

# **SHIVAJI UNIVERSITY, KOLHAPUR**

## **CIRCULAR**

It is hereby notified for the information of all concerned that:-

Under section 52(4) of the Maharashtra Universities Act, 1994 the Hon.Chancellor, vide his office letter No.CS/SU/STT/43/00/(3645)/1346 dated 26<sup>th</sup> April, 2016 and CS/SU/STT/43/2000/(3645)/1580 dated 23/5/2016 has accorded his assent to the amendments to the Statutes Nos. 593 to 642 regarding grant of autonomy to the College / Recognized Institutions / University Departments and Institutions subject to the condition that there will not be any financial burden, directly or indirectly, on the State Government, either at present or in future as also the said Statutes and the proposed amendments in the Statutes are consistent with the policy of the State Government and the Government's Resolutions, Orders & Rules issued from time to time.

### **STATUTES REGARDING AUTONOMOUS COLLEGE / RECOGNISED INSTITUTION / UNIVERSITY DEPARTMENT / UNIVERSITY INSTITUTION (Under Section 89 of the Act)**

- S.593 1. When the system of affiliating Colleges to State Universities was designed, the number of Colleges and the Universities were very small and Universities could supervise the working of the affiliated Colleges very easily. The Universities were acting as examining body and awarding the degrees on behalf of the Colleges. The Colleges looked towards the Universities for any change in the education system and curricula. The academic decision also need quicker pace for making the innovations and designing curricula methods more relevant to the areas in which an institution works.

Due to the phenomenal growth of higher education it has become difficult to keep pace with the requirement of the society. The present affiliating system does not allow the required freedom to the College to meet the demands cast upon them. The existence of large number of affiliated Colleges in the universities, has become a drag on the process of modernisation and improvement of standards. Because of the compulsion to prescribe in identical curricula, teaching system and examination system for all affiliated Colleges and the compulsion to set standards which are attainable by even the weak Colleges, the prescription of the universities tends to keep standards low. The Colleges which have the potential to implement an academic programme to higher standards do not have the freedom to conduct such courses or teaching system or examining system. The decision for bringing about innovation and the implementation can be taken quickly in the smaller body.

The various Education Commissions have also recommended that the University departments, Colleges and teachers should enjoy the full academic freedom in development of curricula, teaching methods and conduct of examination. The Education Commissions recommended autonomy for Colleges. This recommendation is also reiterated in the National Policy on Education, 1986 and revised in 1992.

## 2. Objectives of Autonomy

An autonomous College shall have the freedom to—

- a) determine and prescribe its own course(s) of study and syllabii;
- b) prescribe rules of admission, subject to Government norms;
- c) evolve methods of evaluation and conduct examinations; and
- d) evolve new course(s)/subject(s) as per the requirements of the region society and or Industry.

[*Note* : Autonomous College shall mean and include affiliated, conducted and or constituent College.]

The autonomy shall be a means to achieve higher standards and greater creativity in the future. An Autonomous College/Recognised Institutions/ University Department/ University Institution shall be fully accountable for the content and quality of education that it imparts and shall be responsible for evaluation of the students for awards of Degree, Diploma and Certificates which will be accepted by the parent University.

- S.594 The autonomous status may be conferred on the College/Recognised Institution/ University Department/ University Institution which has a standing of more than ten years and which is permanently affiliated or recognised and satisfies other norms and conditions of autonomy prescribed, by the University Grants Commission and University, from time to time.
- S.595 The College/Recognised Institution/ University Department/ University Institution desirous of having autonomous status shall apply to the Registrar of the University, in the prescribed form, accompanied by fees Rs. 25,000/- which will increase by 50% after every five years, which is to be rounded off to the next 100 in case of any odd figure emerging on calculation.
- S.596 The Board of College and University Development should constitute a Committee to scrutinise the applications received. The report of the Scrutiny Committee shall be placed before the Board for its consideration. After careful consideration of the report, the Board shall recommend the cases of such College/Recognised Institution/University Department / University Institution to the Academic Council for its consideration.
- S.597 The Academic Council after the consideration of the recommendations of the Board of College and University Development shall constitute the Local Inquiry Committee.  
The Local Inquiry Committee shall consists of :
- a) One nominee of the Vice-Chancellor (Chairman)
  - b) One nominee of the U.G.C./A.I.C.T.E. as the case may be.
  - c) One nominee of the Maharashtra State Council of Higher Education.
  - d) Two experts to be nominated by the Academic Council i.e. eminent educationists/ scientists and / or industrialists.
  - e) The Director of Higher Education/ Technical Education, as the case may be, or his nominee not below the rank of the Joint Director/Professor.
  - f) One Principal/Director/Head of the Autonomous College/ Recognised Institution/University Department/ University Institution, as the case may be, if any.

The Local Enquiry Committee shall consider the recommendations of the Board of College and University Development and shall visit the College / Recognised Institution / University Department / University Institution.

