

UNIVERSITY



OF MYSORE

No. CDC/Autonomy/99-2000

VISHWAVIDYANILAYA KARYA SOUDHA
CRAWFORD HALL, MYSORE 570 005
Dated: 23rd February 2001

NOTIFICATION

Subject: Statutes relating to Grant of Autonomy to the Colleges \ Institutions \ Units of University of Mysore.

Reference: Letter No. ED 14 UMS 2000 Dated 4.9.2000

The Statutes relating to the Grant of Autonomy to the Colleges \ Institutions Units of Mysore University has assented to by the Chancellor on 11.8.2000 and communicated by the Secretary to the Government of Karnataka, Education Department, Bangalore vide letter cited under reference above, are notified with the annexure.

The above Statutes come into effect from the date of assent of the Chancellor.

BY ORDER,

[Handwritten Signature]
REGISTRAR
[Handwritten Initials]

To

- 1 The Principals of all Constituent and Affiliated Colleges of the University of Mysore
- 2 The Chairpersons of all the Post-graduate Departments of University of Mysore, Manasagangotri, Mysore-6
- 3 The Directors of Postgraduate Centres, Hassan and Mandya
- 4 The Directors \ Heads of Research Centres recognized by the University of Mysore
- 5 The Secretary, Education Department (University), Government of Karnataka, MS Building, Bangalore
- 6 The Director, Department of Collegiate Education, Government of Karnataka, MS Building, Bangalore
- 7 Registrars of all the Universities in Karnataka
- 8 The Finance Officer, University of Mysore, Mysore
- 9 The Registrar (Evaluation), University of Mysore, Mysore
- 10 Deputy Registrars (General \ Academic \ PDI \ SC-ST Cell), University of Mysore, Mysore
- 11 Assistant Registrars (General \ Academic \ Authorities), University of Mysore, Mysore
- 12 PA to Vice-Chancellor \ Registrar, University of Mysore, Mysore
- 13 Office Copy

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ED 14 UMS 2000

04.09.2000

Higher Education,
Mysore University, Mysore-570 005.

RP-211
5/9/2000

The Registrar,
Mysore University,
MYSORE-570 005.

Sir,

Sub:- Statute governing conferment of
autonomy to the Colleges/Institutions/
Units of Mysore University.

Ref:- Your letter No.CDC/2000-1 dt.14.6.2000

The Chancellor has assented the statute
relating to autonomy Colleges, Institutions and
Units of Mysore University 1999 (appended) on
11.08.2000 under Section 36(4) of the Karnataka
State Universities Act, 1976.

Yours faithfully,

(S. NAGARAJU)

Under Secretary to Government,
Education Dept. (University).

CDC
5/9

5/9
S. N. R. K.
pt. disms
ihw 6/9/2000

DRAFT STATUTES RELATING TO AUTONOMOUS COLLEGES AND INSTITUTIONS OF MYSORE UNIVERSITY, 1999

PREAMBLE

Higher Education has an important role to play not only in academic pursuits and acquisition of knowledge, but also in national development and social change. Demand for Higher Education has increased phenomenally in recent years with the result that we now have about 240 Universities and 9800 Colleges catering to the needs of about 7 million students.

Universities and Colleges are instruments of both human development and empowerment. The development of colleges which are chiefly responsible for undergraduate education, and to a certain extent to postgraduate programme, is a vital activity of higher education from the point of view of maintenance of quality and excellence in teaching, learning and training programmes.

The archaic system of affiliation has provided little or no scope for colleges to innovate, experiment and standardize the activities related to learning, examination and training. Therefore, it is time that some, if not all, Colleges are given the status of autonomy to accept the new challenges in terms of quality and excellence of a new century.

It is therefore proposed to grant the status of autonomy to the deserving colleges, which have the potential to maintain the standards of higher education. In this connection, a draft statute relating to autonomous colleges and institutions of Mysore University is proposed.

CHAPTER-I

TITLE, PRELIMINARY COMMENCEMENT AND APPLICABILITY:

- 1.1 These STATUTES shall be called "STATUTES RELATING TO AUTONOMOUS COLLEGES, INSTITUTIONS AND UNITS OF MYSORE UNIVERSITY, 1999."
- 1.2 They shall come into force after assented to by the Chancellor of Mysore University.
- 1.3 They shall apply to Colleges, Institutions and units imparting education in Arts, Science, Social Sciences, Commerce, Law, Education and Management Studies.

CHAPTER II

DEFINITIONS:

- 2.1 In these STATUTES, unless the context otherwise requires,
 - a. "ACT" means The Karnataka State Universities Act, 1976.
 - b. "COLLEGE" means either an institution maintained by the

University as a Constituent College or an Affiliated College.

