

CUSB/Acad/1-7/2022/...226.....

Date: 14/02/2023

NOTIFICATION

In pursuance of the decision taken in Academic Council in its 21st meeting held on 11th November, 2022 vide Resolution No. – 14/AC-21/22 and subsequent approval of the Executive Council in its 46th meeting held on 5th December, 2022, the “**Ordinance and Regulation governing the provisions in Programmes / Courses of Studies under Self-Financing Scheme offered by Central University of South Bihar**” is hereby notified for implementation.


(Col. Rajiv Kumar Singh)
Registrar

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Ordinance and Regulations governing the Provisions in Programmes/Courses of Study under the Self-Financing Scheme offered by the Central University of South Bihar.

[DRAFT ORDINANCE]

Preamble:

F.No.CUSB/Acad/1-7/2021/165--Whereas the vision document of the New Education Policy 2020 includes increased access, equity and inclusion through a range of measures, including greater opportunities for outstanding public education and emphasizing multidisciplinary higher education system aiming to transform the Higher Educational Institution into hubs of skill-based training centers, and to grant them with the graded autonomy to promote a self-financing model of higher education. Self-financing model promotes self-financing centers which offer cost-based programmes that are conducted in a no-profit-no-loss manner while providing opportunities for implementation of skill development courses. These courses would not only bridge skill gaps in the locality/nation/ region, but in an important way can contribute to job creation, decent living, and inclusive growth.

Whereas Self-financing Department shall offer those academic programmes/courses of study which generate sufficient revenue by way of tuition fees, admission fees so as to meet all expenses pertaining to staff, buildings, recurring expenses for electricity, water, stationery, course material, establishment and maintenance of laboratories, postage, TA/DA and all other incidental expenses as applicable to running the self-financing programmes.

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Objectives:

Whereas the courses of studies under the self financing scheme shall cater to the skill demands relevant to the local,national,regional and global developmental needs and to enable an individual to be self reliant by developing entrepreneurship skills.

Now, therefore, in exercise of the mandates conferred by Clause (b) of Sub-Section (1) of Section 28 of the Central Universities Act 2009 as amended Central University of South Bihar, the University with the prior approval of the Academic Council, Executive Council and other appropriate bodies of the University hereby makes the following Ordinance and Regulations, namely:-

1. Short Title and Commencement:-

1.1. These Ordinance and Regulations shall be called “**Ordinance and Regulations governing the Provisions in Programmes/Courses of Study under Self-Financing Scheme offered by the Central University of South Bihar**”.

1.2. These Regulations shall come into force on the date of notification published after the approval of the Competent Authority, Academic Council and Executive Council of the University.

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2. Applicability:-

These Ordinance and Regulations shall apply to all the Teaching Departments and admission, examinations, degree, diplomas of the University.

3. Definitions:- In these Ordinance and Regulations, unless the context otherwise requires-

- a. 'Act' means the Central Universities Act 2009 and as amended Central University of South Bihar.
- b. 'Academic Session' denotes the period of one complete year starting from 1st July of the Year till the 30th of June of the following Year.
- c. 'Competent Authority' means the Vice-Chancellor, the Executive Council, the Academic Council, the UATEC, the Departmental Committee as may be designated to determine the fees or scale of fees as payable by the students and the allotment of seats to the students for admission to various Programmes of Study.
- d. 'Course' means a course which refers to any academic programme leading to the award of a Certificate, Diploma or Degree specifically introduced and established under the scheme.
- e. 'Employee' means a teaching and non-teaching employee appointed under these schemes.
- f. 'Fee' means all fees including tuition fees and development charges.
- g. 'Programme' means an educational programme leading to the award of a Certificate, Diploma or Degree.
- h. 'Scheme' means which may refer to the Self-financed Courses and Programmes.
- i. 'Self-Financed Course' means the course and programme that generates sufficient revenues by way of tuition fee, admission fee or funds so as to meet all the expenses for the running of the course such as salaries of staff, building rentals, recurring expenses for electricity, water, stationery, course material, establishment and maintenance of

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laboratories, postage, TA/DA and all other incidentals so as to provide the course the character of financial self-sustenance.

- j. 'Teaching Department of the University' means such Departments/Schools offering the Course of Studies' under these schemes.
- k. 'University' in this Ordinance and Regulations means Central University of South Bihar.
- l. 'Vice-Chancellor' means the Vice-Chancellor of the Central University of South Bihar.

4. General Provisions:-

4.1. All existing ordinances, rules and regulations of Self Financing Courses, if they are inconsistent with these Statutes, are, to the extent of such inconsistency, hereby rescinded and shall forthwith cease to have effect.

4.2. The University can start a Self Financing Course, if it is felt that there is an academic need to start such a course, either in an existing department of the University or in some new and emerging area.

