

Statutes, Ordinances and Governance in Universities

What is an Autonomous Body?

- What is an Autonomous body?
- And how is different from a govt. department?
- All govt. departments functions as per written rules and regulations.
- Universities have Financial autonomy
- Have Administrative autonomy as well.
- Make by-laws
- More discretion in the hands of Universities.

How is a University Established?

- Government establishes
- University u/s 2(f) of UGC Act or
- Deemed to be university u/s 3 of UGC Act.
- by or under a Central Act,
- Under a Provincial Act or
- Under a State Act.

Act

- Mission statement
- Degrees to be awarded
- Powers, functions of a University
- Constitution, functions of BOG, Senate, Vice Chancellor, Dean, Registrar
- Funds, accounts, audit, appointments
- Statutes how made?
- Ordinances how made?
- Council

Detailed Project Report (DPR)

- Detailed Project Report
- Generally for 5 years
- Area and cost of the buildings to be build?
- Recurring and non recurring funds.
- Programs to start. No of students;
- No. of faculties, non-teaching employees:
- Student to faculty ratio 10:1 or more
Student to admn. staff ratio 10:1.1 or more
These ratios are for institutes like IITs, IISERs etc.
In non professional programs ratio is more, it can go upto 1:25.

Allocation of Land, Preparation of Master Plan and Construction

- State government gives land on lease or other terms.
- Employ Architect
- Prepare master plan
- Within funds provided in DPR
- Undertake construction
- *Challenge:*
- Construction to be within budget
- Within time frame.

Coordination of activities: Group of Universities

- Council to coordinate: Central Universities, IIT, IISERs, NITs etc.
- UGC to coordinate:
- Proposal for establishing new institutes.
- Admission procedure
- Tuition Fee
- Recruitment Rules: *Post wise eligibility criteria*
Direct recruitment or deputation, service matters, reservation, resignation, retirement etc.

Statutory bodies

- BOG or Executive Council or Governing body
- Senate or Academic Council.
- Finance Committee
- Buildings and Works Committee

Board of Governors

- Highest Administrative authority of the university
- Appointing authority: Faculty and Group-A officers.
- Make, modify or cancel statutes
- Manage and regulate finances, accounts, investments, property of university and all affairs.
- Manner of appointment of temporary employees.

Senate/Academic Council

- Highest academic body
- Ordinance and Regulations, academic calendar.
- Recommend Conferment of degrees etc
- Recommend increase in student intake.
- Appointment of moderators, tabulators.
- Periodic review of Departments, Centers.
- Approve Result
- Approve syllabus, new Programs, new courses
- Award stipend and scholarships

Finance Committee

- Discusses all financial agendas
- Annual accounts
- Audit Objections.
- *Annual Budget:*
Based on institute requirements, Items wise budget prepared.
- Revision of salary
- Put limit on annual recurring and non recurring expenditure of the university.
- Discuss recommendation of Buildings and Works Committee.

Buildings and Works Committee

- Mostly: Construction activities
- Approve Drawings
- Cost estimate
- Maintenance, repair
- Recommendation to Finance Committee.

University Authorities

- VC: Head of administration and academics
- Deans: Conceptualization, academic policy, student policy
- Dean (Acad.); Dean (Student Affairs); Dean (Faculty); Dean (R&D); Dean (Planning and Development)
- HOD: run departments and existing programs
- Registrar; Implement policies of the University

Statutes

- Appointment of VC: Financial and Admn. powers.
- Classification of employees
- Promotion policy
- Constitution of Selection committees
- Code of conduct
- Pay, allowances. Other perks, medical reimbursement.
- Resignation, retirement, deputation, leave rules

Delegation of Financial Powers

- Vice Chancellor: Financial powers in Statutes
- VC to delegate his powers to officers, Registrar, Deans, HODs etc.
- Powers within approved budget.
- Powers given within the area in which officer is operating.
- Delegation of administrative powers:

Generation of Funds

- Grant in aid
- Government encouraging self sustenance of universities.
- Internal resources: Fee, overhead charges from consultancy, R&D projects
- Testing fee
- Short term courses.
- Other receipts
- Autonomy on deciding tuition fee:
Internal funds used for building infrastructure
University to be encourages to decide on tuition fee.

