



ज्ञान-विज्ञान विमुक्तये

डॉ. जितेन्द्र कुमार त्रिपाठी
संयुक्त सचिव

Dr. Jitendra K. Tripathi
Joint Secretary

PU/UCG/1529

14/07/2017



सत्यमेव जयते

विश्वविद्यालय अनुदान आयोग
University Grants Commission

(मानव संसाधन विकास मंत्रालय, भारत सरकार)
(Ministry of Human Resource Development, Govt. of India)

बहादुर शाह जफ़र मार्ग, नई दिल्ली-110002
Bahadur Shah Zafar Marg, New Delhi-110002

दूरभाष Phone : 011-23239200 फ़ैक्स Fax : 011-23238897

E-mail : jitendratripathi.ugc@nic.in

Coordinator, IQAC.

Speed Post

ARL
17-7-17

MOST URGENT

D.O.No.13-3/2017 (CU)

July, 2017

13 JUL 2017

Dear Madam,

I would like to draw your kind attention to the letter F.No.19-52/2017-CU.CDN dated 11th July, 2017 received from the MHRD alongwith a Memorandum of Understanding (Tri-partite) to be signed amongst Central Universities, MHRD and UGC. In this regard, I am to inform you that Deptt. of Expenditure, Ministry of Finance has asked MHRD to finalise the MoU with the respective Central Universities. Therefore, you are requested to kindly fill up the forms duly enclosed herewith with the targets for the next year and send back the same to the UGC within a week's time i.e. by 19.07.2016.

With regards,

Yours sincerely,

Encl. As above.

J. K. Tripathi
(Jitendra K. Tripathi)

Prof. (Mrs.) Anisa Basheer khan
Vice-Chancellor
Pondicherry University
R. Venkataraman Nagar
Kalapet
Puducherry.

A.R. / (P&D)

Please put up.

Sop/peer
19/7/17

J. K.
18-7-17

PJ/IQAC/AS
18/07/2017

-2-

F. No. 19-52/2017-CU.CDN
Government of India
Ministry of Human Resource Development
Department of Higher Education
Shastri Bhawan, New Delhi

Dated: 11.7.2017

To,

Secretary
University Grants Commission
New Delhi.

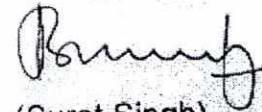
Sub: Memorandum of Understanding (MoU) between Autonomous Bodies and
Administrative Ministries/Department-reg.

Sir,

The undersigned is directed to say that it is stipulated in Rule 229 (xi) of General Financial Rules, 2017, the autonomous organizations are required to enter into a Memorandum of Understanding (MoU) with the Administrative Ministry or Department, spelling out clearly performance parameters, output targets in terms of details of programme of work and qualitative improvement in output, alongwith commensurate input requirements. The roadmap for improved performance with clear milestones should form part of the MoU.

The Deptt. of Expenditure, Ministry of Finance has asked this Ministry to finalise the MoU with the respective Autonomous bodies. Accordingly, a draft Tripartite MoU has been prepared for signing amongst Central Universities, UGC and MHRD and is sent herewith. As every Central University is a unique University and has its own special features, you are requested to complete the MoUs with each CU separately keeping in mind the specific issues of every CU, in consultation with the Vice Chancellors. You are requested to give this high priority.

Yours faithfully,



(Surat Singh)

Deputy Secretary to the Govt. of India

Tel: 23381695

Draft

MEMORANDUM OF UNDERSTANDING (Tri-Partite MOU)

Between

Department of Higher Education,

Ministry of Human Resource Development

and

University Grants Commission

Bahadur Shah Zafar Marg

New Delhi- 100 002.

for

2017-2018

MEMORANDUM OF UNDERSTANDING between, MHRD and University Grants Commission, New Delhi for 2017 – 2018.

This is a tri-Partite memorandum of understanding (MoU) being signed among MHRD and UGC, New Delhi

and

the third party, (**name of the Central University**)....(hereafter referred to as Central University)

With the objective to measure the performance of the Central University on selected key parameters against the targets set so as to improve the performance on the critical parameters of the organisation.

This MoU has been structured into four parts:

Part 1: Vision, Mission and Objectives

Part 2: Exercise of Enhanced Autonomy and Delegation of Financial Powers

Part 3: Performance Evaluation Parameters and Targets 2017-18

Part 4: Action Plan for Implementation and Monitoring of the MoU

PART 1. VISION, MISSION AND OBJECTIVES

1.1 Vision

(Here the agreed Vision of the Central University would be mentioned.)

1.2 Mission

(Here the agreed Mission of the Central University would be mentioned.)

