



**UNIVERSITY GRANTS COMMISSION  
BAHADUR SHAH ZAFAR MARG  
NEW DELHI-110 002**

Report of the UGC Expert Committee which visited AISECT University, Vill – Mendua, Post- Bhojpur, Distt.-Raisen, Madhya Pradesh – 464993 on 08 - 09<sup>th</sup> April, 2016 to verify the compliance reported by the University in respect of the observations/suggestions given by earlier UGC Expert Committee

**I. Introduction**

The University Grants Commission constituted an Expert Committee to verify the compliance reported by AISECT University, Vill –Mendua, Post- Bhojpur, Distt.-Raisen 464993

**II. Background of the University**

AISECT University, Vill –Mendua, Post- Bhojpur, Distt.-Raisen 464993 was established by Act No. 27 of 2010 of the Madhya Pradesh Niji Vishwavidhyalaya (Sthapna avam Sanchalan) Adhiniyam 2010 as a Private University. The University comprises the following Faculties:-

S. No.	Name of the Institute/Centre/Cell	Year of Estab.	Courses offered
1.	Faculty of Engineering & Technology	2010	Diploma, B.E., M.Tech.,
2.	Faculty of Education	2010	B.Ed.
3.	Faculty of Commerce	2010	UG, PG
4.	Faculty of Management	2010	UG, PG
5.	Faculty of Social Science	2010	UG, PG
6.	Faculty of Computer Science & Application	2010	UG, PG
7.	Faculty of Science	2010	UG, PG

**III. Visit by the UGC Expert Committee**

In accordance with clause 4 of UGC (Establishment of and Maintenance of Standards in Private Universities) Regulations, 2003, the UGC constituted an Expert Committee to visit the University to have on the spot assessment of fulfilment of criteria in terms of programmes, faculty, infrastructural facilities, financial viability, etc. as laid down from time to time by the UGC and other concerned statutory bodies. The UGC Expert Committee visited the above Private University on **10<sup>th</sup>-11<sup>th</sup> February, 2015** and submitted its report. A copy of the report was sent to the University to submit compliance in respect of the actionable suggestions given by the UGC Committee. The compliance submitted by the University was placed before a Committee of the members of Commission. The Committee recommended as under:-

"The Committee considered the report of the UGC's inspection Committee, Report of the AICTE's inspection Committee, advice of AICTE and compliance submitted by the University in respect of these reports.

The UGC's inspection committee and AICTE Expert Committee have pointed out several deficiencies in their reports. The UGC Expert Visiting Committee has suggested re-inspection of the University. The University has informed that it has taken corrective measures with regard to the observations / suggestions made by the UGC's inspection Committee, AICTE Expert Committee and advice of AICTE.

The Committee is of the view that a small compliance verification Expert Committee may be constituted to visit the University to verify the compliance submitted by the University. The report of the Compliance Verification Committee may be placed before this Committee for consideration."

The above recommendations of the Committee of Commission members were accepted by the Commission in its 508<sup>th</sup> meeting (Item No. 1.02(a) (i) held on 27.07.2015. Accordingly, the Chairman, UGC has constituted the following Expert Committee to visit AISECT University, Village- Mendua, Post-Bhojpur, Distt. Raisen, Madhya Pradesh 464993 to verify the compliance reported by the University.

#### IV. Present Visit

As decided above, the UGC has constituted the following Expert Committee to visit the University to verify the compliance reported by the University:

S.No.	Name and Address	Designation	Contact No.
1.	Prof. Inder Mohan Kapahy Member, UGC	Chairman	Ph. 09999154703
2.	Prof. B.R. Chahar Dept. of Civil Engineering, Indian Institute of Technology, New Delhi-110 016	Member	Ph. 09868266407(M) 011-26591187(O)
3.	Prof. Shishupal Singh Bhadu, Department of Management Studies, Jai Narain Vyas University, Jodhpur	Member	Ph. 09460856125 & 09414471679 (M)
4.	Prof. Kumar Suresh, Department of Educational Administration, National University of Educational Planning & Administration, New Delhi-110 016	Member	Ph. 098685656013 (M)
5	Sh. Vinod Singh Yadav, Education Officer (Legal), UGC	Coordinating Officer	Ph. 011-23218123 09560259378

