

University Grants Commission (Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) Regulations, 2018

UNION OF INDIA

India

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Rule

UNIVERSITY-GRANTS-COMMISSION-CONFERMENT-OF-AUTONOMOUS STATUS UPON COLLEGES AND MEASURES FOR MAINTENANCE OF STANDARDS IN AUTONOMOUS COLLEGES) REGULATIONS, 2018

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University Grants Commission (Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) Regulations, 2018Published vide Notification No. F. No. 1-1/2012(AC), dated 12.2.2018F. No. 1-1/2012(AC). - The following is published for general information:-Preamble. - Whereas the University Grants Commission (UGC) is mandated to coordinate and determine the standards of higher education in universities;And whereas college autonomy is instrumental for promoting broad based quality education and excellence;Now therefore, in exercise of the powers conferred by clause (j) of Section 12 read with clauses (f) and (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following Regulations:-

1. Short title, application and commencement.

- 1.1 These Regulations shall be called the University Grants Commission (Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) Regulations, 2018.1.2These Regulations shall apply to all Colleges/Institutions which are affiliated to, or are constituent colleges of Universities in the country seeking the conferment of Autonomous College status.1.3These Regulations shall come into force from the date of their

notification in the Official Gazette.

2. Definitions.

- In these Regulations, unless the context otherwise requires-

2.1 "Academic Council" means the Academic Council of the Autonomous College

2.2 "Act" means the University Grants Commission Act, 1956

2.3 "Board of Studies" means the Board of Studies of a Department of the Autonomous College

2.4 "College" means any institution, whether known as such or by any other name, which provides for undergraduate and/or postgraduate and/or Ph.D. programmes for obtaining any qualification from a university and which, in accordance with the rules and regulations of such university, is recognized as competent to provide for such programmes/courses of study and present students undergoing such courses of study for the examination for the award of such qualification

2.5 "Commission" means the University Grants Commission (UGC)

2.6 "Finance Committee" means the Finance Committee of the Autonomous College

2.7 "Governing Body" means the Governing Body of the Autonomous College, which is different from the Trust Board or the Board of Management or the Executive Committee or the Management Committee

2.8 "Notification" means a notification issued by the affiliating University declaring a college as an autonomous one after the conferment of autonomous status by the UGC

2.9 "Parent University" means the University to which the college concerned is affiliated, or of which the college concerned is a constituent

2.10 "Statutory body" means a body constituted under any law for the time being in force for determining and maintaining prescribed standards of quality in the relevant areas of higher education

3. Role/terms and Conditions of an Autonomous College.

- 3.1 Review existing courses/programmes and, restructure, redesign and prescribe its own courses/programmes of study and syllabi

3.2 To formulate new courses/programmes within the nomenclature specified by UGC as per the Specification of Degrees 2014 and amended from time to time

3.3 Evolve methods of assessment of students performance, conduct of examinations and notification of results

3.4 To announce results, issue mark sheets, migration and other certificates; however, the degree shall be awarded by the University with the name of the college on the degree certificate

3.5 Autonomous colleges need not pay affiliation fee to the parent university every year. One time fee can be paid at the time of conferment of autonomous status. Such fees can be decided by the Executive council of the parent university

3.6 Prescribe rules for admission in consonance with the reservation policy of the state government/national policy

3.7 May fix fees of the courses at their own level

3.8 Constitute their own Governing Body, Academic Council, Board of Studies and Finance Committee

3.9 They shall have complete administrative autonomy and have the privilege of appointing their own Administrative staff and teaching faculty including Principal. However, the staff will be appointed as per the UGC (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) Regulations 2010 as amended from time to time

3.10 The autonomous colleges shall continue to receive funds as being done before the grant of autonomous status, if any

3.11 Autonomy granted to the college is at the institutional level and is not partial, and shall cover the programmes at all levels such as U.G., P.G. and Ph.D offered by the college. The courses

introduced by the college after the conferment of autonomous status shall automatically come under the purview of autonomy^{3.12}The students enrolled at the time of granting autonomy to the College shall also be covered under autonomy^{3.13}Autonomous status shall be granted initially for a period of ten years; further extension shall be for five years at a time except those covered under clause 6.5