1.3 Objectives

(Here the agreed Objectives of the Central University would be mentioned.)

A sample Objectives could be as follows:

- 1.3.1 To provide good learning experience to the students with due emphasis on interactive teaching learning and placements.
- 1.3.2 To adhere through global best practices and bench marks in respect of student faculty ratio, PG to UG student ratio, Doctoral to PG students ratio, Quality publications, Academic and sponsored Research output and Industry driven initiatives.
- 1.3.3 To increase the student capacity to meet the growing demands for competent manpower from National and International markets.
- 1.3.4 To increase revenue by starting innovative academic and training programmes for the faculty and professionals.
- 1.3.5 To improve the quality of life of people in general and socio-economic environment in and around the Central University in particular as outreach activity.
- 1.3.6 To contribute in the National economy by producing competent human resources.

-5-

PART 2. EXERCISE OF ENHANCED AUTONOMY AND DELEGATION OF FINANCIAL POWERS

- 2.1 All such powers are available to the Executive Council (EC) of the Central Universities as are provided for by the Acts and Statutes as well as ordinances framed thereunder. Executive Council shall not use its power to lay down any policy that has an overriding or overruling impact on university's Act.
- 2.2 The Central University shall ensure that the user charges / fees charged by it for its various courses recover the maximum cost of providing services.
- 2.3 The Central University shall follow the General Financial Rules, 2017 issued by Department of Expenditure, Ministry of Finance, Government of India in all its financial transactions including procurement of goods and services.
- 2.4 The Central University shall adopt the Public Financial Management System (PFMS) for receipt of all funds from UGC / Government of India and make all payments through the PFMS to the last mile as far as possible.
- 2.5 The Central University shall send to the MHRD and UGC any information required by it to satisfy any requirement related to Parliamentary Matter, RTI, Court Cases, Public Grievances or inputs to policy decision to be taken by the UGC/MHRD within the time specified by the UGC/MHRD.
- 2.6 In addition to the above, any other delegation of power needed will be taken up separately by the Central University with MHRD and UGC.

PART 3. PERFORMANCE EVALUATION PARAMETERS AND TARGETS 2017-18

- 3.1 In fulfilment of its obligations under the MoU, the Central University shall undertake to achieve certain level of performance for the year 2017 – 18. The performance will be evaluated using the criteria listed at Annexure-I and Annexure -II. The weights to be attached to each criterion and the criterion values corresponding to different performance rating are also given therein. The overall score will be calculated through the formula given in the Annexure-II based on the scores obtained in each parameter.
- 3.2. There shall be also a negative marking by which the overall score obtained through Annexure-I will be reduced based on penalties listed out in Annexure-II.
- 3.3. The consolidated score shall be arrived at by reducing the negative score obtained in Annexure-II from the overall score obtained under Annexure-I.
- 3.4 The overall rating shall be as given in the Annexure-III based on the consolidated score obtained in para 3.3 above.

PART 4. FACILITATION /ASSISTANCE FROM THE GOVERNMENT/UGC

1. The Institution has made the commitment of Performance Evaluation Targets based on certain assumptions in respect of release of grants from Government/ UGC and raising of other resources, including loan from HEFA for expansion of infrastructural facilities, which has a direct bearing on the performance of the Institution committed in this MOU. The commitment of UGC/ MHRD and other possible sources of revenue generation are listed in Annexure IV.
2. UGC/ MHRD will extend any other facilitation assistance like taking up the matters with the State Government concerned or any Ministry of the Union Government, as and when required.

6

PART 5. ACTION PLAN FOR IMPLEMENTATION AND MONITORING OF THE MoU

- 5.1 Performance evaluation against these MoU parameters shall be carried out every quarter and monitored by the Central University.
- 5.2 The performance evaluation shall be submitted to the Executive Council (EC) during the EC meetings for information. After the EC meeting, the same shall be sent to UGC along with its recommendations.
- 5.3 A joint review by the Central University and UGC and MHRD shall be carried out within 90 days of completion of the financial year. The result of the joint review shall be placed before the Executive Council and hosted prominently on the website of the Central University.

