

NOTIFICATION
EDUCATION DEPARTMENT
Sachivalaya, Gandhinagar.
Dated 1st February, 2014.

**Gujarat
Professional
Technical
Educational
Colleges or
Institutions
(Regulation of
Admission
and Fixation
of Fees) Act.**

No: GH/SH/03/2014/PVS/102013/631/S :- In exercise of the powers conferred by sub-section (1) of section 20 read with sections 4 and 13A of the Gujarat Professional Technical Educational Colleges or Institutions (Regulation of Admission and Fixation of Fees) Act, 2007 (Guj. Act No.2 of 2008), the Government of Gujarat hereby makes the following rules regulating the procedure for declaration of Centre of Excellence to the Colleges, Institutions or Private Universities, as follows, namely:-

1. Short Title and Commencement.- (1) These rules may be called the Gujarat Professional Technical Educational Colleges or Institutions (Procedure for Declaration of Centre of Excellence) Rules, 2014.

(2) They shall come into force from the date of their publication in the *Official Gazette*.

2. Definitions.- (1) In these rules, unless the context otherwise requires,-

(a) "Act" means the Gujarat Professional Technical Educational Colleges or Institutions (Regulation of Admission and Fixation of Fees) Act, 2007 (Guj. 2 of 2008);

(b) "Appellate Committee" means Appellate Committee constituted under rule 7.

(c) "Centre of Excellence" means the College, Institution or Private University in which the quality education, path breaking research, innovative teaching methodologies, quality extension services, high employability and entrepreneurship are imparted;

(d) "Committee" means the High Level Committee constituted under rule 3;

(e) "University" means the University established under a law enacted by the Legislature of the State;

(f) "Appendix" means Appendix appended to these rules.

(2) The words and expressions used in these rules but not defined shall have the meanings assigned to them in the Act.

3. Constitution of High Level Committee.- (1) There shall be constituted a Committee to be called a “High Level Committee” consisting of the following members, namely:-

- (i) The Chairperson, to be nominated by the State Government who shall be selected from amongst the former Directors of **IISCs or IIMs or NITs or IIIT or TIFR or IITs** or Former Vice-Chancellors or Renowned Educationists;
 - (ii) one member, to be nominated by the State Government from **amongst** the Eminent Educationists; and
 - (iii) one member, to be nominated by the State Government from amongst the Head of Industrial or reputed Business Houses.
- (2) The Commissioner, Technical Education, Gujarat State, shall be *ex-officio* Member Secretary of the Committee.
- (3) The nominated member shall be entitled to receive the remuneration, fees, other charges and facilities as specified in Appendix II as may be decided by the State Government.

4. Powers and Functions of High Level Committee .- (1) The Committee shall have the following powers, namely:-

- (a) to give its evaluation in numerical values in the scale of 0 to 10 for the different parameters of evaluation mentioned in Appendix I;
 - (b) to recommend explicitly to the State Government the eligibility or otherwise for conferring the status of the ‘Center of Excellence’ to the applicant College, Institution or the private University, in Form “C” as specified in the Appendix I.
- (2) The Committee shall have the following functions, namely:-
- (a) to undertake the perusal and evaluation of the structured proposal submitted by the applicant Colleges, Institutions or the Private Universities in Form “B” as specified in the Appendix I;

- (b) to visit the campus of applicant College, Institution or the Private University for seeking additional information, clarification and interaction with the management, faculty and students of the said College, Institution or the Private University and record observations;
- (c) to collect the information and data during its visit, the comprehensive presentation integrating infrastructure development, directions of growth and achievements;
- (d) to discuss with the Director General, Directors and Deans with respect to the matters and issues related to items specified at serial numbers (1),(2) and (3) of Part-B of the Appendix I.

5. Terms and conditions of members of High Level Committee.- The terms and conditions of the members of Committee shall be as follows, namely:-

- (a) The tenure of the nominated members of the Committee shall be of two years and shall not be eligible for re-nomination;
- (b) a nominated member, having any relation with the applicant College, Institution or the Private University, shall be required to inform the State Government of having his relations with the said College, Institution or the Private University. On receiving such information from the member so nominated, the State Government shall nominate another member in his place in the Committee;
- (c) an application for conferring the status of “Centre of Excellence” to the applicant College, Institution or the Private University shall be dealt with expeditiously but not later than the period of three months from the date of the receipt of the application by the State Government.

6. Procedure for making application for grant of status of ‘Centre of Excellence’ and revocation thereof.- (1) The procedure for making application for grant of ‘Centre of Excellence’ shall be as follows, namely:-

(i) The College, Institution or the Private University seeking the status of 'Centre of Excellence' shall make an application or submit its proposal in Form 'A' and Form 'B' as specified in Appendix I alongwith the non-refundable fees of rupees two lakhs, to the State Government. The applicant College, Institution or the Private University shall also require to pay rupees five lakhs as security Deposit.

