STATUTE GOVERNING THE GUIDELINES FOR PERMITTING POST-GRADUATE DEGREE PROGRAMMES IN AFFILIATED COLLEGES

(Framed under Sec 49 (1)(g) read with Sec. 59 of the KSU Act 2000)

I. Title and commencement:

i) This statute shall be called "Statute governing the guidelines for permitting Post graduate Degree Programmes in affiliated colleges.

ii) It shall come into effect from the date of assent of the Chancellor.

II. General:

1. A college which is permitted to start post-graduate programmes shall comply with all the provisions of the Act, Statutes, Ordinances, Rules and Regulations of Mangalore University framed in this regard.

2. Only those colleges which have permanent affiliation or atleast ten years of continuous affiliation and have been accredited by the NAAC shall be eligible to start P.G. programmes.

3. There shall be a separate faculty for each P.G. programme. The U.G. teachers shall not be allowed to handle P.G. classes.

4. There shall be a core faculty of atleast four full-time members for each P.G. programme. All the faculty members shall possess the qualification prescribed by the UGC for the respective posts from time to time and among them atleast two members shall posses research (Ph.D) degree.

5. All the faculty members shall be paid salary as per the pay scales and allowances prescribed by UGC/AICTE/UNIVERSITY from time to time for the concerned cadre viz., Professor/Reader/Lecturer and payment shall be made through Bank.

6. The conditions of service of the staff shall be in accordance with the Statute/Ordinances Rules of the University for Private Colleges.

7. In addition to the core faculty, retired teachers having more than five years of teaching experience at the P.G. level may be employed as visiting faculty to teach certain specialized topics/ subjects. If need be in exceptional cases eminent persons may be invited to deliver lectures.

8. Atleast one full time P.G. faculty members of the college and one representative of the University shall represented in the Governing Council of the college.

9. The students shall be admitted to the post-graduate programmes as per the regulations prescribed for the concerned programme by the University and by following the guidelines for admissions issued by the State Government from time to time.

10. A rational and transparent fee structure shall be adopted by the Institution. The Institution shall not charge capitation fee. An appropriate machinery set up by the State/ University will ensure that no capitation fee is charged and that there

is no profiteering though a reasonable surplus for the furtherance of education is permissible.

11. The college shall pay special attention to the welfare of backward classes and Scheduled Castes/Tribes and for this purpose follow the guidelines, directions and notification issued by the State Government from time to time.

12. No college shall impose levies on its teaching and non-teaching staff for meeting recurring or non-recurring general or special expenditure of the college or impose cuts in their salaries for any other purpose.

III. Infrastructure:

13. The college shall be in undisputed possession of land measuring not less than five acres (not less than one acre in case of a college situated in a metropolitan city/corporation limits.) It shall submit a blue print of the building proposed for the PG programme.

14. The college shall have a separate Library for the P.G. programmes. The Library shall have facilities like reading room, journal section, text book section and reference section along with internet facility. The seating capacity shall be in accordance with the strength of the P.G. students. A separate full time Librarian shall be appointed for the P.G. Library, if more than two P.G. programmes are to be permitted in a college.

15. There shall be separate classrooms, staff room, ladies common room and laboratories (wherever necessary) for the P.G. programmes. The size of the classrooms, laboratories etc. shall be in accordance with the intake fixed for each programme and for this purpose guidelines of the University issued from time to time shall be followed.

16. There shall be separate hostel facility for P.G. students.

17. The college shall satisfy the University that adequate financial provision has been made, for managing the college and college has deposited the funds collected for this purpose in a nationalized bank.

18. The college shall also satisfy the University that it has adequate recurring income from its own resources for its continued and efficient functioning.

IV Research Facilities:

19. The College shall create separate research facilities connected with the concerned P.G. Programme as follows:

- Library: The library shall have adequate number of books & journals (both Indian & Foreign) in the concerned discipline.
- Databases relating to the concerned discipline.
- Laboratory: A research laboratory exclusively for the purpose of conducting research.

V. Records, Accounts and Audits:

20. In the case of a Private college the accounts shall be audited at the end of each year by a chartered accountant out of a panel approved by the University or by the State Govt. A copy of the annual accounts and the audit report of the college shall be made available to the University and the State Govt.

21. All the registers and records which are required to be maintained as per the under University Regulation/Govt. Orders shall be maintained and shall be made available for inspection by the University/Government whenever required.

VI. Preliminary Project Report :

A college which intends to apply for P.G. programmes shall prepare a preliminary project showing the infrastructure and facilities available for each programme and sufficient proof of financial and other resources for sustaining the programmes. It shall also give an undertaking to the effect that it abides by all the conditions mentioned above if it is considered for grant of affiliation to P.G. programmes. After receiving the preliminary project report, the University shall constitute a Screening Committee including the Dean of the concerned faculty and one or two expert as members to evaluate the report and give its opinion as to the feasibility and need for starting the P.G. programmes in the college. The report of the screening committee shall be placed before the Syndicate for its consideration and for further action to be taken by the College.

VII. Local Inquiry Committee Report:

A college shall apply for affiliation for P.G. programmes in the proforma of application provided for the purpose and shall enclose all the relevant documents and meet all the conditions stated in section 59(3) of the KSU Act 2000.

The Syndicate after considering the application shall direct a local enquiry by LIC. The LIC shall strictly follow the above guidelines and shall not recommend if the institution is not capable of fulfilling the conditions for managing P.G. programmes.

VIII. Final Approval:

The report of the LIC shall be placed before the Academic Council and he Syndicate as per the provisions of the Act and the application along with the proceedings of AC and Syndicate shall be submitted to the Govt. for final approval.

However before communicating the grant of affiliation, a committee along with the Dean of concerned faculty shall re-inspect the college to verify if all the conditions stipulated by the LIC have been fulfilled.

IX. Admission Policy & Examinations:

When a Post-graduate programme is permitted in a College, 50% of the intake sanctioned to the programme or whatever the percentage fixed by the State Government from time to time shall be set apart for admission of candidates by the University.

The Chairman of the B.O.E. for the conduct of examination in the concerned programme shall be chosen from wherever possible among the members of the faculty of the University Department and all the expenditure connected with the conduct of examination in the programme shall be borne by the concerned college itself.

(Assented by the Chancellor on 18.8.2004 as communicated in the Government letter No.ED 8 UDS 2004, dated 25.8.2004 and notified under Notification No.MU/ ACC/ CR.8/2003-04/A2, dated 10.09.2004)

Sd/-
REGISTRAR.