(.....)
Vice-Chancellor

(J.S. Sandhu)
Secretary
University Grants Commission
New Delhi

Secretary (Higher Education)

(Central University)

PERFORMANCE EVALUATION PARAMETERS AND TARGETS 2017-18

Quantitative Assessment

Sl.	Criteria	Existing Levels	Targeted Levels	Unit	Weight age	Criteria Value				
						1	2	3	4	5
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
No.		Average of years 2014-15, 2015-16, 2016-17 (X)	2017-18 (Y)			Excellent (10 pts) Reached the figure Y, i.e. Target as given in Col. (4)	V. Good (8 pts) Less than Y but Reached Figure = X + 0.8* (Y-X)	Good (6 pts) Less than Figure in Col. 8 but Reached Figure = X + 0.6* (Y-X)	Fair (4 pts) Less than Figure in Col. 9 but reached Figure = X + 0.4* (Y-X)	Poor (2 pts) Less than Figure = X + 0.4* (Y-X)
1.	Teaching Learning and Evaluation				30					
1.1	PG students intake				5					
1.2	Ph.D students intake				5					
1.3	Post-Ph.D intake				5					
1.4	Diversity Chart of Enrollment i.e. religious, international, gender-based, caste-based				5					
1.5	Evaluation Process and Reforms				5					
1.6	Learning Outcomes Attainment Levels (in terms				5					

(Central University)**PERFORMANCE EVALUATION PARAMETERS AND TARGETS 2017-18****(Total Marks 150)****Qualitative Assessment****1. Curricular Aspects [25 marks (5 marks each)]**

- a. Whether curriculum provides horizontal mobility inter-disciplinary options? Yes/No*;
- b. Whether curriculum enrichment process involves Stakeholders? Yes/No*;
- c. Whether orientation program(s) are conducted for the Faculty members who would handle the curriculum to ensure proper planning and effective implementation? Yes/No*;
- d. Whether curriculum benchmarking is done? Yes/No*;
- e. Whether curriculum is Outcome based? Yes/No*;

*if Yes, details are to be enclosed in an annexure.

2. Teaching-Learning and Evaluation [35 marks (5 marks each)]

- a. Whether university implements instructional techniques that engage students in higher order thinking and investigation through the use of interviews, focused group discussions, debates? Yes/No*;
- b. Whether university implements strategies to make teaching-learning interactive? Yes/No*;
- c. Whether the programs and strategies adopted by the University satisfy the needs of the Students from diverse backgrounds including backward community? Yes/No*;
- d. Whether ICT facility has been used effectively in the classrooms and laboratories? Yes/No*;
- e. Whether ICT facility has been used for online examination/evaluations? Yes/No*;
- f. Whether innovative evaluation processes have been used? Yes/No*;
- g. Whether learning outcomes are part of the evaluation protocol of the program? Yes/No*;

*if Yes, details are to be enclosed in an annexure.

3. Research, Consultancy and Extension [40 marks (5 marks each except c. & f. which will have 10 marks each)]

- a. Whether university has taken initiatives to promote inter-disciplinary and interdepartmental research activities and resource sharing? Yes/No*;

- b. Whether university collaborates with other agencies/institutions/research organisations for sharing research facilities and undertaking collaborative research? Yes/No*;
- c. Whether university has won research awards? Yes/No*;
- d. Whether the university undertakes extension activities? Yes/No*;
- e. Whether the University undertakes activities under institutions social responsibility? Yes/No*;
- f. Whether the university has formal agreement/understanding with other HEIs or agencies for training/student exchange/faculty exchange/resource sharing? Yes/No*;

*if Yes, details are to be enclosed in an annexure.

4. Student mentoring and support [25 marks (5 marks each)]

- a. Availability of guidance cell? Yes/No*;
- b. Availability of placement cell? Yes/No*;
- c. Availability of grievance redressal cell? Yes/No*;
- d. Whether there is a provision for bridge and value-added courses? Yes/No*;
- e. Whether there are specially designed inputs for the needy students with learning difficulties? Yes/No*;

*if Yes, details are to be enclosed in an annexure.

5. Internal quality assurance system [10 marks (5 marks each)]

- a. Is there a provision for academic auditing? Yes/No*;
- b. Is there an involvement of the stakeholders in the continuous quality improvement process? Yes/No*;

*if Yes, details are to be enclosed in an annexure.

6. Innovations and Best Practices [15 marks (5 marks each)]

- a. Whether university displays sensitivity to issues like climate change and environment? Yes/No*;
- b. Whether the university has implemented innovative practices? Yes/No*;
- c. Whether the university has implemented best practices? Yes/No*;

*if Yes, details are to be enclosed in an annexure.