(ii) The application made under sub-rule (1) shall be forwarded to the Member-secretary of the Committee constituted under rule 3. The Member-secretary shall, in consultation with the Chairperson and other members of the Committee convene the meeting of the Committee and process the application.

(iii) It shall be the duty of the College, Institution or the Private University,-

- (a) to provide all additional and necessary information and clarifications which the Committee may require, in the prescribed time limit;
- (b) to facilitate campus visit of the Committee on scheduled dates and time;
- (c) to follow the scoring system.

(iv) In case, the application of the College, Institution or the Private University for grant of Status of '*Centre of Excellence*' is not granted by the State Government, it shall not be eligible to apply for the next two calendar years.

(2) In case, it is found that the College, Institution or the Private University has been conferred the status of 'Centre of Excellence' on the basis of wrong data or deliberate concealment of vital information, a notice shall be given to the concerned College, Institution or the Private University stating as to why the status of 'Centre of Excellence' conferred should not be cancelled and require it to send / give the explanation or necessary clarification within a period of fifteen days to the Committee which shall consider the explanation or clarification made by it and shall send its report to the State Government alongwith its recommendation.

(3) After the receipt of the report under sub-rule (2), the same shall be considered by the State Government and if in the opinion of the State Government the reply and explanation is not satisfactory, it shall after recording the reasons in writing by order /

cancel the status of 'Centre of Excellence' conferred on the College, Institution or the Private University and there upon it shall not be eligible for making the application for grant of status of Centre of Excellence for a period of next four years and liable for a penalty of a sum not exceeding rupees ten lakhs. In addition, the College, Institution or the Private University shall be required to follow any direction of the State Government with regard to the fees already collected by it.

7. Constitution of Appellate Committee.- (1) There shall be a constituted a Committee to be called the Appellate Committee consisting of following members, namely:-

- (i) Principal Secretary to the Government of Gujarat, Education Department;
- (ii) Director, Indian Institute of Technology, Gandhinagar;
- (iii) Director, Indian Institute of Information Technology, Vadodara;
- (iv) Director, Indian Institute of Management, Ahmedabad.

(2) Any College, Institution or the Private University aggrieved by the decision of the State Government rejecting the proposal, may prefer an appeal to the Appellate Committee within 30 days from date of the receipt of decision disqualifying it by the High Level Committee or the order rejecting the application, for reconsideration of the decision of the rejection.

(3) On receipt of the appeal preferred under sub-rule (2), the Appellate Committee shall scrutinize the proposal afresh and after consideration if it is satisfied that there are sufficient reasons for reconsideration of the proposal, it may refer the proposal back with its recommendation to the State Government to reconsider its decision.

(4) The Appellate Committee shall inspect all the issues of alleged irregularities brought to the notice of the State Government and recommend as deemed fit, the actions, ranging from revocation of the eligibility of autonomy to conditional continuance on specific terms and impose penalty up to Rs. 20.00 lakhs.

8. Review and Revocation.- The State Government may cause to inspect the College, Institution or, the Private University at any time. If it comes to its notice that the said College, Institution or, the Private University has misused the autonomy in admissions, fees or both, it shall make a reference to the Appellate Committee. The Appellate Committee after following the principles of natural justice and after going through all the

issues of alleged irregularities shall make its recommendations as deems fit. The Appellate Committee may recommend revocation of status of 'Centre of Excellence' or its conditional continuance on specific terms and may also impose penalty up to Rs. 20.00 lakhs.

9. *Uploading of information on website.*- It shall be obligatory for the College, Institution or, the Private University to upload the copy of application made to the Government for grant of Centre of Excellence, annual accounts and the copy of letter conferring the status of Centre of Excellence on its website within a period of six months from the closure of each financial year.

10. *Penalty.*- (1) Any College, Institution or Private University seeking status of 'Centre of Excellence' shall be liable to give all true, correct and complete information in the application form, as and when called for by the High Level Committee and at any stage of processing the application.

(2) Any breach shall make the college liable for forfeiture of the security deposit or part thereof.

11. *Decision of State Government shall be final.*- In implementation of the provisions of these rules, if any difficulty or question arises as to the interpretation of any provision, the decision of the Government shall be final.