V. Observations/suggestions of the earlier UGC Committee, compliance reported by the University and observations of the present Committee on the compliance

S.N o.	Observation by UGC Team	Compliance Report by the University	Supporting Documents	Remarks/ Verification by UGC Team
1.	UGC procedure for hiring faculty and staff should be followed.	<p>The University is governed by the published statutes and ordinances for all its operational procedures which are also notified in the Gazette by Govt. of M.P. (Copy placed at Annexure-1). The M.P. Private Universities Regulatory Commission also nominates its independent members in the selection committee as is clear from the enclosed statute No. 21 "Appointment of Teachers of the University."</p> <p>Thus it is clear that the University follows proper norms and procedures applicable to the university as notified in the Gazette of the Govt. of Madhya Pradesh, which is framed according to the UGC procedures.</p> <p>The UGC Expert Committee in its reports Annexure-II part III F (iv) have also observed that "appointment of teachers are being made by following selection procedure, such as issue of advertisement and constitution of selection committee as per UGC/AICTE/NCTE and University norms."</p>	<p><b>Action Taken – Complied.</b></p> <ul style="list-style-type: none"><li>• Statutes Copy</li><li>• Selection Process</li></ul>	<p>The University is following the norms for constitution of selection committees for faculties in accordance with the M P Govt. Statutes relating to the Private Universities.</p> <p>However, the qualifications laid down by the UGC for faculty appointments are not being strictly followed. The Committee found that many of the faculties have only Graduation qualification in concerned disciplines.</p>
2.	Service conditions for faculty and staff should be clearly defined.	<p>Service conditions for faculty and staff are available in the University as per the statutes of the University and various orders issued by the University authorities. These terms and conditions of service were compiled in a document entitled</p>	<p><b>Action Taken – Complied.</b></p> <ul style="list-style-type: none"><li>• Updated Service Manual</li></ul>	<p>The University has prepared a Service Manual (terms of appointments and service conditions</p>

3



		<p>“Service Manual of AISECT University”. This document was placed before the Governing Body meeting of the university on 21 July 2012 and the same was adopted by the Governing Body. However in view of observation by UGC Team as regard to pay off teachers. The manual has been updated to clarify on award of grader pay and special allowance A copy of the document is enclosed at <b>Annexure-2.</b></p>		<p>of Officers and Staff of the University).</p>
3.	<p><b>Staff and faculty may be paid as per UGC norms.</b></p>	<p>It has been observed by the Expert Committee in their report part IV point A.5, that the university follows UGC pay scales. Some of the key officers like the Vice Chancellor, the Registrar and the CFAO have been provided with individual vehicles for their official use and the free Bus facility has been provided for all the other staff. The grade pay and other allowances are given to those who have completed their probation period successfully or who have been appointed at senior levels. A copy of the document is enclosed at <b>Annexure-3.</b></p>	<p><b>Action Taken – Complied.</b></p> <ul style="list-style-type: none"><li>• Proposal for 6<sup>th</sup> pay.</li><li>• BOM/GB/Academic Approval</li><li>• Approval Salary List</li><li>• Salary Slip</li><li>• Form 16</li><li>• Statement/Pass book Copies</li></ul>	<p><b>As per the Committee’s observation, the faculty is not being paid in accordance with the UGC norms.</b></p>
4.	<p><b>Up-gradation of labs are strongly recommended with sophisticated equipment to meet the research expectations of the University.</b></p>	<p>The University is focusing on material science and chemistry as areas of research. The presentations made by the University were greatly appreciated by the Expert Committee. In both the areas the required sophisticated equipment have been identified by the research committee and have been ordered. In fact number of equipment have already arrived in the university and installed. The details are enclosed at <b>Annexure-4.</b></p>	<p><b>Action Taken – Complied.</b></p> <ul style="list-style-type: none"><li>• List of Labs / Bills (Lab wise) Purchased after UGC Visit.</li></ul>	<p><b>The Labs have been upgraded, but are equipped mainly to deal with B.Tech Courses. However, Labs are required to be further strengthened for M.Tech Courses and Research.</b></p>

