

AUTONOMY – PRELIMINARY DRAFT PROPOSALS

The Preliminary draft proposal to be incorporated in the Statutes of the Mahatma Gandhi University for conferring Autonomy to its Affiliated Colleges.

ITEM No: 4/6.07/3652.

Minutes of the Meetings of the Syndicate Special Committees constituted to prepare the draft Statutes for conferment of Autonomy to Affiliated Colleges, by the Syndicate, held on 12.04.2006 & 25.04.2006 – reg.

(Ist Meeting)

Ref: - Ac.C/100/Synd./6/2006, from Registrar, dated 01/04/2006. Time 11 a.m., Syndicate Hall.

The Committee constituted for the purpose met in the Syndicate hall and discussed the draft Statutes submitted by the Convenor time by time. It is suggested to incorporate the draft Statutes as a Separate Chapter, as Chapter 23 A - “Affiliation and Approval of Autonomous Colleges”² in the existing Statutes of the University. It is resolved to continue the deliberations and submit the final draft in the next Meeting. The next meeting may be convened on 25th April 2006, at 11 a.m. in the Syndicate Hall.

(IInd Meeting)

1. Draft of the application for conferment of autonomy to affiliated Colleges was discussed and certain modifications were suggested.
2. Draft of the Statutes was discussed point-by-point and approved.
3. Resolved to handover the draft to Registrar for further action.

Meeting came to a close at 2 P.M.

Draft Amendment to Mahatma Gandhi University Statutes, 1997

FOR

AUTONOMOUS COLLEGES

In Chapter 1, Preliminary, under Definitions, after item (g), the following shall be inserted as (g i), namely : -

(g i) “Autonomous College” means any Government or Aided affiliated college so designated providing its own courses of studies, within the University area which had

been approved to be so, by the University with the approval of the State Government and the University Grants Commission (UGC).

CHAPTER 23 (a)

Conferment of Academic Autonomy to Affiliated Colleges

Any Government or aided college permanently affiliated to this University and included in the 2f and 12B list of UGC Act 1956, which satisfies the following criteria may apply to the University in the prescribed format in quadruplicate, (Appendix I), for conferment of autonomous status with academic autonomy, not later than 1st January, preceding the academic year in which the college proposes to become autonomous. The following particulars have to be furnished in the prescribed format:

- (a) Academic reputation and previous performance in University examinations and its academic, co-curricular and extension activities in the past.
 - (b) The college should have a minimum of 5 Star or B++ status in the first or subsequent assessment and accreditation process done by National Assessment and Accreditation Council, Bangalore.
 - (c) Academic and extension achievements of the faculty.
 - (d) Quality and merit in the selection of students and teachers, subject to statutory requirements in this regard.
 - (e) Adequacy of infrastructure, for example, library, laboratories, equipments, accommodation for academic, co-curricular and extracurricular activities, hostel and faculty houses, etc.
 - (f) Quality of institutional management. Specify the extent of transparency and participatory role given to the academicians/teachers of the College in the institutional management.
 - (g) The financial resources provided by the Management/ State Government for the development of the institution.
 - (h) The responsiveness of the administrative structure to the views of staff and students.
 - (i) Motivation and involvement of faculty in the promotion of innovative reforms.
2. All applications seeking conferment of autonomous status shall be considered by the Syndicate not later than 31st January, preceding the academic year in which the college proposes to become autonomous.
 3. With drawl of Autonomy

The Syndicate shall have the power to designate a college as 'Autonomous College' initially for a period of six years, subject to review after four years and six years by Review Committees constituted by the Syndicate (Appendix III) with University and UGC representatives. In the event of the availability of evidence confirming decline in standards it shall be open to the University, after careful scrutiny and mutual consultation and due notification to the management, to revoke the designation. In such cases the students already admitted under the autonomous scheme would be allowed to complete the course under autonomous status.

Note:- If the Syndicate decides to withdraw the autonomous status of a College, it shall continue as an affiliated College with the same status as it was enjoying before the conferment of the autonomous status.