APPENDIX I

(See rule 6(1))

PART I

FORM A

Sr.No.	Particulars	Information and Remarks, if any.
1	Name of the college/institution/private University:	
2	Name of the Act under which - (i) the college or institution is affiliated: (ii) private University is established:	
3	Year of establishment of the college/institution/private University :	
4	Name and designation of the Head of the college/institution/private University and other officers:	
5	Contact Details of officers of the college/institution/private University:	
6	Programs Offered :	
7	School-wise, discipline, branch and program-wise break-up of students :	
8	Enrollment- (i) Boys : (ii) Girls :	
9	Details of- (i) Disciplines: (ii) Degrees Awarded :	

FORM B

STRUCTURE OF THE PROPOSAL

(The college/institution/private University shall submit brief information on each item listed below)

- | Object | Numerical values in the scale |
|---|--------------------------------------|
| 1. Vision and Mission Statements | (5) |
| These statements need to be articulated and known to all concerned. | |
| 2. Basic Infrastructure: | (40) |

(i) Land Area : Total:

Earmarked for Academics :

Earmarked for Hostels :

Earmarked for Faculty/Staff Residences:

Earmarked for amenities/sports etc:

- (ii) Built-up area: Academic: Non-Academic:
- (iii) Classrooms –equipped with ICT facilities
- (iv) Teaching Laboratories
- (v) Research Laboratories
- (vi) Equipment: Listing, Important and sophisticate equipment/instruments
- (vii) Computer Facilities, including Internet Connectivity, Licensed Softwares
- (viii) Libraries Resources Number of Books and Titles, Journals subscribed, e-journals, Self-study CDs and learning materials
- (ix) Total Investment made:
Total Investment made/student:
- (x) Five years of existence at the time of application

3. STUDENTS: (30)

(a) Admissions: (Separate information for each program)

Merit Ranks: First: Average: Last:

- (1) Cut-off in Centralized Admission Committee / University Admission
- (2) Girls and Boys enrollment
- (3) Cultural diversity

- (4) Special provisions
- (5) Reservation quota
- (6) Scholarships and freeships
- (7) Discipline
- (8) Grievance redressal
- (9) Faculty advisor Scheme

(b) **Placements: Placement Cell: Organization**

Placement Details of previous year (Separate information for each program)

Through campus placement:

No. of Companies on campus:

Packages offered : Top: Average:

- (c) Three major achievements of students in last 5 years (School wise) and their significance:

Participation in national and international events

- (d) Policy support for International Exposure and implementation

Extent of participation : No. of students:

Impact analysis :

- (e) Scheme of Scholarships and fellowships (Give details):

No. Amount spent year to year: Total:

(Break up: 6 Marks each)

- (f) Employability: all students should be able to get a job with an average starting salary of Rs. 10,000/- per month.

4. ACADEMICS: (60)

- (1) Constitution of Academic and Governance bodies, compositions, functions and performance.
- (2) Design and development of curricula, and participation of Professionals; Relevance of curriculum contents for industrial needs.
- (3) Monitoring systems for course delivery
- (4) Innovations and initiatives in diversity of course offerings and pedagogy.
- (5) Augmentation of instructional materials
- (6) Field internships: Objectives, Implementation, Evaluation and Outcomes
- (7) Modalities to promote learning-to-learn culture
- (8) Sponsored Chairs
- (9) Visiting and Guest faculty / Adjunct Faculty
- (10) Organized plans to cater the contents beyond the scope of Syllabus
- (11) NBA with 700 points on each programs or B/A grade of NAAC or I grade of AAA
- (12) International Collaborations/Exchange of at least one collaboration per department and at least 15 exchange of students in both direction
- (13) Choice Based Credit System
- (14) Offering Masters and Doctoral Programmes
- (15) Worked on at least 5 minor research projects and 1 major research project.
- (16) Innovative Programme Design
- (17) Strategic Intent

5. EXAMINATION: (15)

- (1) Rules and regulations
- (2) System of Continuous evaluation
- (3) Credit System and grading
- (4) Innovative measures to promote fairness of evaluation and overall credibility of the examination system

(5) Question banks, e-quiz, and open book examination

(Break up: 3 Marks each,)

6. FACULTY: (50)

(1) Cadre Policy, Qualifications, Cadre wise Strength

- No.(of Ph.D + M.Tech.)/100 students :
- No. of Total Faculty/100 students :
- No. of Part-time, Visiting Faculty, Guest Faculty /100 students:

(2) Rules of Recruitment and Procedure

- Mode of advertisement :
- Selection Process :
- Scales of Pay and allowances :
- Perquisites :
- Faculty joining and attrition rate of last two years:
- Service Rules :
- Ratio of Faculty per Department : 1 Professor,

2 Associate Professors, and

4 Assistant Professors

(3) Faculty Development Policy and Scheme:

(4) Promotional and career advancement opportunities

(5) Appraisal systems

- (a) System for Students' Feedback in relation to each course and concerned teacher
- (b) Annual faculty appraisal system
- (c) Six Monthly Probationer Appraisal
- (d) 70% of faculty should have API of greater than or equal to 300 points. Average API of Institute should be greater than or equal to 500.

(e) H Index of 70% faculty should be more than 5 AND average H Index or Institute to be greater than 8.

(f) Citation index should be greater than or equal to 300

(Break up: 10 Marks each.)

