

STATUTE No. 22	AFFILIATION OF COLLEGES & RECOGNITION OF INSTITUTIONS
---------------------------	--

In exercise of the powers conferred by sub-sections (16) (18) (19) and (31) of Section 19 read with (d) of Section 51 of the Andhra Pradesh Universities [Act 4 of 1991](#), the Executive Council hereby makes this Statute, relating to affiliation / recognition of Colleges and Institutions [of the Yogi VemanaUniversity, Kadapa](#).

1. COMPETENT AUTHORITY TO GRANT / WITHDRAW AFFILIATION / RECOGNITION / PERMISSION:

The Executive Council, in consultation with the Academic Senate, shall have the power to:

- (a) Grant affiliation to a College, which was accorded approval / permission by the competent authority, for providing a course or courses of study qualifying the students to University Degrees / Diplomas. Once the College is affiliated, permission may be granted separately for each course / subject / combination of subjects;
- (b) Accord recognition to Government or quasi Government Institutions for imparting instruction and guidance to students for a degree / diploma under a Memorandum of Understanding with the University;
- (c) Accord recognition to reputed and well established R&D institutions for preparing the students for a research degree (~~M-Phil~~ / Ph.D.), under the latest Regulations as approved by the UGC by a Memorandum of Understanding with the University;
- (d) Withdraw affiliation / recognition / permission granted to a College / Institution / course / subject / combination of subjects, for violation of rules / conditions of affiliation / recognition / permission, and for such other actions / incidents that damage the reputation of the University / Government.

2. PROVISIONAL AFFILIATION TO COLLEGES AND PERMISSION FOR COURSES / COMBINATION OF SUBJECTS, ETC.

- (a) The University shall notify every year in the month of November / December, the fees and the schedule of dates for receiving, processing, and finalization of applications for granting affiliation to Colleges and permission to run Courses / Combination of Subjects for the ensuing academic year. The University shall examine the applications received, complete the process of affiliation and

permissions within four (4) months from the last date of receiving the applications, and communicate its decision to the concerned parties not later than 31st May, so that the Colleges which have been granted affiliation and permission to run courses / combinations of subjects will be prepared to offer the courses in the ensuing academic year.

- (b) The Chairman / Secretary / Correspondent of the notified College (and in case of Government Colleges the appropriate authority representing the Government) only can apply for affiliation, provided that the Society / Trust / such other competent body seeking affiliation for the College is financially sound to fulfill the conditions stipulated from time to time by the Government, University and any other statutory bodies, with regard to Land, Corpus Fund, Accommodation, Furniture, Laboratory Equipment, Computer Facilities, Library Books, Salaries etc. The Society / Trust / such other body shall have to furnish the details of its funds and sources of income, along with supporting evidence, from which it proposes to meet the expenditure.
- (c) The University ~~will~~ **shall** accept the application for affiliation from a College, provided it is accompanied by an electronic version of the scanned copy of the application and all other supporting documents (in CD / pen drive).
- (d) The University may reject the applications for affiliation / permission summarily if the College does not conform to the notified guidelines and requirement of affiliation/permission. Once an application is rejected, the College shall not be considered again for the same academic year.
- (e) In case of those applicants who complied with the notified guidelines and requirements of affiliation/permission, the University ~~will~~ **shall** cause an inspection of the proposed College for verifying the information provided by the applicant and for assessing the feasibility of the request / proposal.
- (f) For the purpose of affiliation / permission, the Inspection Committee shall consist of the following:

i.	Dean / Expert of the Faculty concerned	...	Chairman
ii.	Head of the Department / School concerned	...	Member
iii.	Nominee of the Higher Education Department / APSCHE	...	Member
iii.	Dean, CDC	...	Member- Convener

If any of member(s) mentioned above is (are) unable to serve on the Committee for valid and approved reasons, the Vice-Chancellor ~~will~~ **shall** make necessary and suitable substitute arrangements. Whenever some technical help is needed

for the Committee, the Vice-Chancellor may nominate persons for the purpose. If the permission sought is for more than one Course / Combination, a combined Inspection Committee may be constituted by including the Deans and Heads of the Departments of relevant disciplines concerned. The Vice-Chancellor shall nominate one of the Deans, as the Chairman of such a Committee.

