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Report of the Committee to examine the proposal of Tata Energy Research Institute (TERI), New Delhi for grant of deemed to be University status.

The University Grants Commission constituted an Expert Committee with the following members to make an on-the-spot examination of the proposal of Tata Energy Research Institute, New Delhi for grant of Deemed to be University status under Section 3 of the UGC Act.

1. Dr. P.S. Bisen, Convener  
Vice-Chancellor,  
Jiwaji University, Gwalior  
and member UGC.
2. Dr. G.D. Agarwal,  
Hony. Professor,  
Chitrakoot Gramuday Vishwavidyalaya,  
P.O. Nayagaon,  
(Distt. Satna).
3. Prof. H.P. Garg,  
Head, Deptt. of Energy Studies,  
I.I.T., New Delhi.
4. Prof. V.K. Srivastava,  
Deptt. of Chemistry,  
Gorakhpur University,  
Gorakhpur.

The following officers of the UGC were also associated with the work of the Committee :-

1. Sh. Gurcharan Singh, Dy. Secy., UGC.
2. Sh. B.S. Nahata, Under Secy., UGC.
3. Sh. D.D. Mehta, Section Officer, UGC.

Dr. M. Ramamcorty and Dr. Anil Agarwal could not join the Committee due to their pre-occupation.

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Prior to visiting the Tata Energy Research Institute, the Committee members had a briefing meeting with the Chairperson, Vice-Chairman and Additional Secretary, UGC on 22nd February, 1996. At this meeting, the Chairperson impressed on the members the need to make an in-depth study of the Institute and, thereafter, make recommendations to the Commission. The recommendations should be specific whether the Committee supports the proposal of the Institute for a deemed university status or not. In case the Committee does not find favour to recommend to the Commission granting of deemed university status, the grounds on which the proposal is not recommended should be clearly indicated.

The Committee visited the Institute and its campus on 23rd February, 1996 and held discussions with the Director alongwith Deans of various Groups, Senior Scientists, Fellows, Research Scholars and supporting staff.

Initiating the discussions, Prof. P.S. Bisen mentioned that the main purpose of this Committee is to acquaint itself with the type of courses being run by the Institute, the infrastructural facilities available etc. and to recommend to the UGC whether TERI qualifies for the deemed university status to be conferred on it.

The Director and the various Deans gave a detailed account of the various activities being undertaken by the Institute. The Director stated that in case the

Institute was granted the deemed university status, it would help attracting the talent in the country to join their innovative programmes which would promote material and industrial welfare of the country in consonance with the objectives of the Institute.

The detailed Report of the Committee follows :-

#### INSTITUTION

The Tata Energy Research Institute (TERI) was set-up in 1974 with generous funding from some Tata companies. The Head Office of the Institute is located in New Delhi at the Darbari Seth Block, Habitat Place, Lodhi Road, New Delhi with regional centres at Bangalore, Bhubaneswar, Guwahati and Washington D.C. (U.S.A.).

The Institute is registered under the Societies Registration Act 1860 (Punjab Amendment) Act 1957 as applicable in the Delhi State.

#### AIMS AND OBJECTIVES

The aim of the Society is to tackle and deal with the immense and acute problems that mankind is likely to face on account of (1) the gradual depletion of the earth's finite energy resources which are largely non-renewable; and (2) the existing methods of their use which lead to increasing pollution. The Institute has set before it the following objectives :-

- a) To organise, sponsor, promote, establish and conduct Scientific research in any way or by any means whatsoever. "Scientific Research" means any activities for the extension of knowledge in the fields of natural or applied science including agriculture, etc.
- b) To establish a centre or centres for scientific research in all such branches of knowledge as in the opinion of the Society would promote the material and industrial welfare of India. Without prejudice to the generality of the above to undertake and to conduct wide-ranging research, development and application of non-depleting and non-polluting sources of energy and research development and application of techniques aimed at achieving fuller and less-polluting utilisation of fossil and/or nuclear fuels.
- c) To disseminate knowledge and provide training in the aforesaid fields.