4. Role of the Parent University.

- 4.1 To forward the application of the college for autonomous status/provide nominee on the Expert Committee/various Statutory Bodies and issue notification within 30 days for a college to function as an autonomous entity once autonomous status is conferred on the college^{4.2}If the University does not forward the proposal/provide nominee within 30 days, it shall be presumed that the University has no objection to the processing of the proposal by the UGC for conferment of autonomous status^{4.3}The college on attaining autonomous status will continue to be affiliated to the affiliating University but will enjoy the privileges of autonomy

5. Role of the State Government.

- 5.1 To provide nominee on the Expert Committee/various Statutory Bodies within 30 days^{5.2}The State Govt. will continue to provide the same funds to Government/Aided colleges as they had been providing before the conferment of autonomous status^{5.3}To ensure that all sanctioned faculty positions are filled on regular and ongoing basis and that a minimum of 85% posts remain filled at all time

6. Eligibility.

- 6.1 Colleges (of any discipline) whether aided, partially aided and unaided/self financing are eligible provided they are under Section 2(f) of the UGC Act^{6.2}The college should have at least 10 years of existence^{6.3}The colleges must be accredited by either NAAC with minimum 'A' Grade or by NBA for at least three programme(s) with a minimum score of 675 individually or a corresponding accreditation Grade/score from a UGC empanelled accreditation agency. However, if the number of programme(s) being run by the Institution is less than three, then each of the programmes should secure 675 or more marks. Accreditation status must be valid at the time of application. Provided further, the existing autonomous colleges will be required to comply with this eligibility condition within a maximum period of five years from the date of notification of these Regulations. The constituent colleges shall also undergo separate accreditation by NAAC/NBA/UGC empanelled accreditation agency to be considered eligible.^{6.4}(i) Colleges accredited with a score of 3.0 and above, up to 3.25 on a 4 point scale of NAAC/corresponding NBA score / corresponding accreditation score from a UGC empanelled accreditation agency at the time of application shall be considered for grant of autonomous status with an on-site visit of the duly constituted Expert Committee. (ii) Colleges which have a NAAC score of 3.26 and above, up to 3.50 or a corresponding NBA score or a corresponding accreditation Grade/score from a UGC empanelled accreditation agency for one complete cycle and also accredited accordingly in the second cycle, shall be considered for grant of autonomous status without onsite visit by the Expert Committee. (iii) Colleges with 3.51 and above in a 4 point scale of NAAC or a minimum of three programmes have been

accredited by NBA with a minimum score of 750 individually or a corresponding accreditation Grade/score from a UGC empanelled accreditation agency at the time of application shall be considered for grant of autonomous status without onsite visit by the Expert Committee. However, the colleges are required to adhere to University Grants Commission's Regulations like (a) curbing the menace of ragging in Higher Education Institutions Regulations 2012; (b) UGC (Promotion of Equity in Higher Educational Institutions) Regulations 2012; (c) UGC (Grievance Redressal) Regulations 2012, etc. in letter and spirit. The application of colleges covered under 6.4 (ii) and (iii) above shall be considered as the report of the Expert Committee for consideration of the Commission and its approval thereof. 6.5 If an autonomous college has obtained the score of 3.51 and above on a 4-Point scale from NAAC or a minimum of three programmes have been accredited by NBA with a minimum score of 750 individually or a corresponding accreditation Grade/score from a UGC empanelled accreditation agency, the college shall be granted extension of autonomous status for further ten years without on-site visit. (Colleges which apply for reaccreditation within the stipulated six months before the end of the cycle of accreditation period as mentioned in the Accreditation Certificate issued by National Assessment and Accreditation Council/NBA/UGC empanelled accreditation agency, the gap period between two consecutive accreditations shall be condoned. In case of other institutions which have not applied as per the guidelines mentioned above, the maximum period for condonation would be one year between the two accreditation cycles)

