



## GOVERNMENT OF KERALA

No.39512/J1/81/H.Edn.,  
Higher Education (J) Dept.,  
Trivandrum, Dated: 11-11-1981.

From

The Spl. Secretary to Govt.

To

The Manager,  
St. Joseph's College,  
Moolamattom,  
Arakkulam P.O. - 685591,  
Idikki District.

Sir,

Sub:- Private College - St. Joseph's College,  
Moolamattom - D.P. Agreement -  
Returning of -

:::

I am returning herewith the duplicate  
copy of the Agreement signed by the Special  
Secretary, Higher Education Department. The  
receipt of the agreement may be acknowledged.

Yours faithfully,

Sd/-

U. Peer Mohamed Rowther,  
Under Secretary,  
For Spl. Secretary to Govt.

Approved for issue.

Section Officer.

## A G R E E M E N T

<sup>31</sup>  
~~ARTICLES~~ OF AGREEMENT made and entered into this the twenty second day of September one thousand nine hundred and eighty one BETWEEN THE Governor of Kerala (herein after referred to as "the Government" of the one part and the Provincial, St. Joseph's Province, Puthuppally of the C.M.I. Congregation, Manager, St. Joseph's College, Moolamattam, (H. E. the name etc. of the Educational Agency herein after referred <sup>2-6</sup> as "the Educational Agency") which expression shall, when the context so admits, include also its legal heirs, representatives, executors, administrators and assigns) of the other part.

WHEREAS the Educational Agency is the owner and is in full control and management of the college mentioned and described in the Schedule hereto (hereinafter called the "Institution") together with all properties movable and immovable belonging or appertaining to the Institution.

WHEREAS the Educational Agency and the Government have agreed to certain terms and conditions with regard to the appointment of staff, admission of students, collection of fees and some other matters relating to the conduct and

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management of the affairs of the Institution as herein contained.

NOW THESE PRESENTS WITNESS and it is hereby mutually Agreed as follows:-

1. The Educational Agency shall obtain the prior sanction of Government for starting new institutions and for introducing new course/departments in the institution besides getting University affiliation/approval.

2. The institution shall not encourage directly or indirectly propaganda calculated to bring hatred, ill will, ridicule or contempt of the beliefs or practices of any religion.

3. Direct payment of salary shall be stopped by Government to such extent as may be deemed appropriate if the Management takes part in agitation directed against the authority of Government or inculcate opinions leading to excite among the students the feeling of disloyalty or disaffection towards Government.

4. The Institution shall introduce N. C. C., National Service Scheme if so directed by the Government.

5. The Government shall not be liable to pay salary to the staff of the institution during periods of strike direct or indirect by members of the staff of the institution.

6. 25% of seats in hostels, if any, attached to the institution shall be reserved for Scheduled Caste/Tribe students.

7. The Educational Agency shall allow the accounts and registers of the institution together with its endowments and trust accounts, its establishment, time-table and other registers for inspection and audit by such officers deputed by the Government, the Director of Collegiate Education, Zonal Deputy Director of Collegiate Education or the Accountant General and to furnish such returns as may be required by the Government, the Director of Collegiate Education, the Zonal Deputy Director of Collegiate Education or the Accountant General, as the case may be.

H. O. C. M. A.



8. Government shall have the discretion to refuse direct payment of salary to any teaching or non-teaching staff who is unqualified or who is considered unfit to hold the post after due enquiry by the Government or by the Director of Collegiate Education in consultation with the University.

9. The accounts and registers of the institution shall be audited by a Chartered Accountant and in the event of any objection in audit by the officers deputed by Government, the Director of Collegiate Education, the Local Deputy Director of Collegiate Education or the Accountant General being upheld, the Management shall refund the excess payments made by the Government or settle the objections in the manner as the Government may decide or direct.

10. Government shall be liable for direct payment of salary only to staff as may be admissible as per the workload and the fixation of staff approved by the University in the case of teaching staff and by the Director of Collegiate Education in the case of non-teaching staff.

11. Appointments/promotions of teaching and non-teaching staff made otherwise than in accordance with the provisions of the University Act and the statutes, ordinance, regulations etc. issued thereunder and the terms and conditions of the Agreement shall not be admitted for direct payment of salary to persons so appointed/promoted.