Further, with a view to promoting and carrying into effect the aforesaid main objects and as incidental to the aforesaid main objects, there shall be the following ancillary objects :-

- i) To encourage and assist research scholars, practitioners and teachers in the fields mentioned in clause (b) above.
- ii) To grant loans, scholarships, awards or other financial assistance in furtherance of the above objects.
- iii) To do all such other lawful acts, deeds or things as are incidental or conducive to the attainment of any of the above objects.

The affairs of the Institution are managed by a Governing Body known as the Council. The management and control of the property and affairs of the Institute shall be vested in the Council with full power and authority at their discretion at any time to appoint or make provisions for the appointment of any persons as a Board of Directors for the purpose of administration of the Institute in such manner and subject to such rules and regulations as the Council may prescribe.

INFRASTRUCTURAL FACILITIES

The total campus area of the Institute is about 88 acres where buildings for administration, laboratories, academic and library have been built. The infrastructure available with the India Habitat Centre includes club, indoor games, swimming pool and 24 hour food service. Also seminar/conference rooms and auditoria with capacity ranging from 25-400 persons are available. The Institute does not have staff quarters of its own. However, it has been arranging leased accommodation for its staff members at all levels. The Institute has also set up Fine Arts Club with an aim to develop better understanding of the traditional and classical arts and also through exposure to performances by talented artists.

The Institute has plans to build following residential/field hostel/community facilities at Gual Pahari Campus (District Gurgaon) :-

(i) Residential complex

- a) 3 Bed-Room set - 15 nos.
- b) 2 Bed-Room set - 45 nos.
- c) 1 Bed-Room set - 20 nos.

(ii) Hostel

- a) 1 Bed-Room set - 35 nos.

(iii) Community facilities

- a) Club with facilities for Indoor games
- b) Canteen
- c) Swimming Pool and outdoor games
- d) Creche
- e) Clinic

CORPUS FUND

The Institute has created a Corpus Fund worth Rs. ten crores by way of fixed deposits.

FUNDING

The Institute is not receiving any financial aid either from the Central Government or from other Governmental agencies.

The funds for running the Institute are provided by various national and international agencies through consultancy and by running training programmes for Indian Administrative Service , Indian Forest Service and for private corporate sector. The income/expenditure of the Institute for the last four years is indicated below :-

INCOME FROM VARIOUS SOURCES

(Rs. in Lakhs)

Year	Donations	Project Name	Income Corpus	Corporate Associate Membership	Others	Total
1991-92	115.13	134.12	119.73	45.00	13.94	427.92
1992-93	225.00	422.92	105.28	7.50	12.68	773.38
1993-94	135.00	515.93	154.97	-	27.73	833.63
1994-95	100.10	653.62	166.95	-	45.25	965.92

EXPENDITURE

(Rs. in Lakhs)

Year	<u>Recurring</u>	<u>Non-recurring</u>
1991-92	349.18	261.39
1992-93	487.68	81.37
1993-94	553.36	96.12
1994-95	647.47	165.10

ACADEMIC PROGRAMMES

TERI is presently not offering any regular courses either at the undergraduate or postgraduate level. However, nearly 18 students are carrying out their research programme leading to Ph.D. degree. These students are registered with some of the Indian Universities and are recipient of UGC/CSIR/TERI fellowships.

FACULTY

The Institute does not have a regular faculty as is existing in the university system. There are 6 Senior Fellows (equivalent to Professors), 25 Fellows (equivalent to Readers) and 33 Research Associates (equivalent to Lecturers). The Institute appoints professional and

supporting staff on ad-hoc, regular and consultancy basis. The staff is generally appointed with an initial contract of 3 years in the case of persons with no or little prior experience and 5 years for those with considerable work experience. Contracts are renewed for 5 years periods. After a staff has completed 5 years of service in TERI, they may be offered a long term 15 years contract on the basis of their performance. Professional staff with 15 years contract are considered as the core faculty of the Institute.

