

I K GUJRAL PUNJAB TECHNICAL UNIVERSITY, JALANDHAR

No. IKGPTU/Reg/N/ 723

Dated 09.12.15

Notification

Consequent upon the approval of Academic Council and Board of Governors of the I K Gujral Punjab Technical University, Jalandhar the following guidelines for governing of the UGC Autonomous Institutes are hereby notified

Application Processing for Academic Autonomy

1. The Institute interested for Academic Autonomy from UGC first apply to the university for NOC and according to existing norms will submit three years affiliation fee and other charges as applicable to issue the NOC.
2. Thereafter the Institute will submit the detailed application alongwith all the relevant documents to the University for further forwarding it to the UGC. The university may conduct the inspection before forwarding the application to the UGC if so required.
3. Once the application is forwarded, the university will support the Institute/College for the further processing of the application from UGC and will also participate as a member of the UGC inspection team.
4. On the basis of the academic autonomy granted to the Institute by the UGC, the university will confer the autonomous status to it as per UGC norms with approval from Academic Council and its BOG.

Governess of Autonomous Institutes

1. As the Institute/College has already paid three year affiliation fee at the time to obtained NOC for permanent affiliation for applying to autonomous state with UGC, therefore no affiliation fee will be charged from the autonomous Institute for three years and after three years the affiliation fee and other charges were applicable according to the existing norms.
2. The college will have to ensure proper management of academic, financial and general administrative affairs after conferring the autonomous status and it will be a binding on the Institute to notify the statutory bodies like Governing Body, Academic Council, Board of Studies, Finance Committee etc. as applicable.
(The Governing Body is different from Trust Board/Board of Management/ Executive Committee/ Management Committee).
3. The composition and functions of the above committees are as per UGC guidelines for autonomous institutes. The college will, in addition, have other non statutory committees such as the Planning and Evaluation Committee, Grievance Appeal Committee, Examination Committee, Admission Committee, Library Committee, Student Welfare Committee, Extra-Curricular Activities Committee and Academic Audit Committee.

Governing Body: The constitution of this body will be according to the structure as per UGC guidelines for autonomous college

Academic Council: The Academic Council will be solely responsible for all academic matters, such as, framing of academic policy, approval of courses, regulations and syllabi, etc. The Council will involve faculty at all levels and also experts from outside, including representatives of the university and the government. The decisions taken by the Academic Council will not be subject to any further ratification by the Academic Council or other statutory bodies of the university. The composition and functions of the Academic Council shall be as per UGC guidelines for autonomous college

Board of Studies: The Board of Studies is the basic constituent of the academic system of an autonomous college. Its functions will include framing the syllabi for various courses, reviewing and updating syllabi from time to time, introducing new courses of study, determining details of continuous assessment, recommending panels of examiners under the semester system, etc. The composition and functions of the Board of Studies shall be as per UGC guidelines for autonomous college.

Finance Committee: The Finance Committee will advise the Governing Body on financial matters and shall meet at least twice a year. The constitution and functions of the Finance Committee shall be as per UGC guidelines for autonomous college

4. The admission procedure of the autonomous Institutes shall be identical as applicable to other colleges i.e. as notified by the University / Punjab Govt.
5. The eligibility of the students admitted by autonomous Institute shall be verified by the University according to the applicable norms for all the institutes and the admission processing fee as applicable shall have to be deposited by the autonomous Institutes.
6. All the university related fees shall be applicable to the autonomous Institutes at par with the other colleges.
7. As the conduct of examination is to be made by the autonomous institute/college at its own level and the certification is to be made by the university. Therefore the examination fee shall be shared in the ratio of 70:30 i.e. 70% is to be retained by the college and 30% to be paid to University. The norms as prescribed by the UGC shall be applicable to issue the DMC/Degree certificates to the students.
8. The college will submit, course wise, gazette and result list to the University within the prescribed time limit and can also intimate the students regarding provisional results.
9. The applicable fees to issue the certificates/documents as charges by the university from the students of all the colleges shall also be applicable at par to the students of autonomous Institutes/Colleges.
10. In case any discrepancy in Degree / DMC the same can be corrected within prescribed time limits i.e. within three months as applicable now.
11. Intra-University or inter college migration shall be allowed by the University as per the existing migration norms.
12. The college which has been granted autonomous status by UGC shall only be considered for academic autonomy and no other colleges has the right to demand the academic autonomy without any approval from UGC may be governed by the same management.
13. An autonomous college is free to start a new degree or postgraduate course with the approval of the University. The new nomenclature should be as specified by UGC under section 22 of UGC Act or as per AICTE norms.
14. The college will apply to the University for increase in intake / starting of new course. The applicable norms for continuation of affiliation shall also be applicable to the autonomous Institutes at par with the other institutes.
15. The University has the right to review all courses of autonomous college at any time to maintain standards or quality of technical education.
16. University can depute various nominees to serve in various committees of the autonomous colleges and get the feedback on their functioning.
17. The university may create separate department wherever necessary to facilitate the smooth working of the autonomous colleges.
18. Wherever the above regulations are silent the governing of the autonomous institutes will be made at par with the other institutes affiliated with the university.

To implement the policy in true spirit the autonomous colleges are free to make use of the expertise of university departments and other institutions to frame their curricula, devise methods of teaching, examination and evaluation. They can recruit their teachers according to the existing procedures (for private and government colleges). The university will accept the methodologies of teaching, examination, evaluation and the course curriculum of its autonomous colleges. It will also help the colleges to develop their academic programmes, improve the faculty and to provide necessary guidance by participating in the deliberations of the different bodies of the colleges.


Registrar

- Copy to :
1. PS to VC for the kind information of the Vice-Chancellor
 2. Dean (Academics)
 3. Controller of Examinations
 4. All HODs, IKGPTU
 5. All Concerned,