12. The Educational Agency shall cause to collect tuition fees including fines, if any, from the students admitted or to be admitted to the institution only at the rates prescribed by the University from time to time.

13. The Educational Agency shall cause to collect through the principal of the institution on or before the date prescribed according to the rules in each month, the tuition fees prescribed and fines imposed on the students and remit all such amounts to the credit of the Government in the Treasury at Thodupuzha in such manner as may be prescribed by the Government from time to time. The amount

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collected on a day shall be remitted in the said treasury within the next four working days.

14. The Educational Agency shall cause to collect from the students such special fees at such rates as may be prescribed by the University from time to time.

15. (i) The Education <sup>2. at</sup> Agency shall cause to remit all fee collections other than those mentioned in clause 12 and 13 in the Treasury at Thodupuzha in a separate account opened in the name of the principal of the institution. Such remittance shall be made within the next four working days after collection. The Principal shall be competent to draw money from this account and incur necessary expenditure on the items for which such fees were collected.

(ii) The special fee collected for a purpose shall be utilised only for the purpose for which it is intended and for no other purpose.

(iii) The special fee collected from the students of a college under the Educational Agency shall be utilised only for the purpose of that college and not for the purpose of any other college.

16. No fees other than those authorised under this agreement shall be collected from the students of the institution.

17. There shall be a Committee for the <sup>2. to</sup> section of teaching staff for the institution (hereinafter referred to as "the Committee for selection of Teaching Staff").

18. (i) All future appointments to the teaching staff of the institution whether provisional or permanent, shall be made by the Educational Agency only from a list of persons prepared by the Committee for selection of Teaching Staff.

(ii) The Committee for selection of teaching staff shall consist of the following members namely:-

- (a) Two representatives of the Educational Agency.
- (b) One member nominated by the Educational Agency from amongst the categories of Principals or Heads of Departments or Professors in the institution with the concurrence of the University of Kerala (Hereinafter referred to as "the University".)

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- (c) One member chosen by the Educational Agency from among officers of the Government of the category of Secretaries to Government and/or District Collectors provided however that, if for any reason the Government consider ~~that~~<sup>the</sup> the officer chosen by the Educational Agency cannot be deputed to the Committee, the Educational Agency shall choose another officer from among the same categories.
- (d) One expert to be chosen by the Educational Agency from a subject-wise list of Experts prepared by the University consisting of not less than five members. The list of Experts shall be made available to the Educational Agency on its request at the beginning of each academic year. If the Educational Agency considers ~~that~~<sup>the</sup> the list is insufficient, it may request for ~~more~~<sup>2</sup> names from the University and the University shall as far as possible, furnish more names.

19. A representative of the Educational Agency appointed under sub-clause (a) of clause 18 (2) or the representative of the Manager appointed under sub-clause (b) thereof as may be decided by the Educational Agency shall be the Chairman and the Convener of the Committee for selection of Teaching Staff.

20. The Committee for selection of Teaching Staff shall meet as often as is necessary.

21. The quorum for the meeting of the committee for selection of teaching staff shall be three and shall include the Government officer chosen under sub-clause 2(c) of clause 18 and the University expert under sub-clause 2 (d) of clause 18. If the meeting fixed for a day cannot be held for want of quorum or owing to the absence of one or both of the aforesaid members, the meeting shall stand adjourned and shall be held on the same day in the following week in the same place and time and the meeting shall then be considered valid even if either or both of the aforesaid members are not present. If the Government Officer or the University representative is likely to be ~~absent~~<sup>2</sup> on leave or otherwise, so as to make him likely to be unable to attend two consecutive meetings of the

*J. K. Kumbh*

Committee, he shall intimate the Educational Agency and Government/University sufficiently early and it shall be the duty of the Educational Agency to nominate substitutes in the Committee in the manner prescribed under clause 18(2)(b) or clause 18(2)(c), as the case may be and no further meeting of the Committee shall be held until such substitute(s) are nominated and notice of next meeting is given to the substitute(s) nominated.

22. The members of the Committee for selection of Teaching staff shall hold office for a period of one academic year commencing from 1st June and ending on 31st May.

23. The Educational Agency shall have the option to have all the members of the teaching staff selected purely on merit from candidates of all <sup>or</sup> communities or to reserve every alternate vacancy or fifty per cent of the vacancies for being filled on the basis of merit from among candidates of the Syrian Catholic community.