#### LIBRARY

TERI library, one of its kind in the region, is concentrating mainly on energy literature. With the totality of resources in terms of collection, services and modern technology, the library continues to serve TERI researchers as well as energy scientists and institutions all over the world. The collection of the library consists of 10,000 technical books, reports and proceedings of scientific conferences in the field of energy, plant biotechnology environment and forestry; about 550 current journals and 3525 back volumes of journals. The library collection is accessible through an effective, computer generated, author subject catalogue. Since the complete holdings of the library are computerised the catalogue is available for interactive search as well, in addition to the conventional services and activities, the availability of two information software packages, namely Micro CDS/ISIS



or UNESCO and Sci-Mate of the Institute of Scientific Information, USA has made information management through computer application possible.

The e-mail facility, installed in the library under Delhi Library Network (DELNET) programme sponsored by National Information System for Science and Technology (NISSAT), connects TERI to important libraries in Delhi such as those of the Department of Electronics, Deptt. of Science and Technology, DESIDOC, Indian Agricultural Research Institute, IIC, INSDOC, NPL, and CSIR etc. to facilitate information-exchange and resource-sharing.

#### OBSERVATIONS AND RECOMMENDATIONS

1. The Institute is basically involved with research programmes leading to Ph.D. Degree having affiliation with various universities. The students are carrying out their research work leading to Ph.D. Degree under joint guideship or supervision. They are facing some problems in registration, examination and submission of theses. The Institute does not offer any regular teaching programme but once deemed university status is given, the Institute assured to intiate only post-graduate programmes in different branches of Bio-Sciences and some courses on Policy Research.
2. There are all together 18 students working for their Ph.D. in TERI, out of which 7 have been awarded fellowship by UGC/CSIR after clearing NET examination and 10 are being financed by Tata Energy Research Institute itself.

3. There are nearly 250 employees working in the Institute. Appointments to various posts are being made in the categories of ad-hoc, regular and consultancy. The General rules of recruitment of staff and service conditions and pay scales are mentioned in Annexure-I.

TERI has superb laboratory and other research facilities and also scientific man-power in the chosen field of energy, ecology, bio-sciences and bio-technology and has been making significant contributions to knowledge of these fields in India. Persons trained/educated at TERI have ample scope in the fast-growing high-profile, high-technology, investment-intensive sector of our national economy.

The Institute is involved with Policy Development, Natural Resource Management, Environmental Health, International Resource Management, Technology Development, Bio-Sciences, Chemical Energy and Industry. Each Group is headed by a Senior Fellow (Professor) supported by fellows (Readers) and Research Associates (Lecturers). The Institute is involved in the area of national importance in research and the research is of a very high standard as is evident by the list of publications submitted by the Institute.

4. TERI has been identified as National Facility for mycorrhizal research and Plant Tissue Culture by the Department of Bio-Technology, Ministry of Science and Technology, Government of India and has been sanctioned Major Research Project by Deptt. of Bio-Technology.

The faculty is involved in maintaining the Germ Plasm of various tree plants for forestry, Germ Plasma of different strains of mycorrhizal and of different variety of Brassica. The Institute is indeed doing a commendable and tedious job of exhibiting of experiments in the above areas. They have also exhibited the technology developed by them for the utilisation of agro-waste for the production of Bio-fuel (methane). They have beautifully developed the technology for the degraded land by biological means at Gual Pahari in 35 acres of land.

5. TERI's current manpower shall be able to easily provide a core faculty of 12-15 well-qualified, interested-in-teaching scientists adequate to handle 30-40 Ph.D. and nearly 100 M.Sc. level scholars as per their current plans.

6. Library facilities are excellent and matchless. They have got very good net-working with national and international agencies. The scholars have access to all Laboratories and Library through electronic mail in the organisation. The Institute is subscribing to 560 journals, with an annual budget of nearly Rs.27 lakhs. The Library has recently been shifted to Habitat Centre. The Committee was informed that the Institute has plans to raise the Library and Laboratory budget substantially.

