

Government permission

PONDICHERRY UNIVERSITY
NORMS FOR AFFILIATION

2006

These norms may be treated as the guidelines for the minimum requirements to be possessed by the College/Institutions for seeking affiliation with Pondicherry University.

COMMON BASIC CRITERIA FOR OBTAINING AFFILIATION

Management

Government or a Society registered under the Societies 'Registration Act 1860 (21 of 1860) or a Trust with Trustees being appointed and vested with legal powers and duties and create a non-transferable Endowment Fund in the name of the Society or Trust as the case may be.

Should have obtained NOC from the respective State Government

Statutory body approval

- (i) Approval of respective statutory bodies like AICTE, MCI, NCTE should have been obtained.
- (ii) Wherever special status like 'Minorities' etc is claimed approval of the respective statutory body like "Minorities Commission" should have been obtained

Endowment Creation

The University may fix the quantum of endowment keeping in view the adequacy of the financial position of the college after taking into account the Government grant. The endowment should be created accordingly.

Own Land

The Society / Trust should own adequate land exclusively for the college. Documentary proof for ownership of lands exclusively earmarked for the college and Legal opinion from the Government pleader on the ownership of land and extent of coverage should be produced .

Financial Stability

Documents showing the financial viability of the college (details of budgeted revenue and expenses statement) should be produced

ARTS COLLEGES

Requirements
<p><u>Land</u> <u>Essential:</u> Each colleges should have a minimum of 5 acres of land (3-2 acres for construction of building including staff quarters and 2-3 acres for play fields)</p>
<p><u>Endowment Creation</u> <u>Essential:</u> 25,00,000/- (50% in Cash & 50% in Property)</p>
<p><u>Class Room/Lecture room</u> <u>Essential:</u> Each class room should have a size determined by multiplying number of students (approved intake) with 1.2 sq.m. plus 20% additional space for table & chair for the teacher. For each programme in UG there should be three class rooms, one for 1st year, second for IInd year and third for III year students. Each class room should have big enough black boards, preferably two blackboards. If there is only one, its size must be at least 1.5 X 2 m. There should be two fans per 10 students and there shall be enough tube lights in each class room. Each class room should have enough windows for good ventilation. There shall be at least a big enough room for faculty members. The size of the room should be determined by multiplying the number of faculty members with 2 sq.m.</p> <p><u>Desirable:</u> It is recommended that the staff room may be partitioned into cubicles of adequate sizes so that each faculty member has a cubicle and some privacy. A separate room should be provided for each HOD, if the department has a distinct identity.</p>
<p><u>Library</u> <u>Essential:</u> In the beginning the library should have at least 3000 books in different titles on each subject to be taught. It may be raised to 5000 within a period of three years. The library should have adequate number of reference books and journals. There should be a reading room and suitable space available for library staff with proper furniture. There should be multiple number of copies (at least 5) of text books. At least 6 newspapers and 12 Magazines including Employment News should be subscribed.</p>

Faculty (Student Teacher Ratio)**Essential:**

Principal – 1

Professor/HOD – 1 for each programme

Atleast there should be 4 Teachers for each programme in the First year, which should be increased to 5 in the Second year and 6 in the Third year.

No teacher be appointed without fulfilling the qualifications laid down by the UGC from time to time.

Computer Centre/Facility**Essential:**

Adequate Hardware and Soft ware facilities with Internet connections. Minimum 50 computers should be available in the first year itself.

Student Hostel**Essential:**

If the opening of a new college is to cover the students in the surrounding area, adequate hostel facilities should be provided, hostel accommodation must also be according to norms prescribed by the UGC. Boys : 25% of students ; Girls : 50% of students

Essential Service

Adequate facilities for essential services (Water, electricity and sewerage facilities) be provided in all the buildings. There should be enough water coolers with purifiers. At least one special toilet should be there for Physically handicapped.

Desirable:

Permanent Electrical connection with 10 KVA.

Electrical Generator – 5 KVA

Potable water supply system – 120 Lt/day

Other Amenities**Essential:**

(a) Playground

(b) Ramps be provided in the building for the Physically handicapped

(c) Separate common rooms for girls and boys be provided in co-educational colleges – 100 sqm.

(d) There should be separate toilets for girls

(e) Adequate accommodation be provided for Principal's Office, Bursar's Office and for administrative staff.

(f) There should be a staff room of a proper size

(g) Certificate for fire safety

(h) Canteen – 100 sqm.

(i) Parking space : This will be provided as open or covered area minimum at the rate of 30 percent of the plinth area of the institute building

(j) Adequate arrangements for meeting Emergency medical requirements should be available within the campus.

Desirable:

(a) Auditorium

(b) Seminar Hall

(c) Staff Quarters for Teachers: Flat type accommodation for atleast 25% of the teachers along with certain common facilities. If the college is to be established in a remote area, higher percentage of teachers may be provided with accommodation in order to facilitate their participation in the corporate life of the college