7. Conferment/extension of Autonomous Status.

- 7.1 A College intending to become autonomous shall make an application in the format specified by the Commission any time during the year. 7.2 The college shall forward an advance copy of the proposal to University Grants Commission indicating the date of receipt of the proposal by the parent university for the record of the UGC. 7.3 The College shall submit the proposal to the Parent/Affiliating University which may forward the same to UGC within 30 days of the receipt of proposal. In case the proposal is rejected by the University, the decision shall be communicated to the college and University Grants Commission through a "Speaking Order". 7.4 If the University and State Govt. fail to provide the nominees for the UGC Expert Committee, the UGC may proceed with the on-spot visit and take decision on the proposal of the College. 7.5 If the College is found eligible as per the guidelines, the Commission shall examine the proposal for conferment/extension of autonomous status with an onsite visit by an Expert Committee constituted by the Chairman of the Commission consisting of three expert members (preferably at the level of Professor/Principal of an autonomous college) out of which one shall be the Chairperson, nominees from the Parent/Affiliating University and the State Government. A UGC official may be nominated to coordinate the visit. 7.6 The decision for conferment /extension of autonomous status shall be taken by the Standing Committee (comprising of three Commission members) on autonomous colleges after due consideration of the recommendations of the Expert Committee. The approval letters may be issued on the basis of the decision of the standing committee. The decisions may be ratified by the Commission subsequently. 7.7 If the proposal of a College for the conferment of autonomous status is rejected for any reason whatsoever, the college shall be eligible to reapply, but not before one year from the date of rejection of its earlier proposal. 7.8 The autonomous College shall apply in the prescribed format to University Grants Commission for extension of autonomous status six

months prior to expiry of the autonomy cycle^{7.9}In case of expiry of accreditation cycle, the College seeking extension of autonomous status must submit a proof of having applied for accreditation by NAAC/NBA to be eligible for extension^{7.10}Till the extension of autonomous status is awarded by the UGC, the College shall continue to avail the autonomous status. The UGC shall also consider the interim period while granting extension of autonomous status to the College^{7.11}If an Autonomous College wishes to surrender the autonomous status, it shall follow due process of forwarding the resolution by the Governing Body through the University concerned to UGC for consideration. However, such withdrawal shall take effect only after the last batch of students then enrolled under autonomy passes out

8. Criteria for Granting Autonomy to Colleges.

- 8.1 Academic reputation and previous performance in university examinations and its academic/co-curricular/ extension activities in the past^{8.2}Academic/extension / research achievements of the faculty^{8.3}Quality and merit in the selection of students and teachers, subject to statutory requirements in this regard^{8.4}Adequacy of infrastructure in terms of class rooms, library books and e-resources, laboratories and equipments, sports facilities, facilities for recreation activities, residential accommodation for faculty and students, transport facilities etc.^{8.5}Quality of institutional management^{8.6}Financial strength of the institution^{8.7}Responsiveness of administrative structure^{8.8}Motivation and involvement of faculty in the promotion of innovative reforms

9. Monitoring of Autonomous Colleges.

- 9.1 IQAC cell shall be established in the college for regular monitoring of the college under intimation to UGC. The Cell shall have an external Peer Team comprising of academicians of repute and will send report to UGC regarding the performance of the College. The report shall also be put on public domain on the website of the College. The external peer review shall be conducted atleast once in a year.^{9.2}On receipt of adverse report by the external peer team of IQAC or in case of complaint, UGC has the power to constitute its own Expert Committee for careful scrutiny of the report and may revoke the autonomous status of the college after giving due opportunity to the management by way of notification and by passing a speaking order.^{9.3}The autonomous college shall, without fail, upload on its website information regarding the courses offered by it, the fees for the courses, the details of the faculty alongwith qualification and unique ID, the admission procedure, the details of relevant infrastructures, research activities of the college along with the details of Ph.D. students enrolled, if any, with the date of enrolment, topics and supervisor.^{9.4}The college shall also put on its website the creation of various Committees/Cells as mandated in the various UGC Regulations notified from time to time. The college shall conduct the meetings of the statutory bodies regularly and upload the minutes of the meetings on the college website.^{9.5}The college shall upload on its website all the information about the college in the prescribed format and the same shall be sent to UGC while applying for fresh/extension of autonomous status. The college shall also submit progress report and utilization certificate annually as per the prescribed formats.^{9.6}All the Regulations notified by the UGC shall be followed in letter and spirit by all the Autonomous Colleges and an undertaking to this effect shall be uploaded on the College

website.9.7The number of contractual faculty in an autonomous college should not be more than 10% of the total number of sanctioned faculty positions in the college.

