उप संचालक, तंत्र शिक्षण/सचिव, महाराष्ट्र राज्य तंत्र शिक्षण मंडळ,

महाराष्ट्र अभियांत्रिकी प्रशासकीय सेवा, उच्च व तंत्र शिक्षण विभाग, गट-अ

Deputy Director Technical Education / Secretary Maharashtra State Board of Technical Education,

Maharashtra Engineering Administrative Service Group-A,

Higher and Technical Education Department

सहायक संचालक (तांत्रिक), तंत्र शिक्षण / उप सचिव,(तांत्रिक) महाराष्ट्र राज्य तंत्र शिक्षण मंडळ, महाराष्ट्र अभियांत्रिकी प्रशासकीय सेवा, उच्च व तंत्र शिक्षण विभाग, गट -अ

Assistant Director (Technical) of Technical Education/Deputy Secretary, (Technical) Maharashtra State Board of Technical Education, Maharashtra Engineering Administrative Service Group-A, Higher and Technical Education Department

परीक्षेचे टप्पे:- १) लेखी परीक्षा - २०० गुण   २) मुलाखत - ५० गुण

-: परीक्षा योजना :-

विषय व सांकेतांक (९९५)	माध्यम	प्रश्नसंख्या	गुण	कालावधी	दर्जा	प्रश्नपत्रिकेचे स्वरुप
विषयाशी/विभागाशी संबंधित घटक	इंग्रजी	१००	२००	एक तास	पदव्युत्तर पदवी	वस्तुनिष्ठ बहुपर्यायी

अ) नकारात्मक गुणदान -

१) प्रत्येक चुकीच्या उत्तराकरीता २५% किंवा १/४ एवढे गुण एकूण गुणांमधून वजा/ कमी करण्यात येतील.

२) एखाद्या प्रश्नाची एकापेक्षा अधिक उत्तरे दिली असल्यास अथवा ज्या उमेदवाराने उत्तरपत्रिकेत पूर्ण वर्तुळ चिन्हांकित केले नसेल अशा प्रश्नाचे उत्तर चुकीचे समजण्यात येऊन त्या प्रश्नाच्या उत्तराकरीता २५% किंवा १/४ एवढे गुण एकूण गुणांमधून वजा/कमी करण्यात येतील.

३) वरीलप्रमाणे कार्यपध्दतीचा अवलंब करताना एकूण अंतिम गुणांची बेरीज अपूर्णांकात आली तरीही ती अपूर्णांकातच राहील व पुढील कार्यवाही त्याच्या आधारे करण्यात येईल.

४) एखाद्या प्रश्नाचे उत्तर अनुत्तरित असेल तर, अशा प्रकरणी नकारात्मक गुणांची पध्दत लागू असणार नाही.

ब) अंतिम गुणवत्ता यादी ही वस्तुनिष्ठ परीक्षेतील व मुलाखतीतील एकत्रित गुणांवर आधारीत राहील.

-: अभ्यासक्रम :-

विषयाशी/विभागाशी संबंधित घटक यामध्ये खालील घटक व उपघटकांचा समावेश असेल.

Sr. No.	Topics
[1]	**Education System in India:** Education System in India, National Policies on Education in India, including NEP 2020, Historical Background of Technical Education in India, Recommendations of various Committees on Technical Education, Need for Technical Education in India, Various Systems of Technical Education in India, Policies for Technical Education, Objective and scope of Technical Education System, National Credit Framework, Outcome based Education. National Institute Ranking Framework (NIRF), NAAC **Status of Technical Education in Maharashtra :** Technical and Vocational Education System in the State, Three-tier System. Various projects taken up so far for under Directorate of Technical Education. Various Policies and programmes of the State Government for skill development, enhancement of employability, Employment and Self-employment, University Act 2016, Anti-ragging Act, MSBTE Act.