7. The Institute is having almost every type of equipment required for biological research.

8. The Institute proposes to start M.Sc. in Bio-Sciences with an intake of 15-20 students. The Committee was, however, of the opinion that the student strength is a very important component for any institution to run as University or Deemed University. The Committee observed that TERI is not in a position to run any under-graduate programme. Certainly it would like to run post-graduate programmes in the area of Biological Sciences and Policy Planning. The Committee recommends that the Institute should admit minimum 100 students excluding research scholars in the first instance so as to make the Institute a viable unit. The Institute is well equipped to run post-graduate programmes in Bio-Sciences, Bio-Technology, Micro-Biology, Environmental Sciences and Energy Studies.
9. The teaching faculty should be appointed on a permanent basis as per guidelines of the UGC.
10. The Institute does not have any academic bodies which is required to start post-graduate teaching in the Institute. The Director indicated that once the deemed university status was granted to TERI, it will form necessary academic bodies required in the running of a deemed university as per the UGC guidelines.
11. Construction of staff quarters, separate hostels for boys and girls should be constructed at the earliest and students amenities be provided.

12. Memorandum of Association and Regulations may be amended as per the guidelines laid down by the UGC for deemed universities.

13. Keeping in view the above observations/recommendations, the Committee recommends that TERI may be granted deemed university status with no grant-in-aid from the UGC initially for a period of five years. Thereafter, the Commission may assess the academic performance for <sup>extension of</sup> deemed university status.

14. The Committee records its deep appreciation of the valuable help and assistance extended to it by the Director, faculty members and other functionaries in the discharge of its work when it visited the Institute on 23rd February, 1996.

Scd/-  
(Prof. P.S. Bisen)

Scd/-  
(Prof. G.D. Agarwal)

Scd/-  
(Prof. H.P. Garg)

Scd/-  
(Prof. V.K. Srivastava)

Proposal for declaring Tata Energy Research Institute, New Delhi as a deemed to be University, Under Section-3 of the UGC Act.

Position with regard to the norms prescribed by the Commission and those fulfilled by the Institute at the time of making the proposal:-

Sl. No.	UGC NORMS	PRESENT POSITION
1.	The Institution must be a Registered Society or a Trust to have an independent entity of its own	The Institute is registered under Societies Registration Act-1860 and has a Governing Council.
2.	Minimum 5 years of functioning at the time of making the proposal.	Established in 1974 at New Delhi and has regional units at Bangalore, Bhubaneswar, Guwahati & Washington D.C.(U.S.A.)
3.	Minimum three faculties at the time of making the proposal	1. Energy and Development 2. Energy and Environment 3. Energy Planning.
		These are divided into the following groups where faculty position are there:- (i) Policy Development (ii) Environmental Health (iii) Natural Resource Management (iv) Technology Development (v) Biosciences (vi) Industry (vii) <i>Chemical Energy</i>
4.	The courses should be of high academy standard & innovative in nature	The Institute is offering Training Programmes on "Energy and Development" to IAS Officers, "Natural and man made Forests" for Indian Forest Service Officers, Training Programme on Energy Planning, "Training Programme for Power Sector", with admission capacity of 31, 30, 24 & 16 respectively. Foreign Country Candidates are also participating. The faculty is also engaged in a number of research programmes.

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**Increments**

Annual increments are awarded to staff members based upon yearly performance reviews. The yearly performance reviews are based on inputs from the staff members concerning their work for the year under review and proposed workplan for the next year, and review meetings with the Divisional Dean and the Director (or the Chief, Administrative Services, in the case of support staff).

**Termination**

Termination is effected whenever either TERI or staff member gives one/three/six months notice or salary in lieu thereof depending upon the nature of employment. In the case of staff with 15 year contracts, 6 months notice (or salary in lieu thereof) is required.

During the last 3 years, none of the permanent staff members (with a 15 year contract) had either resigned or his services terminated by TERI.