- c. "INSTITUTION" means any affiliated educational institution eligible to avail the privileges extended by the University
- d. "UNIT" means a Post-Graduate department, Institute, school or a centre either maintained by or affiliated to the University
- e. "PRINCIPAL" means head of the college
- f. "TEACHERS" mean Professors, Readers, Lecturers and others imparting instruction as defined in the Act.
- g. "Governing Body", "Academic Council", "Board of Studies", "Standing Committee", "Finance Committee", mean, unless the Context requires otherwise, such bodies as constituted under these Statutes.

CHAPTER III

APPLICATION FOR GRANT OF AUTONOMY:

- 3.1 Any College or Institution which has been permanently affiliated to Mysore University shall be eligible to apply for autonomous status.
- 3.2 Such Colleges and institutions shall submit an application in prescribed form, in quadruplicate, to The Registrar, Mysore University, Mysore.
- 3.3 The applicant College shall, along with the duly completed application, submit copies of relevant and authenticated supportive documents and shall also pay the prescribed application fee, if any.
- 3.4 The applicant College, Institution shall, also make a remittance of Rs.25,000/- (Rupees twenty five thousands only) towards the processing fee through a Crossed and Account payee, Demand Draft drawn in favour of The Registrar, University of Mysore, Mysore-5.
- 3.5 The processing fee of Rs.25,000/- (Rupees twenty five thousands only) shall not be refundable to the applicant.
- 3.6 All completed applications for grant of Autonomy shall be submitted to the Registrar on or before the date prescribed by the University.

CHAPTER IV

PROCEDURE FOR GRANT OF AUTONOMY:

- 4.1 The Syndicate shall constitute a Standing Committee which shall consist of:
 - i) a nominee of the Vice-Chancellor who shall act as Chairman of the Standing Committee;
 - ii) a Nominee of the Syndicate / Senate;
 - iii) a Nominee of the University Grants Commission;
 - iv) a Nominee of A.I.T.E. India Council for Technical Education where an application for

- autonomy has been received from a School of Management Studies;
- v) a Nominee of Bar Council of India where an application for autonomy has been received from a Law College or School of Legal Studies;
 - vi) at least one expert form outside the state to be nominated by the syndicate and
 - vii) the Registrar, who shall act as Member/Secretary of the Standing Committee.

4.2 Applications for autonomy shall be forwarded by The Registrar to the Standing Committee.

4.3 The Standing Committee, on receipt of the , completed applications, shall visit the College/Institution seeking autonomous / status and make such inquiry as it deems fit and file its REPORT to The Registrar, who in turn shall place it before the Academic council of the University for consideration.

4.4 The Standing Committee, shall, while preparing its REPORT, be guided by, amongst other things, the following illustrative criteria:

a. history of the Institution seeking autonomous status,

b. academic reputation and previous performance in the University examinations and its academic/ Co-curricular activities in the past

c. academic attainment of faculty

d. physical facilities, library facilities, equipments, recreational facilities available,

e. financial resources at the disposal of the management and its capacity to raise additional funds for the development of the College seeking autonomy,

f. purpose for which autonomy is sought for; whether the applicant College is seeking autonomy for promoting higher standards, for curriculum development or for innovations and experimentation to make education socially relevant and purposeful,

g. academic Reports of the Institution

h. quality and merit of the teaching staff in Academic Circles and their noteworthy Contributions in the field of their specialization;

i. degree of academic freedom enjoyed by the Faculty members to develop scholarship, to engage in research, experimentation and for educational innovation and reforms;

j. mode of selection of Students for admission and appointment of teachers with particular reference to whether adequate opportunities are provided to persons belonging to SC, ST and Category I, II, III Groups in the light of reservation norms laid down by the Government from time to time;

k. quality of institutional management and responsiveness of administrative structure and

