



GOA UNIVERSITY

Taleigao Plateau, Goa

NOTIFICATION

(No.2/674/21-Legal(Vol.XI)/ 1138)

It is notified for the information of all concerned that the following Part Amendment to Statute SC-15 relating to Autonomous Colleges, which has been carried out by the Executive Council of Goa University in its meeting held on 31st May, 2021 and the same has been assented to by the Hon'ble Chancellor on 17th September, 2021.

Part Amendment to Statute SC-15 relating to Autonomous Colleges.

SC-15.1. Introduction

The role of the University in the affiliating system of Colleges is to oversee the working of the Colleges, to act as an examining body and to award degrees. Autonomy to Colleges provides academic freedom to design their own Programmes, courses, methods of instruction and evaluation. Autonomy may be granted to those Colleges with adequate potential.

SC-15.2 Objectives of Autonomy

An Autonomous College shall have the freedom:

1. To review existing Programmes and, restructure, redesign and prescribe its own Programmes of study and syllabi.
2. To formulate new Programmes within the nomenclature specified by UGC as per the Specification of Degrees 2014 and amended from time to time.
3. To evolve methods of assessment of student's performance, conduct of examinations and notification of results.
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.
5. To fix fees of the courses at their own level with the approval of the State Government.
6. To constitute their own Governing Body, Academic Council, Board of Studies and Finance Committee.
7. To 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.

8. The Autonomous Colleges shall continue to receive funds as being done before the grant of Autonomous Status, if any.
9. 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 PhD offered by the College. The courses introduced by the College after the conferment of Autonomous Status shall automatically come under the purview of Autonomy.
10. The students already enrolled at the time of granting Autonomy to the College shall also be covered.

SC-15.3

Relationship with the parent University, the State Government and other Educational Institutions:

1. Autonomous Colleges are free to make use of the expertise of University Departments/Schools and other Institutions to frame their curricula, devise methods of teaching, examination and evaluation. They can recruit their teachers according to the existing procedures laid down by the UGC/University from time to time (for private and government Colleges).
2. The parent University will accept the methodologies of teaching, examination, evaluation and the 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.

SC-15.3.1

Role of the Parent University

1. The University shall forward the application of the College for Autonomous Status, nominate persons on the Expert Committee and various Statutory Bodies and notify within 30 days, a College to function as an Autonomous entity once Autonomous Status is conferred on the College.
2. If the University does not forward the application of the College for Autonomous Status, nominate persons on the Expert Committee and various Statutory Bodies and notify the College within 30 days, it shall be presumed that the University has no objection to the processing of the application to the UGC for conferment of Autonomous Status.

3. The College on attaining Autonomous Status shall continue to be affiliated to the Goa University but will enjoy the privileges of Autonomy.
4. To promote academic freedom in Autonomous Colleges by encouraging the introduction of innovative academic Programmes;
5. To facilitate new Programmes of study subject to the required minimum number of hours of instruction, content and standards;
6. To permit Autonomous Colleges to issue their own provisional, migration and other certificates;
7. To ensure that Degrees/Diplomas/Certificates issued indicate the name of the College ;
8. To depute various nominees of the University to serve in various committees of the Autonomous College s and obtained feedback on their functioning;

SC-15.3.2 Role of the State Government

1. To nominate persons on the Expert Committee and various Statutory Bodies within 30 days.
2. To continue providing the same funds to Government/Aided College s as they had been receiving before the conferment of Autonomous Status.
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 times.
4. To avoid as far as possible, the transfer of teachers, especially in College s where academic innovation and reforms are in progress, except for need-based transfers.
5. To convey State Government concurrence for the extension of Autonomy of any College to the UGC within 90 days from the receipt of the Review Committee Report, failing which it will be considered that the State Government has no objection to the College continuing to be Autonomous.
6. The Autonomous College shall not ordinarily create any additional direct or indirect financial liability on the part of Government without its prior permission, provided that no Autonomous College shall create any new teaching non-teaching positions without the prior permission of the State Government.