- (g) After visiting the proposed College, verifying the information provided in its application for affiliation, and assessing the feasibility of the applicant's request, the Inspection Committee shall submit, within one week from the date of inspection, a report in the prescribed pro-forma along with its recommendation, to the ~~Registrar~~ **Dean , College Development Council** of the University who shall submit the Inspection Committee Report to the Academic Senate / Standing Committee of the Academic Senate and the Executive Council, as soon as possible, for its consideration and decision.
- (h) The Report of the Inspection Committee for provisional / permanent affiliation / sanction of courses / combination shall be placed on the website of the University.
- (i) Affiliation to a College / permission to run a Course / Combination of Subjects granted by the University shall be provisional and is valid for one academic year only. The College will have to apply for and seek extension of affiliation / permission for each academic year. The College shall fulfill the conditions, if any, stipulated by the University while issuing the affiliation / permission orders, and submit the compliance report with documentary evidence within the prescribed time limit, failing which the College shall be disqualified for renewal of the provisional affiliation / permission for the next year. The University may appoint, if necessary, a Committee to verify the compliance report submitted by the College.
- (j) When the applicant College is unable to start the College / Course / Combination of subjects in the academic year for which provisional affiliation / permission has been granted, the provisional affiliation / permission stands cancelled automatically.
- (k) Every College with provisional affiliation / permission shall pay the prescribed annual affiliation fees, and such other fees as levied by the University, based on the number of courses permitted and the ceiling strength thereon, before the prescribed date.
- (l) A provisionally affiliated College shall apply to the University, on or before 30th December of each year, for extension of affiliation / permission by submitting a renewal application along with relevant documents, prescribed fee,

and academic progress of the previous year. The University shall process the renewal applications in the prescribed proforma before 30th April.

- (m) An affiliated college shall not be eligible for provisional affiliation beyond five years from the year of initial affiliation if the college does not fulfill the pre-requisites prescribed by the A P Education Act, University Grants Commission and the University, with regard to land ownership, permanent buildings, play grounds etc.

3. PERMANENT AFFILIATION OF COLLEGES:

- (a) A College having provisional affiliation for five consecutive years is eligible to apply for permanent affiliation, provided the College has fulfilled the conditions stipulated, from time to time, by the Government, the University and any other statutory bodies, for this purpose.
- (b) The application for permanent affiliation shall be submitted in the prescribed proforma along with the relevant documents and fees, six months before the expiry of the existing provisional affiliation.
- (c) The University shall process the application for permanent affiliation as per the clause 2(f) above. The Inspection Committee constituted for the purpose of permanent affiliation shall submit a comprehensive and specific report in the prescribed proforma about the academic, administrative, financial aspects of the College, besides the extent of compliance with the recommendations made earlier by the University for the academic improvement in the College.
- (d) For the purpose of permanent affiliation, the Inspection Committee shall consist of the following and will be appointed by the Executive Council:
 - i. Dean / Expert of a Faculty ... Chairman
 - ii. A senior Professor of the University ...
Member
 - iii. Nominee of the Higher Education Department/APSCHE ... Member
 - iv. Dean, CDC ... Member-
Convener
- (e) If an application for permanent affiliation is not considered favourably, the same may be deemed to be an application for renewal of provisional affiliation for that academic year.
- (f) The College, which has been granted permanent affiliation, shall pay the prescribed annual affiliation fees each year and such other fees as levied by the

University based on the number of courses permitted, and the ceiling strength thereon, before the prescribed date.

