SANT GADGE BABA AMRAVATI UNIVERSITY GAZETTE

Official Publication of Sant Gadge Baba Amravati University

PART- ONE

(Extra Ordinary)

Tuesday, the 12th September, 2023

DIRECTION

No. 38 /2023 Date : 12/ 09 /2023

Subject : Norms for Recognition to Empowered Autonomous Skill Development Colleges u/s 113 of Maharashtra Public Universities Act, 2016 – Direction-2023.

Whereas, Section 5(5) of Maharashtra Public Universities Act 2016 prescribes Powers and Duties of University to develop Procedures and Process for recognition to Empowered Autonomous Skill Development Colleges and Section 113 of the Act, has prescribed the Procedures and schedule for grant of recognition,

AND

Whereas, Section 33(1)(o) of the Act 2016 provides Powers and Duties of the Academic Council to accord recognition to various Certificates, Diplomas, advance Diplomas and degree programmes run by the Empowered Autonomous Skill Development Colleges in consonance with the Norms of University Grants Commission and the State Government.

AND

Whereas, as per Section 113(12) of the Act, the said Empowered Autonomous Skill Development College has to conduct assessment, declare results, recommend to University for award of Degree, Diploma, Certificates etc. jointly. The matter is related to the Statute, prescribing Norms therefore by the Universities Authorities,

AND

Whereas, the Board of Deans, in its meeting held on dated 14.7.2020 vide Item No.52 has prepared and recommended the Norms, to be prescribed in the form of Statute.

AND

Whereas, the matter was to be implemented immediately as the last day of September was ahead, the Vice-Chancellor approved the Procedures and Norms u/s 12(7) of the Act, on behalf of Academic Council and the Management Council, on 22.09.2020 so as to issue Direction No. 15/2023 u/s 12(8) of the Act, as the process of prescribing the Statute is time-taking. These actions have been approved by these authorities later on as per Section 12 (7) of the Act, by the authorities,

AND

Whereas, the applications received are under process but as per Section – 12 (8) of the Act, the above Direction No. 29/2021 lapsed after a period of 6 months. The provisions of Direction No.15/2020, No. 29/2021, No. 07/2022 and 70/2022 are to be kept continue in force, hence the fresh Direction is to be issued u/s 12 (8) of the Act,

Therefore, I, Prof. Dr. Pramod Yeole, Vice-Chancellor of Sant Gadge Baba Amravati University, in exercise of powers vested in me vide Sub-Section (8) of Section-12 of Maharashtra Public Universities Act, 2016 hereby issue the following Direction.

1) This Direction may be called "Norms for Recognition to Empowered Autonomous Skill Development Colleges u/s 113 of Maharashtra Public Universities Act, 2016 - Direction-2023."
2) This Direction shall come into force with effect from the date of its issuance.
3) The Norms for Recognition to Empowered Autonomous Skill Development Colleges u/s 113 of Maharashtra Public Universities Act, 2016, shall be as per Appendix appended to this Direction.
4) Earlier Directions No. 15/2020, No. 29/2021, No. 07/2022 and No. 70/2022 stand lapsed after expiry of Six Months.

Sd/-
(Prof. Dr. Parmod Yeole)
Vice-Chancellor
Sant Gadge Baba Amravati University

Amravati
Date : 11/ 09 /2023

Appendix

SANT GADGE BABA AMRAVATI UNIVERSITY,AMRAVATI

Norms for Recognition to Empowered Autonomous Skill Development Colleges u/s 113 of Maharashtra Public Universities Act, 2016

The Norms for Recognition to Empowered Autonomous Skill Development Colleges shall be as under:-

Abbreviations

BG	Bank Guarantee
CCTV	Closed Circuit TV Camera
DGT	Directorate General of Training
EASDC	Empowered Autonomous Skill Development College
EOI	Expression of Interest
FD	Fixed Deposit
FY	Financial Year
IEC	Information Education & Communication
IP	Industry Partner
MIS	Management Information System
MSDE	Ministry of Skill Development and Entrepreneurship
NSDC	National Skill Development Corporation
NSQF	National Skill Qualification Framework
OJT	On the job training
PC	Parliamentary Constituency
PMKK	Pradhan Mantri Kaushal Kendra
PMKVY	Pradhan Mantri Kaushal Vikas Yojana
PMU	Project Management Unit
PPP	Public Private Partnership
RFP	Request for Proposal S
SKC	Sector Skill Council
SKP	Skill Knowledge Provider
STAR	Standard Training Assessment & Reward
SOP	Standard Operating Procedures
SP	Service Provider
SSC	Sector Skill Council
TP	Training Provider
TVET	Technical Vocational Educational Training

Preamble

Skills and knowledge are the motivating forces of the financial growth and economic development of any country, and India is no exception.