7. The Autonomous College shall not exercise powers so as to result in rendering any of its existing staff surplus, either by reducing the intake capacity or closing the existing Programme (s) or Subject(s).
8. If the grant of Autonomous Status to a College involves structural changes that necessitate some teaching and non-teaching personnel to be rendered surplus, the Autonomous College shall retain the said personnel in service by giving them suitable assignments in that College.

SC-15.4

Eligibility for seeking Autonomy

1. Colleges (of any discipline) whether aided, partially aided or unaided/self-financed are eligible provided they are recognized under Section 2(f) of the UGC Act
2. The College should have existed for a minimum of 10 years.
3. The College 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.
- 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 on-site 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 on-site visit by the Expert Committee.

The Colleges are required to adhere to University Grants Commission's Regulations such as (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, (d) setting up of Internal Complaints Committee as per the 2013 Act for the prevention prohibition and redress of sexual harassment of women at the workplace.

The application of Colleges covered under SC- 15.5 4 (ii) and (iii) above shall be considered as the Report of the Expert Committee for consideration of the Commission and its approval thereof.

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.
6. College 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)

SC-15.5

Conferment/Extension of Autonomous Status

1. A College intending to become Autonomous shall apply to the Registrar of Goa University, in the prescribed format, along with the prescribed fees.
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 University for the record of the UGC.
3. The College shall submit the proposal to the Registrar of Goa 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".
4. If the University and State Government 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.

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 Chairperson 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 of Goa University and the State Government. A UGC official may be nominated to coordinate the visit.
6. The decision for conferment /extension of Autonomous Status shall be taken by the Standing Committee (comprising of three Commission members) on Autonomous College 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. 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.
8. The Autonomous College shall apply in the prescribed format to University Grants Commission for extension of Autonomous Status six months prior to the expiry of the Autonomy cycle.
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.
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.
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 Goa University to UGC for consideration. However, such withdrawal shall take effect only after the last batch of students then enrolled under Autonomy passes out.

SC-15.6**Criteria for Granting Autonomy to College**

1. Academic reputation and previous performance in University examinations and its academic/co-curricular/extension activities in the past.
2. Academic/extension/research achievements of the faculty.
3. Quality and merit in the selection of students and teachers, subject to statutory requirements in this regard.
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.
5. Quality of institutional management.
6. Financial strength of the institution.
7. Responsiveness of administrative structure.
8. Motivation and involvement of faculty in the promotion of innovative reforms.

SC-15.7

The Vice-Chancellor of Goa University shall constitute a Scrutiny Committee to scrutinize the applications received. The Committee shall include:

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| 1) One member of the Executive Council | Chairperson |
| 2) One member of the Academic Council | Member |
| 3) Director of Higher Education | Member |
| 4) Chairperson of the Principals' Forum | Member |
| 5) President of University and College Teachers' Association | Member |

The report of the Scrutiny Committee shall be placed before the Academic Council for its consideration. After careful consideration of the report, the Academic Council shall recommend the cases of such Colleges to the Executive Council for its consideration and final decision.

SC-15.7.1

The Scrutiny Committee shall inter alia, apply the following criteria in examining the application and in making its report thereon:

- (a) Whether the College provides adequate facilities for the pursuit of excellence and academically suitable climate of scholarship.
- (b) Whether it has the reputation of having high standards and has consistent good record of performance of students at the University examinations, for the preceding five years.
- (c) Whether the faculty members have attained reputation, in terms of good academic qualifications, performance in teaching, research, research publications and extension activities.
- (d) Whether it admits students on the basis of merit.
- (e) Whether it has an academically viable and administratively feasible student population.
- (f) Whether the reservation of seats for the students, belonging to the reserved categories, is as per the norms prescribed by the Government.
- (g) Whether it has adequate physical facilities in the form of buildings, library, laboratories, equipments, gymkhana, play ground etc. of its own.