**Facilities, Perks & Welfare**

- **Leave**

7 days CL a year

30 days EL a year

**Sabbatical Leave** This is admissible to all professional staff after six years of continuous service for a duration of one year at a time with full salary and allowances. It is granted for pursuing research or advanced studies, to write textbooks, standard works, professional papers or other forms of scientific and technical literature.

**Study Leave** For Ph.D. programme in a recognised institution is admissible to staff members with a minimum of two and a half years continuous regular service with TERI. During the period of study leave, the employee is entitled for 90%, 75% & 50% of emoluments for the 1<sup>st</sup>, 2<sup>nd</sup>, & 3<sup>rd</sup> year of leave respectively.

- **Perks**

**Superannuation** 15% Salary - All regular employees are eligible. Benefits becomes applicable after 8 years of service.

**Group Insurance** All regular employees are eligible subject to a maximum ceiling of 3 lakhs in case of uneventual death (58-Age X Salary X 2)

**Gratuity** Employees with a minimum of five years of regular service are eligible. 15 days of salary for every completed year is admissible. (26 days will be taken as one month for calculation purposes)

**Deposit Linked Insurance Scheme** In case of uneventual death an amount of Rs.37,000/- is admissible to the next of kin.

**Health Insurance** Medical reimbursement coverage is available to all regular employees from the date of joining.

**House Lease** TERI takes the burden of two third of house rent whereas one third would be borne by the employee. This facility is available to all regular staff members.

#### Welfare

**Housing Society** TERI has formed "TERI Employees Cooperative Group Housing Society" and has registered the Society with Registrar of Cooperative Societies, Haryana. TERI has applied for allotment of land for the society against the HUDA Cooperative Societies Scheme-1996.

**Annual retreats** are being held for all employees and their families in addition to other functions held on 15th August, New Year Eve, etc.

#### Loans & Advances

Staff members with a minimum period of five years of regular service are eligible for house/vehicle loans.

For genuine reasons and emergency needs staff members are given interest-free salary advances recoverable in easy instalments.



No.	Designation	Scale	HRA	CONV	HMS	LS	CES
1	Senior Fellows	7750-350-13350	33.33% of basic or share of HR	2000	1150	420	@ Rs.200.00 per child
2	Fellows	6200-320-11960	-do-	1500	950	-do-	-do-
3		4950-280-8310	-do-	1400	800	-do-	-do-
4	Research Associates/Information Analysts	4475-245-7905	-do-	1200	750	-do-	-do-
5	Administrative Officers	3940-220-7020	-do-	1000	650	-do-	-do-
6	Information Analysts/Research Asssts./Technical Supervisors/Technical Asssts./Private Secretaries/Stenographers	3725-165-6200	-do-	775	600	-do-	-do-
7		2690-140-4790	-do-	550	475	-do-	-do-
8	Technician Assistants/Secretarial Assistants/Drivers/Admn. Attendants	2375-130-4195	-do-	350	375	-do-	-do-
9	Lab Assistants/Lab Attendants	1835-115-3560	-do-	250	325	-do-	-do-

HRA : House Rent Allowance  
 CONV : Conveyance  
 HMS : House Maintenance Subsidy  
 LS : Lunch Subsidy  
 CES : Children's Education Subsidy

Note CES is admissible for a maximum of two children. Rs.5,000/- per annum is admissible in case of children doing post graduation or above.

TATA ENERGY RESEARCH INSTITUTE  
NEW DELHI

Names of MSc and PhD Student and the course programme.