Consultancy; R&D Projects; Short term Courses

- More faculties encouraged to do it
- Consultancy: Generally from Industry
- R&D projects is generally from Government.
- Overheads earned
- Short term courses, training programs

Higher Education Funding Authority (HEFA)

- New concept
- Collaboration MHRD, Canara Bank
- Chairman, BOD
- Building infrastructure
- Internal resources
- 10 years
- interest

Ordinance and Regulations

- Ordinance contains major academic policies
- Regulation: contains Operational rules
- Separate Ordinance for PhD; PG and UG programs.
- *Ordinance & Regulations contain following:*
 - Programs offered, examination, fellowship
 - Registration, Cancellation of registration, Semester fee.
 - Attendance, leave, coursework, evaluation, grading system, supplementary exams, Qualifying criteria.
 - Unfair means,
 - Thesis Supervisor, Constitution of academic committees, BOS.

Board of Studies and Research

- BSR in every department
- Regular meetings to update and change syllabus
- Add or delete courses
- Discuss teaching and research load
- Recommendations to Senate/Academic council for approval
- Some state universities no freedom to decide on syllabus locally

Teaching and Research Load

- Separate rules
- Define max load of teaching in a semester
- Load will increase or decrease as per seniority.
- Young faculties: Load
- Senior faculties: Load

Rules on Student discipline, punishment

- Maintenance of discipline in the hostel and campus
- Breach of rules, use of intoxicants, use of violence and ragging etc.
- Unauthorized absence
- Punishment, rustication etc.
- Anti-ragging measures.
- Mess rules etc.

Purchase Rules

- Direct purchases upto Rs.25000
- Local Purchase committee Rs. 250000
- What is GeM.
- GFR says we have to go with only GEM
- Direct purchase (GeM) Rs. 50000
- Reverse auction
- Selection of vendor on listed price
- First preference GeM, then simple tender.
- Gem prices to be compared with local prices.

Rules relevant to faculties: CPDA

- CPDA for faculties
- Use purchase of books, small gadgets, travel
- Foreign travel, attend conferences
- Rs. 1 lakhs per year. Rs 3 lakh 3 years
- Foreign travel once in 3 years.

Rules relevant to faculties

- Faculties get Vacations leaves
- If not utilized, then converted to leaves
- Depending upon the university, faculties get Sabbatical leave.
- Other academic leaves
- Extraordinary leave
- TA rules: Government rules
- Medical expenses reimbursed.
- Children Education Allowance.
- LTC

Examination Reforms

Faculty Assessment:

- Students assess faculties
- On parameters like Punctuality, clarity, knowledge, completion of syllabus, use of Projector, Students encouraged to ask questions etc.
- Faculty assessment: Helps faculty, students and University in improving standard.

Examination Reforms

Encourage classroom performance:

- Student will be judged uniformly through out the semester.
- Emphasis on class room performance, in contrast to performance in exam of 3 hours duration.
- Performance should also base on attendance;
- Active participation in classroom
- Discussion
- Activity etc. inside class room.

Examination Reforms

Use of technology:

- It is very difficult for faculties to go on checking copies of class tests.
- Use technology: Objective Questions on LCD.
- Students will use remotes to answer.
- On spot tests by faculty scheduled randomly.
- Response of the students will get recorded
- Compilation of cumulative performance of student.

Examination Reforms

Regular updating of syllabus:

- Quality of students depends on knowledge disseminated to them.
- Syllabus to be regularly updated
- Compulsory revision of syllabus periodically.

Examination Reforms

Grading system:

- Do away with anomalies in grading system.
- Objectives should be clear to Faculties for awarding grades.
- Workshops for new faculty on assigning grades.

Examination Reforms

Moderation:

- No student should fail or miss a grade by 1 mark or less than 1 mark.
- Loss of 1 mark may some times mean loss of 1 grade, or 12 marks or 10 marks.
- Sometimes two faculties evaluate two separate portion of the answer book.
- Moderation to be put in place.

Reforms in administration

Use of technology:

- Administration to be made slim trim.
- Use of Technology- ERP solutions.
- Avoid repetitions of work through MIS.
- Employees to be linked through networking.
- Easy retrieval of information.

Reforms in administration

Creative utilization of Resources:

- Optimum use of men, machinery, material and money.
- Optimum use of energy.
- Use of non conventional sources of energy.

Government mandated schemes

- GeM
- National digital depository:
- Digi Sevak
- Solar energy generation
- Garbage disposal through Compost, recycling.
- Use of Youtube, twitter, facebook.