- (h) Whether it provides the administrative set up and the pattern of governance involving the faculty, which is conducive to academic innovation and development.
- (i) Whether the College has made sufficient provision of financial resources so as to enable it to meet its responsibilities as an Autonomous College over and above the salary and non salary grants receivable from the Govt. of Goa as per the grant-in-aid scheme and grants receivable from University Grants Commission, and whether it has continuous access to financial resources to provide for further development.
- (j) Whether the preparation for the Autonomy in respect of staff, departments and the management has been adequately made as visualized in the UGC guidelines on Autonomous Colleges.
- (k) Such other matters as may be deemed necessary for meeting the aims and objectives of an Autonomous institution.

SC-15.7.2 (a) Once the application is rejected by the University, the reasons thereof shall be communicated to the applicant.

SC-15.7.2 (b) Once the application is rejected, the University shall ordinarily not entertain fresh application of the said College before the expiry of two years from the date of rejection of such application.

SC-15.7.3 (a) The Registrar shall send the proposal along with the application, and resolution of the Executive Council and all the relevant documents to the University Grants Commission, for its approval.

SC-15.7.3 (b) On receipt of approval of the University Grants Commission, the Registrar shall notify and communicate that the Autonomous Status is conferred on the College subject to conditions, if any. The Autonomous Status shall be conferred to the institution as a whole and shall be introduced in a phased manner and be effective from the beginning of an academic year as specified by the University in the Notification.

First Year of Autonomy	: First Year of a Programme/One Year Programmes.
Second Year of Autonomy	: First Year and Second Year of a Programme /Two Year Programmes.
Third Year of Autonomy	: First Year, Second Year and Third Year of a Programme/Three Year Programmes.
Fourth Year of Autonomy	: First Year, Second Year, Third Year and Fourth Year/Four Year Programmes.
Fifth Year of Autonomy	: First Year, Second Year, Third Year, Fourth Year and Fifth Year / Five Year Programmes.

SC-15.8

The Autonomous College notified by the University shall be entitled to grants for salary, non-salary and other from the State Government from time to time as applicable to aided Colleges in the State.

SC-15.9**Monitoring of Autonomous Colleges**

The right of Autonomy may not be conferred once and for all. It has to be continuously earned by the College. The Status of Autonomy shall be granted initially for a period of ten years; further extension shall be for five years at a time except those covered SC- 15.5 5.

1. An Internal Quality Assurance Cell (IQAC) shall be established in the College for regular monitoring of the College and intimate UGC accordingly. The IQAC shall have an External Peer Review Team comprising of academicians of repute and will send a report to UGC regarding the performance of the College. The report shall also be put up on the website of the College. The External Peer Review shall be conducted at least once in a year.
2. An adverse report by the External Peer Review Team or in case of a complaint, UGC has the powers 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.
3. The Autonomous College shall, without fail, upload on its website information regarding the Programmes offered by it, the fees for the Programmes, the details of the faculty along with 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.
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.
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 a progress report alongwith the utilization certificate annually as per prescribed format.
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.
7. The 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.

SC-15.10

The Powers under Autonomy.

- a) To frame, to determine and to prescribe its own programmes of study and syllabi for the programme(s), subject(s) for which Autonomy is granted.
- b) Admit students to professional programmes as per Government rules from time to time.
- c) Impart instruction and training, using modern methods.
- d) Conduct tests and examinations using innovative methods for award of the degrees on behalf of the University and diplomas and certificates of its own.
- e) Subject to prior permission of the Government and/ or the University, create posts of teachers, non-vacational academic staff and non-teaching employees and appoint suitable persons as per the provision of Statutes and Govt. rules as the case may be.
- f) Appoint the panel of paper-setters, examiners, moderators and invigilators on the recommendations of the Examination Committee.
- g) Declare the dates of examinations and their results, as per the recommendations of the College Examination Committee.
- h) Collaborate with other national and international institutions, agencies, industries and similar organizations in the teaching, research, extension Programmes, production of teaching material and institute awards, medals, scholarships and freeships.
- i) Perform such other duties and responsibilities as may be necessary to fulfill the obligations of Autonomous Status.