- (g) The University shall inspect and review, once in five years or earlier, every affiliated College with permanent affiliation, to ensure maintenance of academic standards and quality enhancement in the College with regard to infrastructure facilities, financial viability, classroom training, teaching staff, library, and other related matters. The University may direct any College so inspected to take remedial action within a stipulated period.
- (h) The University shall withdraw permanent affiliation to any College for proven violation of rules/conditions of permanent affiliation and also for non-compliance of any directions from the University. Such College will be treated as under provisional affiliation for that academic year.

4. RECOGNITION OF COLLEGES / INSTITUTIONS AS RESEARCH CENTRES FOR OFFERING ~~M-PHIL~~ / Ph.D. PROGRAMMES:

- (a) A reputed institution of the Government or a quasi-Government Institution situated in the jurisdictional area of the University, as specified in Schedule-I, is eligible to apply for University recognition, for conducting research programmes by entering into a Memorandum of Understanding (MoU) for the purpose to the University.
- (b) Colleges with permanent affiliation / National Research Laboratories and / or Institutes / Reputed Industrial establishments with accredited R & D Laboratories, are eligible to apply for University recognition as a Centre for conducting Research Programmes leading to ~~M-Phil~~ / Ph.D. degree in a subject / subjects approved by the University;
- (c) National Research Laboratories and / or Institutes / Reputed Industrial establishments / Government and quasi-Government institutions with accredited R & D Laboratories, which are situated outside the jurisdictional area of a University are also eligible to apply for University recognition as a Centre for conducting Research Programmes leading to ~~M-Phil~~ / Ph.D. degree in a subject / subjects approved by the University provided the same is permitted by the Governments concerned / statutory bodies;
- (d) The guidelines for eligibility, method of applying, processing of the application and other general rules and regulations for recognition of Colleges / Institutes as Centers for conducting Research Programmes shall be devised by the University separately for each programme, on request from the college / institution concerned.

- (e) Recognition of a College / Institute as a Centre for conducting Research Programmes is provisional and is based on the recommendation of a Committee constituted for the purpose by the Vice-Chancellor. Provisional recognition is valid for three academic years, and should be renewed after three years based on the progress.
 - (f) Provisional recognition may be granted to a College provided it satisfies the requirement of availability of eligible Research Supervisors, required infrastructure and supporting administrative and research promotion facilities as per the UGC Regulations for Minimum Standards and Procedure for Award of ~~M-Phil~~ and Ph.D. Degrees, 2016 in vogue.
 - (g) Post-graduate Departments of Colleges, Research laboratories of Government of India / State Government with at least two Ph.D. qualified teachers/scientists/other academic staff in the Department concerned along with required infrastructure, supporting administrative and research promotion facilities as per these Regulations are eligible to be considered.
 - (h) In case of science and technology disciplines, exclusive research laboratories with sophisticated equipment as specified by the Institution concerned with provision for adequate space per research scholar along with computer facilities and essential software, and uninterrupted power and water supply are an important requirement.
 - (i) In addition, library resources including latest books, Indian and International journals, e-journals, adequate space for research scholars in the Department / library for reading, writing and storing study and research materials are also necessary.
 - (j) Admission of students to ~~M-Phil~~ / Ph.D. programmes in Colleges / Institutions recognized as Centres for conducting Research Programs will be made by the University as per the regulations in vogue.
5. (a) All the Colleges / Institutions that are affiliated / recognized by the University shall comply with the Rules, Regulations, Ordinances, Statutes, standing orders or directions issued by the University, from time to time. Colleges / Institutions that are found to violate the rules, regulations, ordinances, statutes, standing orders or directions of the University are liable for de-recognition.
- (b) Any distortion / tampering / misrepresentation of facts by Committees / Colleges / Institutions, during and / or after the inspection, will be treated as misconduct and invites punitive action by the competent authority of the University.

In exercise of the powers conferred under clause (j) of Section 51 read with clause (16) of Section 5 and clause (d) of Sub Section (2) of Section 25 of the A.P. Universities [Act 4 of 1991](#), the Executive Council hereby makes this Statute in respect of Teaching and Research Departments, under each Faculty [of Yogi Vemana University, Kadapa](#).

