

**CHAPTER XXIV**  
**AFFILIATION AND APPROVAL OF COLLEGES**

**1. Act. S. 2 (a)** — "Affiliated College" means any College situated within the University area and affiliated to the University and providing courses of study for admission to the examinations for degree of the University and include a College deemed to be affiliated to the University under this Act.

**Act. S. 60 (6)** — All Colleges including Oriental Colleges within the University area which immediately before the notified date (a) continue to be affiliated to or recognised by the University of Madras; and (b) provide courses of study for admission to the examination for degrees of the University of Madras, shall be deemed to be colleges affiliated to the Bharathiar University under this Act and the provisions of this Act shall, as far as may be, apply accordingly.

**Act. S. 2 — (b)** "Approved College" means any College situated within the University area and approved by the University and providing courses of study for admission to the examinations for titles and diplomas of the University and include a College deemed to be approved by the University under this Act.

**Act. S. 60 (7)** — All Colleges within the University which immediately before the notified date, continue to be recognised by the University of Madras as Oriental College, and are providing courses of study for admission to the examinations of the said University for titles and diplomas, shall be deemed to be colleges approved by the Bharathiar University under this Act and the provisions of this Act shall, as far as may be, apply accordingly. The conditions under which such approval had been granted to the Colleges shall be deemed to apply to these Colleges.

**Act. S. 2 — (c)** "Autonomous College" means any college designated as an autonomous College by Statutes.

**Act. S. 2 — (d)** "College" means any College or any institution maintained or approved by, or affiliated to the University and providing courses of study for admission to the examination of the University.

**Act. S. 2 — (h)** "Post-Graduate College" means a University College or an affiliated College situated within the University area and providing post-graduate courses of study leading upto the post-graduate degrees of the University.

**Act. S. 2. — (k)** "Professional College" means a College established or maintained by the University or affiliated to the University and providing courses of study leading upto the professional degrees of the University.

**Act. S. 2 — (a)** "University College" means a College or a College combined with a research institute maintained by the University, whether instituted by it or not, and providing courses of study leading upto the post-graduate and professional degrees.

**Act. S. 2 — (j)** "Principal" means the head of a College.

**Act. S. 2 — (n)** "Teachers" means such Lecturers, Readers, Assistant Professors, Professors and other persons giving instruction in University Colleges or laboratories, in affiliated or approved Colleges, or in hostels and libraries as may be declared by the Statutes to be teachers.

**2. Syndicate to prescribe conditions and to affiliate or approve Colleges** — The Syndicate shall have the power to prescribe the conditions for affiliating Colleges to the University, and for approving Colleges or institutions preparing students for titles and diplomas of the University, and to withdraw such affiliation or approval. The Syndicate shall also have the power to affiliate Colleges and to approve Colleges, within the University area subject to the conditions prescribed.

3. **Withdrawal of affiliation or approval** — The Syndicate shall have the power after due enquiry to withdraw affiliation or approval granted to a College as a whole or in any particular subject or branch of study, provided that before coming to such a decision, the Syndicate shall inform the management concerned of its findings after enquiry and shall allow it an opportunity of making such representation as it may deem fit, and shall record its opinion on the representation so made:

Provided that in the event of affiliation or approval being granted temporarily subject to fulfilment to certain conditions, it shall be open to the Syndicate in the event of the management not fulfilling any or all of the conditions in such manner and within such period as may be specified, to withdraw such affiliation or approval without further enquiry. Such decision of the Syndicate shall be final and binding on the management and shall not be subject to review by any body or authority.

#### CONDITIONS TO **BE SATISFIED BY** AFFILIATED AND **APPROVED** COLLEGES

4. **Statute - Constitution of College Committee** — Every Private College shall have a nominee of the University on the College Committee, besides other members. The member nominated by the University shall hold office for a period of three years. Any change in the College Committee shall be reported to the University immediately.

5. **Meetings of the College Committee** — The College Committee of the College shall meet at least once in every three months to consider the budget estimates and such other matters as may arise in its working. It shall meet in May-June each year to consider the Annual Report, the audited statement of accounts, changes in the staff, subjects or courses in which fresh affiliation or approval is to be sought in the coming year. A copy of the notice of meeting shall be sent to the University representative, with a copy to the Registrar, at least 15 clear days before the date of the meeting. A copy of the minutes of the meeting shall also be sent to the University representative and the Registrar within 15 days of the meeting.