SC-15.11

1. Institution shall have the powers to make, amend or repeal its own rules and regulations on matters of academics, admissions, examinations, administration, financial procedures, etc., within the framework of these Statutes.
2. The rules and regulations shall be made, amended or repealed subject to the prior approval of the Governing Body and shall come into effect from the date of its approval.
3. The University may recommend certain matter(s) to the Autonomous College for making necessary rules or regulations.
4. The Autonomous College shall notify the rules and regulations so framed or the change(s)/ amendment(s) and repeals and communicate the same to

all concerned from time to time.

5. If any question arises regarding interpretation of provision of any rules or regulations, the matter may be referred to the Vice-Chancellor who shall, after taking such advice as he thinks necessary, decide the question and his decisions shall be final.

SC-15.12

1. The Autonomous College shall not ordinarily create any additional direct or indirect financial liability on the part of Government without its prior permission.

Provided that no Autonomous College shall create any new teaching non-teaching positions without the prior permission of the University or the State Govt. as the case may be.

2. The Autonomous College shall not exercise powers so as to result in rendering any of its existing staff surplus, either by reducing the intake capacity or closing the existing subject(s) or course(s).

3. However, in case due to shift to an Autonomous Status involving structural changes introduced by the Autonomous College, some teaching and non-teaching personnel are rendered surplus, the Autonomous College shall retain all personnel in service on the date of grant of Autonomy to the Autonomous College by giving them suitable assignments in the institution.

SC-15.13

Governance of an Autonomous College

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)

2. The 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.

SC-15.13.1 Governing Body:**(A) Constitution of Governing Body of Government College:**

Number	Category	Nature
Three Members, one of whom will be Chairperson	Educationist, Industrialist, Professional	Nominated by the State Government, persons of proven academic caliber with at least Post Graduate level qualification
Two Members	Teachers of the College	Nominated by the Principal on seniority by rotation
One Member	Educationist or Industrialist	Nominated by the Principal for two years
One Member	UGC Nominee	Nominated by UGC
One Member	State Government Nominee	Nominated by the State Government
One Member	University Professor	Nominated by the University
One Member	Principal of College	Ex-Officio

(B) Constitution of Governing Body of Constituent College run by the University:

Number	Category	Nature
Three Members, one of whom will be Chairperson	Educationist, Industrialist, Professional	Nominated by the University, persons of proven academic caliber with at least Post Graduate level qualification
Two Members	Teachers of the College	Nominated by the Principal on seniority by rotation
One Member	State Government Nominee	Nominated by the State Government
One Member	University Professor	Nominated by the University
One Member	UGC Nominee	Nominated by UGC
One Member	Principal of College	Ex-Officio

(C) Constitution of Governing Body of Private/Self-Financed Colleges /Constituent College run by Trust/Society

Number	Category	Nature
Five Members	Management	Trust or Management as per the constitution or byelaws, with the Chairperson or President/Director as the Chairperson
Two Members	Teachers of the College	Nominated by the Principal based on seniority by rotation
One Member	Educationist or Industrialist	Nominated by Management
One Member	UGC Nominee	Nominated by the UGC
One 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
One Member	University Nominee	Nominated by the University
One Member	Principal of College	Ex-Officio

Term: The Governing Body shall be reconstituted every three years except for the UGC nominee who shall have a term of five years.

Meetings: Meetings of the Governing Body shall be held at least twice a year.

SC-15.13.2 Functions of the Governing Body:

Subject to the existing provision in the bye-laws of respective Colleges and rules laid down by the State Government/Goa 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 to the UGC.

- (f) Perform such other functions and institute Committees, as may be necessary and deemed fit for the proper development of the College
- (g) The Governing Body may refer any of the subjects within its purview to the relevant Committee/Body of the Autonomous College. The report of the Committee shall be considered by the Governing Body.
- (h) The members of the Governing Body shall safeguard the interest of the Autonomous College and honour the resolutions.