10. Matters Regarding Starting of New Courses.

- 10.1 An autonomous college is free to start diploma (undergraduate and postgraduate) or certificate courses without prior approval of the University. However, approval of the concerned statutory bodies of the college may be obtained, wherever required. Diplomas and certificates shall be issued under the seal of the college. The University should, however, be informed about such introduction of new courses.10.2An autonomous college is free to start a new degree or postgraduate course/Ph.D. with the approval of the Academic Council of the college and concerned Statutory Council(s), wherever required, provided the nomenclature of the degree is in consonance with UGC Notification on Specification of Degrees, 2014 as amended from time to time. Such courses shall fulfill the minimum standards prescribed by the university/UGC in terms of number of hours, curricular content and standards, and the university shall be duly informed of such courses.10.3An autonomous college may rename an existing course as per the UGC Notification on Specification of Degrees, 2014 as amended from time to time after restructuring/ redesigning it with the approval of the college Academic Council as per UGC norms. The university should be duly informed of such proceedings.

11. Examination Cell & System.

- 11.1 Autonomous College shall have an Examination Cell headed by Controller of Examinations. The Principal of the college shall be the Chief Controller, Examinations.11.2The Controller of Examinations shall be assisted by the Deputy Controller of Examinations along with other office support.

12. Financial Assistance.

- 12.1 The Commission shall provide financial assistance to autonomous colleges as per the extant provisions of the scheme guidelines (prescribed separately).However, self-financing colleges shall not be provided autonomy grant. In matters related to utilization of autonomy grant and maintaining the accounts, the college shall remain guided by the scheme guidelines.

13. Governance of an Autonomous College.

- 13.1 The autonomous college shall have the following statutory bodies to ensure proper management of academic, financial and general administrative affairs:(a)Governing Body(b)Academic Council(c)Board of Studies(d)Finance Committee(The Governing Body is different from Trust Board/Board of Management/Executive Committee/Management Committee).13.2The College shall, in addition, have other non statutory committees such as the Planning and Evaluation Committee, Grievance Redressal Committee, Examination Committee, Admission Committee, Library Committee, Student Welfare Committee, Internal Complaints

Committee, Extra-Curricular Activities Committee and Academic Audit Committee.13.3 Governing Body: A. Constitution of Governing Body of Private /Self Financing College/Constituent College run by Trust/Society

Number	Category	Nature
5 Members	Management	Trust or management as per the constitution or by laws, with the Chairman or President/ Director as the chairperson
2 Members	Teacher of the College	Nominated by the Principal based on seniority by rotation
1 Member	Educationist or industrialist	Nominated by the management
1 Member	UGC Nominee	Nominated by the UGC
1 Member	State Government nominee	Academician not below the rank of professor or State Government official of Directorate of Higher Education/State Council of Higher Education
1 Member	University Nominee	Nominated by the University
1 Member	Principal of College	Ex-officio

B. Constitution of Governing Body of Government Colleges

Number	Category	Nature
3 Members one of them to be Chairperson	Educationist, Industrialist, Professional	Nominated by the State Government, person of proven academic interest with at least PG level qualification
2 Members	Teacher of the College	Nominated by the Principal on seniority by rotation
1 Member	Educationist or industrialist	Nominated by the Principal for two years
1 Member	UGC Nominee	Nominated by UGC
1 Member	State Government nominee	Nominated by the State Government
1 Member	University Professor	Nominated by the University
1 Member	Principal of College	Ex-officio

C. Constitution of Governing Body of Constituent Colleges run by University

Number	Category	Nature
3 Members one of them to be Chairperson	Educational, Industrialist, Professional	Nominated by the University, person of proven academic interest with at least PG level qualification
2 Members	Teacher of the College	Nominated by the Principal on seniority by rotation

1 Member	State Government nominee	Nominated by the State Government
1 Member	University Professor	Nominated by the University
1 Member	UGC Nominee	Nominated by UGC
1 Member	Principal of College	Ex-Officio

Term: The Governing Body shall be reconstituted every three years except in the case of UGC nominee who shall have a term of five years. **Meetings:** Meetings of the Governing Body shall be held at least twice a year. **Functions of the Governing Body:** Subject to the existing provision in the bye-laws of respective college and rules laid down by the state government/parent university, the Governing Body shall:

