

K. K. Das College

GRH – 17, Baishnabghata – Patuli

Kolkata – 700084

West Bengal

India



6.2.2

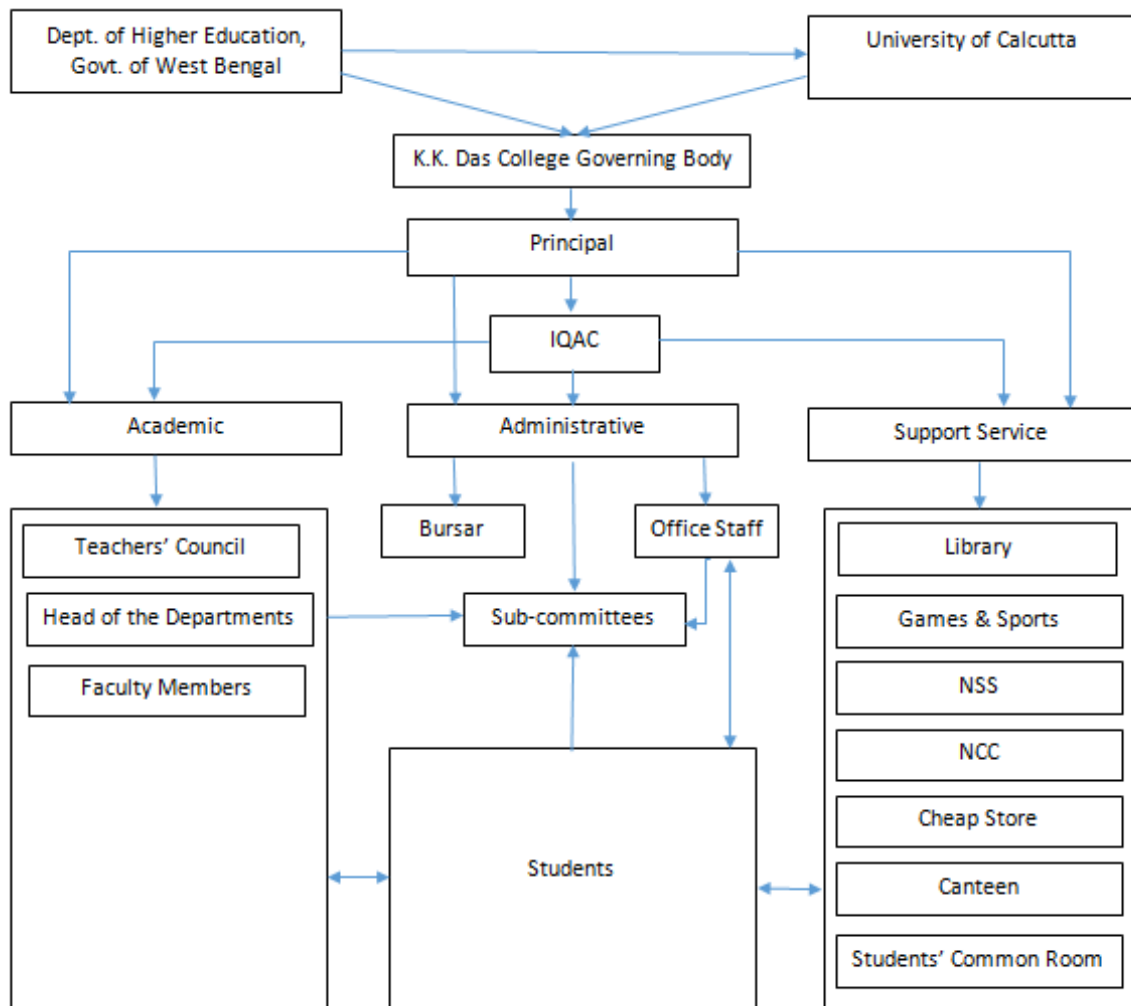
Additional Documents

6.2.2

The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.


College functions as per statute of the affiliating university and follows academic guidelines issued by it. Order from Higher Education Department of Government of West Bengal is also adhered to. The Governing Body formulates policy for the development of infrastructure and academic affairs. All major financial and administrative decisions are taken by Governing Body in compliance with recommendations of IQAC and other statutory and non-statutory sub-committees which ensure decentralization and participatory management.

Organogram



Gazette & Service Rules

Registered No. WB/SC-247 No. WBPart-III/2017/SAR-16

The

Kolkata Gazette
संसमन भवति

Extraordinary
Published by Authority

CHAITRA 1] WEDNESDAY, MARCH 22, 2017 [SAKA 1939

PART III—Acts of the West Bengal Legislature.

