



PONDICHERRY UNIVERSITY
(A Central University)
AFFILIATION WING
COLLEGE DEVELOPMENT COUNCIL

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K. SRINIVAS
DEAN (I/C), C.D.C

R.V. Nagar, Kalapet
Puducherry-605 014

No.PU/AW-3/SRKGAC/16/2018-19/152

Date: 29.05.2018

To
The Principal
Dr. S.R.K. Government Arts College
Yanam – 533 464.



Sir,

Sub: Pondicherry University - Continuation of Provisional Affiliation for the UG / PG courses in Dr. S.R.K. Government Arts College, Yanam for the Academic year 2018-19 – Observations / Recommendations of the Inspection Committee communicated for compliance – Reg.

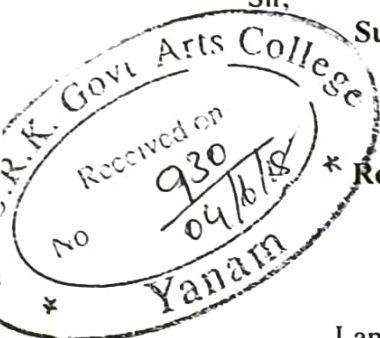
Ref: 1. Your application No.482/A3/Dr.SRKGACY/AFFL/2017-18/24, dated 11.01.2018.
2. Inspection Committee Report dated 02.05.2018.

I am to communicate the following observations / recommendations of the Inspection Committee which had visited your Institution viz. Dr. S.R.K. Government Arts College, Yanam on 02.05.2018 in connection with your request for continuation of provisional affiliation for the UG courses for the academic year 2018-19.

The Inspection Committee has recommended continuation of provisional affiliation for the following courses:

Continuation of Provisional Affiliation -2018-19

Sl.No	Name of the Course	Existing Intake 2017-18	Approved Intake for 2018-19
1.	B.Sc. Physics	20	20
2.	B.Sc. Computer Science	40	40
3.	B.Sc. Mathematics	30	30
4.	B.Sc. Chemistry	30	30
5.	B.Sc. Zoology	25	25
6.	B.Com.	40	40
7.	B.A Economics	50	50
8.	M.A Economics	10	10
9.	M.Com.	10	10



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Observations / Conditions to be fulfilled:

1. For running B.Sc., Physics programme, three more faculty members should be recruited immediately.
2. Library needs improvement – new books and journals should be procured.
3. Computers facilities should be improved.
4. Residential accommodation facilities for students and staff should be provided.
5. Sports facilities should be improved.
6. Other facilities/amenities like sanitary, ladies room, canteen, facilities for differently abled persons, transport, Co-operative stores, book bank, medical, bank extension counter, etc. should be extended.

You are requested to rectify the above deficiencies immediately and submit a compliance report along with supporting documents / proof immediately and also submit an Undertaking in non judicial Stamp paper to comply with all the other affiliation conditions enclosed herewith within 10 days from the date of receipt of this letter so as to consider continuation of provisional affiliation for the above courses for the academic year 2018-19.

Further, The college is required to remit the Affiliation fund of **Rs.1,80,000/-** (for continuation of provisional affiliation for 7UG courses & 2PG courses) and Inspection fund of **Rs.69,000/-** for the inspection conducted on 02.05.2018 which may be paid in the form of Demand Draft drawn in favour of the Finance Officer, Pondicherry University, Puducherry. Failure to pay the required funds within 10 days from the date of receipt of this letter would attract penalty as follows:

Late fee:

- | | | |
|-------------------|----------------------------------------------------------------------------|---------------|
| a) Upto 15 days | - | Rs.50,000/- |
| b) Upto 30 days | - | Rs.1,00,000/- |
| c) Beyond 30 days | Rs.1,00,000/- + Rs.4,000/- per day for a period of one month till closure. | |

You may please note that continuation of provisional affiliation for the above said courses for the academic year 2018-19 would be considered only on rectification of the above shortcomings and submission of compliance report with supporting documents along with the required undertaking & payment of prescribed Affiliation / Inspection fund.

The College should not admit students for the academic year 2018-19 without the approval of the University.

Yours faithfully,

K. Srinivas

(K. SRINIVAS)
DEAN (I/C), C.D.C

Encl: Conditions of Affiliation.