1. Preparedness to switch over to an autonomous setting -to ensure that the responsibilities accompanying autonomy shall be properly discharged.
- m. Adequacy of infrastructure eg. Library, laboratory, equipment and space for academic activities.
- 4.5 The Academic Council shall refer the Report to the Syndicate and then, in the light of the recommendation of the Academic council of the University, the Syndicate may resolve whether the applicant's request for autonomy be granted or rejected.
- 4.6 If the Syndicate resolves to grant autonomy to the applicant college, the Syndicate shall transmit all the relevant records to the State Government and the University Grants Commission for obtaining their concurrence.
- 4.7 The Registrar shall, only after The State Government and the University Grants Commission concur, intimate the applicant College/ Institution about the proposal to grant autonomy, the period for which the applicant shall enjoy autonomous status and the conditions, if any, subject to which such status shall be granted.
- 4.8 The applicant shall, on receipt of such intimation about the proposal to grant autonomy, pay within fifteen days, such fee or fees and such earnest money deposit as may be prescribed by the University from time to time
- 4.9 The College / Institution, after having complied with the provisions of statutes of chapter V, shall make a report to the University of such compliance by enclosing all documents in support thereof and indicating its preparedness to function as an autonomous College/Institution.
- 4.10 On receipt of such report under statute 6.1, the Registrar shall place it before the Syndicate along with his report indicating whether or not the College / Institution has fulfilled the Conditions and terms of letter of intimation and requirements of statutes of Chapter V.
- 4.11 The Registrar shall, in accordance with the Syndicate resolution, issue a letter granting Autonomous Status as per format in Annexure 'D' with modifications, if necessary.
- 4.12 Autonomous Status shall be granted initially for a period of five years subject to the condition that thirty days before commencement of each academic year the College / Institution shall remit to the University a sum of Rs.25,000/- (Rupees Twenty five thousand only) or such other sum prescribed as Annual Fee, by the University, from time to time.
- 4.13 The University reserve the right to revoke the autonomous status when the annual fee prescribed is not paid within the time specified above.

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CHAPTER-V

RELATIONSHIP OF AUTONOMOUS COLLEGES WITH THE MYSORE UNIVERSITY

- 5.1 Every autonomous college is free to make use of the expertise of the University Departments to frame their curriculum, devise methods of teaching, examinations and evaluation. They can recruit their teachers according to the existing procedures.
- 5.2 Mysore University will accept the request of the autonomous colleges and arrange to depute their officials for carrying out the need-based tasks on their expenditure.
- 5.3 The Mysore University will provide academic freedom in autonomous colleges by
 - a. extending freedom to colleges to introduce innovative academic programmes
 - b. facilitating offering of new courses of study subject to the required minimum numbers of hours of instruction, contents and standards
 - c. not requiring heavy payments towards endowments for the introduction of new courses of study
 - d. permitting them to issue their own provisional, migration and other certificates
 - e. granting autonomy to offer both UG and PG programmes and
 - f. by doing everything possible to foster the spirit of autonomy.

CHAPTER-VI

COMPOSITION, POWERS AND FUNCTIONS OF GOVERNING BODY, ACADEMIC COUNCIL, BOARD OF STUDIES AND BOARD OF EXAMINERS

- 6.1 Every autonomous College/Institution shall constitute the following bodies in the manner prescribed and assign them the following functions; Provided that improper constitution of the bodies and Assignment of functions not contemplated under these statutes shall entail revocation of autonomy granted.
 - a. The Governing Body *
 - b. The Academic Council
 - c. The Board of Studies
 - d. The Finance Committee* Governing body / Governing Board/ Board of management/ Executive committee/ Management Committee/ as may be named, which shall be termed as only Governing Body for the purpose of the Statutes.
- 6.2 The college, will in addition, can have other committees such as Planning and Evaluation Committee, Grievances / Appeals Committee Examination Committee, Admission Committee, Library Committee and the Student Welfare and Extra-Curricular Activities Committee, the constitution, powers and functions of these committees will be prescribed by the Governing Body OR Academic Council as the case may be.

6.3 COMPOSITION, POWERS AND FUNCTIONS OF GOVERNING BODY IN AN AUTONOMOUS COLLEGE/INSTITUTION.

a. COMPOSITION:

GOVERNMENT COLLEGES:

The Governing Body of the Government college shall consist of:-

- i) Not more than Three members nominated by the State Govt. , one of whom will be the Chairman and one at least shall be an outstanding educationist, scientist, jurist or expert in management.
- ii) Two senior most teachers of the College/ Institution to be nominated in rotation according to seniority by the Principal for a period of Two years(with due representations to different category of reservations).
- iii) A nominee of the University.
- iv) A nominee of the University Grants Commission
- v) Existing Principal of the College/Institution shall be the Ex-officio Member/Secretary.

UNIVERSITY MAINTAINED COLLEGES:

The Governing Body of a constituent college shall consist of:-

- i) Not more than Three members nominated by the Syndicate
- vi) Two senior most teachers of the College/ Institution to be nominated in rotation according to seniority by the Principal for a period of Two years. (with due representations to different category of reservations).
- ii) A nominee of the State Government/ Directorate of Collegiate education.
- iii) A nominee of the University Grants Commission
- iv) Existing Principal of the College/Institution shall be the Ex-officio Member/Secretary.

