SANT GADGE BABA AMRAVATI UNIVERSITY GAZETTE

Official Publication of Sant Gadge Baba Amravati University

PART- ONE

(Extra-Ordinary)
Tuesday, the 1st October, 2024

DIRECTION

No. 77/2024 Date : 01/10/2024

Subject : Procedure and Norms of Academic Audit for grant of Continuation of Affiliation to the Colleges & Continuation of Recognition to the Institutions – Direction-2024

Whereas, Maharashtra Public Universities Act-2016 has come into force with effect from 1st March, 2017.

AND

Whereas, Sections 5(24),(28) & (29) of Maharashtra Public Universities Act 2016 prescribes powers and duties of University to lay down conditions, monitor & evaluate and to inspect and Sections 110,111 &114 of Chapter-X provides the procedure for regarding grant of Affiliation / Recognition and Continuation of Affiliation to the Colleges & Institutions.

AND

Whereas, Section 37(1)(j) of Maharashtra Public Universities Act 2016 provides to conduct Academic Audit and Section 37(1)(k) provides to oversee Continuation of Affiliation to Colleges & Continuation of Recognition to Institutions through a system of Academic Audit.

AND

Whereas, clause (m) of Sub-section (1) of Section 33 of Maharashtra Public Universities Act-2016, provides that the Academic Council shall prescribe the norms for granting Affiliation, Continuation of Affiliation, Extension of Affiliation to Colleges, and Recognition, Continuation of Recognition, Extension of Recognition to Institutions of higher learning and research of Specialised Studies.

AND

Whereas, the Academic Council in its meeting held on dated 22.12.97 vide Item No.30 in considering the recommendation of the Committee No.3/1997 has prescribed norms for grant of Affiliation, Continuation of Affiliation, Extension of Affiliation & Recognition to the Colleges / Institutions under the Provision of Sections -83, 84, 86 & 87 of Chapter-X of the then Maharashtra Universities Act-1994, which were issued vide Direction No.4/1998 dt. 27.10.1998, u/s 14(8) of the then Act.

AND

Whereas, as per Section 37(1)(k) of Maharashtra Public Universities Act, 2016, the continuation of affiliation / Recognition to the Colleges/ Institutions shall be through a system of academic audit, thereafter it shall be granted u/s 114 of the Act, for which legislation is required.

AND

Whereas, in view of above, the Board of Deans in its meeting held on 27th April, 2019 vide Item No.30, has prepared the norms and procedure for grant of continuation of affiliation to colleges/ Institutions under the provisions of Section 37(1)(j) for the purpose of Section 37(1)(k) of the Act, and recommended the same to the Academic Council.

AND

Whereas, the Academic Council in its meeting held on 30.4.2019 vide Item No.8 has accepted the Procedure & Norms u/s 33(1)(m) of the Act, as recommended by the Board of Deans.

AND

Whereas, the matter pertains to Section 71(18) of the Act and is to be regulated by prescribing Statute as required u/s 72 of Maharashtra Public Universities Act, 2016 which is time consuming process, and with a view to initiate action, to implement the Procedure & Norms the Hon'ble Vice-Chancellor in exercise of powers vested in him u/s 12(7) of the Act, has approved the Procedure & Norms of Academic Audit for grant of Continuation of Affiliation to the colleges or institutions (महाविद्यालय/संस्थाच्या संलग्निकरण चालु ठेवण्याकरीता विद्याविषयक लेखा परिक्षणाची मानके व कार्यप्रणाली) as accepted by the Academic Council, on behalf of Management Council and the Senate, on 21.6.2019.

AND

Whereas, thereafter the first Direction No.15/2019 has been issued u/s12(8) of the Act, and the Management Council has approved the said Direction vide Item No.147 in its meeting held on 23 Oct., 2019 and the Senate has also approved the same in its meeting held on 6/9 March, 2020

AND

Whereas, as per Section 12(8) of the Act, the Direction lapses automatically on completion of 6 months period, if the Statute, Ordinance or Regulation, as the case may be, could not be prescribed therefor, as per which the previous Direction No.15/2019, Direction No.5/2020, Direction No.16/2020, Direction No.22/2021, Direction No.56/2021, Direction No.82/2022, Direction No.43/2023 and recent Direction No.01/2024 stood lapse on completion of their respective 6 months period.

AND

Whereas, the matter is before the Statute Committee, for framing Statute, as per decision of Management Council vide Item No. 129 in its meeting held on 17th Oct.2023 (Adj. of 9.10.2023).

