

**REPORT OF THE EXPERT COMMITTEE CONSTITUTED BY  
THE UNIVERSITY GRANTS COMMISSION TO CONSIDER THE  
PROPOSAL OF [REDACTED] COLLEGE OF [REDACTED]  
[REDACTED] FOR THE GRANT OF DEEMED TO BE  
UNIVERSITY STATUS UNDER SECTION 3 OF THE UGC ACT.**

The Chairman, University Grants Commission constituted an Expert Committee comprising of the following members to examine the proposal of Shanmugha College of Engineering, Thanjavur for grant of Deemed-to-be University Status under section 3 of the UGC Act, 1956:

1. Prof. Rajasekharan Pillai, ..... Convener  
Former Vice - Chancellor,  
Mahatma Gandhi University,  
Kottayam.
2. Prof. Y. Venkatarami Reddy,  
Vice Chancellor,  
Jawaharlal Nehru Technological University,  
Hyderabad.
3. Prof. P.B. Sharma,  
Vice - Chancellor,  
Rajiv Gandhi Proudhyogiki Vishwavidyala,  
Bhopal.
4. Prof. R.B. Lal,  
Vice - Chancellor,  
Allahabad Agricultural Institute,  
Allahabad.
5. Prof. C. Chellamuthu,  
Department of Electrical & Electronics,  
Anna University,  
Chennai.
6. Prof. J.P. Gupta,  
Director,  
Jaypee Institute of Information Technology,  
Ghaziabad.  
U.P.
7. Shri Gurcharan Singh, ..... Member-Secretary  
Deputy Secretary,  
University Grants Commission,  
New Delhi.

The Committee visited the Institute on 19<sup>th</sup> and 20<sup>th</sup> February 2001, inspected the infrastructure facilities, perused the required records and documents and held a series of meetings with the various academic and administrative components of the institution. This includes meetings with the Chairman and Correspondent of the College, faculty members, industrialists and students.

### OBSERVATIONS

1. The Shanmugha College of Engineering was established in 1984. It is located in Thirumalaisamudram village at a distance of 17 K.Ms. from Thanjavur and 38 K.Ms. from Trichy. It is a self-financing affiliated professional college under the Bharathidasan University, offering under-graduate and post-graduate courses in the Faculties of Engineering and Management.

2. The Institution is registered under the Public Trust Act. The Trust has approved a Memorandum of Association and Rules based on the model prescribed by the UGC.

The committee noted that recently the college has changed the name of the Institution from "Shanmugha College of Engineering" to "Shanmugha College of Arts, Science, Technology and Research Academy" (SASTRA). The Committee feels the name of the Institute should focus the areas of Engineering, Technology and Management, which are proposed areas of study of the institute. Keeping this in view, the management may consider alternate names for the institute.

3. The Institute is in existence for the last 16 years. It offers 8 under graduate engineering technology programmes including 6 B.E. courses and 2 B.Tech. programmes. There are 5 postgraduate programmes including 3 M.E. courses, MCA and MBA. All these professional programmes have the approval of the AICTE. The institution has been accredited by the National Board of Accreditation of the AICTE.

4. The Institute has a campus of 163 acres of area, which has well connected transport facilities. Academic and administrative buildings occupy 25 acres, hostels 10 acres and playgrounds 10 acres. It has a total built-in area of 42,000 square meters catering to academic, administrative, amenities, hostel and guest house requirements of the institution. It has also a health centre with a full-time Physician and supporting staff. Staff quarters are under construction.

5. The Institute has a capital asset of Rs.26 crores. Out of this, the total investment towards equipment, books and journals is about Rs.11 crores.
6. The Institute has 10 departments, which include 4 post graduate departments also. There are 26 Professors, 66 Associate Professors/Senior Lecturers, 90 Lecturers and one Principal, totalling 183 faculty members. This does not include the post of Librarian. The list of teachers is given in Appendix-I. The posts of teachers and pay scales are in conformity with the AICTE norms. There are also supporting departments like English, Maths, Physics and Chemistry. The teacher student ratio is 1:10.
7. The income/expenditure statement, balance sheet and audited accounts of the Institute during the last five years testify the financial viability of the academic programmes under the existing fees structure. A corps fund of Rs.5 crores has also been created (Appendix-II).
8. Some of the teachers are engaged in research. There are definite initiatives in consultancy and in undertaking research projects sponsored by AICTE and other funding agencies.
9. The Institution being self-financing and totally privately managed, the Committee feels that adequate checks and balances should be devised by the University Grants Commission to safeguard academic and research excellence in such Institutions, specially when they are alleviated to the level of a Deemed to be University.
10. The Committee was informed by the UGC nominee that the views of the State Government of Tamilnadu on the proposal of the Institute have not been received despite repeated requests. The committee, therefore, suggests that the UGC may obtain the views of the State Government and AICTE.
11. The Shunmugha College of Engineering, Thanjavur fulfils the requirements in terms of objectives, programmes, faculty, infrastructural facilities and financial viability for a Deemed-to-be University Status. There are areas which need further strengthening like library and the research facilities. In this direction, the institution has definite plans for immediate implementation. There are also several National and International Links in academic collaboration, Governmental, non-governmental agencies and industries are being constantly approached by the institute for strengthening of the infrastructure of the institute.

**Recommendation:**


The Committee feels that conferment of the deemed-to-be University Status to Shunmugha College of Engineering would be a timely and appropriate step, helping the institution in its efforts towards achieving excellence in higher technical and professional education. The committee, therefore, recommends that the Shunmugha College of Engineering may be conferred the Deemed-to-be University Status.


The Committee places on record its appreciation for the cooperation and assistance extended by the Chairman, Principal and other staff members of the Institute during the visit of the committee.

  
(Prof. Rajasekharan Pillai) 20.02.07

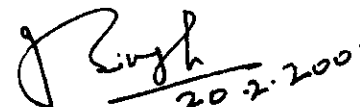
(Prof. Y. Venkatarami Reddy)

  
(Prof. P.B. Sharma) 20/2/2001

  
(Prof. R.B. Lal) 20/2/2001

  
(Prof. C. Chellamuthu) 20/2/2001

  
(Prof. J.P. Gupta)