SC-15.13.3 Meetings of the Governing Body

- (a) There shall be not less than two meetings of the Governing Body in an academic year.
- (b) The meeting of the Governing Body shall be held on the date(s) determined by the Chairperson. The Principal/ Head shall issue a notice of meeting at least fifteen clear days before the date of the meeting.
- (c) The Principal/ Head shall issue an agenda of the meeting to the members at least seven clear days prior to the date of the meeting.
 - (i) Provided however, in case of an emergency meeting the period notice or agenda shall be waived.
 - (ii) Provided further that, in case of any emergency, other items may be taken up for consideration with the approval of the Chairperson, even if these items are not included in the agenda.

SC-15.13.4 Quorum

Five members shall constitute the quorum. In case of want of quorum the meeting shall be adjourned by half an hour and no quorum shall be required for such adjourned meeting.

- SC-15.13.5** The Chairperson, or in his/her absence, a member nominated by him/her for the purpose shall preside over the meeting. However, in the absence of the so nominated member, the members present shall elect the Chairperson for the meeting.

SC-15.13.6 Minutes of the meeting of the Governing Body

The decision of the Governing Body shall be recorded in the resolution form. The resolution shall not contain the deliberations and discussion and whether the decision is unanimous or otherwise, except the mention of any dissent specifically requested for by the member(s) for being so recorded.

- SC-15.13.7** The Member-Secretary shall read the minutes of the meeting at the end and the same shall be approved by the Chairperson. The minutes of meeting shall be circulated to the members of the Governing Body.

Upon approval of the minutes by the Chairperson, the Member-Secretary

shall proceed with implementation of the said resolutions. The action taken on the resolutions shall be reported to the Governing Body in its subsequent meeting(s).

SC-15.13.8 The Member-Secretary shall ensure that the action taken on every resolution of the Governing Body is duly reported to the Governing Body as soon as the action thereon is completed. In order to ensure proper reporting, the Secretary may adopt suitable administrative measure such as maintaining the register of the items the resolutions thereon and the nature of action taken.

SC-15.13.9 The members of the Governing Body shall safeguard the interest of the Autonomous College and honour the resolutions.

SC-15.14

Academic Council:

The Academic Council shall be solely responsible for all academic matters, such as framing of academic policy, approval of courses, regulations and syllabi. The Council shall 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 shall not be subject to any further ratification by the Academic Council or other statutory bodies of the university.

1. Composition of the Academic Council:

1. The Principal (Chairperson)
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).

2. Term: The term of the nominated members shall be three years.

3. Meetings: Academic Council shall meet at least twice a year.

4. 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 programmes 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 pertaining to academic affairs made by it.

Perform such other functions as may be assigned by the Governing Body.

SC-15.15

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 programmes, reviewing and updating syllabi from time to time, introducing new programmes of study, determining details of continuous assessment, recommending panels of examiners under the Semester System.

1. Composition of Board of Studies:

- 1. Head of the Department concerned (Chairperson).
- 2. The entire Faculty of each Specialization.
- 3. Two subject experts from outside Goa 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, atleast one of whom should be a Faculty member of the concerned and allied discipline from Goa University.
- 5. One representative from industry/corporate sector/allied area relating to placement.
- 6. One Postgraduate meritorious alumnus to be nominated by the Principal.
- 7. Expert/Chairperson, Board of Studies of the concerned discipline/allied discipline at Goa University.
- 8. The Chairperson, Board of Studies, may with the approval of the Principal of the College , co-opt
 - (a) Experts from outside the College whenever special programmes of studies are to be formulated.
 - (b) Other members of staff of the same faculty.

2. Term: The term of the nominated members shall be three years.

3. Meetings: The Principal of the College shall draw the schedule for

meeting of the Board of Studies for different subjects. The meeting may be scheduled as and when necessary, but at least twice a year.