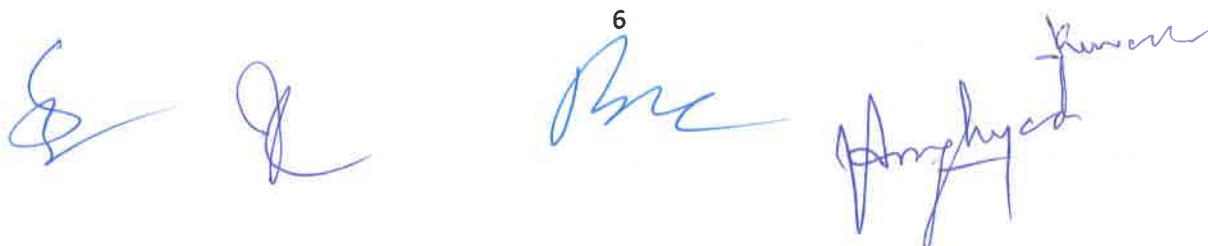


5.	<b>Hostel facilities are to be increased and upgraded.</b>	Additional blocks for students hostels have been constructed (Photograph enclosed at <b>Annexure-5</b> ). This will bring up the capacity of students hostels to over 600. These new blocks would be available for academic session commencing in June 2015.	<b>Action Taken – Complied.</b> <ul style="list-style-type: none"><li>• Photographs.</li><li>• Maps</li></ul>	<b>Compiled by the University.</b>
6.	<b>Sports facilities need to be improved.</b>	The University has 400 mtrs. track and facilities for outdoor games like Cricket, Hockey, Table Tennis, Volleyball Basketball and Badminton. Indoor facilities also exist for Table Tennis, Carrom etc. The sports infrastructure has been totally revamped where University Annual Sports 2014-15 were conducted successfully in the month of Feb 2015.  In addition a most modern indoor sports complex and Tennis court are being developed and shall be available from 2016-17 academic session, where we intend holding sports competitions and training at National level. The plan for the new sports complex is enclosed at <b>Annexure-6</b> .	<b>Action Taken – Complied.</b> <ul style="list-style-type: none"><li>• Photographs.</li><li>• Maps</li></ul>	<b>Compiled by the University.</b>
7.	<b>Dean of Student Welfare should be in place to coordinate all student activities.</b>	Prof. Sitesh Sinha has been appointed the Dean of Student Welfare (DSW) from 1 <sup>st</sup> March 2015. His appointment letter and joining report have been enclosed at <b>Annexure-7</b> .	<b>Action Taken – Complied.</b> <ul style="list-style-type: none"><li>• Appointment Letter</li></ul>	<b>Compiled by the University.</b>
8.	<b>Library collection should be strengthened to provide adequate number of reference books as well</b>	The total No. of books and Library assets available as on date in the University are tabulated below: <b>Print Assets</b> Total No. of Books : 45892 (Includes 5514 Books after UGC Inspe	<b>Action Taken – Complied.</b> <ul style="list-style-type: none"><li>• List of Books added after UGC visit.</li><li>• List of Journals</li></ul>	<b>The University has added about 8000 books and some journals to the library. However, there is a great need for adding high standard</b>