GOVERNMENT OF WEST BENGAL
LAW DEPARTMENT
Legislative
NOTIFICATION

No. 325-L—22nd March, 2017.—The following Act of the West Bengal Legislature, having been assented to by the Governor, is hereby published for general information:—

West Bengal Act VII of 2017

**THE WEST BENGAL UNIVERSITIES AND COLLEGES
(ADMINISTRATION AND REGULATION) ACT, 2017.**
[Passed by the West Bengal Legislature.]
[Assent of the Governor was first published in the Kolkata Gazette, Extraordinary, of the 22nd March, 2017.]

An Act to provide better administration and to improve the quality of education in the State-aided higher education institutions in West Bengal and for such other matters connected therewith and incidental thereto.

WHEREAS, it is considered necessary and expedient to improve the functioning of the State-aided Universities and Government-aided colleges of West Bengal, and to bring about a certain uniformity and standardisation in the rules, practices and procedures of these educational institutions, and to ensure efficient and optimum utilisation of the resources at their disposal, and to clearly define the rights and duties of the various stakeholders as well as address their service and welfare-related issues, and to bring in greater responsibility, transparency and accountability among the

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*The West Bengal Universities and Colleges
(Administration and Regulation) Act, 2017.*

(Chapter I—Preliminary—Sections 1-3.)

managements and employees of the said Publicly-funded higher education institutions while respecting their need for institutional autonomy, and to effect a synergistic functioning among the State Government, the State-aided Universities and Government-aided colleges so as to achieve an efficient and vibrant higher education system, and for such other matters connected therewith and incidental thereto;

It is hereby enacted in the Sixty-eighth Year of the Republic of India, by the Legislature of West Bengal, as follows:—

CHAPTER I
Preliminary

Short title, extent and commencement. 1. (1) This Act may be called the West Bengal Universities and Colleges (Administration and Regulation) Act, 2017.
(2) It shall extend to the whole of West Bengal.
(3) It shall come into force on such date or dates as the State Government may, by notification in the Official Gazette, appoint.

Application of the Act. 2. This Act shall apply:—
(i) to all Universities established by or under any Act of the State Legislature and are receiving financial assistance from the State Government in any form; and
(ii) to all colleges including Colleges run by minorities, subject to specific provisions and exceptions made under this Act, and the provisions of the Constitution of India and which are receiving financial assistance on a regular basis from the State Government through the Pay Packet Scheme.

Definitions. 3. In this Act, unless the context otherwise requires,—
(i) "academic year" comprises of a period throughout which academic instruction is being given to a student in a particular Calendar year;
(ii) "actual income" in relation to a college, means the income actually realized by a college by way of tuition fees, fines and other charges from the students, by whatever name called;
(iii) "affiliated" in relation to a college, means affiliated to a University;
(iv) "Administrator" means an administrator of a college appointed by the State Government or by the affiliating University;
(v) "appointing authority" shall, for the purpose of this Act mean, the authority empowered to make appointment of any person in any post in any college or in any University in a prescribed manner;
(vi) "college" means a Government-aided college but shall not include a private or self-financing college;
(vii) "college authority" means the Governing Body or the Managing Committee or any other body, by whatever name called, charged with the management of the affairs of the college and shall include an Administrator for the purpose of this Act;

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(Chapter I—Preliminary—Section 3.)

(viii) "Service Commission" means the West Bengal College Service Commission constituted under the West Bengal College Service Commission Act, 2012 and such other Service Commission as may be constituted by the State Government;

(ix) "Director of Public Instruction" means the Director of Public Instruction, West Bengal, as appointed by the State Government;

(x) "employee" means the employee of a college or a University including teachers, librarians, officers and non-teaching staffs;

(xi) "fee" means all fees including tuition fee and other charges, by whatever description called;

(xii) "Governing Body" means the Governing Body of a college duly constituted as per the prescribed procedure, and includes any managing committee or any other body for that purpose;

(xiii) "Government-aided college" means a college receiving grants from the State Government under the Pay Packet Scheme irrespective of the fact that the administration of such a college is run by a minority, but does not include a Government College;

(xiv) "Minority college" means a college which is run and administered by a minority, whether based on religion or language, declared and approved as such by the State Government or any other appropriate authority, as the case may be;

(xv) "Non-teaching employee" means an employee appointed in a sanctioned post of a college or of a University not holding any teaching post or officer's post;

(xvi) "prescribed" means prescribed by rules, orders, notifications made by the State Government under this Act;

(xvii) "Principal" means the Principal of a college and includes a Vice-Principal or a Teacher-in-Charge for the purposes of this Act;

(xviii) "Pay Packet Scheme" means the scheme of the State Government for the purpose of releasing periodical salaries and allowances to the teachers and other employees of a college in such manner as may be prescribed;