AND

Whereas, it is necessary to keep the norms in Appendix-I appended to earlier Direction mentioned above, in force, by issuing the Direction u/s 12(8) of the Act afresh.

Therefore, I, Dr. Milind A. Barhate, 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 "Procedure and Norms of Academic Audit for grant of Continuation of Affiliation to the colleges & Continuation of Recognition to the Institutions"- Direction -2024.

2. This Direction deemed to have come into force from 9th August, 2024 keeping in force the Procedure & Norms of Academic Audit as per Appendix-I enclosed for grant of continuation of affiliation / Recognition u/s 114 of the Act, through a system of academic audit as per Section 37(1)(k) of the Act, to the Colleges/ Institutions. The manual containing formats mentioned in para -9 of the said Annexure-I is also enclosed with this Direction with Summary therefor. However, the academic session from which the continuation of affiliation is to be granted under these norms shall be notified by the University, from which Part-B of Direction No.4/1998 shall stand amended to this extent.

3. Procedure and Norms of Academic Audit for grant of Continuation of Affiliation to the colleges & Continuation of Recognition to the Institutions shall be as per Appendix-I appended to this Direction, with the illustration : Viz "Internal members" may or may not be from the same college which is undergoing for academic audit, w.r.t. Para -7 of Appendix-I; So also 'other officers of the University' prescribed in Para-8 of the Norms, which shall be as – Deans of Faculties, Associate Deans, if any, Director of Innovation, Incubation & Linkages, Director of Knowledge Resource Center, Director of Life-long Learning & Extension and Director of Sports & Physical Education; Non-teaching staff as stated in Para-8, shall be from that same college, if required only for the purpose of assistance to Audit Committee i.e. shall not either as External or Internal member, for any college.
4. The earlier Directions as mentioned above including recent Direction No.01/2024 stand lapsed, on completion of their respective period of six months.

Sd/-
(**Dr. Milind A. Barhate)**
Vice-Chancellor
Sant Gadge Baba Amravati University.

Amravati
Date : 01/10 /2024

Appendix-I

संत गाडगे बाबा अमरावती विद्यापीठ, अमरावती.

महाविद्यालय/संस्थाच्या संलग्निकरण चालु ठेवण्याकरीता विद्याविषयक लेखा परिक्षणाची मानके व कार्यप्रणाली.

Procedure and norms of Academic Audit for grant of Contination of Affiliation to the colleges or institutions.

1) A Management of the college/institution or Principal shall apply for continuation of affiliation or continuation of recognition as the case may be, to the Registrar Sant Gadge Baba Amravati University, Amravati in prescribed application form by online mode along with the fees prescribed from time to time, upto the last date notified by the university by Notification in Gazette Part-II. The application fee is not refundable.
2) Every college/institute which is already affiliated to or recognized by the University, shall pay annual affiliation/recognition fees as prescribed by the University from time to time, in favour of the Finance & Accounts Officer, Sant Gadge Baba Amravati University, Amravati before the last date as Notified, for the submission of Application form.
3) For Professional Courses, approval/permission from respective Statutory Apex bodies / Council shall be mandatory, which must be obtained by the Trust / Society /Management /Principal of the college/Institute.
4) Each application form for the continuation of affiliation/recognition should be accompanied by a report to be prepared and submitted by the Principal / Head of the college/institute about the general information, of Trust / Society, College / Institute, statutory compliances, physical and academic infrastructure & assets, program / course curriculum, teaching-learning processes academic progress, outcomes and administrative and financial position of the college for the previous year, as required for part I to part VI of Academic Audit Report which is conducted u/s 37(1)(j) of Maharashtra Public Universities Act 2016. Terms & Condition given by the earlier Enquiry Committee & compliance thereof shall also be submitted, in Academic Audit Report.
5) The application must provide all the necessary information and it should be complete in all respects. All information provided in the application should be factual and verifiable. Application forms must accompany all enclosures and other information necessary for the purpose of continuation of affiliation/recognition.
6) After receipt of applications in stipulated time, Board of Deans u/s 37(1)(j) of the Act will carry out academic audit of colleges/institutions, as the case may be, by an Academic Audit committee, for the purpose of clause(k) of the said Section of the Act.