As India moves progressively towards becoming a global knowledge economy, it must meet the aspirations of youth and aim towards skilling them with the best possible standards. The skill development of the working age population is currently one of the top priorities for the country. This is evident by the progress India has made in recent years in this sector.

The Maharashtra Public University Act 2016 prescribes for Skill Education and made provisions in Chapter II, Section 5 (5) for recognition of empowered autonomous skills development colleges (Chapter II, section 5 (27) and autonomous Status is to be granted u/s 71 (7) of the Act, and under its Section 2 (5) and (6).

It is necessary to develop the procedure and processes for the same.

Objectives :-

1) To provide an umbrella for all the skilling activities being carried out by **Empowered Autonomous Skill Development Colleges** within the University area, thereby providing quality benchmarks in the concept, establishment and running of the various skilling initiatives.

2) To align various skill development programs to standardized norms and processes.
3) To monitor compliance to standards and norms by all training centers in an objective manner.
4) To increase the capacity and capability of the existing system in order to ensure equitable access.
5) To foster excellence in training centers ensuring effective and competency based training.
6) To enable trainees and other stakeholders to make informed choices with regard to training centre selection, upgrade skills through significant industry involvement and develop necessary frameworks for standards, curriculum and quality assurance.
7) Enhance, support and coordinate private sector initiatives for skill development.

(1) Definitions

Internship or On the Job Training: Industry Internship or On the Job Training (OJT) will serve the same purpose.

Placement: Employment or self employment of the trainee.

Empowered Autonomous Skill Development College (EASDC):

An Autonomous College within the jurisdiction of Sant Gadge Baba Amravati University, Amravati conducting training under various NSQF aligned job or identified skills in accordance with the guidelines laid down by the SSC or University and so designated and recognized by Sant Gadge Baba Amravati University, Amravati.

An **EASDC** will establish Training Centre with infrastructure which shall meet either of the following descriptions:

i. Infrastructure that meets the minimum space requirements, as per applicable category of Skill, and can be suitably modified to comply with the changes in the norm.
ii. Expansion of existing building/infrastructure to meet the minimum space requirements and comply with infrastructure guidelines.
iii. Prefabricated construction, either in its entirety on unconstructed land or partial addition to an existing permanent constructed area to meet the minimum space requirements and the infrastructure guidelines.

Trainer: It means someone who trains, instructs, teaches or otherwise enables the learner(s) to acquire the appropriate knowledge and skills.

Skill: It means the ability to apply knowledge and use know-how to complete tasks and solve problems. Skills are described as cognitive (involving the use of logical, intuitive and creative thinking) or practical (involving manual dexterity and the use of methods, materials, tools and instruments).

Skill Programme: It is occupationally based and when completed will constitute credits towards a qualification registered on the NSQF or when completed will qualify for certification by the university.

Sector: It is a group of professional activities on the basis of their main economic function, product, service or technology.

Sector Skill Councils (SSCs): SSCs are industry-led bodies defining the skilling needs, concept, processes, certification, and accreditation standards of their respective industry sectors. The accreditation standards are a set of practices and concepts laid down by the SSCs pertaining to each job role, that provide guidance to the TCs on all relevant aspects of skilling. The SSCs prescribe the National Occupation Standards (NOS) and Qualification Pack (QP) for the job roles relevant to their industry and ensure that these are in accordance with the National Skill Qualification Framework (NSQF).

Programme: It means a coherent set of courses, leading to a certain qualification.

Learning Programme: It means the sequential learning activities, associated with curriculum implementation, leading to the achievement of a particular qualification or part qualification.

Short Learning Programme: It describes all short programmes, whether credits are awarded or not, and is inclusive of skills programmes, credit-bearing short courses and non-credit-bearing short courses.

Course: It refers to the content of the short learning programme whereby learners may progressively attain the applied knowledge as described in unit standards and/or qualifications.

Short Course: It is a type of short learning programme through which a learner may or may not be awarded credits, depending on the purpose of the programme.

Credit: It is a recognition that a learner has successfully completed a prior course of learning, corresponding to a qualification at a given level.

Credit-bearing short course: It is a type of short learning programme for which credits, in relation to the course's contribution to a unit standard and/or (part) qualification, are awarded.

Non-credit-bearing short course: It is a type of short learning programme for which no credits are awarded in relation to unit standards or (part) qualifications depending on the purpose and/or assessment of the programme.

Unit standard: It is a description of the outcomes of learning for which the learner will receive credits.

O**utcome:** It is the demonstrable and assessable end products of a learning process.
Exit-level outcome: An exit-level outcome has the same meaning, but is expressed as the overall result of learning for a qualification.

Learner: A learner refers to an individual undergoing skill development training, whether in a formal or informal setting.