4. Functions: The Board of Studies of a Department in the College shall:

- (a) Prepare syllabi for various programmes 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.
- (d) Coordinate research, teaching, extension and other academic activities in the Department/College.

SC-15.16

Examination Cell and System

Autonomous College shall have an Examination Cell headed by the Controller of Examination who will be a permanent faculty nominated by the Principal on the basis of potential of the person. The Principal of the College shall be the Chief Controller of Examinations. The Controller of Examination will create his/her own team with the approval of the Principal of the College. The team shall consist of Deputy Controllers/Assistant Controllers; the number of persons to be nominated shall depend on the quantum of work in the Examination Cell. Teachers working in the College shall be nominated in the Examination Cell for a period of three years. They will continue doing their teaching work as scheduled by the College.

There shall be a team of Office Assistants, Computer Programmers, Data Entry Operators and other helpers in the Examination Cell.

Examination Cell will have appropriate printing unit also for printing of question papers and other relevant confidential material. All part-time/full time functionaries of the Examination Cell shall be paid honorarium for the extra work being done by them apart from their usual work. Such honoraria shall be proposed by the Finance Committee and shall be approved by the Governing Body. Governing Body may also approve appointment of full time office staff in the examination cell on contractual basis on the recommendation of Finance Committee. The salary of such staff will also be decided by the same mechanism.

There shall be continuous, comprehensive evaluation of students through internal and external examination. At least 2 internal examinations per semester and 1 semester ending examination should be conducted.

In order to motivate students to be free of rote learning, various mechanism of internal evaluation should be adopted such as group discussion, paper reading, home assignments and viva voce. Remuneration for examination work should be decided by the finance committee and should be approved by the Governing Body. In no case it should be less than that paid by the parent university.

SC-15.17**Powers and Duties of the Examination Committee:**

The Autonomous College shall constitute an Examination Committee.

1. The Examination Committee shall:
 - (i) Ensure proper organization of Examinations and tests including moderation, tabulation and declaration of the results. The examinations and evaluation shall be carried out in such a manner as to enhance the faith and credibility in the minds of the Students and the society, by being fair, rational and transparent.
 - (ii) Appoint Examiners, Moderators and Paper Setters from amongst the persons included in the panels prepared by the respective Boards of Studies.
 - (iii) Undertake exercise and experiment in examination reforms.
2. In order to investigate and take disciplinary action for malpractices and lapses, the part of candidates, Paper-Setters, Examiners, Moderators teachers or any other persons connected, with the conduct of examination, the Committee shall constitute a sub-Committee consisting of three members, one of whom shall be the Chairperson.
3. The recommendations of the Sub-Committee shall be placed before the Examination Committee, which shall take disciplinary action in the matter as deemed fit.
4. Two-third members shall constitute the quorum. In case of want of quorum the meeting shall be adjourned by half an hour and no quorum shall be required for such adjourned meeting.
5. The Committee shall meet at least twice during the academic year and such other times as may be required.
6. The Committee shall perform such other duties and responsibilities, which is assigned to it from time to time by the Governing Body.

SC-15.18**Award of Degrees:**

Goa University shall award degrees to the students evaluated and recommended by the Autonomous Colleges. The degree certificates shall be in a common format devised by the University. The name of the College shall be mentioned in the degree certificate.

SC-15.19**Finance Committee:**

The Autonomous College shall constitute a Finance Committee.

1. Composition of Finance Committee:

- (a) The Principal (Chairperson).
- (b) One person to be nominated by the Governing Body of the College

for a period of two years.

(c) Finance Officer of the Goa University

(d) One senior-most teacher of the College to be nominated in rotation by the Principal for two years.

2. Term: Term of the Finance Committee shall be three years.

3. Meetings: The Finance Committee shall meet at least twice a year

4. Functions 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.

(b) Audited accounts for the above.

SC-15.20

Purchase Committee:

The Autonomous College shall constitute a Purchase Committee.

