

Maharshi Panini Sanskrit Evam Vedic Vishwavidyalaya, Ujjain

STATUTE NO.9

AUTONOMOUS COLLEGES

(Refer Section 33(I) of the Act.)

(For the purpose of this Statute, the Act means Maharshi Panini Sanskrit Evam Vedic Vishwavidyalaya Adhiniyam 2006 (15 of 2008))

DEFINITION :

Autonomous College means educational institution declared as an Autonomous College by the Executive Council on the recommendation of University Grants Commission, New Delhi and approval of the state government.

I - ELIGIBILITY PROCEDURE :

1. An affiliated College having not less than ten years of standing and permanent affiliation will be eligible for the conferment of autonomy to conduct specified courses of studies.
2. The College desirous of having conferment of autonomous status, shall apply to the University as per the proforma at Annexure-I (Ten Copies).
3. The proposal received from the college shall be placed before a Committee which will consist of the following :

(1) Kulpati	Chairman
(2) One nominee of the University Grants Commission	Member
(3) Dean of the concerned Faculty	„
(4) One nominee of the state government.	„
(5) One Principal of an Autonomous College to be nominated by the Kulpati	„
(6) Director, College Development Council.	“

4. The Committee may visit the College and discuss the proposal with the management and or the Faculty members and make such enquiry as may be necessary with regard to the application for autonomy to formulate its recommendations.
5. The recommendations of the Committee will be forwarded to University Grants Commission, New Dehli and state government in the format Annexure-I for concurrence. After the concurrence of the University Grants Commission and state government is available the matter will be referred to Executive Council for its final decision with regard to grant of autonomous status to the College. After decision of Executive Council, the University will notify the conferment of autonomous status to the College.

II - EXTENT OF AUTONOMY :

An autonomous college will have autonomy in the matter of :

- (1) Admission of students, in respect of course of studies for which "autonomy" is conferred.
- (2) Framing syllabus and course contents in conformity with the general pattern of the University.
- (3) Arranging for proper instructions to its students.
- (4) Devising methods of evaluation, examinations and tests pertaining to the award of the degree/diploma by the University.
- (5) The Autonomous College shall have power to make rules or bye-laws not inconsistent with the Act and the rules and regulations framed thereunder, to achieve the objectives of autonomy.

III - GOVERNANCE OF AN AUTONOMOUS COLLEGE :

The College will have the following committees to ensure proper management of academic, financial and general administrative affairs :

- (A) The Governing Body.
- (B) The Academic Council.
- (C) The Subject Committees.

(A) The Governing Body :

The composition and function of the Governing Body will be as under :

I. Composition :

- (1) Three members to be nominated by the trust/management of the College of whom one will be the Chairman.
(The person so nominated shall include at least one outstanding educationist/scientist/jurist/management expert. None of these members shall be an employee of the College).
- (2) Two senior most teachers of the College to be nominated by rotation according to seniority, by the Principal for a period of two years.
- (3) One nominee of the University not below the rank of Professor;
- (4) One nominee of the state government; and
- (5) One nominee of the University Grants Commission
- (6) The Principal of the College - Ex-officio member Secretary

II. Term :

The term of the nominated members at 1- 5 shall be for a period of two years and the same persons except for members at (2) shall be eligible for renomination for another term.

III. Meeting :

The Governing Body should meet at least twice in a year.

IV. Functions :

The Governing Body shall have powers to :

- (a) Prescribe norms for the travelling and other allowances to teaching and non-teaching staff for specific assignments.
- (b) Regulate and enforce disciplines among members of teaching and non-teaching staff in accordance with the rules/procedure laid down in this regard;
- (c) Invest any money belonging to the College in stocks, funds, shares or securities as it shall from time to time, think fit or in the purchase of immovable property;
- (d) Fix the fees and other charges payable by the students of the College on the recommendation of the Academic Council and after obtaining advice of the Finance Committee;
- (e) Entertain, adjudicate upon and if considered fit to constitute a committee to redress the grievances of the employees of the College;
- (f) Delegate administrative and financial powers to the Principal and other functionaries in the College for its smooth functioning;
- (g) Institute scholarships, fellowships, studentships, medals prizes and certificates on the recommendations of the Academic Council;
- (h) Accept endowments/donations for specific purposes;
- (i) Approve institution of new programmes of study leading to degrees and/or diplomas;
- (j) Approve annual report of the College, and
- (k) Perform such other functions directly, or through constitution of committees for the proper development and fulfilment of the objectives for which the College was established.