Provided that, due notice of the visit of the Committee to the College/Recognised Institution/ University Department/ University Institution shall be given by the Director, Board of College and University Development.

S.598

The Committee shall, *inter alia*, apply the following criteria in examining the application and making its report thereon :

- a) Whether the College/Recognised Institution/ University Department/ University Institution provides facilities for the pursuit of excellence and academically suitable climate of scholarship in terms of curriculum and curricular performance of students.
- b) Whether it has the reputation of having high standards and has consistent good record of performance of students at the University examinations, for preceding five years.
- c) Whether the faculty members have attained reputation, in terms of good academic qualifications, performance in teaching, research, research publications and extension activities.
- d) Whether it admits students on the basis of merit, in accordance with the criteria laid down by the Act.
- e) Whether it has an academically viable and administratively feasible student population.
- f) Whether the reservation of seats for the students, belonging to the reserved categories, is as per the norms prescribed by the Government.
- g) Whether it has adequate physical facilities in the form of buildings, library, laboratories, equipments, gymkhana, etc. of its own, or access to central resources.
- h) Whether it provides the administrative set up and the pattern of governance involving the faculty which are conducive to academic innovations and development.
- i) Whether the College/Recognised Institution/University Department/ University Institution and their Management/the University, as the case may be, has made sufficient provision of financial resources so as to enable it to meet its responsibilities as an Autonomous College/ Recognised Institution/ University Department/ University Institution and whether it has continuous access for financial resources to provide for further development, and
- j) Such other matters as may be deemed necessary for meeting the aims and objectives of an autonomous institution.

S.599

The report of the Local Inquiry Committee shall be placed before the Academic Council for its consideration. After careful consideration of the report, the Academic Council shall recommend the same to the Management Council.

S.600 The application, the report of the Local Inquiry Committee and the recommendations of the Academic Council shall be placed before the Management Council. The Management Council shall consider them and record its decision, whether autonomous status be conferred on the applicant College/ Recognised Institution/ University Department/ University Institution or whether the application be rejected. If the Management Council taking in to consideration the credibility that the college has gained in the eyes of the general public and the fact that the college has the potentiality to achieve its goal, resolves to confer the autonomous status, it shall record the same. Even in case where the Management Council resolves not to confer the autonomy status on the college, it should record the reasons therefor.

- S.601
- 1) If the Academic Council or the Management Council decides to reject the application, the Registrar shall inform the applicant about the same giving the reasons therefor.
  - 2) The applicant whose application has been rejected, may apply to the Registrar of the University for reconsideration. The Registrar shall place the application before the Management Council. After careful consideration of the application, the Management Council shall refer the same to the Academic Council for its reconsideration. The Academic Council, taking into consideration the reasoning provided by the aggrieved applicant, may appoint a sub-committee to study the proposal for reconsideration.

The report of the sub-committee shall be placed before the Academic Council for its consideration. After careful consideration of the report, the Academic Council shall recommend accordingly to the Management Council.

- 3) The Management Council shall consider the application, the report of the sub-committee, the recommendation of the Academic Council and record its decision with reason therefor.
- 4) If the Academic Council or the Management Council decide and rejects the application or on reconsideration decides to confer the autonomous status, the decision shall be submitted along with all relevant papers to the Chancellor for approval.
- 5) If the Government and/or the University Grants Commission does not concur with the proposal of autonomy, the Registrar shall communicate the decision, to the applicant College/ Recognised Institution / University Department / University Institution.
- 6) Once the application is rejected, the University shall not entertain fresh application of the said College/Recognised Institution/ University Department/University Institution before the expiry of three years from the date of rejection of such application.

- S.602 1) The Registrar shall send the proposal alongwith the application, report of the committee and recommendations of the Academic Council and the Management Council to the Government.
- 2) After getting the recommendation of the Government the University shall submit the proposal to the University Grants Commission for its concurrence. While sending the proposal to the University Grants Commission, University shall submit all the relevant documents such as recommendations of Academic Council, Management Council and the copy of the letter issued by the Government giving its recommendations.
- S.603 On receipt of concurrence of the University Grant Commission, the Registrar shall notify and communicate the decision of conferment of the autonomous status to the College/Recognised Institution/ University Department/ University Institution. The autonomous status shall be conferred from the date of the University notification, preferably from the beginning of the academic year.
- S.604 The autonomous status shall be conferred on the College/Recognised Institution/ University Department/University Institution initially for a period of five years at a time. The same may be extended for a further period of five years, subject to the procedure prescribed in Statutes 598 and 600, *mutatis-mutandis*, for such extension.
- S.605 1. The Autonomous College/Recognised Institution/ University Department or University Institution shall evolve appropriate mechanism to evaluate the academic performance, improvement in standards and to see how best it has achieved the autonomy.
2. a) Autonomous College/ Recognised Institution/ University Department/ University Institution shall, every year evolve the mechanism for selfevaluation. The detail procedure such as the constitution of the Committee, terms of reference to the Committee etc. shall be decided by the Academic Council.
- b) The report of the Self evaluation Committee shall be placed before the Academic Board and then to the Board of Management.
3. In addition to self evaluation, there shall be two external evaluations, namely one after completion of three years and second after completion of five years. The external evaluation after five years shall determine the continuance or otherwise of the autonomous status.
4. The constitution of the review Committee for external evaluation shall be :
- i) Nominee of the Vice-Chancellor - Chairman
  - ii) Nominee of the State Council for Higher Education from amongst the 10 eminent educationists who have been nominated by the Chancellor.
  - iii) Nominee of the University Grants Commission
  - iv) One experts from outside the State to be nominated by the Management Council.
  - v) One expert from within the State outside the University jurisdiction nominated by the Academic Council.