	<p><b>as quality journals.</b></p> <p>Total No. of Title: 11284 (Includes 184 Titles after UGC Inspection)</p> <p>Total No. of Ref. Books : 9005 (Includes 173 Ref. Books after Inspection)</p> <p>Total Number of Journals : 179 (Includes 27 new Journals after Inspection)</p> <p><b>E-Resources</b></p> <p>IEEE Journals : 169 Sage : 20 IESTC Library : 2233 DELNET Library : 629</p> <p>The AICTE team has observed in their report section 1(E) that there is no shortfall in any category of books including total number of titles, number of volumes and journals.</p> <p>However, it appears that they counted only books and Journals pertaining to faculty of Engineering and Technology. The complete list of books is enclosed herewith at <b>Annexure-8</b>. 1376 new books have been added to the library as tabulated above after UGC inspection.</p> <p>Quality journals are available in the University. List enclosed at <b>Annexure-9</b>. 10 new journals have been added recently.</p> <p>However, keeping in view the suggestions of the Expert Committee, the University has further ordered Science and Technology Encyclopedia and relevant reference books and received them. Their list is enclosed at <b>Annexure-10</b>.</p>	<p><b>added after UGC Visit</b></p>	<p><b>quality books in almost all the disciplines.</b></p>
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6



9.	Town and country planning approval has been taken conditionally. However the conditions mentioned therein are not fully complied as per Town and Country Planning approval.	The committee has observed that the Town and Country Planning approval has been given to the university. Most of the conditions indicated in the sanction letter already have been complied with. The remaining conditions, as pointed out by the UGC team during Inspection, with regard to electrical safety, water harvesting & fire safety have been fulfilled and certificates & photographs corresponding to their compliance are enclosed at Annexure-11. In addition, certificate of compliance of norms for construction as per TNCP approval has also been obtained from the Contractor and is attached with Annexure-11.	<b>Action Taken – Complied.</b> <ul style="list-style-type: none"> <li>• Copy of all approvals</li> <li>• Photographs</li> </ul>	As per TNCP, NOCs were required from six specified agencies, vide TNCP letter dated. 07/12/2011.(Annexure – 11). However, the committee found there is no change in the receipt of approvals (as mentioned by the Earlier UGC Committee).
10	Completion Certificate for buildings should be obtained.	Building Completion Certificates are enclosed at Annexure-12	<b>Action Taken – Complied.</b> <ul style="list-style-type: none"> <li>• Letter</li> </ul>	The certificate of Completion is obtained from Gram Panchayat Pipilaya Lorka, Tehsil. Gourganj, Dist. Raisen, M.P.
11.	Barrier free approach should be provided in all the buildings and safety measures (Fire Fighting, Electricity, Earthquake resistance etc.) should be in place.	<p>Barrier free approach was available in most of the buildings except two buildings. The same has been provided in these two buildings also. (Photographs Enclosed at Annexure-13).</p> <p>Additional fire fighting equipment have been installed (Bills and Photographs enclosed at Annexure-14).</p> <p>Certificate from contractor about building being earth quake resistant is enclosed at Annexure-15.</p>	<b>Action Taken – Complied.</b> <ul style="list-style-type: none"> <li>• Bills Fire Safety</li> <li>• Photographs.</li> <li>• Barrier free approach photographs.</li> <li>• Certificates</li> </ul>	Compiled by the University (Ramps have been provided only upto ground floor level and lifts are not provided).
12.	Residential	An additional block for providing	<b>Action Taken</b>	Compiled by the



	accommodation for staff and faculty should be available on campus.	residential accommodation to staff and faculty on the campus has been constructed. (Photographs Enclosed at Annexure-16).	<p><b>- Complied.</b></p> <ul style="list-style-type: none"> <li>• Photograph</li> <li>• Map</li> </ul>	University.
13.	Proper medical attendance system needs to be in place including a Lady Doctor.	<p>The University has created a Medical Consultation Clinic on the campus with first aid and emergency provisions. A medical van is always available for carrying the patient to the nearby by the Noble Multispecialty Hospital which has been empanelled by the AISECT University for emergency treatment, hospitalities and OPD facilities. (Copy of the Empanelment Letter enclosed at Annexure-17).</p> <p>A lady doctor has also been appointed. A male doctor has always been available on the campus (Appointment letter &amp; joining letter of Lady Doctor- Annexure-18).</p>	<p><b>Action Taken - Complied.</b></p> <ul style="list-style-type: none"> <li>• Appointment Letter.</li> <li>• Empanelment Letter</li> <li>• Photographs</li> </ul>	Compiled by the University.
14.	Standard operating procedures should be developed for admissions, examination, evaluation, conduct of meetings etc.	<p>The admission to the university programmes are conducted as per the University ordinances. (Copy enclosed at Annexure-19.)</p> <p>For examination and evaluations, an Examination Manual with all the connecting formats has been developed by the University according to the which exams are conducted. (Copy of manual enclosed at Annexure-20).</p> <p>The records of meetings are kept on the register and summary agenda notes are circulated. However the action taken reports on the last meeting's decisions were not being placed earlier. The University hereby undertakes to include the Action</p>	<p><b>Action Taken - Complied.</b></p> <ul style="list-style-type: none"> <li>• Service Manual.</li> <li>• Exam Manual.</li> <li>• Admission Manual.</li> <li>• Administrative Manual.</li> <li>• List of meeting held during last 1 year (BOM, GB, Acd. Council)</li> </ul>	Compiled by the University.