  
(Shri Gurcharan Singh) 20.2.2001

S. No.	NAME	DESIGNATION	DATE OF BIRTH	QUALIFICATION	TEACHING EXPERIENCE YEARS	NO. OF YEARS IN PRESENT POSITION WITH DATE OF APPOINTMENT	FULL TIME IN R.	SALARY SCALE	REMARKS
1	PROP. R. RAMASWAMY	PRINCIPAL	04.07.1947	B.Sc., M.Tech.	30	08.01.1980	FT	16400-150-20900-500-22400	
ENGLISH:									
2	PROP. I. G. SESHADRI	PROFESSOR & HEAD	01.03.1928	M.A.	35	14.06.1980	FT	16400-150-20900-500-22400	
3	SMT. R. KOPPENDURAI	Sr. Lecturer	03.10.1961	M.A., M.Phil., B.Ed. (Ph.D)	10	17.01.1991	FT	10000-325-15200	
4	SMT. PRAMILA MATARAJAN	Lecturer	18.12.1952	M.A. (Ph.D)	06	26.11.1997	FT	8000-275-13500	
MATHEMATICS:									
5	DR. N. THIRAVANAN	PROFESSOR & HEAD	19.09.1940	M.Sc., M.Phil., Ph.D., M.A.M.S., M.A.S.P.	35	08.07.1989	FT	16400-150-20900-500-22400	
6	SRI I. LAKSHMI	Professor	19.09.1940	M.Sc., M.Phil., M.Ed., M.O.S.S.I., M.A.S.P. (Ph.D)	16	27.07.1985	FT	16400-150-20900-500-22400	
7	SRI I. S. RAVICHANDRAN	Asst. Professor	05.04.1962	M.Sc., M.Phil., MCA., P.G.D.C.A., B.Ed., M.O.S.S.I., (Ph.D)	15	03.01.1990	FT	12000-120-19300	
8	SRI V. GANAPATHY	Sr. Lecturer	04.06.1946	M.Sc., B.Ed.	19	24.06.1989	FT	10000-325-15200	
9	SMT. B. SHANTHI	Sr. Lecturer	02.05.1968	M.Sc., B.Ed., MCA., M.O.S.S.I. (Ph.D)	08	15.06.1992	FT	10000-325-15200	
10	SMT. V. SAATHI	Sr. Lecturer	29.05.1969	M.Sc., M.Phil., M.O.S.S.I., P.G.D.C.A. (Ph.D)	07	23.12.1993	FT	10000-325-15200	
11	SRI K. SRINATH	Sr. Lecturer	14.03.1969	B.Sc., M.Phil., M.O.S.S.I., B.Ed. (Ph.D)	08	31.08.1994	FT	10000-325-15200	
12	SRI N. SUBRAMANIAN	Sr. Lecturer	27.05.1968	M.Sc., M.Phil., M.O.S.S.I., P.G.D.C.A. (Ph.D)	05	02.08.1995	FT	10000-325-15200	
13	SRI N. SATHAN	Sr. Lecturer	15.07.1970	M.Sc., M.Phil., MCA., B.Ed., M.O.S.S.I.	07	01.06.1990	FT	10000-325-15200	
14	SRI N. RAJAGOPAL	Sr. Lecturer	25.06.1968	M.Sc., M.Phil., B.Ed., M.O.S.S.I.	09	11.07.1995	FT	10000-325-15200	
15	SRI V. VAIDYANATHAN	Lecturer	25.04.1965	M.Sc., M.Phil., M.O.S.S.I., B.Ed.	08	31.08.1994	FT	8000-275-13500	
16	KUM. D. SARALA	Lecturer	20.07.1974	M.Sc., B.Ed., M.O.S.S.I.	02	01.06.1998	FT	8000-275-13500	
17	SRI V. VEENKATARAMAN	Lecturer	05.05.1975	M.Sc., M.Phil., P.G.C.S.A.,	02	12.06.2000	FT	8000-275-13500	
18	KUM. R. RAJPAKA	Lecturer	05.10.1975	M.Sc., P.D.C.S.A.	01	12.06.2000	FT	8000-275-13500	
19	SRI G. VARADARAJAN	Lecturer	10.01.1973	M.Sc., M.Phil., P.G.D.C.A.	04	26.07.2000	FT	8000-275-13500	
PHYSICS:									
20	SMT. K. SANTHAKUMARI	Sr. Lecturer	10.05.1963	M.Sc., B.Ed., M.Phil., M.S.S.I.	14	21.09.1997	FT	10000-325-15200	
21	SRI R. RAMASWAMY	Sr. Lecturer	12.11.1963	M.Sc., M.Phil., M.Ed., P.G.D.C.A., M.S.S.I. (Ph.D)	12	07.09.1999	FT	10000-325-15200	

Sl. No.	NAME	DESIGNATION	DATE OF BIRTH	QUALIFICATION	TEACHING EXPERIENCE IN PRESENT POSITION WITH DATE OF APPOINTMENT	NO. OF YEARS IN PRESENT POSITION	PULL TIME IN %	SALARY SCALE	REMARKS
<b>CHEMISTRY:</b>									
22	PROF. V. SUBRAMANIA REDDY	PROFESSOR & HEAD	15.07.1925	M.A., M.Sc.		25	FT	16400-450-20900-500-22400	
23	SRI T. K. SARASWATHAN	Lecturer	17.08.1946	M.Sc., M.Phil. (Ph.D)		21	FT	8000-275-13500	
24	DR. S. DALLEN QUINE	Lecturer	31.07.1967	M.Sc., Ph.D		06	FT	8000-275-13500	
25	SRI P. G. RAVICHANDRAN	Lecturer	02.04.1967	M.Sc.,		07	FT	8000-275-13500	
<b>CIVIL ENGINEERING</b>									
<b>BEANGAYA</b>									
26	PROF. DR. DEVENRA SVAROOP	PROFESSOR	14.03.1938	M.Tech., Ph.D.		35	FT	16400-450-20900-500-22400	
27	Dr. S. JAYARAM	PROFESSOR	12.03.1941	M.Tech., Ph.D.		35	FT	16400-450-20900-500-22400	
28	PROF. I. R. NATARAJAN	Professor	12.12.1945	B. Sc (Hons) M.S. (Miami) M.I.E., M.I.C.S.		32	FT	16400-450-20900-500-22400	
29	Dr. S. R. UMA	Asst. Professor	11.05.1965	M.Sc., Ph.D., M.I.E., M.I.C.S.		05	FT	12000-420-19300	
30	SRI K. SARAVARAJA MOHAN	Sr. Lecturer	05.06.1945	M.E., M.I.E., M.I.S.T.B., M.I.C.S., M.I.G.S., M.I.C.I. (Ph.D)		12	FT	10000-325-15200	
31	SMT. S. THILAKAPATHI	Sr. Lecturer	11.06.1968	M.B., M.I.E., M.I.C.S.		10	FT	10000-325-15200	
32	SRI G. ORITHALAN	Sr. Lecturer	01.06.1967	M.B., M.I.E., M.I.C.S., M.I.G.S., (Ph.D)		13	FT	10000-325-15200	
33	SRI S. RAVINDR	Sr. Lecturer	25.01.1966	M.Sc. (Applied Geology) M.I.S.T.B., M.I.G.S. (Ph.D)		11	FT	10000-325-15200	
34	SRI S. BHARADESHAN	Sr. Lecturer	31.05.1946	B.E., M.I.S.T.B., M.I.C.S.		06	FT	10000-325-15200	
35	SRI C. VENKATSUBRAMANIAN	Lecturer	23.06.1964	M.B., M.I.E., M.I.C.S.		05	FT	8000-275-13500	
36	SRI V. SRINARI	Lecturer	01.06.1969	M.Tech. M.I.C.S., A.M.I.E.		03	FT	8000-275-13500	
37	SRI G. MALAYAN	Lecturer	10.02.1966	M.E., M.I.C.S., A.M.I.E.		06	FT	8000-275-13500	
38	SRI V. GAJENDRA	Lecturer	07.05.1970	B.Tech. M.B., M.I.C.S.		03	FT	8000-275-13500	
39	DR. S. ASHUTOSH DAS	Lecturer	20.07.1968	M.Sc., M.Sc., M.I.C.S. Ph.D		06	FT	8000-275-13500	