1. Composition: The Purchase Committee shall consist of:

(i) Chairperson of the Governing Body or his/her nominee – Chairperson/ Principal-Member Secretary.

(ii) Two senior teachers/ two professors to be nominated by the Principal.

(iii) One representative of the Governing Body.

2. The Powers and duties of the Purchase Committee:

(i) All matters pertaining to purchases wherein individual cost of each items, exceeds the amount as specified by the Governing Body shall be placed before Purchase Committee.

(ii) Ordinarily, the Superintendent of the Autonomous College shall act as the Secretary to the Purchase Committee.

(iii) The Committee may, if necessary, suggest the name(s) of the expert(s) to scrutinize the purchase, which are of technical nature.

(iv) The Committee may maintain rate contracts with approved dealers for supply of consumable etc.

SC-15.21

Resource Mobilization:

1. The Autonomous College shall be competent to raise its own resources by:

(a) Accepting endowments and/or donations, which are not linked with admissions/appointments.

(b) Revising fees with the permission of the Governing Body and the State Govt.

(c) Accepting grant-in-aid as applicable to aided College s in the State.

(d) Inviting other assistance from funding agencies.

(e) Generating such other sources, which are legally permissible and in consonance with the objectives of the University and of the Autonomous College.

2. The resources realized by the Autonomous College shall be utilized solely for the purpose of the conduct and development of the Autonomous College.

SC-15.22

Review Committee:

1. A Review Committee constituted by the Chairperson, UGC, with a few experts may visit the Colleges to review the working of the Autonomous Colleges as under:-
 - (1) 3 Experts out of which one shall be the Chairperson.
 - (2) One Nominee of the Affiliating University
 - (3) UGC Officer (Member Secretary)
2. The UGC Review Committee may visit the College in between 5th and 6th year of Autonomy.
3. The University shall send its own Review Committee consisting of its members and a State Government nominee, at least once during the tenure of the Autonomy.
4. To avoid hardship to existing Autonomous College, provision of 80% of the admissible grant will be released to such Autonomous Colleges by the Regional Offices as an "On Account" grant, in case the review of the Autonomous Colleges is delayed beyond the expiry of tenure of Autonomy.
5. Also in the event of delay in the review report and renewal of Autonomy, the College will continue to enjoy Autonomy with the entitlements of benefits, fiscal or otherwise so conceived under the scheme, unless the government or Goa University, by a special Order, withholds such continuation.
6. In the event of the availability of evidence confirming decline in standards in an Autonomous College, it shall be open to the UGC and the University to revoke the Autonomous Status of that College after careful scrutiny, and mutual consultation and due notification to the management. In such cases the students already admitted under the Autonomous scheme would be allowed to complete the course under Autonomous Status.

SC-15.23

Compliance by the College

1. The Autonomous College has to submit the compliance report in response to the University Review Committee report for consideration of the University Academic Council.
2. Notwithstanding anything contained in the foregoing provisions, the University may, suo-motu, or on receipt of complaints that the Autonomous College has violated any or all applicable provisions of these Statutes or guidelines of the University Grants Commission, the Government or Goa University, and as a result has adversely affected or

jeopardized the principles observing the conferment of Autonomous Status, appoint a special committee and obtain report there from which shall be considered by Academic Council in a special meeting convened for the purpose.

SC-15.24

Evaluation:

1. The Academic Council, on the basis of the reports of the Review Committee(s), and of the compliance thereof, may decide to extend or revoke the Autonomous Status conferred on the College and recommend accordingly to the Executive Council.
2. If the Executive Council decides to revoke the Autonomous Status, the Autonomous College shall be given sufficient and proper opportunity, to submit its say.
3. The Executive Council, after examining the say of the concerned institution, may revoke the Autonomous Status if not satisfied and recommend the same to the Government and the University Grants Commission for concurrence.
4. On receipt of the concurrence of the Government and of the University Grants Commission, the Registrar shall communicate to the Autonomous College and the Autonomy thereof shall be revoked, as stated in the following clauses, by stages.
5. The revocation of the Autonomy conferred on the Autonomous College shall be in phases. The students admitted prior to the revocation of Autonomous Status shall continue to be treated as students of Autonomous College and shall be given reasonable period to complete their respective course, to which they were admitted.

