 2015-16 exclusively based on the actual work load, admission status and existing norms, subject to ratification by the Executive Committee of IHRD, provided the number falls within the recommendation of the staff creation committee as appended to this circular. The engagement of staff as recommended by the

staff creation committee shall be done only at the entry cadre level and no posting can be done against promotion post by engaging personnels either on contract basis or on regular basis, pending assessment of financial liability in terms of revenue generation and recurring expenditure including salary for regular /temporary staff for the conduct of the new programmes for which the staff pattern is not created. Instructions on continuance of these programmes by creating additional posts on regular / temporary basis or to discontinue with effect from the next academic year, will be issued on taking suitable decision by the Executive Committee in this regard.


Dr. V.P. Devassia
DIRECTOR (i/c)

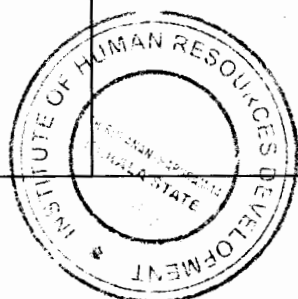
To

- 1) *All Head of Institutions*
- 2) *Dr. V. P. Devassia, Principal, MEC, Ernakulam*
- 3) *Administrative Officer*
- 4) *Finance Officer*
- 5) *S.F*
- 6) *O.C*

Recommendation of the subcommittee for assessing workload to engage staff over and above the sanctioned posts.

Recommendation -Engineering Colleges for engagement on temporary basis during 2015-16

Sl.	College of Engg.	New Programme Started(+) / Closed(-)	Additional Temporary Post recommended	Regular	Contract
1	Kallooppara	(+) BTech_EE(60) (+) MTech_EC_SP(24) (+) MTech_CS_CF(24)	Professor -EE Asso. Professor-EC Asso. Professor-EE Asst. Professor EC Asst. Professor CS Asst. Professor EE Junior System Analyst Comp. Programmer W. Instructor-EC W. Instructor-EE Tradesman- EC Tradesman- EE	1 1 1 2 1 6 1 2 2 1 1 1	
		(-) BTech_IT(60)	Professor -IT Asso. Professor-IT Asst. Professor IT	(-)1 (-)1 (-)3	
2	Poonjar	(+) BTech_EEE (60) (+) MTech_EC_SP(24) (+) MTech_CS_CS(24)	Professor -EE Asso. Professor-EC Asso. Professor-EE Asst. Professor EC Asst. Professor CS Asst. Professor EE Junior System Analyst Comp. Programmer W. Instructor-EC W. Instructor-EE Tradesman- EC Tradesman- EE	1 1 1 2 1 6 1 2 2 1 1 1	
		(-) BTech_IT(60)	Professor -IT Asso. Professor-IT Asst. Professor IT	(-)1 (-)1 (-)3	
3	Cherthala	(+) BTech_EC(30) (+) BTech_EE(60) (+) MTech_EC_SP(6) (+) MTech_CS_CS(24)	Professor -EC Professor -CS Professor -EE Asso. Professor-CS Asso. Professor-EE Asst. Professor EC Asst. Professor CS Asst. Professor EE Asst. Professor ME Asst. Professor Mathematics System Analyst Comp. Programmer Foreman -CS W. Instructor-EC W. Instructor-EE	1 1 1 1 2 2 2 6 2 - 1 1 1 1 1	1 2 1 1