24. There shall be a committee for selection of Non-teaching staff for the institution (hereinafter referred to as "the Committee for selection of Non-<sup>teaching</sup> Staff").

25. All future appointments to the non-teaching staff of the institution whether provisional or permanent shall be made by the Educational Agency only from a list of candidates prepared by the Committee for selection of Non-teaching staff.

26. The Committee for selection of Non-teaching staff shall consist of the following members namely:-

- (a) Two representatives of the Educational Agency and
- (b) One member chosen by the Educational Agency from the Officers of the Government of the cadre of Revenue Divisional Officers and/or Deputy Collectors provided, however, that, if any reason Government consider that the Officers chosen by the Educational Agency cannot be deputed to the Committee, the Educational Agency shall choose another officer to the Committee from among the same cadre.

27. One of the representatives of the Educational Agency under sub-clause (a) to clause 26 as may be decided by the Educational Agency shall be the Chairman. The Committee shall meet as often as necessary. A decision of the Committee will be valid only if at least two members of the Committee are present; of which one shall be the member deputed by Government.

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28. The members of the Committee for selection of Non-teaching staff shall hold office for a period of one academic year from the date of their assumption of office as such.

29. All future admission of students to the institution shall be on the following basis namely:-

(a) Twenty per cent of the total number of students in each college under the Educational Agency shall be reserved for students belonging to the Scheduled Castes and Scheduled Tribes. Those seats which cannot be filled on this basis shall be filled on the basis of merit from among backward minority communities in case the college is run by a backward minority community and from among other backward communities in all other cases.

(b) Ten per cent of the seats shall be reserved for the Syrian Catholic community. These seats will be filled strictly on the basis of merit from among the students of the said community.

(c) Fifty per cent of the seats will be filled up by open selection on the basis of merit.

(d) The remaining seats will be filled up by the Educational Agency by candidates of its choice.

Explanation I:- Backward Minority Community under this sub-clause means:- The Communities mentioned as items II, III and IV of the Annexure to the G.O.(P)208/66/Edn. dated 2nd May 1966.

Explanation II:- Backward Community means:- All the Communities included in the Annexure to the G.O.(P)208/66/Edn. dated 2nd May 1966.

Explanation III:- Other Backward Community means:- The communities included as items IV and V to the Annexure to the G.O.(P)208/66/Edn. dated 2nd May 1966.

30. The list of students selected on the basis of merit shall be published on the notice board of the institution specifying also the marks secured by each student.

31. The Government shall disburse directly through the Principal of the institution to the teaching and non-teaching staff of the institution their pay and allowances due to them and which accrue from 24-8-1961.

*J. O. Molina*



32. The Government shall not be liable for any claims of the teaching and non-teaching staff of the institution towards their pay and allowances or Provident Fund or Gratuity or any other account what so ever in respect of any period prior to 24-8-1981 except and to the extent herein provided.

33. The pay and allowances paid to the teaching and non-teaching staff of the institution prior to the introduction of the Direct Payment Scheme will be adopted as the pay and allowances of the respective members of the staff for the period from 24-8-1981. Any arrears due to the staff on account of fixation of pay, increments etc. for the period from 24-8-1981 will be paid by the Government after those claims are worked out by the Director of Collegiate Education and approved by the Government.

34. The scale of pay of the staff will be as admissible to each category in Government service. Their pay and grade will be regulated based on the length of service put in by them. Higher, start, if any, given by the Management will not be admitted while regulating their pay admissible to each category for purpose of direct payment.

35. Any grant or any concession if any received by the Educational Agency from Government or University shall be discontinued with effect from 24-8-1981 and the Educational Agency shall be eligible to receive from Government only the payments provided for in this agreement.

36. The Educational Agency shall discharge all liabilities relating to the period prior to 24-8-1981 in respect of the arrear of salary, allowances, provident fund and all other claims of the teaching and non-teaching staff of the institution and also in respect of all dues to the Government and the University even if such liabilities are detected later.

37. The Government shall pay the Educational Agency a grant towards contingency expenditure for each academic year. The grant for the college shall be fixed by Government calculated on a per capita figure with a ceiling both to be worked out and fixed for each category of students, namely:-

Pre-Degree	- Arts and Science.
Degree	- Arts and Science.
Post-graduate	- Arts and Science.

