



**KONGU ARTS AND SCIENCE COLLEGE**  
(Autonomous)



Affiliated to Bharathiar University, Coimbatore  
Approved by UGC, AICTE, New Delhi, Re-accredited by NAAC&DBT Star College  
(An ISO 9001: 2015 Certified Institution)  
NANJANAPURAM, ERODE – 638 107.

**Composition of various Statutory Bodies as per UGC Regulations**  
**Effective from 2018 – 2019 and onwards**

## **GOVERNANCE OF AN AUTONOMOUS COLLEGE**

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

## GOVERNING BODY:

A. Constitution of Governing Body of Private /Self Financing College/Constituent College run by Trust/Society

Number	Category	Nature
5 Members	Management	Trust or Management as per the constitution or byelaws, with the <b>Chairman or President/Director</b> as the chairperson
2 Members	Teachers of the College	Nominated by the Principal based on <b>seniority by rotation</b>
1 Member	Educationist or Industrialist	Nominated by the <b>Management</b>
1 Member	UGC Nominee	Nominated by the <b>UGC</b>
1 Member	State Government Nominee	Academician not below the rank of <b>Professor or State Government Official of Directorate of Higher Education / State Council of Higher Education</b>
1 Member	University Nominee	Nominated by the <b>University</b>
1 Member	Principal of College	Ex-Officio

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

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

### Functions of the Governing Body:

Subject to the existing provision in the bye-laws of respective College and rules laid down by the State Government / Parent 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 at the UGC.
- Perform such other functions and institute committees, as may be necessary and deemed fit for the proper development of the College

### **ACADEMIC COUNCIL**

#### **COMPOSITION OF ACADEMIC COUNCIL:**

1. The Principal (Chairman)
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).

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

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

#### **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 courses 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(s) pertaining to academic affairs made by it.
- (g) Perform such other functions as may be assigned by the Governing Body.

**BOARD OF STUDIES:**

**Composition of Board of Studies:**

1. Head of the Department concerned (Chairman).
2. The entire faculty of each specialization.
3. Two subject experts from outside the Parent 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.
5. One representative from Industry/Corporate Sector/allied area relating to placement.
6. One Postgraduate meritorious Alumnus to be nominated by the Principal. The Chairman, Board of Studies, may with the approval of the Principal of the College, co-opt:
  - (a) Experts from outside the College whenever special courses of studies are to be formulated.
  - (b) Other members of staff of the same faculty.

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

**Meetings** : The Board of Studies shall meet **at least twice a year**.

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

- (a) Prepare syllabi for various courses 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; and
- (d) Coordinate research, teaching, extension and other academic activities in the department / college.

#### **FINANCE COMMITTEE**

##### **Composition of Finance Committee:**

- (a) The Principal (Chairman).
- (b) One person to be nominated by the Governing Body of the college for a period of two years.
- (c) Finance Officer of the affiliating University
- (d) One senior-most teacher of the college to be nominated in rotation by the principal for two years.

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

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

##### **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; and
- (b) Audited accounts for the above.