



HYDERABAD KARNATAKA EDUCATION SOCIETY'S 12 POINT PROGRAMME CELL

29-11-2024

MINUTES OF THE MEETING

As per the instructions of The Honourable President, H.K.E Society , Meeting of all the Principals of Degree, PU Colleges, Polytechnic Colleges, ITI & Schools, under 12 Point Programme , Chaired by President Sir, was convened on **Friday, 29th Nov, 2024 from 3:30 to 5:30 PM** in the Auditorium, HKES Head Office, SAC Building, PDA Campus, Kalaburagi.

Agenda:

1. Plan of action and its execution for the Admissions 2025-26.
2. Analysis of Admissions for the previous Years 2024-25, 2023-24 , and reasons for not having 100% Admissions.
3. Introduction of New Courses, which is in demand like AI, Data Science etc. and which will boost up the college Admissions.
4. Review of Results and action taken against the same.
5. Audit Reports of the last 2 years 2022-23 and 2023-24 should be analysed and an abstract of the same as per the below mentioned points should be presented.
 - a. Total amount deposited to HKE Society.
 - b. Total amount taken from HKE Society.
 - c. Total Fee collection in the form of Building fund, donations etc
 - d. List of Heads which shows Major expenditures.

Resolutions:

1. All the Institutions should aim for increase in admissions to 60% and above.
2. Plan of action for the admissions for the year 2025-26:
 - a. Each college should form an Admission committee.
 - b. Conduct meeting for Admission Strategy.
 - c. Execute the Plans made to increase the admissions in all streams.
 - d. The following should be sent to 12 Point Programme Office mail id datafor12ptprgm@hkes.edu.in month wise starting from December 2024 till Admissions 2025-26. On 30th of every month kindly send the following:
 - i. The minutes of the meetings conducted.
 - ii. execution of plans for increasing admissions.
 - iii. expenditure incurred for the same.
3. Confirmation and details of the New Courses, should be sent to 12 Point Programme Office mail id datafor12ptprgm@hkes.edu.in
4. All the Institutions should send the report of the Fee amount of each student coursewise that remains with the college after deducting the Government and University fee in hardcopy.

5. Non-Teaching staff should compulsorily get the training in Computers, i.e, MS-Word, Nudi, MS-Excel and Tally within a period of 2 months. The following format (in Excel only) should be followed:

Format:

College Name

Computer knowledge status of the Non-Teaching Staff

S No.	Name of the Staff	Designation	Current Computer Knowledge				Training Plans	Training Start Date	Training End Date
			Word	Nudi	Excel	Tally			

6. Staff list and their workload should be submitted to 12 Point Programme Office mail id datafor12ptprgm@hkes.edu.in on or before 12th Dec, 2024.
7. List of Excess Staff should be sent to 12 Point Programme Office mail id datafor12ptprgm@hkes.edu.in on or before 12th Dec, 2024.
8. Plan of action for reduction of expenditures and its successful implementation should be submitted to 12 Point Programme Office mail id datafor12ptprgm@hkes.edu.in
9. Biometric should be strictly followed by all institutions.
10. All Institutions should respond to reports asked from 12 Point Programme Cell.

Dr. Uma Reur
Coordinator
12 Point Programme