- S.606 The Autonomous College / Recognised Institution/University Department / University Institution, subject to the revised guidelines of the University Grants Commission, 'on the scheme of Autonomous Colleges. (1998)' shall—
- a) Frame, determine and prescribe its own courses of Studies and Syllabii for the Course(s), subject(s) for which autonomy is granted.
  - b) Admit the Students to the professional courses as per the Government rules, from time to time.
  - c) impart instruction and training, using modern methods.
  - d) conduct tests and examination, using innovative methods for award of the degrees, diplomas and certificates of its own and on behalf of the University.
  - e) introduce modern techniques of evaluation and testing;
  - f) subject to prior permission of the Government and or the University, create posts of teachers, non - vocational academic staff and non-teaching employees and appoint suitable persons as per the provision of Statutes, Standard Code as prescribed by the University/ Government, from time to time.
  - g) appoint the panel of paper-setters, examiners, moderators and invigilators on the recommendations of the Examinations Board.
  - h) declare the dates of examinations and their results, as per the recommendations of the Examination Committee.
  - i) function with the objectives of the autonomy by promoting academic initiatives and scholarships, on the part of the teachers and students.
  - j) collaborate with other institutions/agencies/industries etc. in the teaching, research, extension programmes, production of teaching material and institute awards, medals, scholarship, freeship etc.
  - k) perform such other duties and responsibilities that may be necessary to fulfil the obligations of autonomous status.
- S.607
1. Autonomous College/ Recognised Institution/ University Department/ University Institution shall have the powers to make, amend or repeal the rules and regulations on the matters mentioned in the preceding and succeeding Statutes, subject to the provisions of the Act.
  2. The rules and regulations generally be made on matters of academics, admissions, examinations, administrations, financial procedures, etc.
  3. The rules and regulations shall be made, amended or repealed subject to the prior approval of the Board of the Management and shall come into effect from the date of its approval.
  4. The University may recommend certain matter(s) to the Autonomous College/ Recognised Institution/ University Department/University Institution, for making necessary rules or regulations.
  5. The Autonomous College/Recognised Institutions/University Department/ University Institution, shall notify the rules and Regulations so framed or the change(s)/ amendment(s), and communicate the same to all concerned, from time to time.

6. If any question arises regarding interpretation of provision of any rules or regulations whether a person who has been duly elected/ appointed/nominated/co-opted is entitled to be a member of the Authority or Body of the Autonomous College/ Recognised Institution/ University Department/ University Institution, the matter may be referred to the Vice-Chancellor who shall, after taking such advice as he thinks necessary, decide the question and his decision shall be final.

S.608

1. Subject to the provisions of Section 8(1)(g) of the Act, Autonomous College/ Recognised Institution/ University Department/University Institution shall not create any direct or indirect financial liability on the part of Government.

Provided that, in case of the University Autonomous Department/ University Institution and Autonomous College shall not create any teaching or non-teaching positions without the prior permission of the University and the State Government.

2. The Autonomous College/ Recognised Institution/ University Department/ University Institution, shall not exercise such powers so as to result in rendering any of its existing staff surplus, either by reducing the intake capacity or closing the existing subject(s) or course(s).

S.609

#### **Board of Management**

The Autonomous College managed and maintained by Municipal Corporation, Zilla Parishad shall constitute a Board of Management, which shall consist of :

- a) Three members nominated by the Municipal Council/Nagar Parishad/ Zilla Parishad as the case may be, from Education, Industry and business field. These persons must be of proven academic interest with at least PG level qualification. Out of this one shall be the Chairman.
- b) Chairman of Local Management Committee or his nominee.
- c) Two members nominated by Vice-Chancellor, from Management Council and Academic Council - one each.
- d) Two teachers elected by the academic staff of the college with not less than 5 years teaching experience for a term of two academic years.
- e) Member of State Council/Professor or a person not below the rank of the Joint Director who will be the representative of the Government nominated by the State Government.
- f) One nominee of the UGC/AICTE as the case may be.
- g) Principal/Director - Member - Secretary.