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			Tradesman- EC Tradesman- EE Office Assistant	1 1 1	
4	Adoor	(+)BTech_ME (60) (+)MTech_ME_TE(18)	Asso. Professor-ME Asst. Professor CS Asst. Professor EE Asst. Professor ME Junior System Analyst Foreman -ME W. Instructor-ME W. Instructor-EC W. Instructor-CS Tradesman- EC Tradesman- EE Office Assistant	2 - - 10 1 1 1 1 1 1 1 1 1	1 1 1
5	Kottarakkara	(-)BTech_EC(30) (-)BTech_CS (30)	Asso. Professor-EC Asso. Professor-CS Asso. Professor-ME Asst. Professor EC Asst. Professor CS Asst. Professor EE Asst. Professor ME Asst. Professor Maths Foreman- EC	(-)2 (-)2 (-)1 (-)6 (-)6 (-)1 (-)2 (-)1 (-)1	(-)1 (-)1 (-)1
6	Model, Thrikkakara	(+)MTech_ME_ES(18) (+)MTech_EC_VLSI(6) (+)BTech_EE(PT)(60) (+) Research Center	Professor -ME Asso. Professor-ME Asst. Professor ME Asst. Professor-EC Asst. Professor-EE Foreman -EC Demonstrator -CS Office Assistant	1 1 2 1 1 1 1 1	
7	Karunagappally	(+)MTech_EC_SP(24) (+)MTech_CS_IP(6)	Asso. Professor-EC Asst. Professor EC Asst. Professor-CS Comp. Programmer	1 2 1 1	
8	Attingal	No Change in intake		-	
9	Chengannur	(+)BTech_EI(60) (+)BTech_EE(60) (+)MTech_EC_VLSI(6) (+)MTech_CS_IP(6)	Professor -EI Asso. Professor-EI Assoc. Professor-EE Assoc. Professor-EC Assoc. Professor-CS Asst. Professor-EC Asst. Professor-CS Asst. Professor-ME Asst. Professor-EI Asst. Professor-EE Asst. Professor-Maths W. Instructor-EC W. Instructor-EE Tradesman-EC Tradesman-EE Office Assistant	1 1 2 1 1 3 2 2 4 8 1 1 1 2 2 1	1 1

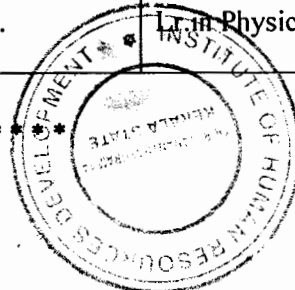


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Recommendation of the subcommittee for assessing workload to engage staff over and above the sanctioned posts.

Recommendation -Polytechnic Colleges for engagement on temporary basis during 2015-16

Sl.	MPTC at	Change of intake after 07/02/2011 / New Course	Addl. Temporary Post recommended	Full time	Part time
1	Karunagappally	1.Electronics Engineering (15) 2.Computer H/W Engg. (15) 3.Electro&CommnEngg. (15)	Tradesman (Electronics) Part time Sweeper- Security Guard - Lr.in.Physics Lr.in Chemistry Lr.in Physical Education	1 - 1 1 1 1	- 1 - (-1) (-1) (-1)
2	Kallaisery	1. Computer H/W Engg. (15) 2.Bio Medical Engineering (15) 3. Electro &CommnEngg. (15)	Tradesman (Electronics) Part time Sweeper Security Guard Lr.in.Physics Lr.in Chemistry Lr.in Physical Education	1 - 1 1 1 1	- 1 - (-1) (-1) (-1)
3	Vadakara	1. Computer H/W Engg. (15) 2.Bio Medical Engineering (15) 3.Electronics Engineering (15)	Lr.in.Physics Lr.in Chemistry Lr.in Physical Education	1 1 1	(-1) (-1) (-1)
4	Mala	1.Bio Medical Engineering (New Branch with intake: 60) 2. Computer H/W Engg. (15) 3. Electronics Engineering (15) 4.Computer Engineering (20)	HOS (Medical Electronics) HOS-(Computer) Lr.in. Electronics- Lr.in Bio- Medical Demonstrator (Electronics) Demonstrator(BioMedical) Tradesman(Bio- Medical) Lr.in.Physics Lr.in Chemistry Lr.in Physical Education	1 1 2 1 2 1 1 1 1 1	- - - - - - - (-1) (-1) (-1)
5	Painavu	1. Computer H/W Engg. (30) 2.Bio Medical Engineering (30) 3. Electro &CommnEngg. (30)	Tradesman (Electronics) Part time Sweeper Security Guard Lr.in.Physics Lr.in Chemistry Lr.in Physical Education	1 1 1 1 1 1	- - 1 (-1) (-1) (-1)
6	Poonjar	1.Electronics Engineering (15) 2. Computer H/W Engg. (15)	Demonstrator (Mechanical) Tradesman (Computer) Tradesman (Mechanical)	1 - -	- 1 1
7	Kuzhalmannam	1.Civil Engineering (30) (Two Batches)	Part time Sweeper Security Guard	- 1	1 -
8	Mattakkara	1.Electronics Engineering 2. Computer H/W Engg. 3. Electro &CommnEngg. (No Change in intake)	Lr.in.Physics Lr.in Chemistry Lr.in Physical Education	1 1 1	(-1) (-1) (-1)



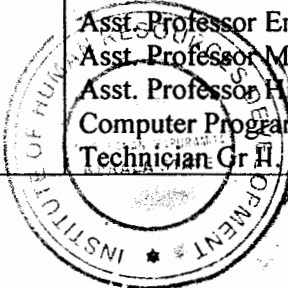
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Recommendation of the subcommittee for assessing workload to engage staff over and above the sanctioned posts.