OTHER COLLEGES:

An affiliated college may have the following representation in addition to what is being provided under their objective bye laws:

- i) One expert nominated by the University
- vii) Two senior most teachers of the College/ Institution to be nominated in rotation according to seniority by the Principal for a period of Two years(with due representations to different category of reservations).
- ii) A nominee of the Director of Collegiate education/State Government
- iii) A nominee of the University Grants Commission
- iv) Existing Principal of the College/Institution shall be the Ex-officio Member/Secretary

Minority Colleges:

The institutions established and maintained by the minority Trust/ Societies shall have the privileges as guaranteed under Article 30 of the Constitution India.

b. Term of Members and Meeting:

- i) The term of the nominated member is two years but may be extended by another term except for members specified at (ii) above in each case.
- ii) The Governing Body shall meet at least thrice a year.

c. Powers and functions of the Governing body:-

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 the powers to

- i) fix the fee and other charges payable by the students of the College/ Institution in consultation with the Finance Committee;
- ii) institute scholarships, Fellowships, Studentships, Medals and Prizes on the recommendation of the Academic Council;
- iii) approve new programmes of study leading to Degrees or Diplomas and
- iv) to perform such other functions and constitute subcommittees as may be necessary and deemed fit for the proper development and to fulfil the bye laws for which the institution has been declared autonomous.

6.4 COMPOSITION, POWERS AND FUNCTIONS OF THE ACADEMIC COUNCIL.

a. COMPOSITION:

- i) Principal shall be the Chairman.
- ii) All the Heads of the Departments in the College.
- iii) Not less than four experts from outside the College/institution representing professions such as Industry, Commerce, Law, Education, Management and Professional studies nominated by the Governing Body of the College / Institution.
- iv) Four teachers of the college representing different categories of teaching staff by rotation on the basis of seniority of service in the college
- v) Three nominees of the University: nominated by the Vice-Chancellor and
- vi) A faculty member nominated by the Principal as Member Secretary.

b. Term of the Members:

The term of the nominated member shall be two years.

c. Meetings:

The Principal shall convene the Meeting of the Academic Council at least once in six months.

d. Functions :

The Academic Council shall have powers to

- i) Scrutinize and approve the proposals with or without modification of the Board of Studies with regards to courses of study, the academic

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Boards of Studies for different departments. The meeting may be scheduled as and when necessary but necessarily once a year.

d. **POWERS AND FUNCTIONS OF THE BOARD OF STUDIES:**

The Board of Studies of a department in the College shall;

- i) Prepare syllabi for various courses keeping in view the objectives and requirements of the College/ Institution for consideration and approval by the Academic Council.
- ii) Suggest methods for innovative teaching and evaluation techniques.
- iii) Suggest panel of names to the Academic Council.
- iv) To co-ordinate research, teaching and other academic activities in the department/college.

6.6 COMPOSITION AND FUNCTIONS OF THE FINANCE COMMITTEE

The Finance committee will be an advisory body to the Governing Body and will meet at least twice a year to consider (a) the budget estimates relating to the grants received / receivable from UGC, other than non-government sources and income from fees, etc. collected for the activities to undertake the scheme of autonomy and (b) audited accounts for the above.

The composition of the Finance Committee shall be:

- (i) The Principal as the Chairman
- (ii) One person to be nominated by the Governing body of the college for two years
- (iii) One senior most teacher of the college to be nominated by rotation by the Principal for two years

CHAPTER VII

RIGHTS AND PRIVILEGES OF COLLEGE/INSTITUTION WHICH HAS BEEN GRANTED AUTONOMY.

7.1 The affiliated College/Institution which has been granted autonomy shall have autonomy in respect of the following matters, namely;

- i) Prescribing syllabus, courses of study, providing new courses and subjects of study.
- ii) Arranging for instructions to students.
- iii) Devising methods of evaluation, examination and Tests leading to award of Degrees (and Diplomas) by the University.
Explanation: The Degrees/ Diplomas shall be awarded by the University and the name of the College/Institution shall be mentioned in the Degree, Diploma Certificates.

iv) a. Admission of students to courses of study in which autonomy is conferred; provided, that no student who does not have the minimum standard of eligibility prescribed for that course shall be admitted to the College/Institution; provided further, that the intake of students shall not exceed the number fixed by the University and, in the event of any violation, the University apart from initiating measures to revoke the autonomy granted, may also initiate such action against the erring College/Institution which the laws in force may permit, besides forfeiting the earnest money deposit in full or part.

b. The autonomous College/Institution shall be entitled to frame its rules, byelaws and regulations.

c. The autonomous College/Institution if it so desires, may start Diploma (under graduate and post graduate) and Certificate Courses after informing the University. The Diplomas and Certificates shall, however, be issued under the seal of the College/ Institution.