6. **College Council** -- Every College shall have a duly constituted College Council with representatives of the teaching staff, to advise the Principal in the internal affairs of the College. A record of proceedings of the College Council shall be maintained by the Principal.

7. **Financial provision for a College** — Every College shall satisfy the Syndicate that adequate financial provision is available for the continued and efficient maintenance. Such provision shall be in the form of an endowment fund as specified by the Syndicate. Such endowment fund shall be deposited in the Scheduled Banks / State Co-operative Banks/State Financial Corporations in the joint names of the College and the University.

8. **Conditions of affiliation** — Every college shall also satisfy the Syndicate on the following points :-

- (a) The accommodation and equipment including Library for teaching;
- (b) The teaching staff, their character, their qualification and adequacy for teaching the subjects and courses proposed and the conditions of their service;
- (c) The residence, physical welfare, discipline and supervision of its students; and
- (d) Such other matters as are essential for the maintenance of the tone and standards of University education.

9. **Submission of Returns by Colleges** — Every college shall furnish such returns and other information as the Syndicate may require to enable it to judge of its efficiency and shall take such action as the Syndicate may consider necessary to maintain its efficiency. In particular, the College shall submit:-

- (i) A return of staff as on the 1st August and 1st January before the 15th August and 15th January of each year, and a return of change of staff immediately any change takes place;
- (ii) A statement showing the strength of students class-wise and subject-wise showing the number of sections arranged for theoretical and practical instruction with the sanctioned strength in parallel columns;
- (iii) Hostel return showing the residents in hostels and approved lodgings and with parents and guardians, and the provision of wardens; and
- (iv) Examination results subject-wise and class wise with the number qualifying with first or second class.
- (v) Report of medical inspections;
- (vi) Annual report and audited statement of accounts as approved by the Managing

(vii) **Appointment of Teaching Staff** — Appointments to the teaching staff of a college shall be made only by a Selection Committee in which the Principal shall be a member. The Principal shall be appointed at a meeting of the College Committee in which the University representative shall be present. All appointments shall be reported to the University, and shall satisfy the qualifications laid down by the University.

(viii) **Women members only in Women's Colleges** — In the case of colleges for women, the staff shall be wholly composed of women.

(ix) **Separate amenities for women teachers and students** — In every college for men to which women students are admitted, separate arrangements shall be made by way of common room for women members of the staff and students, separate reading and tiffin rooms and other necessary conveniences for women students and staff.

(x) **Residence of students** — Every college shall make adequate provision for the residence of its students not residing with parents or duly recognised guardians. Such provision shall be in the form of hostels managed by the college and recognised by the Syndicate or other hostels or approved lodgings recognised by the Syndicate.

(xi) **Provision for Physical Training and campus space** — Every college shall provide adequate and suitable space for games and physical exercise and shall make adequate arrangements for the physical training of students. The campus of a men's college shall be not less than 15 acres and that for a women's college shall be not less than 10 acres in the city, and 20 and 15 acres respectively, in the mofussil.

(xii) **Physical Director and Librarian for every college** — Every college shall have on its staff (i) a qualified Physical Director, (ii) a qualified Librarian.

(xiii) **Medical Officer for every college** — Every college shall have attached to it a Medical Officer with a graduate or post-graduate Degree in Medicine to conduct the medical inspection of students of the college and generally to look after the health of the inmates of the hostel.

(xiv) **Inspection of colleges** — Every college shall be subject to inspection from time to time by one or more persons appointed by the Syndicate in this behalf.

(xv) **Action taken on reports of inspection** — Every inspection as contemplated in statutes 17 or statute 7 and 8 or in respect of any enquiry that has been ordered by the Syndicate, shall be completed within such period as may be fixed by the Syndicate and the management shall likewise take action thereon within such period as may be specified by the Syndicate.