Recommendation- Colleges of Applied Sciences for engagement on temporary basis during 2015-16

1. UNIVERSITY OF CALICUT

Sl.	CAS @	New Programme started	Addl. Temporary Post recommended	Full time	Part time
1	Kozhikode	BCA, B.Com., BA [Eng], M.com	Asst. Professor CS Asst. Professor Commerce Asst. Professor Maths Asst. Professor English Asst. Professor Malayalam Asst. Professor Hindi Asst. Professor History Asst. Professor Journalism	2 5 1 2 - - - -	- - 1 1 1 1 1 1
2	Vadakkancherry	IHRD Course	Asst. Professor English Studio Technician	- 1	1 -
3	Nattika	M.Sc. [Ele], M.Sc [CS]	Asst. Professor C.S Asst. Professor Maths	- -	1 1
4	Vazhakkad	M.Sc [Ele], M.Sc [CS]	Asst. Professor Electronics Asst. Professor C.S Asst. Professor Maths Computer Programmer Demonstrator(Electronics)	- 1 - 1 1	1 - 1 - -
5	Nadapuram	BCA	Asst. Professor Maths Asst. Professor English Computer Programmer	1 - 1	- 1 -
6	Vattankulam [College functioning in two separate campuses at different places]	B.Com with [CA]	Asst. Professor Commerce Asst. Professor Maths Asst. Professor English LGS PT Sweeper	1 - - 1 -	1 1 1 - 1
7	Kuzhalmannam	Syllabus Change	Asst. Professor Maths Asst. Professor English	- -	1 1
8	Malampuzha	Syllabus Change	Asst. Professor Maths Asst. Professor English	- -	1 1
9	Chelakkara	BCA, M.Com	Asst. Professor Commerce Asst. Professor English Asst. Professor Maths Computer Programmer	3 1 1 1	- - - -
10	Attappadi [agali]	BBA	Assistant Professor Commerce. Asst. Professor English	1 -	- 1
11	Ayalur	B.Com[CA], B.Sc. [CS], B.Sc. {Ele}	Asst. Professor CS Asst Professor Electronics Asst. Professor Commerce Asst. Professor Maths Asst. Professor English Asst. Professor Malayalam Asst. Professor Hindi Computer Programmer Technician Gr II. [Electronics]	3 3 3 1 1 - - 1 1	1 1 1 1 1 1 - - -



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SL	CAS@	New Programme started	Addl. Temporary Post recommended	Full time	Part time
12	Thamarassery	BSc-CS, B.ComCA, BCA, BBA, BA English	Asst. Professor CS Asst Professor English Asst. Professor Hindi Asst. Professor Malayalam Asst. Professor Maths Asst. Professor Journalism Asst. Professor History Asst. Professor Electronics Asst. Professor Commerce	5 5 1 1 1 - - 1 7	- - 1 1 1 1 1 - -

2. UNIVERSITY OF KANNUR

SL	CAS@	New Programme started	Addl. Temporary Post recommended	Full time	Part time
1	Manjeswaram	B.Com[CA], MSc(Electronics)	Asst. Professor Electronics Asst. Professor Commerce Asst. Professor Maths	1 1 -	- 1 1
2	Mananthavady	MSc(Electronics)	Asst Professor Electronics Asst. Professor Maths Demo. Electronics	3 1 1	- - -
3	Cheemeni	B.Com C A	Asst. Professor Commerce Asst. Professor Maths Asst. Professor English	3 - -	1 1 1

3. MG UNIVERSITY

SL	CAS@	New Programme started	Addl. Temporary Post recommended	Full time	Part time
1	Peerumedu	M.Sc. [CS], B.Com [CA]	Asst. Professor CS Asst Professor Maths Asst. Professor Commerce	2 - 4	1 1 -
2	Kaduthuruthy	B.Com [CA]	Asst. Professor Commerce	3	-