S.610

The Autonomous College/Recognised Institution conducted by the Government shall constitute a Board of Management, which shall consist of -

- a) Director Higher Education/Director Technical Education as the case may be - Chairman.
- b) Three members nominated by the State Government from Education, Industry and business field. These persons must be of proven academic interest with at least PG level qualification.
- c) Two teachers elected by the academic staff of the college for a term of 2 academic years and they must have at least 5 years teaching experience.

- d) One person not below the rank of Professor nominated by Vice-Chancellor.
- e) One nominee of the UGC/AICTE, as the case may be, from within the State.
- f) Alumni of the college nominated by the Governing Body.
- g) Principal/Director - Member - Secretary.

S.611 The autonomous University Department/ University Institution/ constituent college shall constitute a Bord of Management which shall consist of -

- a) Three members nominated by the University from Education, Industry and business field. These persons must be of proven academic interest with at least PG level qualification. Out of this one shall be the Chairman.
- b) Two experts nominated by Academic Council.
- c) Two teachers in the grade of Professor/Reader of the University Department/University institution/ conducted college to be nominated by Head of the Department/ Institution/College by rotation according to the seniority.
- d) Member of State Council/Professor or a person not below the rank of Jt. Director will be representative of the Government nominated by the State Government.
- e) One nominee of UGC/AICTE as the case may be.
- f) Principal/Director/Head of the Department- Member - Secretary.

S.612 The Autonomous College/ Recognised Institution which is managed and maintained by the private Management/ Trust shall constitute the Board of Management; which shall consist of :

- a) Three members nominated by the college management from Education, Industry and Business field. These persons must be of proven academic interest as far as possible having post-graduate level qualification. Out of this one shall be the Chairman.
- b) Two experts nominated by the Vice-Chancellor from the Academic Council.
- c) Two teachers elected by the Academic staff of the college for a term of 2 academic years and having not less than five years of teaching experience.
- d) State Council member or Professor or a person not below the rank of Joint Director nominated by the State Government.
- e) One nominee of the UGC/AICTE, as the case may be.
- f) Alumni of the College nominated by the College Management.
- g) Principal/Director - Member - Secretary.

S.613 Subject to provisions of the Act, Statutes, Rules and Regulations, the Board of Management of the Autonomous College/Recognised Institution/ University Department/ University Institution shall perform following powers and duties :

- a) To fix the fees (including tution fees) and other charges payable by the students, on the recommendations of the Academic Board. A total fee should not exceed the cost of education per student which includes expenses on salary, non-salary and maintenance and rent.
- b) To institute scholarships, fellowships, studentships, medals, prizes and certificates, on the recommendations of the Academic Board.



- c) To approve institution of new programmes of studies leading to degrees, diplomas or certificates.
- d) To accept on behalf of Autonomous College/Recognised Institution/ University Department/ University Institution the endowments, donations etc.
- e) To consider, approve and adopt the financial estimates and Balance Sheet, Audited Statements etc.
- f) To perform such other functions and constitute such other Committees, as may be necessary, for the proper development of the autonomous College/ Recognised Institution/ University Department / University Institution and to fulfil the objectives and obligations of autonomy.
- g) To make, amend and repeal rules and regulations pertaining to its internal functioning of Board of Management.
- h) To receive on the recommendations of the Academic Board the report of the working of the Autonomous College/ Recognised Institution/ University Department/ University Institution.
- i) To consider the reports of the internal and external review Committee of the Autonomous College/ Recognised Institution University Department/ University Institution on the recommendations of the Academic Board.
- j) To prepare academic calender of the Autonomous College / Recognised Institution/University Department/ University Institution.
- k) To assess the feasibility and approve proposals from the Academic Board for academic programmes.
- l) To exercise such other duties as may be conferred or as prescribed by or under the Act, the Statutes, Rules and Regulations.

S.614 a) The meeting of the Board of Management shall be held on the date(s) determined by the Chairman. The Principal/Head shall issue a notice of meeting at least fifteen clear days before the date of meeting. The Principal/Head shall issue an agenda of the meeting to the members at least seven clear days prior to the date of the meeting.

Provided however, in case of emergency meeting the period of notice, of agenda shall be waived.

Provided further that, in case of any emergency, the item may be taken up for consideration with the approval of the Chairman, even if the item is not included in the agenda.

b) There shall be not less than four meetings of the Board of Management in academic year.

S.615 The Chairman, or in his absence, a member nominated by the Chairman for the purpose shall preside over the meeting.

S.616 The Board of Management may refer any of the subjects within its purview to the relevant Committee/Body of the Autonomous College / Recognised Institution / University Department / University Institution. The report of such Committee/Body shall be considered by the Board of Management.