19. The following registers and records shall be maintained by each college in the forms prescribed therefor and shall be made available for inspection as and when required:-

- (a) A register of admissions and withdrawals;
- (b) A register of attendance;
- (c) A register of attendance at Physical Training,
- (d) A register or other record of addresses of students;
- (e) A register of the members of the staff showing their qualifications, previous experience, salaries, number of hours of work and classes and the subjects taught;
- (f) A register of fees paid showing the date of payments;
- (g) A counterfoil fee receipt book;
- (h) A register of scholarships and fee concessions of all kinds whether of tuition, boarding or lodging.
- (i) A counterfoil book of transfer certificates.
- (f) A counterfoil book of certificate of medical inspection of students;
- (k) A register of marks obtained by each student at the College examinations and register of marks or grades at University Examinations:
  - (1) Account books showing the financial transactions of the College as separate from those of the management;
  - (m) A register of (1) properties; and (b) movable assets, giving information about the date of purchase and value.

#### **PROCEDURE FOR GRANTING AFFILIATION OR APPROVAL**

20. **Application for affiliation or approval** – A college applying for affiliation or approval shall send a formal letter of application to the Registrar between the 1st July and 31st October preceding the academic year in which the courses are proposed to be started and shall give full information in the application on the following matters:-

- (a) Constitution and personnel of the Managing Body.
- (b) Subjects and courses in which affiliation or approval is sought.
- (c) Previous applications, if any in the same subjects and their disposal.
- (d) Accommodation, equipment, the strength of the College, the number of students for whom provision has been made or proposed to be made. Plans showing the accommodation should accompany the application, as also a site plan showing the extent of the campus and dispersal of buildings, play grounds, hostels, etc., as proposed, in the case of Fast application for opening a College.
- (e) Qualification, salaries and work-load of teachers with a time-table of work.

(t) Hostel and lodgings and playground, and residences if any for the Principal, wardens and other members of the staff.

(g) Fee - tuition and special - proposed to be levied and the financial provision made for capital expenditure on buildings and equipment and for the continued maintenance of the College.

21. **Authority to apply** — The application shall be made by the Director of Collegiate Education, in the case of Government Colleges and in other cases by the Secretary to the Managing Body.

22. **Application considered in November** — All applications for affiliation or approval shall be considered by the Syndicate not later than the month of November.

23. **Fee for affiliation and approval** — The College shall pay to the University an affiliation fee calculated at the rate of Rs. 500 for each member of the commission appointed by the Syndicate and the T.A. & D.A. as per University Rules for each member of the Inspection Commission, shall be paid by the management.

24. **Procedure on receipt of application** — The Syndicate may call for any further information which it may deem necessary before proceeding with the application or may advise the management that the application is premature and may be submitted in a subsequent year, or may decline to proceed with the application, if it is satisfied that the arrangements made or likely to be made before the next academic year are not adequate, or if the College has failed to comply with the conditions laid down in respect of any previous affiliation or approval.

25. **Local enquiry** — If the Syndicate decides to proceed with the application, it shall direct a local enquiry to be made by any competent person or persons appointed, in this behalf, unless for special reasons, the Syndicate considers such a local enquiry unnecessary.

26. **Grant of affiliation or approval** — After considering the report of the local enquiry, and after making such further enquiries as may be deemed necessary, the Syndicate shall decide whether affiliation or approval should be granted or refused either in whole or in part, and shall grant or refuse affiliation or approval. In the case of grant of affiliation or approval, it shall record the conditions subject to which the same is given.

27. Affiliation or approval may be granted to a College or to the Departments of a college in courses leading to any of the subjects in the professional faculties, or in the subjects of Arts and Science.

28. **Combinations in optional subjects** — Where a College is affiliated or approved in a number of optional/elective subjects, the College shall be at liberty to provide instruction in any combinations of them, provided it satisfies the Syndicate that accommodation and staff are adequate. Such combinations offered shall be reported within 15 days after the commencement of each semester.

29. **Provisional affiliation** — Affiliation or approval may be granted provisionally. If provisional affiliation or approval is granted, the College shall fulfil the conditions laid down before the expiry of the period of provisional affiliation. Failing fulfilment of the conditions stipulated before the stipulated time, the affiliation or approval shall cease automatically, and no extension of time shall be permitted. If the Syndicate is satisfied about the fulfilment of the conditions stipulated within the time fixed, the Syndicate shall at the end of the period of provisional affiliation confirm the affiliation or approval, as the case may be.