		<p>Taken Reports in every meeting and also make it a part of agenda notes. An Assistant Registrar, (establishment) has been appointed to keep and update the establishment records. (Appointment letter and joining report of Shri. Munish Govind enclosed at <b>Annexure-21</b>).</p>		
15.	<p><b>Representatives from Industry/probable employers may be included in various academic bodies.</b></p>	<p>The Academic council of the university has been constituted as per the Statute No. 11 of the university as notified by the Govt. of M.P. (copy enclosed at <b>Annexure-22</b>). This includes two representatives of the state/central Govt. The University is moving forward to include more special invitees from the nearby industry associations and industries.</p> <p>The University is represented on FICCI, CII, PHD, Chamber of Commerce and Industries and ASSOCHAM and works closely with local industries. Industry academia joint work shops for Curriculum and Skill Development is a norm in the university. However following the suggestions of the Expert Committee, we are also including one representative from the industry in each Board of Studies in the relevant faculty. (A list is enclosed at <b>Annexure-23</b>).</p> <p>The university has received various industry awards including that from the ASSOCHAM. (Copies of Relevant letters from various industries/association enclosed at <b>Annexure-24</b>)</p>	<p><b>Action Taken – Complied.</b></p> <ul style="list-style-type: none"> <li>List of representatives</li> </ul>	<p><b>Compiled by the University.</b></p>
16.	<p><b>Formal mentoring and</b></p>	<p>A formal mentoring and counselling cell has been established with Col. <b>R.K. Gupta</b> as its Director. (The bio-</p>	<p><b>Action Taken – Complied.</b></p>	<p><b>Compiled by the University.</b></p>

	<b>counselling cell should be established.</b>	data and appointment letter of Col. Gupta are enclosed at <b>Annexure-25</b> ).	<ul style="list-style-type: none"><li>• <b>Appointment Order.</b></li><li>• <b>Cell Activity</b></li></ul>	
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**VI. Recommendations of the Committee**

The committee had a detailed discussion with the management and the faculty of the University on various aspects on which compliance was sought to be verified. The committee also examined the documents submitted by the University on issues related to compliance. The committee also visited various departments, Labs, Library, Hostels, Workshops, Dispensary and Sports grounds to verify the compliance.

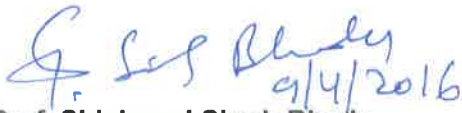
The committee notes that though efforts have been made to meet the requirements of compliance on various issues but on the issue of appointments of faculty and academic qualifications there is a need for further improvement. The committee noticed that the structured Pay scales of the UGC are not being paid to all the faculty. The committee also noted that Labs and Library requires further strengthening.



**Prof. Inder Mohan Kapahy**  
**Chairman**

  
9/4/16

**Prof. B. R. Chahar**  
**Member**

  
9/4/2016

**Prof. Shishupal Singh Bhadu**  
**Member**

  
9/4/16

**Prof. Kumar Suresh**  
**Member**

  
9/4/2016

**Sh. Vinod Singh Yadav**  
**Coordinating Officer**

**09<sup>th</sup> April, 2016**  
**AISECT University Campus**