Conditions of Affiliation

(a) Governing Body/Advisory Council:

1. The Governing Body/Advisory Council shall be constituted as per the University Statute 32 (1) (i) consisting of not more than fifteen persons approved by the Executive council and including among others two teacher of the University to be nominated by the Executive council and three representatives of the teaching staff of whom the Principal of the College or Institution shall be one
2. The Governing Body/Advisory Council shall make necessary arrangements to fulfill all the conditions and recommendations made by the inspection committee.
3. The Governing Body/Advisory Council shall conduct within 15 days from the commencement of the academic session inform the University about the staff in position with full particulars regarding acceptance of the fulfillment of the conditions/recommendations prescribed by the University.

(b) Inspection Report Observations:

The Observations shortcomings pointed out by the Inspection Committee shall be fully complied . It shall be agreed and understood that in the case of non compliance of the same, the University shall have the right to take appropriate action including withdrawal of affiliation as may be decided by the University authorities

(c) Faculty and Non-Teaching:

1. The number of teaching posts, qualifications of teaching staff and their recruitment /promotion procedures, conditions of service shall be in accordance with the Statutes/Ordinances/Regulations of the University /State Government/UGC /Statutory council concerned as the case may be and shall ensure imparting of adequate instruction to the students in the courses/programmes of studies to be undertaken by the college and that the Student – Teacher Ratio in the college shall be as prescribed by the University or the relevant Statutory Body concerned .
2. The members of the teaching and non teaching staff shall be regularly and fully paid in the pay scales along with applicable allowances as per the pay scales prescribed by the UGC / Statutory council/ Central / State Govt., as the case may be, from time to time. The salary should be paid only through Bank
3. The appointment of members of the teaching and the non-teaching staff shall be made only on considerations of merit based on qualifications and experience prescribed and not by demanding or accepting any donation or other consideration.
4. The college shall obtain the eligibility approval of the appointed teaching staff from the University and shall report all changes in the teaching staff and all other changes that may affect the fulfillment of the conditions for affiliation to the University within a fortnight of changes coming into effect. The management should ensure the availability of full complement of qualified faculty before admission process for every academic year .No change in faculty will be effected in violation of the University regulations.

5. The Appointment of faculty shall be made on full time and permanent basis. Selection of faculty shall be made by a duly constituted selection committee with University nominee and the date of Selection Committee Meeting shall be fixed in consultation with University Nominee. Request for University Nominee shall be sent to the University at least one month in advance.

6. The Faculty shall be encouraged to acquire higher qualifications, research publications sponsored projects attending orientation and refresher courses.

7. The Management of the College shall discharge statutory duties relating to Pension Gratuity, Provident fund., for its employees.

(d) Admissions:

1. The Management should obtain permission from both the Admission Committee for admission and fee committee for fee structure, before inviting the students for admission and that the same shall be reflected in the prospectus of the College. Any violation of this conditions would invalidate the admission of students together with such other action as deemed fit and proper as specified in the directions of the Supreme Court. All fees to be charged from the students shall be as per the fee structure approved by fee committee of the State Government and the University in so far as fees payable to the University is concerned.

2. No student shall be admitted to any programme of study by the college in anticipation of grant of affiliation or in excess of the number of seats sanctioned per programme of study by the University.

3. Admission of students shall be done according to the norms of Government of Puducherry/Pondicherry University.

4. Reservation shall be made according to Government of Puducherry norms.

5. The annual intake of students for all the courses for the academic year 2017-18 shall be as mentioned in the affiliation order.

6. Admission of students for all the courses should be made only after issue of final provisional affiliation order by the University on verification of compliance report for all the conditions mentioned herein with supporting documents.

(e) Welfare activities of students belonging to disadvantaged groups:

The academic and welfare activities of the students belonging to the Scheduled Castes, Scheduled Tribes and other disadvantaged groups, including minorities, wherever applicable, shall be properly taken care of by the college.

(f) Reservation Policy:

The reservation policy of the Government should be implemented in matters of admission of students and recruitment of Faculty and Non- Teaching Staff for the College/Institution.

(g) Ragging:

The college shall strictly follow the UGC Guidelines/Regulations 2009 on curbing the menace of ragging in Higher Educational Institutions (Under Section 26(1)(g) of the University Grants Commission Act 1956).

(h) Sexual Harassment Prevention Committee:

The college shall constitute a Sexual Harassment Prevention Committee as per UGC notification dated 02.05.2016.

(i) Academic Calendar:

The academic calendar for the programmes as prescribed by the University should be followed by the College.