This Statute shall contain the formalities required for establishing a new teaching Department or a Research Centre:

1. The proposal to establish a new Department / Research Centre shall be made by the relevant Board of Studies. After approval by the Board of Studies, the matter shall be placed before the Academic Senate which, after satisfying itself that that adequate academic and physical infrastructure is available, may recommend such establishment to the Executive Council.
2. The recommendation of the AS shall be placed before the EC for its approval. The EC before approving the establishing a new Department / Research Centre, shall also take into account the financial feasibility of the proposal.
3. After approval of by the EC, the new Department / Research Centre shall be started in the University from the ensuing Academic year, after completing the teacher recruitment, if any, well in advance.

STATUTE No. 24	INSTITUTION AND CLASSIFICATION OF TEACHING POSTS - METHOD OF APPOINTMENT AND DUTIES OF TEACHERS
---------------------------	--

In exercise of the powers conferred by clause (j) of Section 51 read with clause (e) of Sub-section (2) of Section (25) read with sub-section 5 (iii) and (29) of Section (19) of the Andhra Pradesh Universities [Act 4 of 1991](#), the Executive Council hereby makes this Statute in respect of Institution and Classification of Teaching Posts - Method of Appointment and Duties of Teachers, and thereof.

1. The Executive Council shall have the power to determine, from time to time, the subjects for which the teaching posts (Professor / Associate Professor / Assistant Professor) are required, and to institute them;
2. The University teachers shall be of the following three categories, and / or any other category approved by the UGC / State Government / Executive Council:
 - (a) Professor;
 - (b) Associate Professor; and
 - (c) Assistant Professor.
3. The vacant posts of teachers, and their equivalent categories, if any, in the University shall be filled on all India basis by advertisement in national level newspapers and in the university website;
4. The qualifications and selection criteria prescribed by the UGC Regulations from time to time shall be followed in the recruitment / promotion of University teachers.
5. As defined, University teachers, viz., Professors, Associate Professors, Assistant Professors, and such other category of posts declared equivalent to teachers by the Executive Council, should be appointed on the recommendations of a Selection Committee constituted as per the provisions of the Act and any other guidelines / regulations issued by the University Grants Commission / State Government from time to time.
6. The duties of a Professor, Associate Professor and Assistant Professor shall be to:
 - (a) teach, train, and guide the students and research scholars in their subjects of study, and support them academically in their **progress**;
 - (b) engage in research and publish in accredited and refereed journals;
 - (c) involve in extension activities, approved by the University;