S.617 The agenda of the Board of Management alongwith its enclosures and the minutes of the meeting of the Board of Management shall be treated as confidential document and shall not be open for persons other than members of the Board of Management.

Provided that, a member of the Board of Management shall not disclose any item on the agenda or any part thereof or the enclosure(s), to any person or to the communication media.

S.618 The decision of the Board of Management shall be recorded in the resolution form. The resolution shall not contain the deliberations and discussions and whether the decision is unanimous or otherwise, except the mention of any dissent specifically requested for by the member(s) for being so recorded. The minutes of the meeting shall be circulated to the members of the Board of Management alongwith the agenda of the succeeding meeting.

S.619 The Secretary shall draw the minutes of the proceedings of the Board of Management as soon as the meeting is concluded and submit the same to the Board of the Management of the said meeting for its approval.

S.620 The Principal/Head shall ensure that the action taken on every resolution of the Board of Management is duly reported to the Board of Management as soon as the action thereon is completed. In order to ensure the proper reporting, the Principal/Head may adopt suitable administrative measure such as maintaining the register of the items, the resolutions thereon and the nature of action taken.

S.621 The members of the Board of Management shall be under legal obligation to safeguard the interest of the Autonomous College/Recognised Institution/ University Department/University Institution and honour the resolutions and shall not take a different stand either in the court of law or otherwise contrary to the decision of the Board of Management.

S.622 The term of the members other than ex-officio members shall be of two years and the same person(s) except for the members at Statute 611 (c) shall be eligible for re-nomination for another term.

S.623 Two-third members shall constitute the quorum. In case if meeting is adjourned for want of quorum; no quorum shall be required for such meeting.

S.624 **Academic Board**

1. The Autonomous College/Recognised Institution/ University Department/ University Institution shall constitute the Academic Board which shall consist of :

- a) Principal/Director/Head of the Department - Chairman.
- b) All Heads of Departments of Autonomous College/ Recognised Institution of University Department/ University Institution.
- c) Three teachers, not designated as Heads or not in the grade of Professor by rotation according to seniority to be nominated by the Principal/Head.
- d) Three professional experts co-opted by the Academic Board.
- e) One nominee of the Director of Higher Education / Technical Education etc. as the case may be.

2. The tenure of the members shall be three years.
3. There shall be, not less than two meetings of the Academic Board in a academic year.
4. One-third members of the Academic Board shall constitute the quorum.
5. In case if meeting is adjourned for want of quorum, no quorum is required for such adjourned meeting.

S.625 The Academic Board shall have following powers and perform following duties :

- a) i) scrutinise and approve the proposals, with or without modifications, made by the Subject Board(s) with regard to courses of studies, academic regulations, curricula, syllabii and modifications thereof, any instructional and valuation methods, procedures relevant thereto, etc.
- ii) refer the matter for reconsideration to the concerned Subject Board(s) or to reject the same, after giving reasons therefor. After the matter is re-submitted by the Subject Board the Academic Board may decide the matter on merit and the decision of the Academic Board shall be final;
- b) make rules regarding admission of students subject to Government rules and regulations on admission procedure.
- c) initiate measures for improving the quality of teaching, frame rules, for conduct of examinations, rules of students evaluation and develop student advisory programmes;
- d) make rules for sports, extra curricular activities, for proper maintenance and functioning of the building, libraries, laboratories, playgrounds and hostels;
- e) recommend to the Board of Management, proposal to institute new programmes of studies;
- f) recommend to the Board of Management, institution of scholarships, studentships, fellowships, prizes and medals and frame rules for the award of the same;
- g) advice the Board of Management on matters pertaining to the academic affairs;
- h) perform such other functions and such other duties as may be necessary and as may be assigned by the Board of Management, pertaining to the academic programmes and development.

S.626 1. There shall be Subject Board for University Department/University Institution, which shall consist of :

- a) Head of the University Department - Chairman.
- b) All Professors.
- c) One Reader from each specialization by seniority having five years teaching experience nominated by rotation, according to seniority.
- d) Three subject experts co-opted by the Board.

2. There shall be a Subject Board for the Autonomous College/ Recognised Institution. The Board shall consist of :
  - a) Head of the Department.
  - b) Head of the University Department who is designated as Head or his nominee.
  - c) Two Senior teachers by rotation.
  - d) Three Subject experts nominated by the Principal/Director.
  - e) Two Professional experts from the industry or any other field as the case may be.

S.627

1. The Subject Board shall perform following duties and powers :
  - a) prepare syllabii for various courses, keeping in view the objectives of the Autonomy and the requirements of the region and the State and submit to the Academic Board for consideration;
  - b) suggest methodology for innovative teaching and evaluation techniques;
  - c) suggest panels of Examiners to the Examination Committee, for appointment of examiners and paper-setters;
  - d) coordinate research, coaching extension and other academic activities;
  - e) deliberate and advise the Academic Board on the matter referred to it;
  - f) undertake such other measures as may be necessary to provide academic program of the Autonomous College/ Recognised Institution/ University Department/ University Institution, in the meaningful direction.
2.
  - a) Two-third members shall constitute the quorum. In case if meeting is adjourned for want of quorum, no quorum is required for such meeting.
  - b) The tenure of the members shall be of three years.
  - c) The Board shall meet once in an academic year or as and when required.