30. **Affiliation on Inter-Collegiate basis** — Affiliation or approval granted on the basis of inter-collegiate lectures or inter-collegiate — University co-operation shall be conditional upon the continued existence of such inter-collegiate-University co-operation.

31. **Affiliation cannot be granted retrospectively** — Affiliation or approval shall in no case be granted with retrospective effect. Attendance at courses of instruction provided in Colleges or in subjects, before the grant of affiliation or approval shall not qualify for the grant of certificates of attendance, and such attendance shall not entitle a candidate to exemption from the production of certificates of attendance.

32. **Vice-Chancellor - to inspect a college** — The Vice-Chancellor as the academic head of the University shall have the right to inspect a College at any time he deems fit, for which prior intimation to the College is not necessary.

33. **College to make available facilities for Examinations, etc.** — It is implied as a condition of affiliation of all Colleges, that the College shall make available free of charge, its halls, laboratories and grounds for the conduct of the University examinations, Inter-Collegiate/Inter-University tournaments and for any other University purposes and any refusal shall be deemed to be a violation of the conditions of affiliation. The college shall also give full information and data for the compilation of statistics by the University, Government — both State and Central, and the University Grants Commission.

34. **Condonation of attendance requirements** — The Principals of affiliated Colleges shall have the powers to condone shortage of attendance of students to be admitted for University examinations up to the maximum period of 10 days in each semester on valid reasons such as ill-health etc. The University will not entertain any application in the matter of condonation of attendance under any circumstances. [Upto a maximum of 10 percentage, i.e. nine days in each semester vide ordinance No.1 of 1990 issued by the Syndicate.]

35. **Statute :- Act. S. 63 - Report on affiliated Colleges** — The Syndicate shall at the end of every year from the notified date, submit the report to the Government on the condition of affiliated and approved Colleges within the University area. The Government shall take such action on it as they deem fit.

Any questionnaire for this purpose shall be faithfully answered and submitted to the University within such time as may be specified in the notification, and the University Commissions appointed for this purpose or for any affiliation shall be given all facilities by the College.

36. **Act. S. 5** — No College, existing or proposed, within the University area shall be affiliated to any University other than the Bharathiar University.

No institution affiliated to, or associated with or maintained by any other University in the State of Tamil Nadu shall be recognised by the University for any purpose except with the prior approval of the Government and the concerned University.

### **STATUTES : AUTONOMOUS COLLEGES**

1. The University shall have power "to confer degrees, titles, diplomas and other academic distinctions on persons who shall have pursued an approved course of study in an "Autonomous College", and "to designate any College as an autonomous College with the concurrence of the State Government in the manner and under conditions prescribed, and to cancel such designation".

2. The Syndicate shall have the power "to prescribe the manner in which and the conditions subject to which a college may be designated as an autonomous College, and such designation may be cancelled".

3. The Syndicate shall have power "to designate any College as an autonomous College with the concurrence of the State Government and to cancel such designation".

4. The Statutes may provide for the manner in which and the conditions subject to which a College may be designated as an autonomous College or the designation of such College may be cancelled and the matters incidental to the administration of autonomous College including the constitution or reconstitution, powers and duties of academic council, staff councils, boards of studies and boards of examiners.

5. The Syndicate may confer the status of autonomy on an affiliated College to conduct specified courses of studies, subject to the conditions set forth below.

6. An affiliated College having not less than ten years of standing and accorded permanent *affiliation* will be eligible for the conferment of autonomy to conduct specified courses of studies.

7. An autonomous College shall offer instruction only in degree and post-graduate courses.

8. An autonomous College will have autonomy in the matter of : —

(i) framing its courses of studies adopting University pattern of Parts **I, II** and **III** with single major and with a minimum of two ancillaries.

(ii) arranging for instruction to students.

(iii) devising methods of evaluation, examinations and tests pertaining to the award of the Degree/Diploma by the University, and

(iv) admission of students.

9. The College should not change course contents and pattern in such manner as to render any of the existing members of staff surplus and to be redeployed.

