



## ADMINISTRATIVE STAFF COLLEGE OF INDIA

Bella Vista, Raj Bhavan Road, Hyderabad - 500 082, India

Ph:0091-40-66533000 (13 Lines), 66534247

Telefax:(Programs Office) 0091-40-23324365, Fax: 0091-40-66534356

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**Professor Lakshmi B.**  
Programme Director

December 06, 2017

**Programme on**  
**Educational Leadership for Senior Level Officials of**  
**Universities/Educational Institutions**

**(February 21-23, 2018)**

Dear Sir/Madam,

India's educational system is at a critical point. Opportunities and demands for expansion are growing exponentially, yet the challenges are unprecedented. A fast growing economy requires a major transformation, especially when educational goals on increasing student participation rates are really high. A market driven approach, institutional excellence, globalization, shrinking resources all have contributed to the challenges that leaders of higher education face in this country. A paradigm shift is essential as educational administrators to cope with the challenges that today's educational system presents.

To address these issues, Administrative Staff College of India, Hyderabad, takes pleasure in announcing a new 3 day Programme on ***Educational Leadership for Senior Level Officials and Educational Managers of Universities and Educational Institutions***.

A copy of the programme brochure detailing the content and objectives is enclosed.

Please note that the nominees are requested to carry with them the proof of Medical Insurance. The Sponsoring Agency is required to endorse the nominee's Medical coverage in the event of hospitalization.

Looking forward to hearing from you.

Regards,

**Professor Lakshmi B.**

**Encl: Brochure and Nomination Form**

Programme on

**Educational Leadership for  
Senior Officials of Universities/Educational Institutions**

21-23 February 2018



## PROGRAMME OVERVIEW

The exponential demand for higher education in developing countries had lead to both - establishment of a large number of new educational institutions as well as towards restructuring of many existing institutions (by increasing their educational offerings and retaining their relevance in a globalized economy). The Asian region is no exception.

Many of the new systems are clones of the older universities and have emerged out of a conventional educational policy and framework whereas today's new realities require new goals, modes, and methods of organization and management of education. However, this has not happened. Hence, despite exponential growth of higher education institutions in the Asian region; whenever a new institution is started, it seems to face similar problems and commit mistakes as it predecessors as a result of uninformed decision making.

The prioritisation of goals, objectives, financing, human resource management, administrative law, new technologies, and quality assurance within a new establishment becomes tricky, and with changing times and technologies, the context within which educational systems need to respond needs to be revisited.

In particular in India, institutions of higher learning are complex enterprise given its scale, size and other complexities. The management of such complex enterprises require both deeper knowledge and skills to manage and lead institutions.

Administrative Staff College of India, Hyderabad has designed a three day program to enhance capacities of the educational leaders and administrators so that they can effectively contribute towards the advancement of Higher Education in India. .

## OBJECTIVES

More specifically, the three day programme aims to

- ◆ Provide a platform to Senior Level Officials of Universities/Educational Institutions to discuss and learn from others how to deal with changing dimensions of higher education

- ◆ Facilitate higher education leaders and administrators to competently deal with leadership challenges that arise in academic institutions.
- ◆ Create dialogue among Senior Level Officials to reflect on current practice and through a process of experiential and collaborative learning, develop their own new paradigm of educational leadership

The specific objectives of the leadership development programme would be to:

- ◆ Facilitate participants lead and support a diverse workforce and create positive working relationship in the institution
- ◆ Discuss ways to enhance efficiency and effectiveness of the organization through strategic human resource management, innovation and unique leadership styles.

## PROGRAMME CONTENT

- ◆ Governance of higher education in India
- ◆ Emerging trends in higher education in India
- ◆ Human resource management
- ◆ Budget and financial management
- ◆ IT and knowledge management
- ◆ Quality assurance mechanisms: Academic and performance audits
- ◆ Fostering innovation in Higher Educational Institutions
- ◆ Ethics at Workplace
- ◆ Legal and Gender Issues in Educational Institutions

## PEDAGOGY

The pedagogy of the three day program will be a judicious mix of classroom lecture, discussions, case studies and team based activities. Practical exercises will supplement the discussion so as to enable participants engage in a process of change and chart out new strategies for their own institutions.