[2]		**Manpower Planning relevant to Various Programs in Technical Education:**
		Human Resource Planning, Elements of manpower planning, Techniques in human planning, Surveys and their objectives, Demand estimation of skilled manpower, Role of various organizations such as DTE; MSBTE; AICTE; MoE; NSDC; BOAT; UGC; IIT's; NITTTR; State/ Central/ Open/ Deemed/ Private Universities, NEERI; PCI and COA, RUSA; MSFDA; Perspective plan of the authorities, Institute Development Plan.
[3]		**Administration of Government, Government Aided and Private Institutions:**
	(A)	**Academic Management**: Organization structure of Government, Government Aided and Private Institutions at Degree & Diploma levels, Reporting systems, Reporting authorities, SWOT analysis, Vision and mission, Goals, Strategic Planning, Internal/external environment management, Resource mobilisation, library management, maintenance of academic facilities, marketing strategies related to educational institute, Norms for granting autonomy to institutes, RTI act, RTS act.
	(B)	**Human Resource Management:** Leadership and decision-making, personality development, human behavior, character and moral qualities of public relation, effective communication, Problem solving techniques, personal management, value analysis, faculty norms, Maharashtra Civil Service Rules (MCSR), Procedure for approval of teaching & non teaching staff, faculty and staff development plans, training policies of faculty and staff, types of training, motivation, evaluation of performance of faculty & staff, team building, orientation training of new employees.
	(C)	**Material, Infrastructure, Resource and Financial Management (With reference to State Government Institutions):** Budget, Budget process, Budget Performance, PLAN & Non-plan budget heads, bill passing procedure, financial powers, finance rules, Audit, Cost Benefit Analysis, Cost reduction techniques, Revenue generation, sources of funds, Treasure/ Pay & Accounts Office rules, assessment of finance, cash book and transaction, record and reports. Purchase through GeM, purchase procedures, tenders. Classification of inventory, Type of stores, purchase, Inventory Control, Stores Manual, stock register, Procurement plan, Economic Order quantity. Buffer stock, Reorder Level, CPM & PERT techniques, infrastructure norms, stores audit, records & reports, physical verification of goods and equipments, maintenance plan of equipments & machineries, write off rules and procedures.
[4]		**Admission :** Approval process (establishment of new institutions, addition of courses, variation in intake, closure of institution), CET cell, Admission regulatory authority(ARA), Competent authority, CAP, Eligibility, Statutory reservations, Rounds of admission, Tuition fee waiver schemes, NRI/PIO Quota. Fee regulatory authority(FRA), Fee exemptions and various scholarship schemes, reimbursement of fees. Affiliation of institutes, enrolment of students. Autonomous Institution Structure.
[5]		**Curriculum :** Definition, importance of curriculum development, components of curriculum, participation of industry, objectives, outcomes, programme educational objectives, program outcomes, course objectives, course outcomes, purpose of laboratory courses, need of multi-disciplinary and inter-disciplinary courses, sandwich programmes, implant training, self study, Course contents, Credit and grading systems, choice based credit system, different grades, relative and absolute grading system, lateral entry, multy entry and multy exit system.
[6]		**Teaching -Learning Process:** Assessment of curriculum implementation, CIAAN, learning material development, development of media for instructions, various Teaching aids, MOOCS/SWAYM platform, class room/ laboratory monitoring, feedback systems, academic audit, Accreditation process (NBA), Institute monitoring, LMS, Remedial Coaching.

[7]		**Examination:** Purpose of examination, types, Various evaluation techniques, effective evaluation, Criteria for measurement of skills and performance, methods of examination, Examination schemes of MSBTE and Autonomous institutions and Universities. revaluation processes, Blooms Taxonomy.
[8]		**Training & Placements :** Requirement of various Organisations (Registered/Non-registered, Local/Outside) and availability of candidates, Process of Placement. Role of training and placement officer, Training Methodologies, Apprenticeship Training, Linkage with Industries, Importance of Industry-Institution-Interaction, Apprenticeship Act, 1961, Various criteria used for evaluating the Training Programme, Entrepreneurship Development Programme. CSR, MoUs.
[9]		**Schemes of Government of India, World Bank and State Government in the Department of Technical Education in the State such as:**
	a)	World Bank Assisted Technical Education Quality Improvement Programs (TEQIP), MERITE etc.
	b)	Minority schemes of Government of India and Government of Maharashtra.
	c)	Government approved short term diploma courses under MSBTE.
	d)	Various Schemes for Disabled (PWD) and Women.
	e)	Continuing education programs.
	f)	Community Colleges & Distance education.
	g)	Teachers Training Programme.
	h)	Finishing courses/ Skill Courses.
	i)	Community Development through Polytechnic Scheme.
	j)	National Skill Qualification Framework.
	k)	Unnat Maharashtra Abhiyan.
	l)	Learn and Earn Scheme.
	m)	Center of Excellence.
	n)	Startups / Incubation Activities

दिनांक - २६ एप्रिल, २०२४

अवर सचिव
महाराष्ट्र लोकसेवा आयोग