Sl. No.	Name	Designation	Date of Birth	Qualification	Teaching Experience in Years	No. of Years in Present Position	Full Salary Scale in Rs.	Remarks
40	SRI R. PRASAD KUMAR	Lecturer	01.06.1966	B.Tech., M.E., M.T.I.G.S., M.T.E.	05	16.08.1999	PT	8000-275-13500
41	SRI C.R. SUBBARAO	Lecturer	28.07.1969	M.E., P.T.I.S.S., M.T.I.G.S., M.A.E.I.	07	16.08.1999	PT	8000-275-13500
42	SRI I. RAMAKRISHNAN	Lecturer	31.07.1967	M.E., M.T.I.G.S., M.T.E.	13	12.06.2000	PT	8000-275-13500
43	SRI P. RATHU	Lecturer	17.03.1967	M.E., M.T.I.G.S.	13	12.06.2000	PT	8000-275-13500
44	SRI S. GOVINDASWAR	Lecturer	04.04.1963	M.E.	14	11.10.2008	PT	8000-275-13500
45	SRI RAVE GUNAVANTH MATRU	Lecturer	28.06.1975	M.E.	01	16.01.2001	PT	8000-275-13500
46	SRI P. NAGABOSHANAN	Lecturer	15.06.1969	M.E.	3 1/2	05.02.2001	PT	8000-275-13500
<b>MECHANICAL ENGINEERING</b>								
47	Dr. T.R. SETHURAMAN	PROFESSOR A HELD	31.12.1942	B.E., M.Tech., Ph.D., M.T.I.S.S.M.T., M.T.E., M.T.I.S.T.E.	30	12.06.2000	PT	14100-150-20900-500-22100
48	PROF. B. JAGADISHAN	Professor	01.01.1942	B.E. (Hons) M.Tech. (Foundry), P.T.E.	25	25.11.1999	PT	14100-150-20900-500-22100
49	PROF. V. SARAVAPRERNAL	Professor	12.11.1926	B.A., B.E.	35	30.01.1997	PT	14100-150-20900-500-22100
50	SRI R. CHANDRANOGI	Asst. Professor	23.06.1963	M.E., M.T.I.S.T.E. (Ph.D)	16	11.01.1987	PT	12000-120-19300
51	SRI D. VALAVAN	Asst. Professor	01.06.1967	M.Tech., M.T.E., M.SAB(USA)	13	30.06.1988	PT	12000-120-19300
52	SRI S. POGALCHONTI	Asst. Professor	20.05.1967	M.E., M.T.I.S.T.E. (Sponsored to Ph.D)	13	02.06.1992	PT	12000-120-19300
53	SRI T. VENKATESH	Sr. Lecturer	05.12.1965	M.E., M.T.I.S.T.E., M.SAB(USA)	11	30.06.1994	PT	10000-325-15200
54	SRI S. VENKATESAN	Sr. Lecturer	10.03.1966	M.S., (Sponsored to Ph.D)	07	09.01.1995	PT	10000-325-15200
55	SRI P. SETHIVASAN	Sr. Lecturer	05.06.1968	M.E., M.T.I.S.T.E., M.SAB(USA) (Ph.D)	11	16.06.1995	PT	10000-325-15200
56	SRI S. SETHIVASAN	Sr. Lecturer	03.07.1968	M.E., A.T.I.N., A.M.T.E. (Ph.D)	09	20.01.1992	PT	10000-325-15200
57	SRI S. MURUGAMANDAI	Sr. Lecturer	01.06.1965	M.E., M.T.I.S.T.E.	10	15.06.1992	PT	10000-325-15200
58	SRI V. SIVARAMAKRISHNAN	Sr. Lecturer	07.06.1967	M.E., M.T.I.S.T.E.	12	01.12.1999	PT	10000-325-15200
59	SRI S. NAGUBHARAN	Sr. Lecturer	03.07.1969	M.E., M.T.I.S.T.E. (Ph.D)	05	21.02.1995	PT	10000-325-15200
60	SRI C. SETHURAMAN	Sr. Lecturer	27.05.1966	M.E., P.G.D.P.M., M.SAB(USA)	11	01.06.1998	PT	10000-325-15200
61	SRI SURESHAN S. RAJES	Sr. Lecturer	11.10.1970	M.E. (Sponsored to Ph.D)	04	24.06.1996	PT	10000-325-15200
62	SRI N. RASAR	Lecturer	15.07.1971	M.E., M.SAB(USA)	09	12.06.1995	PT	8000-275-13500
63	SRI S. SETHIL BARU	Lecturer	25.06.1970	M.E., M.SAB(USA)	04	24.06.1996	PT	8000-275-13500
64	SRI R. VENKATARAMAN	Lecturer	05.05.1971	M.E.	07	10.06.1998	PT	8000-275-13500
65	SRI J. JERALD	Lecturer	22.05.1973	M.E., M.SAB(USA)	02	10.06.1998	PT	8000-275-13500
66	SRI E. MURUGOMAN KUNAL	Lecturer	03.06.1970	M.E., M.T.I.S.T.E., M.T.E., M.SAB(USA) (Ph.D)	04	10.06.1998	PT	8000-275-13500

REMARKS

FULL SALARY SCALE  
IN RS.

NO. OF YEARS  
IN PRESENT  
POSITION

TEACHING EXPERIENCE

QUALIFICATION

DATE OF BIRTH

DESIGNATION

NAME

Sl. No.

Sl. No.	NAME	DESIGNATION	DATE OF BIRTH	QUALIFICATION	TEACHING EXPERIENCE	NO. OF YEARS IN PRESENT POSITION	FULL SALARY SCALE IN RS.	REMARKS
116	Ms. S. PRIYA	Lecturer	25.02.1975	M.Sc., M.I.S.O.I.	03	01.10.1997	PT 8000-275-13500	
117	Ms. LILLY GRACE	Lecturer	09.07.1968	M.Sc., M.Phil., M.I.S.O.I.	06	28.01.1998	PT 8000-275-13500	
118	Ms. V. BHAVATHY	Lecturer	12.06.1974	M.Sc., M.Phil., M.I.S.O.I.	04	01.06.1998	PT 8000-275-13500	
119	SRI E. RAKHAR	Lecturer	31.08.1975	B.E., M.I.S.O.I. (Sponsored to M.E.)	02	03.01.1998	PT 8000-275-13500	
120	Ms. R. SUDHA	Lecturer	26.07.1974	M.Sc., M.I.S.O.I.	01	03.06.1998	PT 8000-275-13500	
121	SRI P. MADHAVA SHARMA	Lecturer	19.06.1975	B.E., M.I.S.O.I.	02	29.06.1998	PT 8000-275-13500	
122	SRI M. S. KAMILAMMAN	Lecturer	26.12.1974	B.E., M.I.S.O.I.	02	02.07.1998	PT 8000-275-13500	
123	SIT. S. NITHYA	Lecturer	05.07.1972	M.Sc., M.I.S.O.I.	05	24.06.1999	PT 8000-275-13500	
124	SRI S. M. GURUKANJANAN	Lecturer	13.08.1974	B.E., M.I.S.O.I.	01	02.07.1999	PT 8000-275-13500	
ELECTRONICS & COMMUNICATION ENGG.								
125	PROF. M. NARAYANAN	PROFESSOR & HEAD	12.06.1941	M.Tech., P.I.E.E., P.E.E.S., M.I.S.T.E.	30	02.01.1996	PT 14400-450-28900-500-24900	
126	Dr. T. R. SIVAKUMARISHAN	Professor	08.11.1949	M.Sc., Ph.D., M.A.M.S. (Boston) P.E.E.S	22	28.01.1998	PT 14400-450-28900-500-24900	
127	Dr. R. PARAMASIVA SHARMA	Asst. Professor	05.06.1964	M.Sc., Ph.D., M.S.S.I., P.E.E.S.T.	05	19.06.1998	PT 12000-420-19300	
128	SRI T. RAJAGOPALAN	Asst. Professor	25.02.1958	B.E., M.A.A.R.I., M.S.S.I.	02	07.12.1998	PT 13000-420-19300	
129	SRI. K. THEWAZHI	Asst. Professor	18.02.1967	M.E., M.S.S.I.	10	23.12.1999	PT 12000-420-19300	
130	SRI M. CHANDRASEKAR	Asst. Professor	29.07.1960	M.Sc., M.Phil., B.Ed., M.S.S.I. (Ph.D)	15	01.09.1994	PT 12000-420-19300	
131	SRI M. SATHYAMOORTHY	St. Lecturer	21.03.1947	M.Sc., M.Phil., M.S.S.I. (Ph.D)	11	26.07.1999	PT 10000-325-15200	
132	SRI. J. ARUNYA VIJAYASHEVI	St. Lecturer	25.10.1989	M.E., P.G.D.C.A., P.G.D.M.C.N.E.S.S.I	06	27.01.1995	PT 10000-325-15200	
133	SRI V. SIDDHAKA VADIVEL	St. Lecturer	03.06.1964	B.E., M.Sc (Engg.)	02	17.12.1999	PT 10000-325-15200	
134	SRI. M. PAJMA	St. Lecturer	01.06.1968	B.E., M.S.S.I.	10	28.06.1999	PT 10000-325-15200	
135	Ms. R. JAYARAJANY	Lecturer	07.02.1973	M.E., M.S.S.I.	03	14.03.1997	PT 8000-275-13500	
136	Ms. R. KUNYA	Lecturer	18.06.1975	B.E., M.S.S.I.	03	09.06.1997	PT 8000-275-13500	
137	Ms. D. SUBAN	Lecturer	31.12.1974	B.E., M.S.S.I.	03	02.07.1997	PT 8000-275-13500	
138	SRI M. ANIKUTALAN	Lecturer	06.11.1975	B.E., M.S.S.I.	03	28.06.1997	PT 8000-275-13500	
139	Ms. BANJARI P. KUNDU	Lecturer	17.07.1977	M.E.		05.02.2001	PT 8000-275-13500	