## PARTICIPANT PROFILE

The programme will be highly beneficial for Senior Officials such Registrars, Principals, Deans, Area Chair, Head of the Departments and others.

## VENUE

The Programme is fully residential and the participants will be accommodated in air-conditioned single rooms. However, the College does not provide accommodation for the family. Transport between Airport /Railway Station and venue will be arranged by the College.

## DURATION

The Programme is from **February 21-23, 2018**. The participants are expected to arrive a day before and may leave after completion of the programme.

## PROGRAMME FEE

Rs.34,000/- (US \$1495 if foreign) plus 18% GST per participant. The fee covers tuition, boarding and lodging, courseware(in electronic form) and other facilities of the College including internet usage.

Non-Residential Fee : Rs.28,000/- plus 18% GST per participant. The fee covers tuition, courseware (in electronic form) working lunch and other facilities of the College including internet usage.

A discount of 10% on the programme fee for three or more participants from the same organization will be given, provided the payment is credited into the College bank account before the commencement of the Program.

For Foreign Participants:

Receiver's correspondent Bank

State Bank of India, New York

Swift: SBINUS33

ABA routing no: 026009140

For credit of

State Bank of India, treasury department

Hyderabad, India, swift-SBININBB602

NOSTRO A/C NO: 2111001212001 REF.NO.05055

Ultimate Beneficiary

Administrative Staff College of India,

Account no: 62090698960, State Bank of India,

Bellavista, Rajbhavan Road Branch, Hyderabad

For Indian Participants:

Bank Particulars

Bank Name	State Bank of India
Address line 1	6-3-1092, 1st floor, A Block
Address line 2	Bellavista Branch, Raj Bhavan Road
Address line 3	Hyderabad – 500 082

Beneficiary Account Name	Administrative Staff College of India
Bank Account Number	62090698675
Bank MICR No	500002306
NEFT IFSC Code	SBIN0020063

***Organisational sponsorship is essential***

**Note: Details of Bank / Wire transfer may be sent to fo@asci.org.in for confirmation.**

## MEDICAL INSURANCE

The nominees are requested to carry with them the proof of Medical Insurance. The sponsoring agency is required to endorse the nominee's medical coverage in the event of hospitalization.

## LAST DATE FOR NOMINATION

Please use the prescribed/attached form. Last date is **February 08, 2018**. Kindly contact Programmes Officer for further details (contact details are given at the end of the nomination form).

## LAST DATE FOR WITHDRAWAL

**February 15, 2018**. Any withdrawals after this date will entail forfeiture of fee paid, if any.

## ASCI ALUMNI ASSOCIATION

Participants of the College programmes will automatically become members of the ASCI alumni association.

## CERTIFICATE OF PARTICIPATION

The College issues a Certificate of Participation on conclusion of the programme.

**PROGRAMME DIRECTOR**

**Professor Lakshmi B.**

e-mail : lakshmib@asci.org.in

# ASCI Management Development Programs for 2017-18

## MANAGEMENT DEVELOPMENT PROGRAMMES

General Management Programme for Senior Executives (SEC) - 130	08/Jan/2018	02/Feb/2018
ASCI-NRCR Joint Certification Course on Improved Management of Land Acquisition, Resettlement & Rehabilitation (LARR)	29/Jan/2018	09/Feb/2018

## FINANCE

Strategies for Cost Leadership	08/Jan/2018	10/Jan/2018
Treasury and Risk Management in Banks/Financial Institutions	22/Jan/2018	24/Jan/2018
Business Collaborations - Strategic Alliances, Joint Ventures and Acquisitions	29/Jan/2018	31/Jan/2018
Business Risk Management	05/Feb/2018	09/Feb/2018
Advanced Financial Management	12/Feb/2018	14/Feb/2018
Evaluating and Financing Public Private Partnership Projects	26/Feb/2018	2/Mar/2018

## HEALTHCARE MANAGEMENT

Certificate Course in Healthcare Quality	10/Jan/2018	12/Jan/2018
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## HUMAN DEVELOPMENT

Best Practices and Innovations in Health Care Delivery	15/Nov/2017	17/Nov/2017
Educational Leadership for Senior Level Officials of Universities/Educational Institutions	22/Jan/2018	24/Jan/2018