(j) Course/Programme of Study:

1. The College shall impart instruction only in the subjects and for the courses/programmes in the subjects for which affiliation has been granted by the University with the syllabus duly approved by the University academic authorities/bodies and shall not seek retrospective affiliation.
2. The College/Institution shall follow the University approved syllabus for the programme of study for which affiliation is being considered.
3. The college shall not, without the previous permission of the University, suspend offering an already approved course / programme of study.

(k) Maintenance of Registers and Records and submission of information required by the University:

1. All registers and records for students, faculty, non-teaching staff, land, building, equipments, furniture, consumable, non consumable Library books, journals endowed property documents with updated encumbrance certificates including latest completed financial year audited statement of accounts pertaining to the college/institution shall be maintained in a transparent and detailed manner and made available for verification by the University at any time as when required.
2. The college shall furnish all such returns and other information as the UGC / University / Government may require in respect of the students, faculty non teaching staff, teaching and other infrastructure facilities to enable the authority concerned to monitor and judge the performance of the College with regard to maintenance of academic standards and shall take such action as the UGC/University/Government may direct to maintain the same.

(l) Collection and payment of fees and other charges:

1. The management of the College shall collect only such fees from students towards tuition fee, etc., payable to the College as approved by the State Government and also to the University as may be prescribed / approved by the University from time to time.

2. The college shall not collect any capitation fee or donation in any form amounting to corrupt practices from or on behalf of any of its students or their parents / guardians except the prescribed fee and other charges as approved by the University /duly authorized Fee Committee of the Government. This shall be duly reflected in the accounts of the college. For any fee paid by the students, receipts shall be issued immediately and copy of the receipt issued shall be maintained in the Records of the college and shall be available for verification at any time as and when required.

(m) Restriction of affiliation:

The college/institution affiliated and enjoying the privileges of Pondicherry University shall cease to be associated with or be admitted to the privileges of any other University.

(n) Website, E.mail – I.D., Telephone and Fax number:

Website and of the college shall be maintained with all the details relating to programme of study, intake, syllabus, students admission procedure, fee structure, faculty, non-teaching staff, infrastructure facilities updated periodically as and when changes arise in a clear and transparent manner. E.Mail I.D., Telephone and Fax number of the College shall be given in all correspondences, for effective and fast communication.

(o) Application for new courses/increase in intake in existing courses :

The Management of the College or in case of Government College the Department of the Government concerned desires for applying for new programme of study/course (for which syllabus is available in the University) or proposes to increase the intake for existing course/programme of study, the same shall be submitted by the Management to the Registrar not later than **1st October** of the preceding academic year to which the course/ programme of study/increase in intake is proposed in the prescribed University format with all details.

(p)Extension of affiliation for existing courses:

The request for extension of affiliation for the existing course/ programme of study shall be made to the Registrar not later than **7th January** of preceding academic year to which the extension relates.

(q)Withdrawal of affiliation:

If the college ceases to function or function effectively or is shifted to a different location or is transferred to a different Society, Trust, individual or group of individuals without the prior approval of the University, the affiliation granted to the college may be withdrawn by the University. The University may make such arrangements to alleviate the future of the affected students as considered appropriate.

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(r)General Conditions :

1. It is mutually agreed and understood that all relevant provisions of the Pondicherry University Act, Statutes, Ordinances and Regulations and also such other conditions as may be prescribed by the University from time to time shall be fully complied with by the College. In case of non-compliance of any or all of the conditions stipulated above, Statute 32(5) of the Pondicherry University Act and Statutes and Clause 8 of Chapter-VII of the Academic Ordinances of the Pondicherry University and other enabling provisions shall automatically be enforced.

2. The Academic Council or Executive Council of the University may lay down new conditions of affiliation, general or specific, regarding staff, buildings, equipment, library, laboratories, finance or other relevant matters and specify the date by which the conditions so stipulated be satisfied, failing which the college/institution may not be allowed to enjoy the privileges of the University.

3. The college should fulfill all the above conditions and abide by all rules and regulations of the University Act/Statutes/Academic Ordinances/ Govt. of Puducherry.

4. Surprise checks may be conducted by the University at any time to ensure that affiliation conditions are fulfilled.

NOTE: Undertaking for fulfillment of the above conditions to be given by the authorized signatory of the management of the Institution duly signed on a Non-Judicial stamp paper before a Notary Public/Judicial Magistrate.

Sd/..
(Prof. K. Srinivas)
Dean (i/c), C.D.C

To

The Principal
Dr. S.R.K. Government Arts College
Yanam – 533 464.