REMARKS

FULL SALARY SCALE  
IN PRESENT  
POSTION  
WITH DATE OF  
APPOINTMENT

TEACHING EXPERIENCE  
IN PRESENT  
POSITION  
WITH DATE OF  
APPOINTMENT

QUALIFICATION

DATE OF BIRTH

DESIGNATION

NAME

S. No.

CHEMICAL ENGG.

S. No.	NAME	DESIGNATION	DATE OF BIRTH	QUALIFICATION	TEACHING EXPERIENCE IN PRESENT POSITION WITH DATE OF APPOINTMENT	FULL SALARY SCALE IN PRESENT POSTION WITH DATE OF APPOINTMENT	REMARKS
140	PROF. S. RAJAGARAJAN	PROFESSOR & HEAD	01.07.37	B.Sc.(Chem), M.Sc.(Ch. En.), M.S. (Wisconsin) M.A.I. Ch. E. M.E. M.I.S.T.E.	35	16400-450-20900-500-22400	
141	DR. J. N. SOMASHEKAR	Professor	17.10.1942	M.Sc., Ph.D (Hawaii) P.I.C.S.	39	16400-450-20900-500-22400	
142	DR. S. N. SEIVASTAVA	Professor	01.01.1941	B.Sc., B.Sc. (Ch), M.Tech. Ph.D., M.I.T.M.	11	16400-450-20900-500-22400	
143	SRI V. BALASUBRAMANIAN	Asst. Professor	01.08.1937	B.Sc., B.E., M.I.E.	38	12000-428-19300	
144	SRI P. RAJAGOPAL	Asst. Professor	26.08.1939	B.E., M.A.P.S.T.	04	12000-420-19300	
145	SRI A. GOPALAKRISHNAN	Asst. Professor	03.10.1952	B.Tech. Grad. Ind. Engg.	23	12000-420-19300	
146	SRI C. ASOKAN	Asst. Professor	14.01.1945	M.Tech., M.I.T.Ch.E. (Ph.D)	04	12000-428-19300	
147	SRI R. ANUL GHANA RAJ	Asst. Professor	03.12.1957	B.E. (Hons) M.Sc., M.I.T.Ch.E. (Ph.D)	16	12000-420-19300	
148	SRI V. POKUNSHI	Sr. Lecturer	31.07.1949	B.Tech., P.G.D.P.M., M.I.T.Ch.E	10	10000-375-15700	
149	SRI S. SUNDHARAN	Sr. Lecturer	24.11.1976	Sponsored to Ph.D. at Draxal University	-	14000-325-15200	
150	SRI V. ALAGESAN	Lecturer	09.07.1975	M.Tech., M.I.T.Ch.E	05	8000-275-13500	
151	SRI J. LOKESH	Lecturer	06.05.1977	B.Tech.	-	8000-275-13500	
152	SRI K. S. RAJAN	Lecturer	27.05.1978	B.Tech.	-	8000-275-13500	
INFORMATION TECHNOLOGY:							
153	PROF. K. USHADREVI	PROFESSOR & HEAD	17.11.1953	M.Sc. (Engg) P.I.E.T.E., M.I.E.E., M.I.S.T.E.	16	16400-450-20900-500-22400	
154	SRI B. NARAYANAN	Sr. Lecturer	20.05.1970	M.C.A., M.Phil., M.C.S.I. (Ph.D)	07	10000-375-15700	
155	SRI J. VENKATESH	Lecturer	20.07.1971	M.E., M.I.S.T.E., M.I.C.S.I.	07	8000-275-13500	
156	SRI D. SANTOSH KUMAR	Lecturer	19.03.1976	B.E., M.C.S.I.	02	8000-275-13500	
157	Ms. J. JITHARI	Lecturer	01.06.1978	B.E.	02	8000-275-13500	
158	Ms. G. NIRMALAKSHI	Lecturer	27.01.1975	M.C.A.	01	8000-275-13500	
159	SRI G. NARAYANAN	Lecturer	23.09.1976	M.C.A.	02	8000-275-13500	
160	SRI T. GANESH	Lecturer	21.06.1972	B.E. (Sponsored to M.B. in BASTIA)	06	8000-275-13500	
161	Ms. C. CHITRA	Lecturer	15.07.1978	B.E.	01	8000-275-13500	
162	SRI C. KARUNAKISHAN	Lecturer	14.05.1973	B.E.	04	8000-275-13500	
163	SRI R. S. GURU	Lecturer	15.07.1972	B.E.	04	8000-275-13500	

NOT NEGOTIABLE

<b>DEPOSIT RECEIPT</b>		<b>DEPOSIT RECEIPT</b>	
प्राप्त/पाठ लिए विवर (मानुसार) Received from: <i>Advanced Learning, The Sunnyside, New York</i>		नाम (एक/एक) का नाम Name(s) of Depositor(s)	
(न्यायिक के मामले में जन्म-दिनांक का उल्लेख करें) (In case of minors) mention date of birth) से जमा के रूप में		अधिदेश (प. या उ. को) (दो. या उ. को) Mandate (F or S) (E or S)	
रु. Rs. <i>5,00,00,000/-</i> पाके Rupees <i>Five Crores only</i>		रकम रु. Amount Rs. <i>5,00,00,000/-</i>	
मात्र मात्र रूप		अवधि Period <i>Sb. W.</i>	
only as deposit as detailed beside/overleaf		ब्याज दर Rate of Interest <i>10.5%</i>	
सहायक/उप-प्रबंधक Asst./Dy Manager		परिपक्वता तारीख Maturity Date <i>19.01.2004</i>	
न.ह. सं. S.S. No. <i>D187</i>		परिपक्वता रकम Maturity Amount	
प्रबंधक Manager		लेखर पत्रा Ledger Folio	
न.ह. सं. S.S. No. <i>D187</i>		अधिकारी के हस्ताक्षर तारीख [न.ह. सं. सहित] Full Signature of Officers with date/S.S. No.	

**UNIVERSITY GRANTS COMMISSION****GUIDELINES FOR CONSIDERING PROPOSALS FOR DECLARING AN  
INSTITUTION AS DEEMED TO BE UNIVERSITY UNDER SECTION 3 OF THE  
UGC ACT**

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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 University, the UGC Act applied on it, as a University within the meaning of Section 2 (f) of the Act. Section 3 of the UGC Act reads as follows :

The Central Government may, on the advice of the Commission, declare, by notification in the Official Gazette, that any institution for higher education, other than a University, shall be deemed recognised to be a University for the purpose of this Act and, on such a declaration being made, all the provisions of this Act shall apply to such institution as if it were a University within the meaning of clause (f) of Section 2.