- (d) carry out such other academic, examination and / or University administrative work as may be assigned by the Head of the Department / Chairperson, Board of Studies / ~~Dean~~/Principal / ~~Dean~~/ Vice-Chancellor;
- (e) It shall be a duty of every teacher to disseminate the knowledge he/she has acquired in his/~~her~~ subjects to all his/~~her~~ students. He/~~she~~ should keep abreast of the latest books, learned articles in journals, *etc.*, in his/~~her~~ subject, digest the information therein, and use it in the class either for lecturing or tutorials or discussions or seminar sessions.
- (f) Teachers should carefully prepare themselves ~~himself~~ for ~~his~~ their daily works in the class and the laboratory and employ suitable techniques for teaching. ~~He~~ They should provide an outline of ~~his~~ their lecture along with suggestive reading material to the students. It should be ~~his~~ their constant endeavour to continuously acquire new knowledge which alone will make ~~him~~ them through and through a specialist in ~~her~~ their field, *i.e.*, ~~he~~ they should be life-long student.
- (g) It shall also be a teacher's duty to discover new knowledge, for which he/~~she~~ must constantly engage ~~himself~~ in research. ~~He~~ They should encourage ~~his~~ their research students to do research and guide them to properly use new techniques and suitable methodology.
- (h) It shall be the teacher's duty to acquaint himself/~~herself~~ with and make use of the latest pedagogical and technology tools in his/~~her~~ transactions in the classroom.
- (i) A teacher shall maintain high professional standards. A teacher's research publications, ~~his~~ writings, ~~his~~ skills, and ~~his~~ behaviour should set the pattern for the students to emulate. It shall be his/~~her~~ endeavour not to resort to plagiarism and discourage it in his/~~her~~ students.
- (j) A teacher is normally expected to constantly pursue academic excellence, and have human sympathy, interest in work and environment.
- (k) A teacher shall, when called upon, perform such functions as may be assigned by the authorities, like the conduct of examinations, administration of the institution, running of the hostels, NSS, and other units of the university, and organization of extension, outreach, and consultancy activities, and contribute to the corporate life of the campus.
- (l) A teacher shall strictly conform to the working hours of the university / departments prescribed, maintain punctuality and regularity, and shall be present sufficiently in advance to conduct his/~~her~~ academic activities / class / laboratory work / assigned duty.
- (m) A teacher shall attend ~~his~~ lecture classes and laboratory sessions as per the Time-Table prescribed and shall maintain a teacher's diary wherein to record ~~his~~ classroom transactions and the coverage of the syllabus items assigned to ~~him~~.
- (n) The model code of conduct supplied by the UGC shall be applicable for all teachers of a University.

In exercise of the powers conferred by clause (e) of Section 51 of the Andhra Pradesh Universities Act, 1991 (Act 4 of 1991) the Executive Council hereby makes this Statute in respect of holding of Convocation for conferring Degrees, Diplomas and Gold Medals:

1. THE CONVOCATION:

- (a) Convocation for the purpose of conferring Degrees and award of Diplomas, Medals, Prizes concerning such Degrees, shall ordinarily be held every year in the month of December / January. However, a Special Convocation may also be held at such other times as may be found necessary or convenient. The actual date and time of the Convocation in each case shall be fixed by the Executive Council, subject to the Chancellor's approval.
- (b) The Chancellor shall preside over the Convocation. In the absence of the Chancellor, the Vice-Chancellor shall preside.
- (c) The Degrees conferred and Diplomas awarded by the University at the Convocation shall be those as approved by the Executive Council and Academic Senate.
- (d) Not less than thirty (30) days notice shall ordinarily be given by the Registrar, under the direction of the Vice-Chancellor, for an ordinary Convocation. However, a short notice of a period possible, as decided by the Vice-Chancellor, is sufficient for a special Convocation.

2. AWARD OF DEGREES & DIPLOMAS:

- (a) Candidates shall submit their application to the Controller of Examinations for admission to degree and / or diploma in the prescribed form with fee, at least 30 days before the date fixed for the Convocation.
- (b) Every candidate who has studied in University College(s) and qualified for a Degree or Diploma shall receive the same at the Convocation either in person or in absentia. It shall, however, be competent for the Vice-Chancellor, to confer on candidates who are declared eligible for the award of their respective Degrees or Diplomas. All such cases shall be reported to the succeeding Convocation.
- (c) Any candidate who, having applied as a candidate for a degree in person at Convocation but failed to appear at that occasion, can obtain the Degree or Diploma or title on payment of penal fee as prescribed by the University.