SC-15.25

Surrender of Autonomy

In case the Autonomous College as per recommendations of its Governing Body, desires to surrender the Autonomous Status, it shall apply to the Registrar in writing, stating reasons.

On receipt of such request, the Registrar shall place the same before the Executive Council for its decision.

SC-15.26

Status of the College after Surrender/revoking of Autonomy

The Autonomous College of which Autonomous Status is revoked or surrendered shall resume the Status of Affiliated College as the case may be prior to grant of Autonomous Status and subject to the conditions, as may be prescribed by the competent authorities.

SC-15.27

Other Committees:

1. In addition to the Committees mentioned in foregoing Statutes, the Autonomous College shall constitute Committees such as Planning and Evaluation Committee, Grievances Committee, Library Committee,

Admission Committee and Committee on Students' Welfare and extra-curricular matters as deemed necessary.

2. Composition of such Committees, the quorum, the powers and duties shall be as prescribed by the Governing Body of the College.

SC-15.28

Matters regarding starting of new Programmes

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 programmes.
2. An Autonomous College is free to start a new degree or postgraduate programmes/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 programmes 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 programmes.
3. An Autonomous College may rename an existing programme 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.

SC-15.29

Teaching Faculty

1. The recruitment of the teaching faculty, and their qualifications, reservation rules and service conditions of the teaching faculty shall be as per the statutes, prepared by the University, from time to time.
2. The service conditions, qualifications, recruitment rules and reservation rules, for the appointment of the non-teaching employees shall be prescribed by the State Government from time to time.

SC-15.30

Applicability of Statutes, Ordinances and Rules

All such Statutes/ Ordinances/ Circulars/ Resolutions passed by Goa University prior to the setting up of the Autonomous College and which are governed by these statutes shall not apply to the Autonomous College. In all matters which are not governed by these Statutes, University statutes/ordinances/circulars /resolutions in force from time to time shall apply.

SC-15.31**Financial Powers**

Notwithstanding anything contained in these Statutes, no provision therein shall be deemed to authorize or empower any of the body or bodies constituted under the Statutes to take any decision involving financial commitments or empowering receipt of any financial aid or donations, without the prior approval of the Governing Body.



(Shri M. Shreedhara)
Officiating Registrar

Place : Taleigao Plateau, Goa
Date : 30th September, 2021.

To,

1. The Special Secretary to Hon'ble Governor of Goa & Chancellor of Goa University, Raj Bhavan, Dona Paula, Goa.
2. The Director, Directorate of Higher Education, Govt. of Goa, IInd floor, SCERT Building, Alto-Porvorim-Goa PIN 403521.
3. All the Deans of Schools of Studies/Deans of Faculties
4. All the Directors of recognized institutions.
5. All the Heads of University Teaching Departments.
6. All the Deans/Principals of affiliated colleges.
7. All the Divisional/Sectional Heads of University Offices.
8. The President, University College Teachers Association, Goa C/o V.M. Salgaocar College of Law, Miramar, Panaji, Goa - 403 001.
9. The Secretary, Goa University Teacher's Association.
10. The Registrar, High Court of Bombay at Goa, Penha De Franca, Porvorim, Bardez-Goa. Pin:403521.
11. Senior Adv. A.A. Agni, University Counsel, Navelkar Trade Centre, 2nd Floor, Opp. Azad Maidan, Panaji, Goa.
12. The Under Secretary, Finance (Revenue & Control) Department, Secretariat, Porvorim, Goa.
13. The P. S. to Vice-Chancellor
14. The P. A. to Registrar
15. The Office copy
16. The Guard File.