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Of this grant, 50 percent will be paid in advance in April or May and the rest paid before the end of the year. If on audit it is found out later that any excess is paid on this account, such excess will be adjusted in the grant to be paid for the subsequent period.

38. The Government shall pay the Educational Agency every academic year a grant towards maintenance and repairs of the college calculated on the basis of a per capita figure with the help of the Public works department, with a ceiling to be worked out and fixed by Government separately with reference to the pre-degree, degree and post-graduate classes. Of this grant, 50 per cent will be paid in advance in April or May and the rest paid before the end of the year. If on audit it is found out later that any excess is paid on this account, such excess will be adjusted in the grant to be paid for the subsequent period.

39. The Government shall pay a grant towards Library and Laboratory based on the norms worked out in consultation with the Universities.

40. The decision of the Government regarding the amounts payable to the Educational Agency under classes 36, 37 and 38 shall be final and binding on the Educational Agency.

41. The Educational Agency shall be responsible and liable for the due and prompt observance of and compliance with all the terms and conditions of this Agreement except those which are to be observed by the Government.

42. In case the Educational Agency commits breach of all or any of the terms and conditions herein contained, the Government shall have the power and authority to stop, discontinue or with-hold all or any of the payments to the Educational Agency and or to the staff under those payments and also to recover from the Educational Agency the amounts found due to the Government under this Agreement.

43. If it is found at any time that any wrong payment has been made by the Government to the Educational Agency by mistake or otherwise, the Educational Agency shall refund the same to the Government immediately on demand.

*J. N. M.*



44(a) In this Agreement, the term Institution wherever it is used shall, unless the context otherwise requires, mean and include all Arts and Science Colleges including Home Science colleges which are and which may thereafter come under the ownership or management or control of the Educational Agency.

(b) In this Agreement the term Educational Agency means any person or body of persons who or which owns, controls, maintains and manages one or more private colleges.

45. All sums found due to the Government under or by virtue of this Agreement shall be recoverable from the Educational Agency and its properties movable and immovable, under the provisions of the Revenue Recovery Act for the time being in force, as though such sums are arrears of Land Revenue and also in any other manner as the Government may deem fit.

46. This Agreement is executed in duplicate, the original shall be with the Government and the duplicate copy with the Educational Agency. The executants hereof., on behalf of the Educational Agency namely Provincial, St. Joseph's Province Puthuppally of the C.M.I. Congregation, Manager, St. Joseph's College Moolamattam hereby declare and they have full powers and authority to execute these presents on behalf of St. Joseph's Province, Puthuppally, Kottayam by virtue of the power vested in them under article no. 157, 158 of the constitutions of the C.M.I. Congregation.

47. This agreement will be deemed to have come into force with effect from 24-8-1981.

In witness whereof Fr. Colombiere C.M.I., Manager for and on behalf of the Educational Agency namely Provincial, St. Joseph's Province, Puthuppally of the C.M.I. Congregation and the Special Secretary to Government in the ~~Higher Education~~ Department for and on behalf of the Governor of Kerala have here unto set their hands the day and year first above written.

J. Colombiere

S C H E D U L E

ST. JOSEPH'S COLLEGE, MOOLAMATTAM

Arakkulam P.O., Idikki Dist.-685591

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Signed by Fr. Colombier C.M.I. Fr. Colombier  
for and on behalf of the St. Joseph's Province,  
Puthuppally of the C.M.I. Congregation.

In the presence of witnesses:

1. Fr. Sylvester Thekkunkal Fr. Thekkunkal
2. Fr. John Marakaparampil Fr. John CM

Signed by Sri... M. Mohankumar.....  
Special Secretary to Government Higher Education  
Department for and on behalf of the Governor of Kerala.

In the presence of Witnesses:

1. B. Vasanthi, Joint Secretary,  
Higher Education Department,
2. Secretariat, Trivandrum.

B. Vasanthi

2. U. Peer Mohamed Rowther,  
Under Secretary, Higher Edn. Dept.,  
Secretariat, Trivandrum.

U. Peer Mohamed Rowther



By Registered Post.

ON I.G.S.



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To The Manager,

St. Joseph's College,  
Moolamattom.

Arakkulam P.O. 685591,  
Idiokeri District.

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