

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

B. Ed.

| Requirements |
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| <p style="text-align: center;"><u>Land</u></p> <p><u>Essential:</u> 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 style="text-align: center;"><u>Endowment Creation</u></p> <p><u>Essential:</u> 25,00,000/- (50% in Cash & 50% in Property)</p> |
| <p style="text-align: center;"><u>Class Room/Lecture room</u></p> <p><u>Essential:</u></p> <p>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.</p> <p>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.</p> <p>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.</p> <p>There should be two fans per 10 students and there shall be enough tube lights in each class room.</p> <p>Each class room should have enough windows for good ventilation.</p> <p>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></p> <p>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.</p> <p>A separate room should be provided for each HOD, if the department has a distinct identity.</p> |
| <p style="text-align: center;"><u>Laboratories</u></p> <p><u>Essential:</u></p> <p>a) There shall be a science laboratory or alternatively, science laboratory of the attached school/college may be used. The laboratory shall have multiple sets of science apparatus required to perform and demonstrate the experiments prescribed in the syllabus for secondary/senior secondary classes. Chemicals, etc. should be provided in the required quantity.</p> |

b) There shall be a Psychology Laboratory with apparatus for simple experiments related to educational psychology – intelligence tests (performance, verbal, non-verbal) aptitude tests, creativity tests, personality test, attitude test, interest inventories, etc.

Library

Essential:

In the beginning the library should have atleast 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 (atleast 5) of text books.

Atleast 6 newspapers and 12 Magazines including Employment News should be subscribed.

There shall be a library equipped with text and reference books related to the prescribed courses of study, educational Encyclopedia, year books, electronic publications (CD-ROMs) and journals on teacher education.

Faculty (Student Teacher Ratio)

Essential:

Teacher-Student ratio should be 1:10

i) For an intake of 100 students or less, the teaching faculty shall comprise of Principal/Head and at least seven lecturers. For intake of students in excess of the prescribed limit, the number of full time teachers shall be increased proportionately.

ii) There shall be at least 150 teaching days in a year exclusive of period of admission, examination, etc. Besides, every teacher trainee shall be required to undergo internship-in-teaching (including practice teaching and skill development) for at least 30 days in nearby secondary/senior secondary schools.

iii) Apart from teaching of foundation courses, there shall be provision for methodology of teaching two out of five school subjects at the secondary level (Regional Language/Mother Tongue, English, Mathematics, Science, Social Sciences), or discipline-specific subjects at the senior secondary level (Physics, Chemistry, Mathematics, Biology, History, Geography, Political Science, Economics, Commerce etc.)

iv) Appointment of teachers shall be so distributed as to ensure the required nature and level of expertise for teaching methodology courses and foundation courses.

v) For teaching subjects such as physical education, art, work experience, information technology literacy, etc., part-time instructors may be appointed.

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

Desirable:

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 service (Water, electricity and sewerage facilities be provided in all the buildings)

Desirable:

Permanent Electrical connection with 10 KVA.

Electrical Generator – 5 KVA

Potable water supply system – 120 Lt/day

Other amenities

Essential:

- (a) Playgrounds
- (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.
- (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
- (i) Parking space : This will be provided as open or covered area at the rate of 15 percent of the plinth area of the institute building
- (j) There shall be games facilities with a playground. Alternatively, the playground available with the attached school/college may be utilised and where there is scarcity of space as in metropolitan towns/hilly regions, facilities for yoga, indoor games may be provided
- (k) 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 at least 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

M. Ed.

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| <u>Land</u> |
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| <u>Laboratories</u> |
| <u>Essential:</u> There shall be a well-equipped educational technology and media laboratory, and psychology laboratory with hardware and software required for imparting Information Technology (IT) literacy and for using digital resources in teacher education. In the psychology laboratory tests and equipment for performing experiments as listed in the curriculum shall be made available. |

Psychological testing material should include intelligence tests (verbal, non-verbal and performance), personality tests and aptitude tests. Attitude tests, interest inventories, etc. shall also be stocked in adequate quantity.

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There should be multiple number of copies (atleast 5) of text books.

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There shall be a library with reading room facility having adequate number of books, electronic publications (CD-ROMs) and journals and other related software on teacher education.

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