- (d) Every candidate who has studied in a College / Institution affiliated to or recognized by the University and qualified for a degree or diploma or title shall receive the same either in person or in absentia at a special function held after the Convocation at the College concerned, which has prepared and presented him / her for the final / qualifying examination concerned.
- (e) Degrees or Diplomas may be awarded posthumously, on application, to such representative of the eligible and deceased candidates, as may be approved by the Vice-Chancellor. The Vice-Chancellor's choice of the representative of the deceased is final.
- (f) The Degrees and Diplomas of the University shall be valid only if they (a) bear security features and seal of the University, (b) are signed by the Controller of Examinations / Registrar in case of Degrees and Diplomas other than the Research Degrees, (c) are signed by the Vice-Chancellor in the case of Research Degrees, and (d) are signed by the Chancellor or Vice Chancellor who ~~prescribed~~ preside over the convocation in case of Honorary Degrees.
- (g) The Vice-Chancellor may, with the approval of the Executive Council, recommend a panel of eminent persons to the Chancellor to invite one of among them as the Chief Guest to deliver the Convocation Address.
- (h) The Vice-Chancellor may, at a meeting of the Executive Council, move the proposal for conferment of an honorary degree / title such as LLD, D Lit., DSc., Kalaprapoorna, Kreedaprapoorna etc., upon a person who has rendered outstanding service to society at large by reason of his/her eminence and attainment or by virtue of his / her contribution to knowledge, or for his / her distinguished service to the cause of education, science and technology, health, fine arts, games and sports, or any other public services. Honorary Degrees shall be conferred with the approval of the Chancellor and only at the Convocation in person.

3. THE PROCEDURE:

- (a) The Executive Council shall, from time to time, lay down the procedures to be followed at the Convocation by an ordinance.
- (b) The Chancellor, the Vice-Chancellor, the Rector, the Chief Guest, recipients of Honorary Degrees, Registrar, Deans / Chairpersons of the Faculties, and members of the Executive Council / Academic Senate shall wear the academic robes/**ethnic attire** prescribed and assemble at the place allotted for supplication of Graces at the appointed hour. Arrangements shall be made on the dais in the Assembly of Graces for the seating of the Chancellor, the Vice-Chancellor, the Rector, and the Registrar, with the Chancellor seated at the centre. The Chief Guest, the recipients of the

Honorary Degrees, the Deans / Chairpersons of the Faculties and other members of the Executive Council shall be seated opposite to the Chancellor.

- (c) The Graces of the Executive Council for admission of the candidates to the several Degrees shall be supplicated in the alphabetical order of the Faculties by the Dean of the Faculty concerned. In the absence of the Chairperson of any Faculty, the Grace shall be supplicated by the person authorized by the Vice-Chancellor.
- (d) The formula to be used for each Grace shall mutatis mutandis be as follows:

“Mr. Chancellor, I move that a Grace of the Executive Council be passed on those persons whom the Executive Council on the reports of the Examiners has certified to be qualified for the degree ofand they be admitted to that degree”.
- (e) Whereupon the Chancellor shall put the question, “Doth it please you that this Grace be passed?” and the Executive Council assenting, the Chancellor shall say: “This Grace is passed”.
- (f) When all the Graces have been passed, the Chancellor, the Vice-Chancellor, the Chief Guest, the recipients of the Honorary Degrees, Chairpersons of the Faculties and members of the Executive Council and the Registrar shall proceed in procession in pairs to the hall in which the Degrees are to be conferred.
- (g) The Chancellor’s chair on the dais in the Convocation Hall shall be arranged in such a way that it is slightly in advance in the row of chairs where he is seated. The Chancellor shall be at the centre of the row and he is flanked on the left side by the Vice-Chancellor and on the right side by the Chief Guest / Rector. The Chief Guest shall be seated next to the Vice-Chancellor, the recipients of Honorary Degrees on either side next to the Chief Guest and Rector. The Registrar shall be seated at the right side end. The Deans / Chairpersons of the Faculties and the members of the Executive Council shall be seated in the second and third rows behind leaving full space for the presentation of the candidates.
- (h) The candidates shall wear the gowns, hoods, and academic caps / turbans / fezzes pertaining to the respective Degrees and shall be seated opposite to the Chancellor.
- (i) On the procession entering the hall, the candidates shall rise and remain standing until the Chancellor, Vice-Chancellor, Chief Guest, recipients of Honorary Degrees, Dean / Chairpersons of the Faculties, members of the Executive Council, and the Registrar have taken their seats.
- (j) The Chancellor, Vice-Chancellor, Chief Guest, recipients of Honorary Degrees, Deans / Chairperson of the Faculties, members of the Executive Council and the Registrar having taken their places, the Chancellor shall say :

“The Convocation of **Yogi Vemana** University has been called to confer Honorary Degrees and other academic distinctions on persons upon whom the Executive Council has decided to confer them and Degrees upon the candidates who have been certified worthy of these Degrees. Let the candidates be **now** presented.”