2. This provision has been made in the Act to bring under the purview of the University Grants Commission institutions which for historical reasons or for any other circumstances are not universities and yet are doing work of a high standard in specialized academic field comparable to a university and that granting of the status of a university would enable them to further contribute to the cause of higher education which would mutually enrich the institution and the university system.
- 3 To qualify for recognition of status as a university, the institution should have among its primary objectives, postgraduate instruction and training in such branches of learning as it may deem fit, and research for the advancement and dissemination of knowledge.
- 4(a) For the purpose of recognition as a university an institution should generally be :
  - (i) Engaged in teaching programmes and research in chosen fields of specialisation which are innovative and of very high academic standards at the Master's (or equivalent) and/or research levels. It should also have a greater interface with society through extra mural, extension and field action related programmes.
  - (ii) Making in its area of specialisation, distinct contribution to the objectives of the University education system through innovative programmes and on being recognised as a university capable of further enriching the university.

system as well as strengthening teaching and research in the institution and particularly in its area of specialisation.

- (iii) Competent to undertake application 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 B.A./B.Com./B.Sc., or M.A./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, might be considered for recognition as a university. Supplementary assistance for innovation may be considered by the UGC only in such exception cases.
- 4(c) Institutions which are imparting routine type of instruction to full-time students or offering training programmes for in-service personnel, unless of high quality, would, generally, not qualify for recognition.
- 4(d) In selective cases, outstanding research institutions specialising in Social Sciences, Sciences and Technology can be considered for research degrees and highly specialised programmes at the Master's level.
- 4(e) In case the institution is offering a degree/diploma, in professional subject(s), the academic programme(s) should be recognised by the concerned statutory authority e.g. AICTE, MCI, DCI, CCH, INC. etc. before it applies for a deemed to be university status under Section 3 of the UGC Act. This shall, however, not apply to de-novo institutions in the emerging areas with the promise of excellence, not yet fulfilling the prescribed guidelines of the UGC whose case will be considered for a provisional status for a deemed to be university.

## 5. Objectives

The objectives for which the Institute is established are :

- (i) to provide for instruction and training in such branches of learning as it may deem fit.
- (ii) to provide for research and for the advancement of and dissemination of knowledge.
- (iii) to undertake extra mural studies, extension programmes and field outreach activities to contribute to the development of society.

(iv) to do all such other acts and things as may be necessary or desirable to further the objects of the Institute.

6. The institution should be registered under the Societies Registration Act or Public Trust Act and should formulate a Memorandum of Association and Rules based on the Model prescribed by the UGC.
7. At the time of making the proposals, the institution should have been in existence for a period of 10 years and demonstrated a satisfactory track record, as detailed in clause 4 above.
8. Institutions which are notified under Section 3 of the UGC Act shall continue to receive the funds for their maintenance and development expenditure, including the salary and non-salary increases in expenditure and the future expansion, from the same funding sources prior to such recognition, and supplement them by raising their own internal resources.
9. The institute at the time of making the proposal should have provision of adequate infrastructure facilities as following :
  - (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.

The infrastructure requirements would not be uniform in all cases. The minimum requirements suggested in (a)(i) and (iii) may be kept in view by the Committee, making an on the spot examination of the proposal for recognition as a university. It would be imperative that the needs of the institution are related to the size and activities of the institution, the necessary infrastructure, including for instance, laboratory, music room, auditorium, specific rooms for performing arts etc.

- (b) Ordinarily, the institution should have created at least five departments with every department having in position a minimum staff of one Professor, two Readers and adequate number of lecturers along with necessary supporting staff.
- (c) The financial viability as demonstrated by the income/expenditure statement and balance sheet and audited accounts of the institution during the preceding five years.
- (d) Equipments, Books and Journals :

This should be commensurate with the size and activities of the institution but in no case it shall be less than Rs.50 lakhs.

10. In the case of institutions not financed by the Government (Central/State), the following corpus fund would be required :-
- (a) Institutions conducting programmes in Engineering/  
Technology and Medicine Rs.5.00 crores
  - (b) Institutions conducting programmes in Sciences, Social  
Sciences & Humanities, performing Arts and Fine  
Arts and other Professional Programmes Rs.3.00 crores
  - (c) Institution conducting both types of programmes will  
have as in (a) above.
11. The movable and immovable assets should legally vest in the name of the institution seeking recognition as a deemed to be university.
12. The Institution and its admissions will be open to all persons regardless of race, religion, cast or creed and the area/place of residence in India. No condition shall be imposed as regards any religious belief either in admitting or appointing the teachers/staff. However, admission of foreign students shall be governed as per the guidelines/directions of the UGC.
- Provided that an institution which has a legal entity as a minority institution may reserve 50 per cent of the seats for those students who come under its minority status.
13. Admissions shall be made on an All-India basis to the identical courses in all the deemed to be universities through a common entrance test conducted either by the University Grants Commission or by an Institution/Agency identified and approved by the UGC. This shall apply also to those Institutions which have already been given the deemed to be university status.
14. Admission to the various professional courses, such as; Medical, Dental, Nursing, Engineering, pharmacy, Management and Legal Education etc. shall be made on the basis of regulations framed by the UGC in consultation with the respective statutory Councils. The fee structure will also be the same as laid down in the respective regulations.
15. It would be permissible for the deemed to be university to open centres in its own area or in places other than its headquarters. For this purpose, the following parameters will be followed :-

- (i) The Centre(s) shall be set up with the prior approval of the UGC and that of the State Government where the Centre(s) is/are proposed to be opened.
  - (ii) Proposal for starting various academic courses shall have the approval of the UGC.
  - (iii) Admission procedure and fee fixation for students shall be in accordance with the norms/rules prescribed by the UGC.
  - (iv) The over-all performance of the Centre shall be monitored annually by the UGC whose directions for management, academic development and improvement shall be binding.
  - (v) If the functioning of the Centre does not fulfil UGC's directions and recommendations and it remains unsatisfactory for three years, as decided by the UGC on the basis of the recommendations of the Monitoring Review Committee, the Deemed University shall be instructed by the UGC to close down the Centre in which event the liabilities of the Centre shall be taken over by the concerned Deemed University.
  - (vi) It would be permissible for the Deemed University to open academic Centre(s) not only anywhere in India but also in any of the foreign countries. The academic centre(s) in the foreign countries shall be opened only after the due permission from the Government of India/UGC and also that of the Government of the host country.
  - (vii) In case of foreign campus/campuses, the remittance of funds shall be governed by the Reserve Bank of India rules.
16. De-novo institutions in the emerging areas with the promise of excellence, not yet fulfilling the prescribed guidelines of the UGC, may be inspected by a Committee of the UGC for recommending to the Government of India for granting them provisional status of deemed to be university, subject to its confirmation after five years on the basis of performance report of the UGC Review Committee done annually for a five year period.

The conditions prescribed under clauses 3, 4 (a) (i), 4 (e), 7 and 9(a) to (d) shall, however, not apply to De-novo Institutions in the emerging areas with the promise of excellence, not yet fulfilling the prescribed guidelines of the UGC.

17. In case, the institution, considers that it fulfills the minimum eligibility criteria in terms of objectives, programmes, faculty, infrastructural facilities, financial viability, etc., as laid down by the Commission from time to time, for considering proposals for recognition as a deemed to be university; it may send the proposal, in triplicate in the prescribed Proforma to the Secretary, Ministry of Human Resource Development, Department of Education, Shastri Bhavan, New Delhi-110 001. The Ministry will forward the proposal to the UGC for its recommendations. The UGC, where applicable, will forward the proposal to the AICTE, MCI or any other relevant statutory authority for their approval of the academic programme(s). The UGC will obtain the views of the State Government on the proposal. Thereafter, the UGC shall send an Expert Committee for inspection of the Institution. The report of the Committee shall be examined by the Commission and thereafter the Commission shall submit its recommendations to the Ministry for its consideration.



**UNIVERSITY GRANTS COMMISSION**  
*Bahadur Shah Zafar Marg*  
*New Delhi*

Model Constitution of the Memorandum of Association/Rules to be adopted by the Institutions, for grant of Deemed to be University status under Section 3 of the UGC Act, 1956.