S.628

1. The Autonomous College/ Recognised Institution shall constitute Examination Committee, which shall consist of :
  - i) Principal/ Director/ Head of the Department, as the case may be - Chairman.
  - ii) Three teachers with ten years teaching experience, nominated by rotation according to seniority.
  - iii) Controller of Examinations of the University or his nominee not below the rank of Deputy Registrar.
  - iv) One evaluation expert nominated by the Principal / Director / Head of the Department.
2. There shall be a Examination Committee for the Autonomous University Department/ University Institution Conducted College. Such Committee shall consist of :
  - a) Head of the Department/Principal.
  - b) One Professor by rotation to be nominated by the Head
  - c) One Reader by rotation to be nominated by the Head.
  - d) One Lecturer by rotation to be nominated by the Head.

- e) Controller of Examination of the University or his nominee not below the rank of the Deputy Registrar.
- f) One Evaluation Expert to be nominated by the Head.

S.629 Powers and Duties of the Examination Committee :

1. The Examination Committee shall—
  - i) ensure proper organisation of Examinations and test including moderation, tabulation and declaration of the results.
  - ii) appoint Examiners, Moderators, Paper-setters from amongst the persons included in the panels prepared by the respective Subject Boards.
  - iii) undertake, exercise and experiment in examination reforms.
  - iv) obtain three sets of question papers in sealed covers in the respective subject. The Principal/ Director/ Head shall draw at random one of such sealed covers containing question papers. This sealed cover with seal intact shall then be sent to the press.
2. The Committee shall prepare the time schedule of the examinations and dates of declaration of their results at the beginning of the term and notify the same.
3. The assessment of answer-books for all examinations shall be done centrally through Central Assessment System. All answer-books of an examination shall be masked and then coded. The coded answer-books shall then be handed over to the examiners for assessment. After the assessment, all answer-books shall be decoded and demasked and the result sheet will be prepared by the moderator.
4. In order to investigate and take disciplinary action for malpractices and lapses on the part of candidates, paper-setters, examiners, moderators teachers or any other persons connected with the conduct of examination, the Committee shall constitute a Sub-Committee consisting of three members of whom one shall be Chairman.
5. The recommendations of the Sub-Committee shall be placed before the Examination Committee, which shall take the disciplinary action in the matter as it deems fit.
6. The Committee shall arrange for strict vigilance during the conduct of examination so as to avoid use of unfairmeans by the students, teachers, invigilators, supervisors, etc.
7. Two-third members shall constitute the quorum. If the meeting is adjourned for want of quorum, then no quorum shall be required for such meeting.
8. The Committee shall meet twice during the academic year and such other times as may be required.
9. The Committee shall perform such other duties and responsibilities which are assigned to it from time to time by the Board of Management.

- S.630
1. The Autonomous College/Recognised Institution/ University Department / University Institution shall conduct the examinations at specified period(s) as it may determine and notify. The examination and evaluation systems shall be as may be determined by the competent authorities of the Autonomous College/Recognised Institution/ University Department/ University Institution, as the case may be. The examination and evaluation shall be carried out in such manner as to enhance the faith and the credibility in the minds of the students and the society, by being fair and rational.
  2. The students passing the examinations conducted according to the standards set by the Autonomous College/ Recognised Institution/ University Department/ University Institution shall be awarded Degree/ Diploma/ Certificate, as the case may be, as per the provisions of the Act.
- S.631
- a) The Autonomous College/Recognised Institution/ University Department/ University Institution shall constitute Finance Board, which shall consist of :
    - i) Principal/Director/Head of the Department - Chairman.
    - ii) One expert nominated by the Management for the Autonomous College/Recognised Institution for the University Department/ University Institution / Constituent College, as the case may be.
    - iii) Two senior teachers nominated by the Principal/Director/Head of the Department by rotation according to seniority.
    - iv) Finance & Accounts Officer of the University or his nominee not below the rank of officer next to him from the same department.
  - b)
    - i) The Finance Board shall meet at least three times in a year to examine the accounts, the progress of expenditure and all new proposals involving fresh expenditure in the light of the Budgetary provisions.
    - ii) The Finance Board shall prepare the Annual Statement of Accounts, and the Financial Estimates. The recommendation of the Finance Board shall be placed before the Board of Management.
    - iii) The Annual Accounts, Audited Statements and Financial Estimates shall be submitted to the University Grants Commission, Government and the University.
    - iv) The Finance Board under the guidance of the Academic Board, shall prepare various proposals for getting funding from the University Grants Commission and from other Funding Agencies.
    - v) Two-third members shall constitute the quorum. If the meeting is adjourned for want of quorum, no quorum is required for such meeting.
- S.632
- Purchase Committee :**
1. The Autonomous College / Recognised Institution / University Department / University Institution shall constitute Purchase Committee. Such Purchase Committee, shall consist of :
    - i) Principal/Director/Head of the Department - Chairman.
    - ii) Two senior teachers/Two Professors to be nominated by the Principal/Director/Head of the Department as the case may be.
    - iii) One representative of the Management or Management Council as the case may be.