(B) Academic Council :

The Composition of the Academic Council and its functions will be as under :

I. Composition :

- (1) The Principal : Chairman
- (2) All the Heads of Departments in the College. : Members.
- (3) Four teachers of the College representing different levels of teaching staff by rotation on the basis of seniority of service in the College;
- (4) Not less than four experts from outside the College representing such profession as industry, commerce, law, education, medicine, engineering etc., to be nominated by the Governing Body of the College,
- (5) Three nominees of the University;
- (6) One representative of the state government.
- (7) Two post-graduate students, two under-graduate students, one each representing major disciplines and one outstanding sportsman/women of the College to be nominated by the Principal on the basis of merit; and
- (8) Registrar of the College or any other person nominated by the Principal will be non-member Secretary.

II. Term of the Members :

The term of the nominated members shall be two years. In the case of students, it will be one year.

III. Meetings :

The Principal shall convene meeting of the Academic Council at least once a year.

IV. Functions :

Without prejudice to the generality of functions mentioned, the Academic Council shall have powers to :

- (a) Scrutinise and approve the proposals with or without modification of the Subject Committees with regard to courses of study, the academic regulations, curricula, syllabi and modifications thereof, instructional and evaluation arrangements, methods, procedures relevant there-to etc., provided that where the Academic Council differs on any proposal, it will have a right to return the matter for reconsideration to the Subject Committees concerned or reject it;

- (b) make regulations regarding the admission of students to different programmes of study in the college;
- (c) frame regulations for conduct of examinations and initiate measures for improving quality of teaching, students' evaluation and student advisory programme in the college;
- (d) make regulations for sports, extra-curricular activities, proper maintenance and functioning of the playground and hostels;
- (e) approve candidates for conferment of degrees, diplomas or certificates by the University;
- (f) recommend to the Governing Body proposal for institution of new programmes of study;
- (g) recommend to the Governing Body institution of scholarships, studentships, fellowships, prizes and medals and to frame regulations for the award of the same;
- (h) advise the Governing Body on suggestion(s) pertaining to academic affairs made by it and
- (i) perform such other functions as may be assigned by the Governing Body.

(C) Subject Committees :

The composition and function of the Subject Committees in each subject will be as under :

I. Composition :

- (1) Head of the Department concerned – Chairman
- (2) All the teachers in the department, having five years continuous experience of teaching – Members;
- (3) Two experts in the subject from outside the College to be nominated by the Academic Council;
- (4) One expert to be nominated by the University.

The Chairman, Subject Committee may with the approval of the Principal of the College :-

- (a) Co-opt experts from outside the college whenever special courses of studies are to be formulated;
- (b) Co-opt other members of staff of the same or different faculty.

II. Term :

The term of the nominated members shall be two years.

III. Meeting :

The Principal of the College shall draw schedule for meeting of the Subject Committees for different departments. The meeting may be scheduled as and when needed but necessarily once a year.

IV. Functions :

The Subject Committees of a department in the College shall :

- (a) Prepare syllabi for various courses keeping in view the objectives of the colleges and the national requirement;
- (b) suggest methodologies for innovative teaching and evaluation techniques;
- (c) suggest panel of names for appointment of examiners;
- (d) co-ordinate research, teaching extension and other academic activities in the Department/College.

The College, in addition to the above statutory bodies, shall have the following non-statutory advisory bodies for help and advice to facilitate smooth working and development of the College :

- (1) Finance Committee.
- (2) Planning and Evaluation Committee.
- (3) Appeal and Grievances Committee.
- (4) Examination Committee.
- (5) Admission Committee.
- (6) Student and Extra-Curricular Committee.
- (7) Library Committee.

(Committees 1, 2, 3 above be constituted by the Governing Body).
(Committees 4 to 7 be constituted by the Academic Council).