## HUMAN RESOURCE MANAGEMENT

Values Driven Leadership	08/Jan/2018	10/Jan/2018
Effective Learning and Development	08/Jan/2018	12/Jan/2018
Communication Skills for Managers	29/Jan/2018	02/Feb/2018
Building and Leading Effective Teams	05/Feb/2018	09/Feb/2018
Enhancing Interpersonal Effectiveness through Transactional Analysis	05/Feb/2018	07/Feb/2018
Positive Organizational Behaviour	12/Feb/2018	14/Feb/2018

Strategic Human Resource Management with International Study Tour (Singapore and Malaysia)	12/Feb/2018	24/Feb/2018
Decision Making for Effective Leadership	19/Feb/2018	23/Feb/2018
Strategic Human Resource Management	26/Feb/2018	02/Mar/2018
Managing Creativity & Innovation	05/Mar/2018	07/Mar/2018

## INFORMATION TECHNOLOGY

IT Enabled Knowledge Management	29/Jan/2018	31/Jan/2018
e-Learning and Digital Education	26/Mar/2018	28/Mar/2018

## INFRASTRUCTURE DEVELOPMENT

Urban Infrastructure Project Preparation and Management	22/Feb/2018	24/Feb/2018
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## INNOVATION AND TECHNOLOGY

Managing Strategic Innovation	22/Jan/2018	24/Jan/2018
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## OPERATIONS

Project and Contract Management	08/Jan/2018	12/Jan/2018
Procurement Procedures for The World Bank Aided Projects	12/Feb/2018	23/Feb/2018

## STRATEGIC MANAGEMENT

Driving Performance through Transformational Leadership	19/Feb/2018	23/Feb/2018
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## URBAN GOVERNANCE

GIS for Urban Development	18/Jan/2018	20/Jan/2018
Public Private Partnership in Urban Infrastructure & Service Delivery	07/Feb/2018	09/Feb/2018
Integrated Solid Waste Management	12/Mar/2018	14/Mar/2018

## LONG DURATION PROGRAMME

Business Management for Armed Forces Officers	05/Jun/2017	17/Nov/2017
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## Administrative Staff College of India

Bella Vista, Raj Bhavan Road, Khairatabad,  
Hyderabad - 500 082, India.

**Telefax (Programmes Office) : 0091-40-23324365**

Phone : 0091-40-66534247, Fax : 0091-40-66534356

## Delhi Campus

C-24, Institutional Area  
South of IIT, Behind Qutub Hotel  
New Delhi-110 016.

Tel: 011-26962204, 26961750, 26961850



**ADMINISTRATIVE STAFF COLLEGE OF INDIA**  
Bella Vista, Raj Bhavan Road, Hyderabad - 500 082, (India)

## Nomination Form

Programme on

### Educational Leadership for Senior Level Officials of Universities/Educational Institutions

(February 21-23, 2018)

#### Nominee's Contact Information :

Name (Mr/Ms) :	_____	Date of Birth :	_____
Designation :	_____	Qualification :	_____
Organisation :	_____		
Address :	_____		
Phone(s) :	(Off) : _____	(Mobile) :	_____
		Home :	_____
e-mail :	_____	Fax :	_____

#### Sponsor's Details

Name of the Sponsoring Authority _____	Designation _____
Organisation :	_____
GSTIN :	_____
Address :	_____
	_____
	Pincode : _____
Phone(s) :	(Off) : _____
	(Mobile) : _____
e-mail :	_____
	Fax : _____

#### Fee Particulars

Amount Payable :	_____	Mode of Payment (DD/Chq/NEFT) :	_____
Name of the Bank :	_____	Date of Instrument/Transfer :	_____
Instrument Number :	_____	UTR Number for NEFT :	_____

#### Medical Insurance

Name of the Insurance Agency	Policy Number	Validity upto
<b>Note :</b> Coverage should be available in Hyderabad, India		

Signature of the Sponsoring Authority :

NOTE : Forward nomination form to : **Ms. V. Naga Swapna, Programmes Officer**, Administrative Staff College of India, Bella Vista, Hyderabad-500 082. Phone : 0091-40-66534247, 66533000, Mobile: 9246203535, Telefax: 0091-040-23324365, Fax : 0091-40-66534356, e-mail: poffice@asci.org.in