10. The College shall constitute an Academic Council and set up Boards of Studies in the subjects concerned as given hereunder:

**(A) ARTS AND SCIENCE COLLEGES****(a) Academic Council shall consist of : —**

- (i) Principal or in his absence the Principal in-charge Chairman (Ex-Officio) of the Academic Council.
- (ii) Head of Department/Professor in-charge of each Post-Graduate course;
- (iii) One full Professor in-charge of under-graduate course. If there is more than one full Professor in a Department, then a Professor from each such department by rotation according to seniority for a period of one year.
- (iv) One upgraded Professor/Assistant Professor from each Department by rotation according to seniority for a period of one year,
- (v) Representatives of the University—one for Science, one for Arts, one for Commerce and Social Sciences, and one for Languages;
- (vi) The Director of Collegiate Education or his nominee;
- (vii) The Chairman or his nominee and the Secretary of the Governing Council;
- (viii) Two outside experts — nominated by the Governing Council — if it so desires.

**(la) Boards of Studies** — One Board of Studies shall be constituted for each Department for the *subjects of study* offered by that Department.

- (i) Head of the Department concerned - Chairman;
- (ii) All Assistant Professors of the Department concerned, who have put in a minimum of 5 years of service.

**Oii)** One nominee of the University.

(iv) Outside experts not less than two but not more than 50 per cent of the total members in the Board, nominated by the Governing Council / Principal. (For this purpose a panel of experts is to be drawn up for each board and got it approved by the University. The University may suggest additions and/or deletions to the submitted panel).

The College shall send the Agenda papers for the meetings of the Academic Council and the Boards of Studies to the University and the members concerned atleast one week prior to the meeting and the minutes of the meeting within 15 days from the date of the meeting.

(c) **Results Passing Board** - There shall be two Results Passing Boards : one for all under-graduate courses and the other for all post graduate courses. There will be a nominee of the University on each Board. The Principal will be the Chairman. The Professors in-charge of the Post-graduate departments and the Professors in-charge of the under-graduate departments will be members of the respective Results Passing Boards.

(d) There shall be a separate Controller of Examinations.

(e) **Standing Committee of the Academic Council** shall be constituted as indicated below -

(i) Principal — Chairman;

(ii) Chairman of all Boards of Studies — Members.

### **Functions**

(i) To scrutinise and finalise draft regulations and syllabi recommended by Boards of Studies and recommend the same to the Academic Council for consideration;

(ii) To consider and finalise the Agenda for Academic Council meetings.

The Principal shall place before the Academic Council the Proceedings of the Standing Committee for information. The decision of the Academic Council constituted by the College on academic matters shall generally be implemented by the Governing Council of the College on which there shall be a representative of the University and the Director of Collegiate Education or his nominee, besides two Professors of the College by rotation according to seniority.

## **(B) ENGINEERING COLLEGES**

**(a) Academic Council shall consist of —**

(i) Chairman of the Governing Body or his nominee and Secretary of the Governing Body of the College.

(ii) The Director of Technical Education or his nominee.

(iii) Representatives of the University (one for Electrical, Electronics and Communication Engineering; one for Mechanical Engineering, Metallurgical Engineering and Production Engineering; one for Textile Technology; one for Civil Engineering; one for Management Sciences; one for Basic Sciences (including Humanities) for a period of three years.

- (iv) All Professors, Head of Departments/Faculties, Librarian and Physical Director.
- (v) One Assistant Professor from each department by rotation according to seniority for a period of one year.
- (vi) One Lecturer from each department by rotation, according to seniority for a period of one year.
- (vii) Six members from outside organisations (Industries/Educational/Research Organisations/Professional Organisations/Technical/Engineering and Management establishments (Private and Public) who could contribute to the Policy making) to be nominated by the Governing Council, in consultation with the Chairman, Academic Council for a period of three years.
- (viii) Two Representatives of students (nominated by the Chairman, Academic Council from a panel of 10 students given by the Chairman, Students Union) for one year.
- (ix) Two Representatives from the Alumni Association (nominated by the Chairman, Academic Council from among the panel given by the Executive Committee of the Alumni Association) for a period of three years.
- (x) Principal or in his absence Principal in-charge – Chairman (Ex-Officio).