Overall Score of a University would be calculated as follows:

1. Overall Score of a University would be calculated as the summation of **70%** of score attained from **Annexure-I** and **30%** of score attained from **Annexure-II**
2. If any parameter is not applicable to any University, the same may be substituted/ modified/ deleted from this list. The overall weightage obtained by adding Column 6, will be the denominator for calculation of % performance
3. Existing level will be decided by taking the average values of last three years from 2014-15, 2015-16 and 2016-17, except in case of NIRF, where it will be the Rank in 2016-17. If the 2016-17 parameter is not yet available at the time of signing of MoU then average of two years 2014-15 and 2015-16 would be taken. If the University did not participate in NIRF Ranking in 2016-17, a notional ranking of 500 would be given for the year 2016-17 for calculation purposes.
4. The University, UGC and the Ministry would arrive at an agreement on which NIRF Ranking category should be applied for the Institution and then the evaluation would be done on performance in that category only. A change in category would be permitted during the course of the year only if the chosen category is not being taken up by NIRF for categorisation in the year 2017-18.
5. For parameters like ragging cases, anti-sexual harassment cases and NIRF ranking, a lesser value than existing level would be taken as successful achievement, and achievement parameter would be accordingly modified.
6. If a University does not participate in NIRF Ranking exercise in the current year, the weightage would remain at 15 for the NIRF parameter and the Institution would get a zero score on it.
7. If a university has 80% faculty having Ph.D qualification, it will get full marks in that category.

13

PARAMETERS FOR NEGATIVE MARKINGS

There will be negative marking from the overall score, obtained in Annexure I, as follows:

- i. Laying of Annual Report and Annual Accounts in Parliament
 - a. If Annual Report of 2016-17 submitted to MHRD before 1.12.2017- Less 0%
 - b. If Annual Report of 2016-17 submitted to MHRD after 1/1/2018 but before 31/3/18- Less 1%
 - c. If Annual Report of 2016-17 not submitted to MHRD by 31/3/18- Less 3%
- ii. Submission of data for AISHE
 - a. If submitted in 2017-18 within the last date fixed for the same- Less 0%
 - b. If submitted in 2017-18 but after last date fixed for the same but before 31/3/18- Less 1%
 - c. If not submitted in 2017-18 by 31/3/18- Less 3%
- iii. Holding of Meeting of Executive Council at least once a quarter
 - a. If EC meeting held once in a quarter, with at least 4 meetings in a year- less 0%
 - b. If EC meeting not held in any quarter, but 4 meetings held in a year- less 1% for each quarter when EC meeting not held
 - c. If total number of EC Meetings held in year less than 4- less 4%

Quarters for this parameter means the periods: Quarter I: April-June; Quarter II: July-September; Quarter III: October-December; Quarter IV: January- March
- iv. Counseling system in the Central University.
 - a. When a robust counseling system exists and there is not suicide or attempt to suicide- less 0%
 - b. When no robust system exists but there no suicide or attempt to suicide- less 1%
 - c. When a robust counseling system exists but there is at least one suicide or attempt to suicide- less 3%
 - d. When no robust counseling system exists but there is at least one suicide or attempt- less 4%
- v. Signing of MoU
 - a. When MoU for 2018-19 signed before 31/3/18- less 0%
 - b. When MoU for 2018-19 finalized by UGC and Central University jointly but not signed by 31/3/18- Less 0.5%
 - c. When MoU for 2018-19 neither finalized by UGC and Central University jointly nor signed- Less 2%

vi. Vigilance cases

- a. Where Disciplinary cases ordered by CVC- less 1% per case
- b. Where criminal prosecution or CBI enquiry ordered by CVC- Less 2% per case

For this purpose, each case would mean each separate incident on which an enquiry has been done by CVC.

vii. Audit Para

- a. If less than 50% para/ATN/audit follow up, replied as per audit requirement - less 2%
- b. If less than 100% para/ATN/ audit follow up, replied as per audit requirement – less 1%
- c. If special audit conducted due to major financial irregularities- less 2%

157

RATING OF UNIVERSITY BASED ON CONSOLIDATED SCORES

Performance of the University would be graded based on overall score less the negative score to get the Consolidated Score. The performance based on the consolidated score would be as follows:

Consolidated Score (Out of 150 marks)	Rating
≥90 (135 marks)	Outstanding
≥70 (105 marks)	Excellent
≥60 (90 marks)	Very Good
≥50 (75 marks)	Good
≥40 (60 marks)	Fair
≤ 30%(60 marks)	Poor

.....(Name of the University).....

Financial Commitment of MHRD and Other Sources of Revenue

1. The UGC/MHRD would allocate the following funds in the year 2017-18:
Budget Estimate (BE): Revenue – Rs.....crore
Capital – Rs..... crore
2. The ,University would apply for grant of funds under HEFA as follows:
HEFA Loan application: Rs.....crore
3. The University will raise funds from other sources as follows: .
 - i. User charges in form of fees
 - ii. User Charges other than fees
 - iii. Alumni donation
 - iv. Extra mural funding from other Departments/ Ministries of Government of India
 - v. Extra Mural funding from other sources:
 - vi. Other resources not covered above