KANNUR UNIVERSITY

(Academic 'D' Section)

No.Acad.D4/ACE/10   Dated. K.U.Campus.P.O.,06.07.2013

CIRCULAR

Sub:-Approval of Staff profile (Principal/Teachers) of Unaided Colleges affiliated
to Kannur University - Norms/Qualification fixed – Intimated – Reg.

Ref:-1.Minutes of the Syndicate meeting held on 30.04.2013 item No.2013.243
2.Report of the Committee constituted for approval of Staff profile of
Principal & Teachers of the Unaided affiliated Colleges including
Professional Colleges under this University.

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Principals of all Unaided Colleges including Professional Colleges affiliated to
this University are informed that, the Syndicate as per reference cited above, has fixed the
norms regarding the selection and appointment of Principals & Teachers in affiliated
Unaided Colleges for strict compliance with effect from 2013-14 academic year as
detailed below.

In the Selection of Principals of Unaided Colleges/Professional Colleges the management
should follow the norms shown below.

1. The post of Principal has to be notified in newspapers.
2. They should possess a Post Graduate degree with at least 55% marks from a
   University or College/Institution which is approved by the UGC/approved by any
   University in Kerala/approved by Kerala Public Service Commission. Relaxation
   in Equivalence Certificate may be granted in these cases.
3. They should have at least 10 years of teaching experience in
   Government/Aided/Unaided affiliated Colleges/similar Institutions or about 5
   years of administrative experience in a reputed firm or a company.
4. The upper age limit for the Principal is fixed as 65 years for the Arts and science
   Colleges and in the case of Professional Colleges/Management it can be extended
   up to 5years. However the Syndicate can consider special cases, if any on
   request.
5. Retired Principals, Associate Professors from Aided/Government
   Colleges/University Departments has to be given priority in the selection of
   Principals and are exempted from the minimum percentage of marks.
6. When the Principal goes on leave for not more than two months the charge has to
   be handed over to the next most senior member and if it is more than two months,
   a new Principal has to be recruited with the same qualification specified.

In the Selection of teachers in affiliated Unaided Colleges, the following norms may be followed.

1. The vacancy has to be notified in newspapers
2. They should possess a Post Graduate Degree in the relevant subject with a minimum of 55% of marks preferably with NET.
3. Existing teachers with more than 3 years of teaching experience as on 31.03.2013 are exempted from minimum 55% of marks and also Equivalence Certificate, provided the degree certificate obtained should be as specified in para (2) above.
4. The Staff profile of the teachers recruited newly has to be approved by the University.

In the Selection Committee of Principal, there should be 3 members – one representing the Manager/Correspondent of the Institution, Principal in charge of the College, and the third member, a Principal from a Government/Aided College. In the Committee for the selection of teachers, the third member may be an expert from the concerned subject. The subject expert should be in the rank of an Associate Professor from a Government/Aided Institution. The Selection Committee minutes has to be retained and forwarded along with other document to the University for approval of the selection, within 15 days. The rank list has one year validity and if vacancies arise, appointments can be made from the same rank list.

These norms have to be followed from the Academic year, 2013-14.

Training for quality enhancement.

Unaided College teachers have to be considered in the Orientation Programme/Refresher Courses of the University conducted by the Academic Staff College. Special training may also be given to the teachers/Principal/administrative staff of the Unaided Colleges with the aid of the Kerala State Higher Education Council, for that the University has to submit a proposal to the State Higher Education Council.
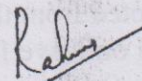
Sd/-
DEPUTY REGISTRAR(Acad)
FOR REGISTRAR

To

1. The Principals of all affiliated Unaided Colleges
2. The Computer Programmer to upload in Website.

Approved for issue.

SECTION OFFICER

m.08.07