**(b) Boards of Studies** shall be constituted as indicated below:-

- (1) Mechanical, Metallurgical and Production Engineering,
- (2) Electrical, Electronics and Communication Engineering,
- (3) Civil Engineering,
- (4) Textile Technology;
- (5) Management Science; and
- (6) Basic and Applied Sciences including Humanities –
  - (i) Senior most Professor and Head of Department – Chairman.
  - (ii) Professor/Assistant Professors and Lecturers with not less than 5 years of service–Members.
  - (iii) One nominee of the University for each Board
  - (iv) Not less than two outside experts but not more than 50 per cent of total members on the Board, to serve on each Board to be nominated by the Governing Body/Principal.

(For *this* purpose a panel of experts is to be drawn up for each Board and get it approved by the University. The University may suggest additions and/or deletions to the submitted panel.)

The Board may appoint sub-committees for any diversified subject or for any interdisciplinary subject.

The Board for Basic and Applied Sciences may appoint a sub-committee for Humanities including languages. The sub-committees shall submit their recommendations to the respective Boards for their consideration and finalisation.

The College shall send the Agenda papers for the meeting of the Academic Council and the Boards of Studies to the University and the members concerned at least one week prior to the meeting and the minutes of the meeting within 15 days from the date of the meeting.

**4, Results Passing Board** - There shall be a Result Passing Board for all undergraduate courses and post-graduate courses. There will be two nominees of the University on this Board. The Principal will be the Chairman, The Professors in-charge of the postgraduate departments and the Professors in-charge of the Under-graduate departments will be members of the Results Passing Board.

The students shall be given opportunity to see the valued answer scripts of theirs.

There *shall be* a separate Controller of Examinations.

**6. Standing Committee of the Academic Council** shall be constituted as indicated below:-

- (1) Principal •- Chairman
- (ii) Chairman of the various Boards of studies — Members.

#### **Functions**

- (i) To scrutinise and finalise draft regulations and syllabi recommended by Boards of Studies and recommend the same to the Academic Council for consideration;
- (ii) To consider and finalise the Agenda for Academic Council Meetings.

The Principal shall place before the Academic Council, the Proceedings of the Standing Committee for information.

7. The decision of the Academic Council constituted by the college on academic matters shall generally be implemented by the Governing Council of the college.

11. Admission of students to courses of studies offered by the college shall conform to the minimum qualification laid down by the University for the Courses of study concerned, subject to rules of reservation for candidates belonging to Scheduled Castes and Scheduled Tribes and Backward Classes laid down by the State Government from time to time.

12. The Degree/Diploma of the University will be conferred on the students passing the examinations conducted by the College, but the name of the College will be indicated in the Degree/Diploma issued to them.

13. The M.Phil and Ph.D Programmes will not be a part of the autonomous structure, but will be under the University itself.

14. The decision of the Syndicate on academic matters shall generally be implemented by the Governing Body of the College, in which there shall be a representative of the University.

15. The Academic Council constituted by the autonomous college shall involve faculties of the college at all levels, and a specialist appointed by the University and the decisions taken by the body shall conform to the minimum standards and regulations prescribed by the University or any other statutory bodies.

16. The University shall have powers to confer degrees, titles, diplomas and other academic distinctions on persons who shall have pursued an approved course of study in an autonomous college. The name of the autonomous college shall however be indicated in the diploma issued to candidates.

17. An affiliated college may be conferred the status of autonomy for a period not exceeding five years in the first instance, subject to review of the functioning of the college at the end of three years.

18. It shall be competent for the Syndicate to extend the period beyond five years, subject to review at the end of three years of extension.

19. The Syndicate shall have power to revoke the autonomy conferred at any time after scrutiny and after giving due notice of such intention to the college concerned before the expiry of the period mentioned in 17 supra, in the case of deteriorating standards or for any other good cause.

20. Notwithstanding the conferment of an autonomous status on any affiliated college, all provisions of the Act, the Statutes, the Ordinances and the regulations of the University shall be applicable to the college except those relating to matters specified in these statutes. The University shall continue to exercise its general power of supervision over such a college.

21. The Syndicate shall decide from time to time on the invitation to colleges to apply for autonomous status, in pursuance of which, the Registrar after scrutiny shall place all such applications before the Syndicate for consideration and the Syndicate shall decide on the applications according to the criteria specified for the purpose.

22. The college shall pay to the University, a fee of Rs. 5,000 for grant of autonomous status.

23. The Syndicate will make such enquiries as may be necessary with regard to the applications for autonomy and in consultation with the State Government make its decisions on the basis of such enquiries.