7.2 AWARD OF DEGREES THROUGH MYSORE UNIVERSITY

The Mysore University, alone, has the right to award the students evaluated and recommended by autonomous Colleges/Institutions the Degrees and the University shall devise the format for the Degree. However, the name of the College / Institution shall be mentioned in the Degree Certificates.

CHAPTER- VIII REVIEW AND EVALUATION:

8.1 Each autonomous College / Institution, shall constitute appropriate committees to evaluate its academic performance, improvement of standards and to assess how best it has used the autonomous status. Such self-evaluation shall be done at the end of every academic year and the report of the self-evaluation shall be submitted to the University every year by 31st of July.

8.2 Syndicate, by resolution, may constitute a Review committee to monitor the performance of the Autonomous College/Institution.

Such Review Committee shall consist of the Vice-Chancellor or his nominee as the Chairman and such other members, who are experts in the field of education, as may be nominated by the Syndicate.

The Review Committee shall review the performance of the autonomous College / Institution every year and submit its report to the Syndicate.

8.3 After the expiry of five years, the autonomous status shall be reviewed by the University and may be renewed depending upon the Reports received from the Review Committee.

- 8.4 If the report of the Review Committee is adverse, the University may withdraw the status of autonomy even before five years.
- 8.5 The Syndicate shall have the right to institute an enquiry committee, if there are substantial allegation of irregularities of administrative, financial or academic nature against the autonomous college/institute
- 8.6 The Syndicate may impose one or more of the following penalties on the management of non-government autonomous college, if the report of such committee establishes that the autonomy granted to the said college is found to have been grossly misused:-
- forfeiture of the EMD and
 - withdrawal of autonomy for a specified period of time

CHAPTER IX

WITHDRAWAL OF AUTONOMY:

- 9.1 Syndicate may, by a resolution, revoke autonomy conferred on the College/Institution after considering the report of the Review Committee after giving due notice to the Governing Body of the Autonomous College / Institution of its intention to revoke autonomy and after taking into consideration representation if any, made by the College/ Institution and after being satisfied that the College / Institution has failed to achieve the object underlying the grant of autonomy.
- 9.2 If affiliation granted to the College / Institution by the University under Section 53 of the Act is withdrawn under Section 56 of the Act, then the autonomous status of the College / Institution shall stand withdrawn and revoked automatically.

CHAPTER X

PERIODICAL REPORTS AND STATEMENTS:-


- 10.1 The College/Institution which has been granted autonomous status shall submit to the University, at the end of each academic year and within one month from the expiry of the academic year, the following information in such format as may be prescribed by general or special order of the University:
- Number of students enrolled and marks secured by the students in the qualifying examination.
 - Number of students belonging to SC, ST and Category-I and other backward classes that have been granted

(25)

- admission.
- iii) Full particulars regarding the members of the Governing Body, Academic Council, Board of Studies and Board of Examiners.
- iv) Full particulars about the Teaching staff, their qualifications, research experience/publications, emoluments and nature of work assigned to them.
- v) Full particulars of curricular, extra-curricular and co-curricular activities undertaken during the academic year.
- vi) Full particulars of the examinations held and results thereof.
- vii) Such other reports as may be prescribed or required by the University, from time to time.

CHAPTER XI
MISCELLANEOUS

- 11.1 All recruitments of teaching staff shall be by the Governing Body/ State government in accordance with the policy laid down by the UGC and State Government
 - 11.2 Organisation of special need-based short terms courses under the college's department of continuing education may be important activity of an autonomous college. Such course ought to benefit the students of the college besides outsiders who may take them
 - 11.3 Time spent by teachers on projects and extension work shall be counted for reckoning work load as prescribed by the Commission
 - 11.4 A wide variety of courses may be evolved in modules so that students may take them according to their convenience. Such courses may help them acquire additional credits
 - 11.5 All autonomous colleges shall make a formative continuous assessment of student work during each semester
 - 11.6 Teacher evaluation in autonomous colleges may include periodical self-evaluation, institutional assessment of teacher performance, student evaluation of teacher performance, teacher research appraisal and other suitable forms of teacher appraisal
- The EMD deposited by the college shall be kept under a separate account for that college; to be operated by the F.O of the University of Mysore. The interest accrued every year shall be paid to the said college, unless the EMD is forfeited in full or in part.


Vice-Chancellor,
University of Mysore,
Mysore - 570 005.


REGISTRAR,
University of Mysore,
MYSORE.