4.3. Only such courses need to be started which are financially viable either immediately or in the next three years.

4.4. Any proposal for a Self Financing Course, can be initiated by an existing teaching department of the University or if it is in a new field of study, requiring the establishment of a new Department, then, the Vice Chancellor may constitute a Committee consisting of two Deans of School and two External Experts in that field to examine the proposal in terms of its academic and financial viability at the University. The Vice Chancellor may constitute an *ad hoc* Board of Studies, consisting of internal and external experts, to develop the course and its detailed syllabi of each paper as well as required

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ordinances for admission teaching and examination.

4.5. In self-financing programmes, the intake capacity shall be such that the amount of revenue collected is able to meet all the expenses.

5. Admission and Other Conditions:

5.1. Notwithstanding anything contained in any law for the time being in force or any judgment, decree or order of any court or any other authority or in any agreement, the admission of students under the self-financing scheme shall be made only on the basis of the merit list prepared through a common entrance examination.

5.2. The admission under the scheme shall have the status of regular and special courses of study respectively.

5.3. The candidate seeking admission under the scheme shall be required to make separate application for consideration of admission in the Programme/ Courses of Study.

5.4. The admission shall be made from the list prepared on the basis of common entrance examination from among those students who indicate their preference for admission under this scheme.

Provided that the University/Departments/Schools shall ensure *inter-se* merit among the students opting for a particular programme/courses of study and lower rank holders will be eligible for the seat, only if higher rank holder relinquishes his or her claim.

5.5. No student other than a student who fulfils the requirements of the University admission Ordinance and Regulations laying down the norms and standards for various Courses of Studies shall be eligible for admission to the Teaching Department of the University.

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- 5.6. Eligibility of students seeking admission under the scheme and the procedures for admission will be regulated as per the policy laid down in the University admission Ordinance and Regulations for various courses of studies, as amended from time to time.
- 5.7. The eligibility for admission to courses of study/programme under these scheme shall be the same as provided for regular courses of study.
- 5.8. The minimum qualifying marks in the common entrance examination for admission shall be decided by the UATEC/Admission Committee on the recommendations being made by the Departmental Committee of the Teaching Departments of the University.
- 5.9. The admission under the scheme provided in the courses of studies will be made out of the applications on the prescribed form accompanied with requisite common entrance examination, score sheet and attested copies of certificates/testimonials/marks card received in the office of the Controller of Examinations, by the specified last date.
- 5.10. The maximum combination of students called for counseling under this scheme shall be three times of the total number of seats offered for admission.
- 5.11. The admission merit for these categories shall be formulated after the lower merit of the open seats gets exhausted.
- 5.12. The students admitted to the Course of Studies under the self financing courses shall be required to pay all the fees including the tuition fee and development fee payable in one installment, semester wise to the University.
- 5.13. If any seats under these schemes in any of the courses of study remain unfilled, on the closing date of the last round of admission, it will lapse and will not be merged with the regular courses.
- 5.14. The admission under the scheme shall solely depend upon the index, rank, available seats and cut-off decided as per open merit.
- 5.15. The reservation of seats in admission under the scheme shall be applicable as per the reservation policy of Government of India and as notified by GoI/UGC from time to time.

5.16. The hostel accommodation is not guaranteed but in case the students reside in the hostel allotted to him/her as per rule, he/she shall have to pay the hostel fee prescribed by the University.

6. Fee Structure for the Self-financing courses/programmes:

6.1. The fees to be charged under the scheme shall be cost-based fee structure.

6.2. The University will be competent to determine/prescribe the fee structure of the self-financing Course(s) from time to time as per the recommendation of the Departmental Committee of the Teaching Department offering such scheme.

6.3. No Teaching Department will charge the fee(s) over and above the fee structure prescribed by the University.

7. Criteria and Procedures for Determining Fees:-

7.1. The fees to be charged under the scheme shall have three broad categories, namely, tuition fee, development fee and all other fees.

7.2. While deciding/determining the fee structure under the scheme the Departmental Committee of the Teaching Departments of the University shall take into consideration the parameters which affect the cost, the total expenditures of running the courses of studies.

7.3. The distribution of the fees received under the self-financing scheme shall be made under the following arrangement:

| University | Department/s | School/s |
|------------|--------------|----------|
|------------|--------------|----------|

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| UG Programme (20%) | PG Programme (60%) | UG Programme (20%) |
| PG Programme (40%) | UG Programme (60%) | ----- |

7.4. The details of the fee and fees structures shall be decided by the Departmental Committee of the Teaching Department of the University offering courses of study/programme and shall be recommended to the appropriate authority of the University for approval and decision of the University in this regards shall be final.

7.5. The fee shall be realized to meet the actual cost of imparting education under the scheme.

7.6. While assessing a tuition fees the Departmental Committee shall take into account the facilities required to be provided as per the norms and standards of the University/Regulatory bodies.

8. Nature of appointment of Staff and Salary:

8.1. The staff required for Self-financing Courses/programmes shall be recommended by the Departmental Committee of the Teaching Department of the University.

8.2. The essential qualifications for various teaching and non-teaching posts under the Self- financed courses/programmes shall be similar to those prescribed by the UGC and/or other regulatory bodies.

8.3. For the conduct of such courses, the University may appoint such teaching and non- teaching staff as may be required for teaching, research and other administrative work, related to such a course.