7. RESEARCH, CONSULTANCY & EXTENSION SERVICES: (50)

(1) Research undertaken in last three years-

(i) Sponsored Research –Projects (), Total Value (Rs.)

(ii) List Major Five Sponsoring Agencies

(2) Current Sponsored Projects

(3) Current research

(4) Collaborative Research

(5) At least one major research project per Department

(6) Patents

(7) Consultancy Policy/MDPs

(8) Current Consultancy work

(9) List five effective MoUs signed nationally

(10) List of MoUs abroad and implementation

(11) Extension Services: Policy back up-

(i) No. of Man-days allotted in last two years:

(ii) No. of Participants/Beneficiaries :

(iii) Assurance of sustainability :

(Break up : 5 Marks each.)

8. MISCELLANEOUS: (50)

i. Women Cell: Structure and Organization

No. of Meetings held in last 2 years

ii. Quality Assurance and Enhancement Cells

- iii Anti-ragging Committee: Structure and Organization
No.of Meetings held in last 2 years
- iv Dean of Students
- v Dean of Research
- vi International services office and liaison
- vii MoUs Monitoring
- viii Professional bodies—Memberships
- ix National and International Conferences hosted in last four years
- x Accreditation obtained:
- xi Co-curricular activities like debate, quiz, workshops
- xii Participation of students in sports, fine arts and cultural activities
- xiii Extensive use of ICT in teaching learning process
- xiv Promotion of environment friendly and socially relevant activities

(Break-up of 5 Marks each.)

Note:

- * The Applicant University may add any additional information not included in the above components.
- ** Numerical values assigned to each major parameter and break-up therein are suggestive only.

PART II

(To be filled in by the **college/institution/private University**)

1. (i) Date, time of the visit of the **High Level** Committee.

(ii) Name and designation of the Committee members.
2. Interaction with the Head of the **college/institution/private University** and other officers to seek additional information, inputs and clarifications.
3. Brief write-up on the following three items (particularly seek elaboration of the perspectives and related issues).

- (a) Policy Perspectives in the matter of admissions (As relevant to possible empowerment in the matter of admission of students).
- (b) Future Development Perspectives
- (c) Fee Policy, Admission and Gradation norms
- (d) The proposed fee structure -- How it differs from present Fee Regulatory Committee (FRC) norms.

UNDERTAKING

The undersigned solemnly declares that the information as given above is true and correct and has been personally verified by me. The University shall provide additional information, elaboration and clarification as and when required by the Committee.

**(Name)
Registrar**

Name of the college/institution/private University

Place:

Date:

FORM C
(See rule 4)
(For Office Use only)

The High Level Committee recommends that the -----
----- college/institution/private University conforms all parameters and
fulfills/qualifies all criteria as laid down in the
..... Rules, 2013 made under the
Gujarat Professional Technical Educational Colleges or Institutions (Regulations of
Admission and Fixation of Fees) Act, 2007 (Gujarat 2 of 2008) and is eligible to be
declared as the Centre of Excellence and the committee also recommends that the
*.... may be exempted from the preview/ scope of the Act, initially for (5 years) a
period of five academic years.

Signature of the **High Level Committee**

1 (**)
Chairman
High Level Committee

2 (**)
Member
High Level Committee

3 (**)
(Member-secretary)
High Level Committee

Place:

Date:

* Here mention Name of the college/institution/private University

**Here mention Name

APPENDIX II

(See rule 3(3))

Honorarium, Remuneration and Travelling Allowance for nominated members of High level Committee to attend the meetings.

(a) Honorarium Rs.	(b) Remuneration		
	Hotel Accommodation per day Rs.	Charges for travel within the city Rs.	Food Bill per day not exceeding Rs.
5,000	5,000	A.C Taxi Charges up to 50 km.	500
(c) Travelling Allowance			
Air	Rail	Road	
Economy class	A.C I Class	A.C Taxi/Ordinary Taxi/Own car (Rs.16 per Km.)	

By order and in the name of the Governor of Gujarat,


(Nilesh Trivedi)

Deputy Secretary to Government.

To,

1. Secretary to the Hon. Governor (with letter)
2. Secretary to the Respected chief Minister
3. PSs to all the Respected Ministers/S.L. Ministers, Secretariat, Gandhinagar.
4. PS to Respected Education Minister.
5. Director, Technical Education, Gujarat State, Gandhinagar.

7. Principal, State's all Government /Grant- in-Aid/ Self-Financed. Degree/Diploma Engineering /Pharmacy Colleges (Through Director)
8. Dean, Faculty of Technology, Kala Bhavan, Vadodara.
9. Vice Chancellor of all the Universities under Education Department.
10. Director, S.V.National Institute of Technology, Surat.
11. Information Director (Through Directorate of Technical Education) (For Press Note.)
12. Select