Knowledge: It means the outcome of the assimilation of information through learning. Knowledge is the body of facts, principles, theories and practices that is related to a field of work or study.

Learning Outcomes: It represent what a learner knows, understands and is able to do on completion of a learning process, and which would be expressed in terms of knowledge, skills and competence.

Competence: It means the proven ability to use acquired knowledge, skills and personal and social abilities, in discharge of responsibility roles.

Qualification: It means a formal outcome of an assessment and validation process which is obtained when a competent body determines that an individual has achieved learning outcomes to given standards.

(2) Roles and Responsibilities

The **EASDC** needs to perform following roles and responsibilities:

I) Facilitate the establishment of Training Centers.

II) Fill the Application Form to be notified by the University in the gazette as Appendix I to be amended from time to time, if required and submit to the University as per the guidelines.

III) Ensure compliance with the Guidelines and related processes.

IV) Ensure Training Centre's compliance with the Guidelines and related processes.

V) Constitute a Board of Studies (BOS) for relevant Skill Based Courses.

VI) Constitute a Skill Assessment Board (SAB) for assessment, evaluation and certification.

The Composition of Skill Assessment Board :

i. Principal/Director of the College/Institution – Chair person

ii. One nominee of Vice Chancellor - Member

iii. Representatives of Industry (one per skill)– Members

iv. One external expert per skill course nominated by Principal/Director of the College/Institution.

v. Controller of Examination of the Autonomous College – Member Secretary

Training Centre (TC) - The Training Centre needs to perform following roles and responsibilities:

I) Comply with recognition and continuous monitoring process.

II) Conduct the training, assessment, make provisions/arrangements, of apprenticeship and/or employment with stipend.

(3) EASDC Recognition Process: i) Section-113 of Maharashtra Public University Act, 2016 shall be followed.

I) An autonomous college fills the Application form to be notified by the University in the gazette as Appendix I to be amended from time to time, if required and pays non refundable prescribed application fees.

EASDC Recognition: The EASDC recognition shall be valid for the period of five years. However, in case of any irregularity, it can be withdrawn any time by the Management Council. After receiving recognition status from University, the College/Institute will have to pay recognition and annual fees as prescribed by the University from time to time. For continuation of recognition, Sub-Sections (1) to (10) of Section 113 of Maharashtra Public University Act, 2016 shall apply mutatis – mutandis.

Batch size, No of division, type of skill courses will be as permitted and recognized by Sant Gadge Baba Amravati University, Amravati.

(4) Training Delivery

- **Trainee eligibility**
  Minimum H.S.S.C (10+2) passed, or an examination recognised as equivalent, there to
- **Duration of course**
  The courses shall be of 3/6/12 months, duration. The training centre shall be allowed to enroll the trainees twice a year for 3 months duration course and once a year for 6/12 months course.
- **Trainer Eligibility and Specifications**
  Every trainer engaged for a particular course shall have minimum academic qualification as well as minimum experience, as notified or decided by the University as per requirement of the course.
- **Course Contents, specifications**: It shall be ratified under section 41(m) of MPU Act 2016.
- **Assessment & Certification**
- Assessment and Certification shall be carried out by Sector Skill Council/recognized bodies of NSDC or any other relevant Government agencies aligned to the chosen course and job role (as per NSQF guidelines).

OR

As per Examination/Assessment/Evaluation scheme of Concerned Authority of Autonomous College/Institute

- Copies of the foils/counterfoils of result tabulation registers and softcopies thereof shall be maintained by the EASDC on permanent basic and the counters foils will be sent to University.

- Training fee: As decided by Board of Management of the Autonomous College

- Infrastructure/Faculty/Staff Norms: Existing available Infrastructure/Faculty/Staff can be shared for relevant Skill Courses.

Support for Industry internships & on the Job Training (OJT)

On the Job Training will be an integral part of the training program.

All matter not otherwise provided for in these Norms shall be determined by the Management Council and its decision thereon shall be final.

(5) That there shall be no any sort of financial buden, now and in future, on the University and the State Govt. on enforcement of their Statute.

(6) The Recognition under these Norms shall stand withdrawn automatically on withdrawal of autonomous status.