## 2. The powers and duties of the Purchase Committee:

- i) All matters pertaining to purchases of the autonomous College/ Recognised Institution/University Department / University Institution in respect such items where individual cost of each item is more than Rs.15,000/-.

However, in case of the University Department and University Institution, the recommendations of the Purchase Committee shall be placed before the University Purchase Committee duly constituted under Section 75 (3) of the Act.

- ii) Ordinarily, the Accountant of the Autonomous College / Recognised Institution shall act as the Secretary to the Purchase Committee.

However, in case of the University Department and University Institution, Office Superintendent/ Section Officer shall act as the Secretary of the Purchase Committee.

- iii) The Committee may, if necessary, suggest the names(s) of the expert(s) to scrutinise the purchases, which are of technical nature.

- iv) The Committee may, if necessary, suggest the names of the reputed dealers from whom quotations are to be invited.

S.633

## 1. The Autonomous College/ Recognised Institution/ University Department/ University Institution shall be competent to raise its own resources by -

- a) introducing the new courses on self-financing basis.  
 b) accepting endowments and/or donations which are not linked with the admissions.  
 c) instituting new degrees/ diplomas/ certificates.  
 d) revising fees with the permission of the Academic Board and Board of Management.  
 e) grant-in-aid.  
 f) other assistance from funding agencies.  
 g) such other sources, which are legally permissible and in consonance with the objectives of the University and of the Autonomous College / Recognised Institution / University Department / University Institution.

## 2. The resources realized by the Autonomous College/Recognised Institution /University Department/ University Institution shall be utilised solely for the purpose of the conduct and development of the Autonomous College/Recognised Institution/ University Department/ University Institution and as provided for by the annual financial estimates (budget) approved by the Board of Management.

S.634

## 1. The Autonomous College/Recognised Institution/University Department / University Institutions shall, with the approval of the Academic Board, constitute Evaluation Committee(s) as an appropriate mechanism to evaluate its academic developments, to improve standards and to assess how best it has used the autonomous status. There shall be such self-evaluation, each year, conducted by the Autonomous College / Recognised Institution / University Department/University Institution.

2. There shall be two external evaluations by the University through the Review Committee(s), the first about six months prior to the period of three years and the second about six months prior to the expiry of five years period, which will determine the continuance or otherwise of the autonomous status. The constitution and criteria to be applied for the Review by the Review Committee(s) shall be as stipulated in the Statutes 596, 597 and 602.
- S.635
1. The Academic Council, on the basis of the report of the Review Committee(s), after a period of three years and five years and the reports of Evaluation Committees of the Autonomous College/ Recognised Institution/ University Department/ University Institution, may call upon the Autonomous College/Recognised Institution/ University Department/ University Institution, to submit the compliance of such reports for the consideration of the Academic Council.
  2. Notwithstanding anything contained in, the foregoing provisions, the University may *suo-moto* or on receiving the complaints that the Autonomous College/Recognised Institution/University Department/ University Institution has violated any or all provisions of the Act, Statutes and Ordinances or guidelines of the University Grants Commission, the Government or the University or as a result has adversely affected or jeopardized, the principles observing the conferment of autonomous status, appoint a Review Committee and obtain report therefor.
- S.636
1. The Academic Council, on the basis of the reports of the Review Committee(s) and of the Evaluation Committees and of the compliance thereof, may decide to extend or revoke the autonomous status conferred on the College / Recognised Institution / University Department/ University Institution and recommend to the Management Council.
  2. If the Academic Council decides to revoke the Autonomous status, then the Autonomous College/ Recognised Institution/ University Department/ University Institution shall be given sufficient and proper opportunity, to submit its say before the University authorities.
  3. The revocation of the autonomy conferred on the Autonomous College shall be in phases. The students admitted prior to the revocation of autonomous status shall continue to be treated as students of Autonomous College who shall be given reasonable period to complete their respective courses to which they are admitted.
  4. On receipt of the concurrence of the Government and of the University Grants Commission, the Registrar shall send the proposal to the Chancellor, for his approval to revoke the autonomous status.
  5. On receipt of the approval of the Chancellor, Registrar shall communicate to the Autonomous College/Recognised Institution/ University Department / University Institution and the autonomy thereof shall be revoked, as stated in the following clauses, by stages.
  6. The revocation of the autonomy conferred on the Autonomous College/ Recognised Institution/University Department/University Institution shall be in phases. The students admitted prior to the revocation of autonomous status shall continue to be treated as students of Autonomous College/Recognised Institution/University Department/ University Institution who shall be given reasonable period to complete their respective courses to which they are admitted.