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4. UNIVERSITY OF KERALA

Sl.	CAS@	New Programme started	Addl. Temporary Post recommended	Full time	Part time
1	Adoor	BCA, BBA, M.Com	Asst. Professor CS Asst Professor Electronics Asst. Professor Commerce Asst. Professor Management Computer Programmer Tradesman(CHM)	4 1 4 3 1 1	1 - - - - -
2	Mavelikkara [College functioning in two separate campuses at different places]	B.Com[CA], M.Sc [E]	Asst. Professor CS Asst Professor Electronics Asst. Professor Commerce Asst. Professor Maths Asst. Professor Management Tradesman [Electronics] Library Assistant LGS PT Sweeper Security Guard	- 2 3 - - 1 1 1 - 1	1 - 1 1 - - - 1 -
3	Dhanuvachapuram	MSc(cs), MSc(ele),	Asst. Professor CS Asst Professor Electronics Asst. Professor Maths Computer Programmer Demonstrator. [Electronics] LGS PT sweeper	3 2 - 1 1 - -	- 1 1 - - 1 1
4.	Perissery [New college started in 2015-16]	BCA, B.Sc(CS), B.Com(el. CA) BA(Eng.)	Asst. Professor CS Asst. Professor Electronics Asst. Professor Commerce Asst. Professor Maths Asst. Professor English Asst. Professor Malayalam Asst. Professor Hindi Computer Programmer Library Assistant Office Assistant LGS PT Sweeper Security Guard	2 - 1 - 2 - - 1 1 1 1 1 1	- 1 1 1 - 1 1 - - - - - -




Recommendation of the subcommittee for assessing workload to engage staff over and above the sanctioned posts.

Recommendation-Technical Schools for engagement on temporary basis during 2015-16

Sl.	Name of THSS	New Programme started	Addl. Temporary Post recommended	Full time	Part time	No. of Hrs / week
1.	THSS Adoor	Intake enhanced to 100	1. Lr. in Physics 2. Lr. in Chemistry		1 1	6 6
2.	THSS Cherthala	Intake enhanced to 100	1. Lr. in Physics 2. Lr. in Chemistry		1 1	6 6
3.	THSS Aluva	Conducting DCA at Marthoma College	Computer Programmer	1		15
4.	THSS Puthuppally	New plusone batch started.	Lr. in computer	1		16
5.	THSS Muttada	Secondary (VIII & IX)	1. Lr. In Malayalam 2. Lr. in Humanities		1 1	5 8



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Recommendation of the subcommittee for assessing workload to engage staff over and above the sanctioned posts.

Recommendation –RC/SC/EC etc.for engagement on temporary basis during 2015-16

Sl no.	Institution	Course	Addl. Temporary post Recommended	Full time	Part Time	No. of Hours per week
1	Regional Centre, Trivandrum	DDTOA I (20) DCA (20)	Lecturer in English	-	1	3 Hrs
	Regional Centre, Trivandrum	Academic Project division (200)	Tradesman (Electronics)	1	-	30 Hrs
	Computer Training Centre, Thiruvananthapuram Corporation	DCA (60) 2 Batches CFA (90) 2 Batches COM (100) 3 Batches DTP (60) 2 Batches	Computer Programmer	3	-	22 Hrs Each
2	Extension Centre, Kundara	PGDCA II (16) DDTOA I (36) DDTOA II (16) DCA (35)	Computer Programmer	1	-	20 Hrs
			Lecturer in English	-	1	3 Hrs
3	Extension Centre, Tirur	PGDCA I (10) PGDCA II (8) DDTOA I (33) DCA (24)	Computer Programmer	1	-	23 Hrs
			Lecturer in English	-	1	3 Hrs
4	Study Centre, Valanchery	PGDCA I (8) PGDCA II (14) DDTOA II (40) DCA (13)	Computer Programmer	1	-	22 Hrs
			Lecturer in English	-	1	3 Hrs
5	Study Centre, Rajakkad	DDTOA (17) DCA (15) Tally (40) MSO (10)	Lecturer in Commerce	-	1	10 Hrs
			Lecturer in English	-	1	3 Hrs



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