	Name of student	Sponsorship <sup>1</sup>
<b><u>MSc Students</u></b>		
1.	Mr Madan Singh Negi (Bio Chemistry)	TERI
<b><u>PhD Students</u></b>		
1.	Mr Atimanav Gaur*	CSIR
2.	Ms Krishna Sundari	CSIR
3.	Mr S Rajan	CSIR
4.	Mr Sandip Das*	CSIR
5.	Mr Vijay Gadkar	UGC
6.	Mr Jaideep Goswami	UGC
7.	Ms Alka Srivastava	UGC
8.	Ms Urmi Bajpai	TERI
9.	Ms Rachna Chandra	TERI
10.	Ms Jyoti Rajagopal	TERI
11.	Ms Deepti Saxena*	TERI
12.	Ms Anjali Verma*	TERI
13.	Ms Asbah Qureshi	TERI
14.	Ms Anupama Rattan	TERI
15.	Ms Ashita Dhillion	TERI
16.	Ms Anushree Varshney	TERI
17.	Ms Ankita Puri	TERI

<sup>1</sup> Stipend in case of

Junior Research Fellows : Rs.2,500.00 + Rs.450.00 (HRA)  
Senior Research Fellows : Rs.2,800.00 + Rs.450.00 (HRA)

\* Senior Research Fellows

**University Grants Commission**  
Bahadur Shah Zafar Marg  
New Delhi

Revised Guidelines (1992) laid down by the Commission for considering proposals for declaring an institution as Deemed to be a University under Section 3 of the UGC Act.

1. Section 3 of the UGC Act provides for declaring an institution of higher education other than a University to be deemed to be a University and when such an institution is deemed as a University, the UGC Act applies to it, as a University within the meaning of Section 2(f) of the Act.
2. This provision has been made in the Act to bring under the purview of the University Grants Commission institutions which for historical or any other circumstantial reasons are not universities and yet are doing work of a high standard in specialised academic field comparable to University level, and that granting of the status of deemed to be a University would enable them to develop ideals belonging to the higher education and research to mutual enrichment of the Institution and the University system.
3. Keeping in view the general concept of an institution to be deemed to be a University, the Institution should generally aim at strengthening its activities in its field of specialisation rather than make efforts towards growing into multi-faculty university of the general type.
- 4(a) For the purpose of recognition as deemed to be a University, an institution should generally be:
  - (i) engaged in programmes of teaching and research in chosen fields of specialisation which are innovative and of very high academic standards;
  - (ii) making, in its areas of specialisation, distinct contribution to the objectives of the University education system through innovative programmes and on becoming a deemed to be university capable of further enriching the university system as well as overall strengthening or teaching research in the institution and in its area of specialisation, particularly.
  - (iii) competent to undertake applications-oriented programmes in emerging areas which are relevant and useful to various development sectors and to the society in general.
  - (iv) Institutions should have the necessary viability and a management capable of contributing to the university ideals and traditions.
- 4(b) Ordinarily, institutions affiliated to universities and which are offering only conventional degree programmes leading to BA / B.Com / B.Sc. or MA / M.Com. / M.Sc. will not be considered for grant of deemed to be university status. However, such institution which is also offering innovative programmes, and which has adequate resources for itself might be considered for deemed to be university status. Supplementary assistance may be considered by the UGC only in exceptional cases.
- 4(c) Institutions which are imparting routine types of instruction to full-time students or offering training programmes for in-service personnel would generally not qualify for deemed university status.
5. Institutions which are notified as deemed to be universities shall continue to receive the funds for their maintenance and development expenditure from their existing sources and supplement them by raising their own internal resources.
6. The institute at the time of making the proposal should have provision of adequate infrastructure facilities as following :