7) 'Academic Audit Committee' means 'the committee constituted by the university for the purpose of academic audit having an equal number of internal and external members'. 'Internal members' means 'the members appointed by College/Institute from the pool of experts generated by the university'. 'External members' means 'those who are not internal members but appointed by the university from the pool of experts'. Pool of experts will be formed by the university. The Chairman of the Committee shall be from the external members so appointed.

8) The pool of experts will be the congregation of nominations of teachers who are members of Senate, Management Council, Academic Council, other officers of the university, approved Principals, I.Q.A.C. and NAAC / NBA Coordinators of the colleges/institutes, Professors, Associate Professors who have undergone "Academic Audit Awareness Program" organized by the university as well as Assistant Professors, Librarians, Directors of Physical Education & Sports with Ph.D. & with minimum 10 years of experience, non teaching staff not below the rank of Head Clerk with minimum 15 years of experience & have successfully completed the training program / workshop organized for Academic Auditors by the University for the said purpose. Formation of Academic Audit Committees & carrying out academic audit should be completed during the period from third week of October to Second week of March for the applicant colleges/institutions for continuation of affiliation / recognition. The Principal shall be informed accordingly before 7 days of scheduled visit of the Committee. The committee shall prepare a report, containing its observations, evaluation & recommendations and submit the same to the University online and hard copy of the same duly signed by the chairman and all the members of the Committee within 7 days of its completion of audit.

9) The Academic Audit/Inspection Committee will carry out the audit/inspection as per the norms given in the Part I to VI and manual of Academic Audit Report.

10) It shall be the duty of the Management / Society or the Principal to receive the Academic Audit Committee and to provide all the necessary information as desired and demanded by the committee.

11) The Management should not admit the students unless the Continuation of Affiliation/Recognition is granted to the college/institution. The University will not be responsible for any consequences, if the students are admitted without grant of continuation of affiliation / recognition.

12) The Management whose college or institution has been granted affiliation or recognition, shall give the undertaking to comply with the conditions mentioned in Section 108 (a) to (k) Maharashtra Public Universities Act, 2016.

13) The affiliation accorded to a college/institution may be withdrawn by the University as per the procedure laid down in Section 120 of Maharashtra Public Universities Act, 2016. If the University finds that the college/institution has not complied with the provision of Section 108 (a) to (k) or the college/institute has failed to act according to the directions given by the University from time to time, the erring colleges / institutions may be penalised by imposing the penalty as per procedure prescribed and have to pay the penalty to the University as prescribed, in case of non-compliance or found failure in providing information, etc. desired by the University.

14) The University will organize 'Academic Audit Awareness Program' and Workshops for eligible experts as and when required to form / modify pool of experts for Academic Audit. The Board of Deans shall approve the Pool of Experts for the purpose of Academic Audit.

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SUMMARY OF MANUAL

(Read Para-9 of Appendix-I and Para 2 & 3 of Direction)

(For filling the Formats for the purpose of conduct of Academic Audit)

1. As per Para-2 of Direction on Procedure & Norms of Academic Audit for grant of Continuation of Affiliation to Colleges or recognition to Institution, the Manual has been enclosed to the Direction.

2. The aforesaid Manual is consisting of formats-Viz :

[College PART (applicable to all Colleges.]

(i) **Part-I Format** : Regarding General Information is to be filled in by the college duly signed by the Principal.

(ii) **Part-II Format** : Statutory / University compliances to be filled in by College duly signed by the Principal.

(iii) **Part-III Format** : Infrastructure & Resources, to be filled in by College duly signed by the Principal.

(iv) **Part-IV Format** : Program / Course curriculum & teaching Learning Process, to be filled in by the College and signed by the Principal.

(V) **Part-V Format** : OUTOMES, to be filled in by College and signed by the Principal.

(VI) **Part-VI Format :** (A) **(Applicable to B.Ed., B.P.Ed. etc. Colleges) :**

On Programme Specific Additional Information, to be filled in by College and duly signed by Principal.

Part-VI Format : (B) **(Applicable to Colleges Engg./Pharmacy/Arch. etc.)** Additional information to be filled in by College and signed by the Principal.
Its Statement - 01 and Statement - 02 shall be filled in by the College and signed by the Principal.

{ Academic Audit Committee Part }

Annexure-I Evaluation Sheet :– To be filled in by College and Academic Audit Committee shall award its points there on duly signed by Principal and Academic Audit Committee.

Annexure-II Evaluation Report : Academic Audit Committee shall allot points and make recommendations to the University duly signed by Academic Audit Committee

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