Every institution proposed to be declared as an institution deemed to be a University under Section 3 of the UGC Act is to be registered as a Society under the Societies Registration Act 1860 (XXI of 1860) or as a Trust with Trustees being appointed and vested with legal powers and duties.

Each such institution has to frame the Memorandum of Association/Trust Deed and Rules and Bye-laws.

A draft outline of the Memorandum of Association is given below :-

**1. Name**

The name of the Society shall be \_\_\_\_\_, hereinafter referred to as "the Institute.

**2. Office**

The registered office of the Institute shall be situated in \_\_\_\_\_.

**3. Objectives**

The objectives for which the Institute is established are :

- (i) to provide for instruction and training in such branches of learning as it may deem fit.
- (ii) to provide for research and for the advancement of and dissemination of knowledge.
- (iii) to undertake extra mural studies, extension programmes and field outreach activities to contribute to the development of society.
- (iv) to do all such other acts and things as may be necessary or desirable to further the objects of the Institute.

The objectives should be well-defined and well known to the students, teachers and non-teaching staff of the proposed deemed to be university.

**4. Powers and Functions of the Institute**

To carry out the above objectives and for the management and properties of the Institute, the Institute shall have the following powers :

- (i) to establish courses of study and research and to provide instruction in such branches of study as the institute deems appropriate for the advancement of learning and dissemination of knowledge in such branches;

- (ii) to confer degrees and to grant Diplomas and/or Certificates to persons who have satisfactorily completed the approved courses of study and/or research as may be prescribed and shall have passed the prescribed examinations;
- (iii) to institute and award visitorship, fellowship, exhibits, prizes and medals;
- (iv)
- (v)
- (vi)

#### 5. Interpretation of the Objectives

The Institute is established for public benefit and accordingly the objectives of the Institute as set forth above will be interpreted and restricted to mean such objectives and purposes as are regarded in law to be a public charitable in nature.

#### 6. Institute Open to All

- (i) The Institute shall be open to all persons of whatever race, religion, creed, caste, class and geographical area of the country. No test or condition shall be imposed as to religious belief or occupation in admitting or appointing members, students, teachers, workers or in any other connection whatsoever.
- (ii) No capitation fee shall be charged in any form in consideration for admission.
- (iii) In the case of self-financing institutions, fees to be prescribed shall be as per regulations prescribed under the UGC Act, Section 26 (1)(i).
- (iv) No benefaction that involves conditions and obligations opposed to the spirit and objects of the Institution shall be accepted by the Institute.

#### 7. Admissions

Admissions shall be made on an all India basis to the identical courses in all deemed to be universities through a common entrance test conducted either by the University Grants Commission or by an Institution/Agency identified and approved by the UGC. This shall apply also to those institutions which have already been given the deemed to be university status.

#### 8. INCOME AND PROPERTY OF THE INSTITUTE TO BE APPLIED FOR THE OBJECTIVES ONLY

The income and property of the Institute, howsoever derived, shall be applied towards the promotion of the objectives as set forth in this Memorandum of Association.

**9. Income and property of the Institute not to be paid or transferred by way of profit.**

No portion of the income and property of the Institute shall be paid or transferred directly or indirectly by way of profit, to the persons, who at any time, or have been members of the Institute or to any of them, provided that nothing herein contained shall prevent the payment in good faith or remuneration to any member thereof or other person in return for any service rendered to the Institute or for travelling, halting and other similar charges.

**10. Management of the Institute**

The names and addresses and occupations of the first members of the Board of Management to whom under rules, the management of the institute is entrusted till the various authorities in accordance with the rules are constituted, are given below as required under the Societies Registration Act, 1860 :

Name	Address	Signature
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**11. Review & Inspection**

The Central Government/UGC shall have the right to cause an inspection to be made of the Institute, its buildings, laboratories, its examinations, teaching and other work conducted or done by the Institute; and to cause an enquiry to be made, if considered necessary by the Central Government/UGC, in respect of any matter of the Institution (deemed to be university).

Following the inspection, the Central Government/UGC may issue directions to the Institution (deemed to be university) which shall be binding on the Institution (deemed to be university).

In case, the Institution (deemed to be university) fails to comply with the direction(s) of the Central Government/UGC and/or fail to perform as per expectations of the Central Government/UGC, the deemed to be university status conferred on the Institution can be withdrawn by the Central Government on the recommendation of the UGC.

**RULES OF THE INSTITUTE**

**1. Short Title**

These rules shall be called the rules of the \_\_\_\_\_.

**2. Address of the Institute**

The registered office of the Institute shall be situated at \_\_\_\_\_.

**3. Definitions (to be in alphabetical order)**

In these Rules unless the Context otherwise requires :

- (a) "Academic Council" means the Academic Council of the Institute.
- (b) "Authorities" means the authorities of the Institute.
- (c) "Board of Management" means the Board of Management of the Institute.
- (d) "President" means President of the Institute. (Equivalent to Chancellor of a University)
- (e) "Central Govt." means the Govt. of India.
- (f) "Vice-Chancellor" means Vice-Chancellor of the Institute.

**4. Authorities of the Institute**

The following shall be the authorities of the Institute :

- 1. President
- 2. Board of Management
- 3. Academic Council
- 4. Planning and Monitoring Board
- 5. Finance Committee
- 6. Advisory Committee
- 7. Such other authorities as may be declared by the bye-laws to be authorities of the Institute.

**5. Powers & Composition of the Board of Management**

The Board of Management shall be the principal organ of management in the Institute. It shall be a compact and homogenous body enabling it promptly to take and implement well considered decisions and to effectively handle crisis situations.

**(a) Powers**

The Board of Management shall be the principal executive body of the Institute and shall, in addition to all powers vested in it have the following powers namely :

- i) To manage and administer the revenues and properties of the Institute and to conduct all administrative affairs of the Institute not otherwise specifically provided for.
- ii) To create teaching and academic posts, to determine number, qualifications and cadres thereof as approved by the University Grants Commission and the emoluments of such posts in consultation with the Finance Committee.
- iii) To appoint such Professors, Associate Professors, (Readers, Asstt. Professors(Lecturers) and other academic staff as may be necessary on the recommendation of the Selection Committee.
- iv) To lay down the duties and conditions of service of the Professors, Associate Professors, Asstt. Professors and other academic staff maintained by the Institute, in consultation with the Academic council.
- v) To provide for appointment of Visiting Fellows and Visiting Professors.
- vi) To create administrative, ministerial and other necessary posts in terms of the cadres laid down or otherwise and to make appointment thereof in consultation with the Finance Committee.
- vii) To grant leave of absence to the Vice-Chancellor or any other officer of the Institute and to make necessary arrangements for carrying on the functions of the officers proceeding on leave during their absence.
- viii) To regulate and enforce discipline among the employees of the Institute and to take appropriate disciplinary action, wherever necessary.
- ix) To manage and regulate the finance, accounts, investments, property and all other administrative affairs of the Institute and for that purpose to appoint such agent or agents as it may deem fit.
- x) To entertain and adjudicate upon and, if thought fit, to redress any grievances of the employees and students of the Institute
- xi) To select an emblem and to have a common seal for the Institute and to provide for the custody and use of such seal.
- xii) To institute, Fellowships, including Travelling, Fellowships, Scholarships, Studentships, Medals and Prizes in accordance with the bye-laws to be framed for the purpose.
- xiii) To amend and receive payment of fees and other charges.