- Guide the college while fulfilling the objectives for which the college has been granted autonomous status.
- Institute scholarships, fellowships, studentships, medals, prizes and certificates on the recommendations of the Academic Council
- Approve new programmes of study leading to degrees and/or diplomas.
- All recruitments of Teaching Faculty/Principal shall be made by the Governing Body/state government as applicable in accordance with the policies laid down by the UGC and State Government from time to time.
- To approve annual budget of the college before submitting the same at the UGC.
- Perform such other functions and institute committees, as may be necessary and deemed fit for the proper development of the college

13.4 Academic Council: Composition of Academic Council:

1. The Principal (Chairman)

2. All the Heads of Departments in the college

3. Four teachers of the college representing different categories of teaching staff by rotation on the basis of seniority of service in the college.

4. Not less than four experts/academicians from outside the college representing such areas as Industry, Commerce, Law, Education, Medicine, Engineering, Sciences etc., to be nominated by the Governing Body.

5. Three nominees of the university not less than Professors.

6. A faculty member nominated by the Principal (Member Secretary).

Term: The term of the nominated members shall be three years. **Meetings:** Academic Council shall meet at least twice a year. **Functions of the Academic Council:** The Academic Council shall have powers to:

- (a) Scrutinize and approve the proposals with or without modification of the Boards of Studies with regard to courses of study, academic regulations, curricula, syllabi and modifications thereof, instructional and evaluation arrangements, methods, procedures relevant thereto etc., provided that where the Academic Council differs on any proposal, it shall have the right to return the matter for reconsideration to the Board of Studies concerned or reject it, after giving reasons to do so.
- (b) Make regulations regarding the admission of students to different programmes of study in the college keeping in view the policy of the Government.
- (c) Make regulations for sports,

extra-curricular activities, and proper maintenance and functioning of the playgrounds and hostels.(d)Recommend to the Governing Body proposals for institution of new programmes of study.(e)Recommend to the Governing Body institution of scholarships, studentships, fellowships, prizes and medals, and to frame regulations for the award of the same.(f)Advise the Governing Body on suggestions(s) pertaining to academic affairs made by it.(g)Perform such other functions as may be assigned by the Governing Body.13.5Board of Studies:Composition of Board of Studies:

1. Head of the Department concerned (Chairman).

2. The entire faculty of each specialization.

3. Two subject experts from outside the Parent University to be nominated by the Academic Council.

4. One expert to be nominated by the Vice-Chancellor from a panel of six recommended by the college principal.

5. One representative from industry/corporate sector/allied area relating to placement.

6. One postgraduate meritorious alumnus to be nominated by the principal. The Chairman, Board of Studies, may with the approval of the principal of the college, co-opt:

(a)Experts from outside the college whenever special courses of studies are to be formulated.(b)Other members of staff of the same faculty.Term: The term of the nominated members shall be three years.Meetings: The Board of Studies shall meet at least twice a year.Functions: The Board of Studies of a Department in the college shall:(a)Prepare syllabi for various courses keeping in view the objectives of the college, interest of the stakeholders and national requirement for consideration and approval of the Academic Council;(b)Suggest methodologies for innovative teaching and evaluation techniques;(c)Suggest panel of names to the Academic Council for appointment of examiners; and(d)Coordinate research, teaching, extension and other academic activities in the department/college.13.6Finance Committee:Composition of Finance Committee:(a)The Principal (Chairman).(b)One person to be nominated by the Governing Body of the college for a period of two years.(c)Finance Officer of the affiliating University(d)One senior-most teacher of the college to be nominated in rotation by the principal for two years.Term: Term of the Finance Committee shall be three years.Meetings: The Finance Committee shall meet at least twice a yearFunctions of the Finance Committee: The Finance Committee shall act as an advisory body to the Governing Body, to consider:(a)Budget estimates relating to the grant received/receivable from UGC, and income from fees, etc. collected for the activities to undertake the scheme of autonomy; and(b)Audited accounts for the above.

14. Consequences of Voilation of Regulations.

- 14.1 All UGC directives shall be strictly followed, failing which UGC may take appropriate actions, as it deems fit, against the defaulting Autonomous College.

15. Removal of Difficulties.

- 15.1 University Grants Commission reserves the right to remove difficulty/difficulties in the course of implementation of these Regulations in consultation with the Government of India/Ministry of Human Resource Development.