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- (a) Buildings
- (i) Administrative 1000 sq. mts.
  - (ii) Academic including library building 3000 sq. mts.
  - (iii) Some teachers residences and a faculty guest house for at least 10 persons.
- (b) The institute should have created or should have at least 3 faculties which at least 25 faculty members including at least 5 professors.
- (c) A minimum of Rs. 40 lakhs annual recurring grant.
- (d) Equipment, Books & Journals Rs. 50 lakhs.
7. For a period of first ten years the institution will have an Advisory Committee under the Chairmanship of persons nominated by the Commission from among members of the Commission including Vice-Chairman. The Advisory Committee will include the Head of the Institution and its senior faculty alongwith one / two experts nominated by the UGC to help its academic planning and growth.
8. The Institutions at the time of making the proposal should have been functioning at least for a period of 5 years.
9. In the event of grant of deemed to be University status, the Institutions will be required to make provision for an endowment for corpus in cash as under :
- (a) Institution conducting programme - Rs. 50 lakhs in Sciences.
  - (b) Institution conducting programme - Rs. 25 lakhs in Social Sciences & Humanities.
10. The Institution should be registered under the Societies' Registration Act or Public Trust Act so as to have an independent character of its own.
11. In case the Institution feels after self-appraisal that it fulfills the minimum eligibility criteria in terms of objectives, programmes, faculty, infrastructural facilities, financial viability, etc. as laid down by the Commission for considering proposals for grant of Deemed to be University Status, it may send the proposal in duplicate in the prescribed proforma to the Secretary, Ministry of Human Resource Development, Department of Education, Shastri Bhawan, New Delhi 110001. Proposals received directly from the Institution in the UGC office will not be entertained by the Commission. Such proposals should invariably be forwarded to the Government of India through the concerned State Government.

Revised Proforma showing pointwise information to be made available by the Institution for granting deemed to be University status under Section 3 of the UGC Act.

**1. Institution**

- (a) Location and year of establishment
- (b) Aims and Objectives
- (c) Whether the Institute is registered under the Societies Registration Act or Registered as Trust.
- (d) Composition of the governing body (please attach a copy of the memorandum of trust deed).

**2. Programmes and Activities**

- (a) Details of Courses offered (Mention each course separately with admission capacity).
- (b) Student enrolment in each course separately during the last 3 years.
- (c) Statewise distribution of total enrolment for the last 3 years.
- (d) Details of degrees, diplomas, certificates awarded and the authority which awards these qualifications (please also indicate the total number of awards in each category during the last 3 years).

**3. Teachers**

- (a) The number of sanctioned posts in each category (Professors, Readers, Lecturers and others), the number of teachers in position and the scales of pay of each category.
- (b) Names, designations, qualifications and publication of the existing staff.
- (c) Subject-wise distribution of the existing teaching staff.

**4. Reserch Activities**

- (a) Details of Research work undertaken during the last 3 years including those completed during the period.
- (b) Number of Research projects sponsored by other agencies and implemented by the Institute (please indicate details including names of the sponsoring agencies).

**5. Finances**

- (a) Please attach a copy each of the income and expenditure account including balance sheet for the last 3 years.
- (b) Attach a statement of the budget estimates indicating the sources of income including fees charge, grants received etc. separately during the year of application.
- (c) Brief details of the area of the campus and buildings. Please indicate separately the building facilities like hostels, staff quarters, academic buildings etc.
- (d) The details of library facilities available including the number of books, name of journals being subscribed etc.

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6. **Innovative Programmes**

- (a) Please indicate the details of any innovative programmes in teaching and research undertaken by the Institute
  - (b) A brief note on how a deemed institute status would further the aims and objectives of the Institute.
  - (c) A brief account of the other activities including extension services, continuing education programmes, sports and games, cultural activities etc. undertaken by the institute.
7. Whether the Central Government /State Government Private Management would be prepared to continue to provide financial support for the maintenance and development of the institute if it is declared as deemed to be a University ?
  8. Administrative arrangements for the proposed Institute.
  9. Details of assets including the land as per the guidelines on the subject. (It would contain the details of the area of the Campus and the buildings, physical facilities like academic and administrative buildings, hostels, staff quarters, laboratory, equipment, library books & journals etc.)
  10. Research linkages of the institute with the University and other national and international agencies.
  11. Number of teachers of the Institute who are at present engaged in the academic and research activities of the university in its region.
  12. Details of the steps, if any, taken by the institute to become a postgraduate centre or affiliated research centre of the University.
  13. Whether the institute proposes to bring the scales of pay at par with the university teachers in case it is declared as a deemed to be University.
  14. Whether the institute would have resources to create all the infrastructure facilities including the faculty etc., as per the guidelines on the subject.
  15. Whether the institute would be prepared to revise the Memorandum of Association as per UGC directives ?