- xiv) To appoint such committees for such purpose and with such powers as the Board of Management may think fit and to co-opt such persons on these committees as it thinks fit.
- xv) To appoint Auditors for the ensuing year.
- xvi) To open account or accounts of the Institute with any one or more scheduled banks and to lay-down the procedure for operating the same.
- xvii) To manage the Finances, accounts, investments, moveable properties, business and all other administrative affairs of the Institute.
- xviii) To issue appeals for funds for carrying out the objectives of the Institute and consistent with the provisions of the objectives clause of the Institute, to receive grants, donations, contributions, gifts, prizes, scholarships, fees and other moneys, to give grants and donations, to award prizes, scholarships etc.
- xix) To purchase, take on lease or accept as gift or otherwise any land or buildings or works which may be necessary or convenient for the purpose of the Institute, and, on such terms and conditions as it may deem fit and proper and to construct or alter and maintain any such buildings or works.
- xx) To draw and accept and make and endorse discount and negotiate Government of India's and other promissory notes, bills and exchange, cheques or other negotiable instruments.
- xxi) To transfer or accept transfers of any moveable property on behalf of the Institute.
- xxii) To advise the Holding Trustees (if any) on matters regarding acquisition, management and disposal of any immovable property on behalf of the Institute.
- xxiii) To provide building or buildings, premises, furniture, fittings, equipment, appliances and other facilities required for carrying on the work of the Institute.
- xxiv) To execute in consultation with the Holding Trustees (if any) conveyance, transfer, Government Securities, re-conveyances, mortgages, leases, bonds, licenses and agreements in respect of property, moveable or immovable belonging to the institute or to be acquired for the purposes of the Institute.
- xxv) To appoint, in order to execute an instrument or transact any business of the Institute, any person as attorney of the Institute with such powers as it may deem fit.
- xxvi) In consultation with the Holding Trustees (if any), to raise and borrow money on bonds, mortgages, promissory notes or other obligations or securities founded or based on any of the properties and assets of the Institute or without any securities and upon such terms and conditions as it may think fit and to pay out of the funds of the Institute, all expenses, incidental to the raising of money and to repay and redeem any money borrowed.
- xxvii) To invest the funds of the Institute or money entrusted to the Institute in or upon such securities and in such manner as it may deem fit and from time to time transpose any investment.

- xxviii) To maintain a fund to which shall be credited :
- (a) All moneys provided by the Central or State Governments/University Grants Commission.
  - (b) All fees and other charges received by the Institute.
  - (c) All moneys received by the Institute as grants, gifts, donations, benefactions, bequest or transfers and
  - (d) All money received by the Institute in any other manner or from any other source.
- xxix) To deposit all moneys credited to the fund in scheduled banks or to invest them in consultation with the Finance Committee.
- xxx) To maintain proper accounts and other relevant records and prepare Annual Statements of Accounts including the Balance-sheet for every previous financial year, in such form as may be prescribed by the Regulations/Bye-laws.
- xxxii) To constitute, for the benefit of the teaching, academic, technical, administrative and other staff, in such manner and subject to such conditions as may be prescribed by the Bye-laws such pension, insurance, provident fund and gratuity as it may deem fit for the benefit of the employees of the institute and to aid in the establishment and support of Association, Institutions, Funds, Trusts, and conveyances calculated to benefit the staff and the students of the Institute.
- xxxiii) To delegate, all or any of its powers to any committee or sub-committee constituted by it or the Vice-Chancellor of the Institute or any other person.
- xxxiv) To establish, on the advice of the Academic Council Divisions and Departments for the academic work and functions of the Institute and to allocate areas of Study, Teaching and Research to them.
- xxxv) To conduct examinations or tests for admission to the courses taught in the institute to conduct examinations for Degrees and diplomas and to declare the results of such examinations and tests and to confer, grant or award Degrees, Diplomas, Certificates and other academic titles and distinctions.
- xxxvi) To establish, maintain and manage hostels for the students of the Institute.
- xxxvii) To fix the emoluments and travelling and other allowances of examiners, moderators, tabulators and such other personnel appointed for examinations in consultation with the Academic Council and the Finance Committee.
- xxxviii) To recognise and maintain control and supervision on hostels owned and managed by other agencies for the students of the Institute and to rescind such recognition.
- xxxviiii) The Board of Management shall be the principal executive body of the Institute and shall have the powers to take all necessary decisions for the smooth and efficient functioning of the Institute.

**(b) Composition of the Board of Management**

The Board of Management shall consist of :-

1. Vice-Chancellor .... Chairman
2. Deans of Faculties (if any) not exceeding three by rotation and on seniority.
3. Three nominees of the President of the Institute.
4. One nominee of the Chairman, UGC
5. One nominee of the Government of India
6. One nominee of the funding agency/agencies.
7. Three Teachers (Professor, Reader, Lecturer) (by rotation) according to seniority
8. One nominee of the sponsoring Society
9. The Registrar shall be the non-Member Secretary.

**Note :-** (The Chairman of the Board of management shall ordinarily be the Vice-Chancellor of the Institute. However, while suggesting the composition of the Board of Management, alternate proposals for appointment of a Chairman of the Board could be made).

**(c) Terms of Membership**

All the members of the above body other than ex-officio and the members of the teaching staff shall hold office for a term of three years and shall be eligible for reappointment.

Members of teaching staff in the above body shall hold office for a period of 2 years or till such time as they continue to be members of the teaching staff, whichever is less.

**(d) Meetings of the Board of Management**

- (i) The Board of Management shall meet atleast four times a year. Not less than 15 days notice shall be given of a meeting of the Board of Management and a copy of the proceedings of each meeting shall be furnished to the President of the Institute as soon as possible after the meeting.
- (ii) Each member of the above Body including its Chairman shall have one vote and decisions at the meeting of the Board shall be taken by simple majority. In case of a tie, the Chairman shall have a casting vote.



- (iii) Every meeting of the above Body shall be presided over by its Chairman, and in his absence by a member chosen by the members present from amongst themselves shall preside over the meeting.
- (iv) Any business which it may be necessary for the above Body to perform may be carried out by circulating appropriate resolution thereon among its members and any resolution so circulated and approved by a simple majority shall be as effective and binding as if such resolution had been passed at the meeting of the Board.

If a member other than the Vice-Chancellor or those representing the teachers accepts a full time appointment in the Institute or he does not attend three consecutive meetings of the Board of Management without proper leave of absence, he shall cease to be a member of the above Body.

**6. Constitution of Standing Committee and Appointment of Ad-Hoc Committee by the Board of Management**

- (i) Subject to the provision of the Rules/Bye-laws of the institute, the Board of Management may by a resolution constitute such, standing Committee or co-Committee or Ad-hoc Committee or Committees for such purposes and with such powers as the Board may think fit for exercising any power or powers or discharging any functions of the Institute or for inquiring into reporting and advising upon any matter of the Institute.
- (ii) The Board of Management may co-opt such persons on the standing Committees or ad-hoc Committees as it may consider suitable.

**7. Delegation of Powers of the Board of Management**

The Board of Management may by a resolution, delegate to the President, Vice-Chancellor or any other officer of the Standing Committee or the Ad-hoc Committee such of its powers as it may deem fit, subject to the condition that the action taken by the President or the Vice-Chancellor or the officer concerned or the Standing Committee or the Ad-hoc Committee concerned in the exercise of the powers so delegated shall be reported at the next meeting of the Board of Management.

**8. Academic Council**

The Academic Council shall be the principal academic body of the Institute and shall, subject to the provisions of the Memorandum of Association and the Rules and Bye-laws shall have the control over and be responsible for the maintenance of standards of education, teaching and training, inter-departmental co-ordination, research, examinations and tests within the Institute and shall exercise such other powers and perform such other duties and functions as may be prescribed or conferred upon it by the Rules and Bye-laws.

**(a) Membership of the Academic Council**

- (i) The Academic Council shall consist of the following persons, namely :
  - (a) Vice-Chancellor of the Institute ....Chairman
  - (b) Dean of Faculties, if any

- (c) Heads of the Departments of the Institute
- (d) Ten Professors other than the Heads of the Departments (by rotation and on seniority)
- (e) Three Readers from the Departments other than the Heads of the Departments by rotation in the order of seniority nominated by the Vice-Chancellor.
- (f) Three Lecturers from the Departments by rotation in the order of seniority nominated by the Vice-Chancellor.
- (g) Three persons from amongst educationists of repute or persons from any other field related to the activities of the Institute who are not in the service of the Institute, nominated by the President.
- (h) Three persons who are not members of the teaching staff co-opted by the Academic Council for their specialised knowledge.