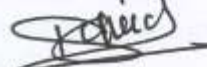


- S.637 In case the Autonomous College/ Recognised Institution/ University Department/ University Institution desires to surrender the autonomous status, it shall apply to the Registrar in writing with the reasons. On receipt of such request, the procedure as prescribed in the preceding clauses, shall be followed, *mutatis-mutandis*, before the grant of permission to surrender such autonomous status and the same shall take place in phases. The students in the Autonomous College/ Recognised Institution / University Department/ University Institution which is permitted to surrender the autonomous status, shall be governed as per the procedure in the preceding Statute.
- S.638 The Autonomous College/Recognised Institution/University Department/ University Institution of which autonomous status is revoked or surrendered, shall resume the status of Affiliated/Conducted College/Recognised Institution/ University Department/ University Institution, as the case may be prior to grant of autonomous status and subject to the conditions, as may be, prescribed by the competent authorities. The Academic Council/ Management Council/ Government/ University Grants Commission/ Chancellor may also consider whether such College/ Recognised Institution/ University Department/ University Institution shall continue to be admitted to the privileges of the University.
- S.639 1. In addition to the Committees mentioned in foregoing Statutes, the Autonomous College may constitute Committees like Planning and Evaluation Committee, Grievances Committee, Library Committee, Admission Committee and Committee on students welfare and extra-curricular matters, etc.  
2. Composition of such Committees, the quorum, the powers and duties etc. shall be as prescribed by the Statutes.
- S.640 The Financial Assistance during the plan period and outside the plan to the Autonomous College / Recognised Institution / University Department / University Institution shall be as per University Grants Commission rules / guidelines from time to time.
- S.641 The Autonomous College/Recognised Institution/ University Department / University Institution may start Diploma (Under-graduate or Post-graduate), Certificate Courses on self-financing basis, without prior approval of the University. However no new faculty or non-teaching employee shall be appointed for such new Diploma Courses or Certificate Courses.
- The Autonomous College / Recognised Institution / University Department / University Institution may start new Degree or Post-graduate course with the prior permission of the University and of the Government as the case may be.
- The proposal to start such new degree or Post-graduate course, shall be sent to the University one year in advance for obtaining the prior permission of the University before commencement of such courses.
- The University, after receipt of such proposal, shall appoint committee to go in to the merit of the proposal, infrastructural facilities available to start such course etc. and submit its report to the University. After receipt of the report of the Committee, the University, shall process the report as per the provision of Statutes and accord permission to such College initially for three years.

- S.642
1. The recruitment of the teaching faculty, and their qualifications, reservation rules and service conditions of the teaching faculty shall be as per the Statutes, prepared by the University, from time to time.
  2. The Service Conditions, qualifications recruitment rules and reservation rules, for the appointment of the non-teaching employees shall be as per the Standard Code (Terms and Conditions of Service) prescribed by the Government, from time to time.

SU/MTG/STATUTE/ 38

Date : 9 JUN 2016

  
Ag.Registrar

To,

1. The Dy.Secretary to the Hon'ble Chancellor, Governor of Maharashtra State, Raj Bhavan, Malbar Hill, Mumbai – 400 035.
2. The Personal Assistant to the Minister of Education, Higher and Technical Education, Mantralaya Annexe, Mumbai - 400 032.
3. The Secretary and Sr.Legal Advisor, Govt. of Maharashtra Law and Judicial Deptt. Mantralaya, Mumbai – 400 032
4. The Director of Higher Education, Pune.
5. The Director of Technical Education, Mumbai.
6. The Members of the SENATE/MANAGEMENT COUNCIL/ ACADEMIC COUNCIL.
7. The Principals of affiliated Colleges/Recognised Institutions for office use only
8. The Heads of University Departments, Shivaji University, Kolhapur for office use only.
9. The Deputy Registrars, Asstt.Registrars and Heads of Section in the University office for information and necessary action.
10. The Joint Director, (Higher Edu.)Kolhapur Region, Rajaram College Premises, Kolhapur-4
11. The Secretary, Shivaji University Teacher's Association, Kolhapur
12. The Secretary, Shivaji University Post-Graduate Teacher's Association, Kolhapur
13. The Secretary, Shivaji University Sevak Sangh, Shivaji University, Kolhapur for information
14. The Secretary, Shivaji Vidyapeeth Karmachari Sangh, Shivaji University, Kolhapur for information
15. The Secretary, Magasvargiya Karmachari Sanghtana, Shivaji University, Kolhapur for information