- (k) Honorary Degrees, if any, shall be conferred immediately after the opening of the Convocation. The recipient(s) of such degree shall be presented ordinarily by the Vice-Chancellor who shall make a recital of the recipient’s qualifications and achievements of excellence. The recipient of the Honorary Degree shall remain standing when the citation is read.
- (l) The Chancellor or the Vice-Chancellor, in presenting the Honorary degree, shall say to the recipient:-

“By virtue of the authority vested in me as the Chancellor (or Vice-Chancellor) of the **Yogi Vemana** University, I admit you to the degree of (Honoris Causa) of this University on account of your eminent position and attainments, and in token thereof you have been presented with this degree, and I authorize you to wear the Robes ordained as the insignia of your degree”.

Then he/**she** shall retire to his/**her** seat. Afterwards, the other Degrees will be conferred as per the procedure laid down for convocation.

In exercise of the powers conferred by sub-section (17) of Section 19 read with sub-sections (d) and (j) of section 51 of the Andhra Pradesh Universities [Act 4 of 1991](#), and amendments made thereon, the Executive Council hereby makes the following Statute in respect of conditions and procedures to be followed by the [Yogi Vemana University, Kadapa](#) for Conferment of autonomy or its withdrawal on any college under its jurisdiction.

1. ELIGIBILITY:

- (a) Affiliated Colleges with not less than ten years of standing and recognized by the University Grants Commission under Sections 2(f) and 12(B) of the University Grants Commission Act, 1956, and accredited by NAAC with a minimum of “**B A**” Grade only are eligible to apply for the conferment of the status of autonomy.
 - (b) The following criteria shall be followed for identification of institutions for grant of autonomy:
 - i. Academic reputation and previous performance in University examinations and its academic / co-curricular / extension activities in the past;
 - ii. Academic / extension achievements of the faculty;
 - iii. Quality and merit in the selection of students and teachers, subject to statutory requirements in this regard;
 - iv. Adequacy of infrastructure, equipment, laboratories, library, accommodation for academic activities, etc.;
 - v. Quality of institutional management;
 - vi. Financial resources provided by the management / State Government / UGC for the development of the institution;
 - vii. Responsiveness of the administrative structure;
 - viii. Motivation and involvement of faculty in the promotion of innovative reforms;
 - (c) The Executive Council may confer the status of autonomy upon a College with the concurrence of the University Grants Commission.
2. The application for autonomous status by the College, the screening of the application for autonomous status shall be as prescribed by the UGC and ordinances of the University.

3. CONFERMENT OF AUTONOMOUS STATUS:

- (a) The recommendations of the Screening Commission shall be considered by the Executive Council. If it decides to pursue the matter further, it shall place the matter before the Academic Senate, if it is in session, or before the Standing Committee of the Academic Senate, for consideration and necessary recommendations to the Executive Council for the conferment of the status of autonomy on the Affiliated College.
- (b) On the recommendations of the Academic Senate or the Standing Committee of the Academic Senate as the case may be, the Executive Council shall, in consistence with the recommendations of the ~~University Grants Commission~~ (UGC) and subject to such conditions, if any, as may be laid down by it, confer the autonomous status on the Affiliated College.
- (c) In the event of the conditions stipulated by UGC and the Executive Council not being fulfilled within the time and manner specified, such autonomy shall lapse and a fresh application on the part of the management of the college shall be necessary.

4. COMMITTEES IN AN AUTONOMOUS COLLEGE:

- (a) The College shall have the following Committees to ensure proper management of academic, financial, and general administrative affairs.