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Appendix-I

Application Form

Recognition to Empowered Autonomous Skill Development Colleges (EASDC)

Type of application:- First time registration/recognition **OR** continuation of registration/recognition

1) Name of the Parent Trust/Society : _____

   a. Address : _____

   _____

   b. Registration number of the Trust/Society and date of registration :

   _____

   c. Web site : _____

2) Name of President/Chairman of the Trust/Society : _____

   a. Address : _____

   b. E mail : _____

   c. Phone no : _____ Mobile no. _____

A) Name of Secretary of the Trust/Society : _____

   a. Address : _____

   b. E mail : _____

   c. Phone no : _____ Mobile no. _____

3) Financial Position of Trust (Attach Balance Sheet of last financial year) :

   1. Balance amount in Bank (s) on date of application :

   2. Fixed Deposits amount :

   3. Any other :

4) Name of the College/Institute: _____

   a. Address : _____

   b. Website : _____ _____

   c. Phone No. _____

   d. E mail _____

5) Name of Principal/Director: _____

   a) Nature of appointment: Regular approved/ Additional charge / any other (please specify) _____

   b) E mail : _____

   c) Phone no : _____ Mobile no: _____

6) College/Institute Code given by University:- _____

7) a) Year of Establishment of H.E.I.:- _____

   b) Type of H.E.I. (Aided/Non-aided): _____

8) Financial Position of College / Institute (Attach Balance Sheet of last financial year) :

   1. Balance amount in Bank (s) on date of application :

   2. Fixed Deposits amount :

   3. Any other :

9) Sanctions/Approvals/Affiliation/Accreditation :-

Accreditation Status : Yes / No,

If yes, accreditation agency NAAC/NBA/QCI/Any other, specify _____

Grade and Score: Grade …… Score ……

Valid up to : ……..

Autonomous status:

UGC letter No. & Date: _____

University letter no & Date: _____

Valid upto: _____

9) Courses of studies having affiliation with Sant Gadge Baba Amravati University Amravati.

I. Vocational, Skill based courses:

A) Type of course : Grant in aid
Faculty :_____

S.N.	Name of Course	Subject	No. of divisions	Sanctioned Intake	Year of starting	Affiliation up to the year

B) Type of course : Non-Grant
Faculty : _____

S.N.	Name of Course	Subject	No. of divisions	Sanctioned Intake	Year of starting	Affiliation up to the year

c) Type of course : Permanent Non-Grant

S.N.	Name of Course	Subject	No. of divisions	Sanctioned Intake	Year of starting	Affiliation up to the year

II. Other Conventional/Professional Courses:

A) Type of course **: Grant in aid**, Non professional – Conventional and professional
Faculty : _____

S.N.	Name of Course	Subject	No. of divisions	Sanctioned Intake	Year of starting	Affiliation up to the year

B) Type of course : **Non-Grant**, Non-Professional – conventional and professional
Faculty : _____

S.N.	Name of Course	Subject	No. of divisions	Sanctioned Intake	Year of starting	Affiliation up to the year

C) Type of course : **Permanent Non-Grant** (Non professional- conventional and professional)
Faculty : _____

S.N.	Name of Course	Subject	No. of divisions	Sanctioned Intake	Year of starting	Affiliation up to the year

Details of additional skill based courses applied for:

1. Number of courses applied: _____

2. Give following details for each course:

Sr. No	Name of Course	Type of Skill Course	Duration of Course (03/06/12 months)	Level of Programme	Copy of Course Content (Yes/No) (please enclose)

Infrastructure:

i. No. of Class room(s): --------
ii. Size per room: --------
iii. No. of Smart Classroom(s): --------
iv. Room for counseling, mobilization and placement cell: Yes/No
v. Amenities – Separate wash rooms for Boys/Girls: Yes/No
vi. Drinking water facility: Yes/No
vii. CCTV: Yes/No
viii. Fire safety measures: Yes/No
ix. Hostel facilities: Yes/No
x. Biometric Attendance facility: Yes/No
xi. Adequate parking area: Yes/No
xii. Computer/I.C.T facilities with Internet connectivity: Yes/No (if yes, give details)
xiii. Laboratory or Practical session facilities as per relevant skills: Yes/No (if yes, give details)
xiv. Library – Audio-video, C.D.s. & facilities: Yes/No (if yes, give details)
xv. Skill specific Books/Periodicals/Literature: Yes/No (if yes, give details)

Details of Trainer/Experts/Instructors:

Sr. No.	Name of Skill Course	Name	Qualification	Experience

Collaboration for practical, Internship, Apprenticeship & employment with Industry: Give details**.**

Provision for On the Job Training (OJT): Yes/No (Please Enclose details)

Provision for Apprenticeship: Yes/No (Please Enclose details)

Fee details :

Application and Inspection Fee: Rs._____ Receipt No. _____ Date _____

Application and Inspection Fee: Rs._____ Receipt No. _____ Date _____

Date: ___/____/____ Signature and Name

Place:_____ Principal/Director

Name of the College: _____

_____

Seal/Stamp

For Office use

For inspection team:

1. Date of visit: _____

2. Observations:

_____

_____

3. Recommendations and remarks about EASDC:

_____

_____

4. Recommendations about courses:

SN	Type of Skill courses	Level	Intake per batch	No. of divisions	Duration of the course

Name & Signature of Inspecting Team:

1)

2)

For Concerned Section of University

_____

_____

_____

_____