4. Procedure for conferment of autonomy

On receipt of application for such conferment of autonomous status with an application fee of Rs.10,000 (Ten thousand only) to be deposited with the University, the Syndicate shall appoint a Committee consisting of the representatives of the UGC, the Government and the University, (Appendix II), to examine the proposals and based on the report and on the recommendations of the University, the question of conferment of autonomous status shall finally be decided by the Syndicate and the same be recommended to the Government and UGC and on such approval the University shall finally confer autonomous status on the College provided all conditions prescribed thereof are fully satisfied.

5. Governance, rights and privileges of an Autonomous College

- (a) An autonomous college shall ordinarily devote its efforts to the development of academic programmes at the certificate, diploma, undergraduate, postgraduate and M.Phil level.
- (b) They can determine and prescribe its own courses of study and syllabi and restructure and redesign the existing courses to suit local needs. Certificate and diploma courses can be started without the prior approval of the University. Degree and PG courses when started shall be duly informed to the University. University can review all new courses started or redesigned by the autonomous college where there is decline in standards or quality. The university may, after careful scrutiny, and in consultation with the UGC, either help to modify them, wherever possible, or cancel such courses.
- (c) They can prescribe rules for admission in consonance with the reservation policy of the State Government and the University.
- (d) They can evolve methods of assessment of students' performance, the conduct of examination and notification of results.
- (e) They can use modern tools of educational technology to achieve higher standards and greater creativity; and promote healthy practices such as

community service, extension activities, projects for the benefit of the society at large, neighborhood programmes, etc.

- (f) They shall recruit their teachers and non-teaching staff observing the existing rules and procedures of the University, UGC and the State Government.
 - (g) They can issue their own provisional, migration and other certificates.
 - (h) They can ensure that degrees issued by the parent University indicate the name of the college.
 - (i) They shall constitute a Grievance Redressal Committee as per the direction of the University to address the grievances of the students in the matter of internal and external examinations.
6. The Autonomous college shall have its own Governing Body, Academic Council, Boards of Studies for the different subjects and other Committees such as Planning and Evaluation Committee, Grievance Appeal Committee, Examination Committee, Admission Committee, Library Committee, Student Welfare Committee, Extracurricular Activities Committee and Academic audit Committee.
7. Procedure for monitoring/Evaluation and continuance of autonomy
The right of autonomy shall not be conferred once and for all. It has to be continuously earned by the College by sustaining and improving the quality of teaching, learning and evaluation.

Self evaluation shall be made by the College annually by appropriate internal mechanism such as Internal Quality Assurance Cell (IQAC). Annual Evaluation Report has to be submitted to the University not later than 1st June of every year. The continuance of autonomy shall be decided by the Syndicate on the basis of the out come of the Report of the second Evaluation Committee appointed by the University.

- (a) .Governing Body, its constitution and functions. (This is different from the Trust Board/ Board of Management/ Management Committee, etc.)

Number	Category	Nature
5 members	Management	Trust or management as per the byelaw with the Chairman /Director /president as Chairperson
2 members	Teachers of the college	Nominated by the Principal based on seniority and rotation
1 member	Educationist/Industrialist	Nominated by the Management
1 member	UGC nominee	Nominated by UGC

1 member	State Government nominee	Academician not below the rank of Professor/ Government official from H. Education/ State Council of H. Education
1 member	University nominee	Nominated by the Syndicate
1 member	Principal of the College	Ex-officio Secretary

(b).Constitution of Governing Body of Government Autonomous College.

Number	Category	Nature
3 members, one of them to be chairperson	Educationist, Industrialist, Professional	Nominated by State Government. Persons of proven academic interest with at least PG level qualification
2 members	Teachers of the college	Nominated by the Principal based on seniority
1 member	Educationist/Industrialist	Nominated by the Principal based on seniority
1 member	UGC nominee	Nominated by UGC
1 member	State Government nominee	Nominated by the State Government
1 member	University nominee	Nominated by the University Syndicate
1 member	Principal of the College	Ex-officio Secretary

Term: Two years, except for the UGC nominee whose term will be a full six years.

Meeting: At least twice a year.

Functions: Subject to the existing provision in the bye-laws of the respective college and RULES LAID DOWN BY THE STATE GOVERNMENT, the governing body shall have powers to fix the fees and other charges payable by the students of the college on the recommendations of the Finance committee.