The term of members other than ex-officio members shall be two years. They shall not be eligible further unless every one has completed one term.

**Note :** The representation of different categories should be only through rotation and not through election. It may also be ensured that no particular faculty dominates the membership of the council.

**(b) Powers and Functions of the Academic Council**

The Academic Council shall be the principal academic body of the Institute and shall, in addition to all other powers and duties vested in it, have the following powers and duties viz :

- (a) to exercise general supervision over the academic work of the Institute and to give direction regarding methods of instructions, evaluation or research or improvements in academic standards.
- (b) To promote research within the Institute, acquire reports on such researches from time to time.
- (c) To consider matters of academic interest either on its own initiative or at the instance of the Board of Management and to take proper action thereon.
- (d) To make arrangements for the conduct of examinations in conformity with the bye-laws.
- (e) To maintain proper standards of the examinations.
- (f) To recognise diplomas and degrees of Universities and other Institutions and to determine equivalence with the diplomas and degrees of the Institute.
- (g) To prescribe courses of study leading to degrees and diplomas of the Institute.

- (h) To appoint examiners, moderators, tabulators and such other personnel for different examinations.
- (i) To suggest measures for departmental co-ordination.
- (j) To make recommendations to the Board of Management on :
  - (i) Measures for improvement of standards of teaching, training and research.
  - (ii) Institution of Fellowships, Travelling Fellowships, Scholarships, Medals, Prizes etc.
  - (iii) Establishment or abolition of departments/centres and
  - (iv) Bye-laws covering the academic functioning of the Institute, discipline, residence, admissions, examinations, award of fellowships and studentships, freeships, concessions, attendance etc.
- (k) to appoint sub-committees to advise on such specific matters as may be referred to it by the Board of Management.
- (l) To consider the recommendations of the sub-committees and to take such action (including making of recommendations to the Board of Management) as the circumstances on each case may require.
- (m) To take periodical review of the activities of the Departments/Centres and to take appropriate action (including making of recommendations to the Board of Management) with a view to maintaining and improving the standards of instruction.
- (n) To exercise such other powers and perform such other duties as may be conferred or imposed upon it by the rules and bye-laws.
- (o) To recommend institution of Teaching posts, Professors, Readers, and Lecturers to the Board of Management.

**(c) Meeting of the Academic Council**

- i. The Academic Council shall meet as often as may be necessary but not less than three times during the academic year.
- ii. One third of the total members of the Academic Council shall constitute the quorum for the meeting of the Academic Council.
- iii. Any business which it may be necessary for the Academic Council to perform except such as may be placed before its meeting, may be carried out by circulation of the resolution among all its members and the resolution so circulated and approved by a simple majority shall be effective and binding as if such resolution had been passed in the meeting of the Academic Council, provided that atleast one half of the total number of the members of the Academic Council have recorded their views on the Resolution.

## 9. Finance Committee

The finance Committee shall consist of the following members :

- i. Vice-Chancellor of the Institute – Chairman.
- ii. A person nominated by the President.
- iii. Two nominees of the Board of Management, one of whom shall be a member of the Board.
- iv. A representative of the UGC.
- v. A representative of the Central Govt./State Govt.

### (a) Terms of Office of the Members of the Finance Committee

All members of the Finance Committee other than ex-officio members shall hold office for a term of three years.

### (b) Powers and Functions of the Finance Committee

- (a) The Finance Committee shall meet atleast twice a year to examine the accounts and to scrutinise proposals for expenditure.
- (b) The annual accounts and financial estimates of the Institute shall be placed before the Finance Committee for consideration and thereafter submitted to the Board of Management together with the comments of the Finance Committee for approval.
- (c) The Finance Committee shall fix limits of the total recurring expenditure and the total non-recurring expenditure of the year based on the income and resources of the Institute. No expenditure shall be incurred by the Institute in excess of the limits so fixed.
- (d) No expenditure other than that provided in the budget shall be incurred by the Institute without the approval of the Finance Committee.
- (e) To recommend to the Board of Management the creation of all types of posts.

## 10. Advisory Committee

For a period of first ten years the institution will have an Advisory Committee under the Chairmanship of a person 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.

## 11. Planning & Monitoring Board

The Planning & Monitoring Board shall be the principal Planning Body of the Institute and shall be responsible for the monitoring of the development programmes of the Institute.

The Vice-Chancellor of the Institute shall be the Chairman of the Planning & Monitoring Board. It may include six or seven internal members and a few outside experts, including one nominee of the UGC.

The constitution, powers and functions of the Planning & Monitoring Board shall be prescribed by the Bye-laws.

The Planning & Monitoring Board would have the right to advise the Board of Management and the Academic Council on any matter which it considers necessary for the fulfilment of the objectives of the Institute.

The recommendations of the Planning & Monitoring Board shall be placed before the Board of Management for consideration and approval. Proposals relating to academic matters may be processed through the Academic Council.

## **12. Selection Committee**

I. There shall be a Selection Committee for making recommendations to the Board of Management for appointment to the posts of Professors, Associate professors and Asstt. Professors in the Institute and such other posts as may be prescribed by the Bye-laws.

II. Every selection Committee shall consist of the following members

### **(a) For Appointment of Professors**

- i. Vice-Chancellor of the Institute as Chairman.
- ii. A person nominated by the President.
- iii. Dean of Faculty/Head of the Deptt./Chairman, Board of Studies, provided he is a Professor.
- iv. Three outside experts nominated by the President from a panel of not less than six names recommended by the Academic Council and approved by the Board of Management.

### **(b) For Appointment of Readers and Lecturers**

- i. Vice-Chancellor - Chairman.
- ii. A person nominated by the President of the Institute.
- iii. Dean of Faculty/Head of the Deptt./Chairman, Board of Studies, provided he is a Professor, or Reader.
- iv. Two outside experts nominated by the President from a panel of not less than six names recommended by the Academic Council and approved by the Board of Management.

## **III. Meetings**

(a) The meetings of the Selection Committee will be convened by the Chairman of the Selection Committee as and when necessary.

(b) Four members of the Selection Committee shall form the quorum, consisting of atleast two experts.

- (c) If the Board of Management is unable to accept the recommendations of the Selection Committee, it shall record its reasons about it and submit the case to the President whose decision shall be final in the matter.

### **13. Board of Studies**

- I. There shall be one Board of Studies for each Department of the Institute.
- II. The Board of Studies of each Department shall consist of:
  - (a) Head of the Department ..... Chairman
  - (b) All Professors of the Department.
  - (c) Two Readers of the Department by rotation according to seniority.
  - (d) Two Lecturers of the Department by rotation according to seniority.
  - (e) Not more than 2 persons to be co-opted for their expert knowledge including those belonging to the concerned profession or industry.

The powers and functions of the Board of Studies shall be prescribed by the Bye-laws of the Institute.

### **14. Grievance Redressal Machinery**

For individual grievance and complaint, every Institution shall have a Grievance Redressal Machinery as may be prescribed in the Bye-laws.

### **15. Officers of the Institute**

The following shall be the officers of the Institute :

- (i) Vice-Chancellor
- (ii) Registrar
- (iii) Finance Officer and such other officers as may be prescribed in the Bye-laws.

#### **(a) President**

The Institute shall have a President who by virtue of his office be the Head of the Institute and shall when present preside over the convocations of the Institute. He shall be appointed by the sponsoring Society/Govt. and shall hold office for a period of 5 years.

Where power is conferred upon the President to nominate persons to authorities, the President shall to the extent necessary nominate persons to represent the various interests for the furtherance of the objectives of the institute.