8.4. They will be appointed at such terms and conditions as decided by the University.

8.5. The courses introduced under the scheme will be of purely temporary nature and will continue only so long as these are financially viable.

8.6. The engagement or recruitment of staff in connection with the affairs of the course under the scheme would be purely of Contractual and Temporary nature.

8.7. The employee under the scheme will have no right to regularization of their services. In case, the department/university intends to discontinue a particular course,

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the staff engaged in connection with the running of the said course will be duly notified of such intent to discontinue the course from the ensuing academic session as soon as a decision to this effect is taken by the Department/University.

8.8. All sorts of contractual engagements in teaching category shall be made on session to session basis excluding summer vacations.

8.9. The appointment shall not be in a regular pay scale with increments. The minimum of Pay scale is to be given as consolidated salary along with any other allowance deemed fit by the University on the basis of the candidates merit and experience.

8.10. There shall be no increase/decrease in total emoluments of a teacher/employee in the middle of the contract period.

8.11. The employees engaged on a temporary basis under contract in self financing courses of study shall not be entitled to any other financial benefits over and above the contract amount.

8.12. The staff under the scheme shall be engaged by way of national level open competition after inviting applications through an advertisement and the advertisement shall clearly mention the self financing policy and the salient terms and conditions of engagement.

8.13. The appointment shall be made by the University through a duly constituted selection committee as prescribed by the Act/Statute/Ordinances.

8.14. The Teaching Department of the University under the scheme may also engage existing staff and facilities and in such case staff shall be paid honorarium as per the UGC norms.

9. Duration of appointment:

9.1. The staff will be engaged for a period of full duration of the course. However, if a teacher is engaged in the middle of the academic session for the first time, in that case, the contract period will be co-terminus with the closure of the academic session.

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9.2. The total contract period would not exceed beyond the duration of the course. A teacher/employee will not be allowed to unilaterally terminate his contract during the mid of the academic session.

9.3. If a teacher/employee is interested in getting his contract terminated, one month's notice will be required in advance failing which salary of one month's notice period will be deducted. The college may have a security equivalent to one month's salary from the employee at the time of employment.

9.4. All teaching contractual engagements can be made on session to session basis excluding summer vacations.

10. Post under Self Financing Scheme:

10.1. The staff required for the Self-financing courses will be recommended by the Departmental Committee of the Teaching Department of the University.

10.2. The University after such recommendation may appoint the staff as per the provision laid down under the Act/Statute/Ordinance.

11. Code of Conduct:

11.1. Every employee shall at all times maintain absolute integrity and devotion to duty.

11.2. Every employee shall abide by and comply with the laws of the University and all orders and directions of his superior authorities.

11.3. Every employee shall extend the utmost courtesy and attention to all persons with whom he has to deal within the course of his/her duties.

11.4. Every employee shall endeavor to promote the interest of the University and shall not act in any manner prejudicial thereto.

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11.5. No employee shall participate in any demonstration or resort to any form of strike in connection with their official duties and conduct.

11.6. No employee shall, except in accordance with any general or special order of the University or in the performance in good faith of the duties assigned to him/her, communicate directly or indirectly to any other person to whom he/she is not authorized to communicate such documents or information.

11.7. No employee shall, except with previous sanction of the University engage directly or indirectly in any trade or business or undertake any other employment.

12. Disciplinary Proceedings:

12.1. If the Teaching Department/University is of the opinion that there is prima facie case of misconduct, inefficiency, physical or mental incapacity against an employee, the University shall be competent to terminate the services of such employee and/or to institute disciplinary proceedings against the concerned employee.

12.2. The rule of procedures on such termination from the services shall be followed by the University.

13. Termination of Contract under this scheme.

The contractual relationship of the staff/employees with the University under this scheme shall come to an end under the following circumstances.

13.1. If the Course is closed.

13.2. Contract is not renewed.

13.3. Performance/conduct of the employee is not found satisfactory.

14. Other Procedural matters connected with levy of Fees:-

14.1. Fees once prescribed under this scheme shall be valid for a period of three years.

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14.2. The fees when revised shall be applicable only to new entrants,

14.3. Fees shall be payable in advance for a semester

14.4. No Teaching Department of the University shall levy any fee exceeding the fee notified by the University under this scheme.

15. Assessment and Improvement:

15.1. The University shall take decision with regard to continuity/modification/closure of such Courses of study/programme based on yearly assessments.

15.2. No courses of study/programme will be closed once the students have been admitted to the programme on the grounds of inadequate enrolment and the resultant lack of financial viability during a particular year.

15.3. The decision regarding the closure of the courses of study/programme shall be taken in advance prior to the commencement of the new session.

16. Interpretation:-

16.1. Any question as to the interpretation of this scheme arises, it shall be decided by the competent authority of the University and its decision shall be final in the matter.

16.2. The University shall have the power to issue clarifications to remove any doubt, difficulty, or anomaly which may arise in regards to this regulations.

16.3. Any disputes arising in relation to fees charged under these Regulations that shall be governed by the law of the land.

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