(c) .The Academic Council, its constitution and functions

1. The Principal (Chairperson)
2. All Heads of Departments in the college
3. Four teachers of the college representing different categories of teaching staff by rotation on the basis of seniority of service in the college

4. Not less than 4 experts from outside the college representing such areas as industry, management (commerce), law, education, medicine, engineering, etc., to be nominated by the governing body.
5. Three nominees of the Syndicate
6. A faculty member nominated by the Principal as secretary.

Terms: The term of the nominated members shall be two years.

Meetings: The principal shall convene the meeting of the Academic Council at least once a year.

Functions: (a) Scrutinize and approve with or without modifications of the BoS with regard to courses of study, academic regulations, curricula, syllabi, instructional and evaluation arrangements, methods procedures etc.,

When academic Council differs any proposal it shall be returned to BoS for reconsideration, or reject it after giving reasons to do so.

(b) Make regulations regarding the admission of students to different programmes of study in the college. (c) Make regulations for sports, co and extra-curricular activities and proper maintenance and functioning of sports and games facilities and hostels. (d) Recommending to Governing Body proposals for institution of new programmes of study. (e) Recommend to Governing Body institution of scholarships, studentships, fellowships, prizes and medals and to frame regulations for the award of the same. (f) Advise the Governing Body on suggestions pertaining to academic affairs made by it. (g) Perform such other functions as may be assigned by the Governing Body.

(d). The Board of Studies (BoS), its constitution and functions.

- 1 Head of the Department concerned (Chairperson)
- 2 The entire faculty of each specialization
- 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 Vice-Chancellor from a panel of six members recommended by the Principal of the college
- 5 One representative from industry/corporate sector/allied area relating to placement nominated by the Principal
- 6 One meritorious PG alumnus to be nominated by the Principal
Chairperson BoS may co-opt the following with the approval of the Principal.

- (a) Two experts from outside the college when ever special course are to be formulated
- (b) Two other teachers of the same faculty.

Term: The term of the nominated members shall be two years.

Meeting: The Principal of the college shall draw the schedule for meeting of the Board of Studies for different departments. The meeting may be scheduled as and when necessary, but at least once a year.

(e). Finance Committee and its functions

- 1 The Principal (Chairperson)
- 2 One person to be nominated by the Governing Body of the college for a period of two years
- 3 One senior most teacher of the college to be nominated in rotation by the principal for two years.

The Finance Committee will be an advisory body to the governing Body

The Finance Committee shall meet at least twice a year

It shall consider the budget estimates relating to the grant received /receivable from UGC and income from fees, etc. collected for the activities to undertake the scheme of autonomy and audited accounts for the above.

(f) .The Awards Committee and its functions.

- 1 The Principal (Chairperson)
- 2 Controller of Examinations
- 3 Five teachers nominated by the principal on the basis of seniority and rotation
- 4 Two Syndicate members selected by the Syndicate.

Term: The term of nominated members shall be two years.

Functions: Prescribe the format for internal assessment and final examination

Scrutinize the records, procedure, evaluation and results of examination in detail

Recommend to the University the award of degrees and other certificates of the successful candidates

Perform such other functions as may be prescribed by the University.

Meetings: The Award committee shall meet at least twice a year, once in each semester

Miscellaneous.

The University can at any time substitute, alter, amend, add or delete any of the provisions of the Statutes conferring autonomy to colleges.

Not with standing the conferring of autonomous status, the autonomous college shall be governed by provisions of the Act, Statutes, ordinances and Regulations framed by the university from time to time.

An autonomous College shall prepare a calendar of meetings of various bodies to ensure the implementation of their decisions in time.

All autonomous colleges should make a formative continuous assessment of student's work during each semester.

Teacher evaluation in autonomous college may include periodical self evaluation, institutional assessment of teacher performance, student feed back, research appraisal, etc.

Autonomous colleges in a given area may form a consortium for mutual cooperation/collaboration in chosen areas like management skills, national services, entrance examinations, research projects, etc.

Credit system and credit transfer among colleges in general and autonomous colleges in particular may be suitably adopted.