VI - GENERAL :

- (1) An Autonomous College shall offer instructions up-to degree, post-graduate and M.Phil courses. The teachers of an Autonomous College who have been recognised by the University as guides can supervise the research work of candidates registered with them. However, the registration for Ph.D./Vidya Varidhi and evaluation of thesis would be done by the University.
- (2) Admission of students to courses of studies offered by the Autonomous College shall conform to the minimum qualifications laid down by the University for the courses of

study concerned, subject to rules of reservation of candidates belonging to scheduled castes, scheduled tribes and backward classes laid down by the state government from time to time.

- (3) An affiliated college may be conferred the status of autonomy for a period not exceeding five years in first instance, subject to review of the functioning of the College at the end of three years. The Executive Council shall be competent to extend the period beyond five years on an application made by the College.
- (4) The Executive Council shall have power to revoke the autonomy conferred on the college at any time after scrutiny and giving due notice of such intention to the College concerned before the expiry of the period mentioned in para (3) above in the case of deteriorating standards or for any other valid reason.
- (5) Notwithstanding the conferment of an autonomous status on any affiliated college, all provisions of the Act, the Statutes, the Ordinances and the Regulations of the University shall be applicable to the College not inconsistent with those relating to matters specified in this Statute. The University shall continue to exercise its general power of supervision over such a college.
- (6) The University shall have power to constitute an Advisory Body to monitor the functioning of these Colleges.
- (7) The College shall pay to University a fee of Rs. 2500.00 alongwith the application for grant of autonomous status.
- (8) The employees both teaching and non-teaching, of a College on conferment of autonomous status will continue to be governed by the same terms and conditions of service as on the date of conferment of autonomous status. The benefit of revision of terms and conditions of service will become available to the employees *mutatis mutandis* when the University decides to review the service conditions of its employees.
- (9) All recruitment of staff shall be directed by the Governing Body of the Autonomous College and in accordance with the guidelines by the U.G.C. and regulations formulated for advertisement of posts, constitution of the selection committee and qualifications of candidates.
- (10) Autonomous Colleges will be free to explore the possibilities of research projects for getting financial assistance from government, public and private agencies.

ANNEXURE-I**PROPOSAL BY A COLLEGE FOR GRANT OF AUTONOMY**

The proposal will be submitted to the University Grants Commission, New Dehli and state government in the following format :

PART-I : BACK GROUND OF THE INSTITUTION**PART-II : SUPPLY OF INFORMATION BASED ON CRITERIA**

- (1) Academic reputation and provisions :

Performance in University examinations and other academic, cultural activities.

- (2) Number of regular teachers and their academic attainments.

- (3) The mode of selection of students and teachers.

- (4) Physical facilities, i.e., library, accommodation and equipment.

- (5) Institutional management.

- (6) The financial resources that the management can provide for the development of the institutions.

- (7) The responsiveness of the administrative structure to the views of staff and students.

- (8) Extent of freedom enjoyed by the staff for advanced scholarships, research and experimentation and involvement in educational innovation and reforms.

PART-III :IMPLEMENTATION OF AUTONOMY

Aims and objectives.

Management of the College.

Academic Council - Structure and functions.

Subject Committees - Structure and functions.

Other committees.

Admission eligibility.

Curricular programme.

Student evaluation :

Internal assessment

External assessment

Financial implications.

Course contents.

Co-curricular and extra curricular activities.

PART-IV : BASIC INFORMATION

- (1) Name of College.
- (2) Year of establishment.
- (3) Whether private or government.
- (4) Year of grant of permanent affiliation.
- (5) Course offered :

Undergraduate.
Post graduate.
M. Phil.

- (6) Students enrolment during last three years.

Undergraduate.
Post-graduate.
M. Phil.

- (7) Faculty strength category wise.

(Please enclose list of faculty with their qualifications, research papers/books/monographs if published).

- (8) Administrative, laboratory and library staff.
- (9) Results during the last year : Percentage of :

Undergraduate: Ist Division, 2nd Division, over all Pass.
Post-graduate Ist Division 2nd Division, over all Pass.

- (10) Number of M. Phil./Ph. D./Vidya Varidhi produced during the last three years.
- (11) Research facilities in the institution and on going research projects in different departments.
- (12) Number of books and journals in the library, (text, reference and general).
- (13) List of major items of equipment in the College (costing more than Rs. 50,000.00 each).
- (14) Space for class rooms and laboratory.

----{{ - }}----