The following are the statutory bodies in an autonomous college:

- i. Governing Body
- ii. Academic Council
- iii. Board of Studies
- iv. Finance Committee

The composition and functions of the above Committees shall be as per the provisions made by the ~~University Grants Commission~~ **UGC**.

- (b) The College shall, in addition, have other Committees such as the Planning and Evaluation Committee, Grievance Redressal Committee, Examination Committee, Admission Committee, Library Committee, Student Welfare Committee, Extra Curricular Activities Committee, Anti-Ragging Committee, and Academic Audit Committee.
- (c) An autonomous college shall prepare a calendar for the meetings of the various bodies to ensure that the implementation of the recommendations made by them is not unduly delayed for reasons of non-convening of such meetings.

- (d) The management of the Autonomous College shall send to the Registrar at the beginning of the each academic year the general programme of the meetings of the Governing Body, the Academic Council, the Boards of Studies, and the Finance Committee, to be held in the year and the minutes thereof shall be sent to him/her within a fortnight of the meetings.
- 5. The extent, conditions of further extension and revocation of autonomy shall be in conformity with the UGC stipulation in this behalf and the ordinances of the University concerned.

**STATUTE
No. 27**

AUTHORITIES OF THE UNIVERSITY

In exercise of the powers conferred under clause (j) of Section 51 of A.P. Universities [Act 4 of 1991](#), the Executive Council hereby makes this Statute declaring the authorities of [Yogi Vemana University, Kadapa](#) under Clause (v) of Section 17 of the Act.

The following bodies are hereby declared as Authorities of the University in addition to those which are already included in the University Act. These authorities shall function as per the statutes prescribed for each of them:

- i. College Development Council (CDC)
- ii. Internal Quality Assurance Cell (IQAC)
- iii. Planning and Monitoring Board (PMB)
- iv. Standing Committee of Academic Senate (SAS)

In exercise of the powers conferred under Clause (j) of Section 51 of A.P. Universities [Act 4 of 1991](#), the Executive Council hereby makes this Statute declaring the Officers of the [Yogi Vemana University, Kadapa](#) under Clause (vii) of section 9 of the Act.

The following positions are hereby declared as Officers of the University in addition to those which are already included in the University Act. These officers will function as per the Statutes prescribed to each of them:

- i. Dean / Chairperson of the Faculties
- ii. Head of the Teaching Department
- iii. Dean, College Development Council
- iv. Director, IQAC

In exercise of the powers conferred under Clause (g) of Section 51 of A.P. Universities [Act 4 of 1991](#), the Executive Council hereby makes this Statute declaring the Officers of the [Yogi Vemana University, Kadapa](#) under Clause (vii) of section 9 of the Act.

1. The Registrar shall maintain a Register of Registered Graduates.
2. The persons who are Graduates of the University after graduation shall be entitled to have their names entered in the Register of Graduates, and will continue to be Registered Graduates for life. For this purpose, the day of the Convocation on which a person is admitted to his / her degree either in person or in absentia shall be considered the day on which he / she has graduated or taken his/her Degree.
3. (a) Any Graduate who wishes to register himself / herself as a Registered Graduate of the University shall apply in the prescribed form to the Registrar and pay the fee prescribed by the University from time to time which will entitle him / her to have his / her name entered and retained in the Register for life.

(b) The Register of Registered Graduates shall be revised, corrected, and brought up-to-date on 1st July of each year. For this purpose, the Register shall be closed from 1st June to 30th June each year and no entries shall be made during those days.

A Committee of five members from among the Academic Senate of the University, and appointed by the Executive Council, will revise the list of Registered Graduates every year.

- (c) Every applicant, for registration as a Registered Graduates, shall furnish his / her permanent address and e-mail ID. Communications, if any, will be sent by e-mail.
- (d) It is the duty of the Registered Graduate to inform the Registrar of the University where they have graduated of any change of address.