(xix) "State Government" means the Government of West Bengal in the Higher Education, Science and Technology and Biotechnology Department;

(xx) "Students' Body or Union" means duly-constituted students' body or union, as the case may be, of a college or of a University;

(xxi) "Teacher of a college" means a Principal, an Assistant Professor, Associate Professor or Professor holding a sanctioned teaching post in a college and includes Librarian and Graduate Laboratory Instructor and such other posts as may be determined by the State Government from time to time;

(xxii) "Teacher of a University" means an Assistant Professor, Associate Professor, Professor holding a sanctioned teaching post including Librarian in a University and such other posts as may be determined by the State Government from time to time;

(xxiii) "University" means a University constituted by an Act of State Legislature and receiving regular financial assistance from the State Government;

(xxiv) "Vice-Principal" means a person, who shall discharge the functions of the Principal in his absence, and to be appointed as such by the State Government from amongst the teachers of the college in such manner and on such terms and conditions, as may be prescribed.

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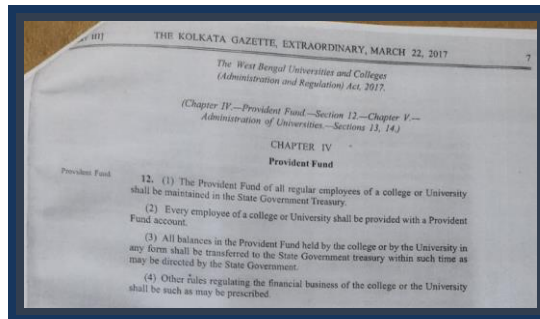
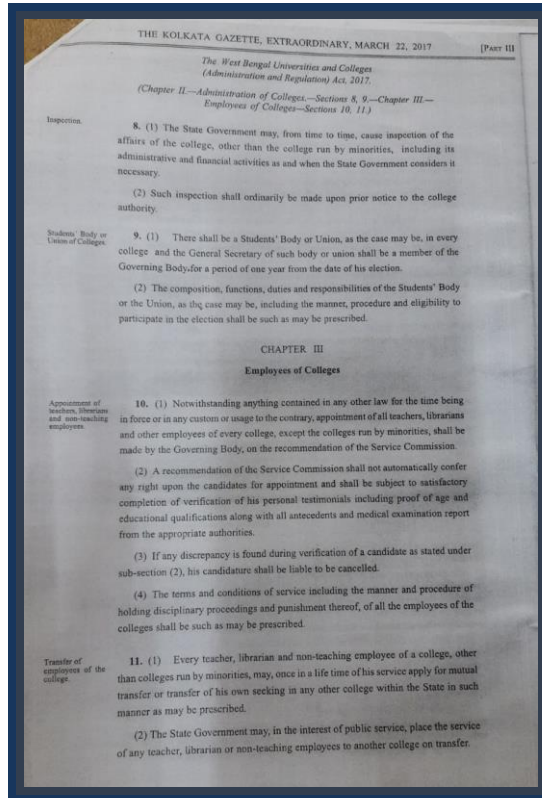
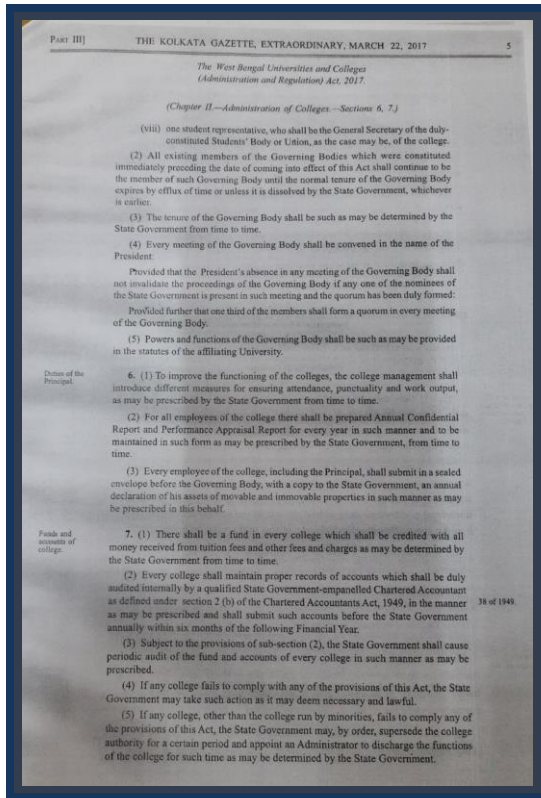
*The West Bengal Universities and Colleges
(Administration and Regulation) Act, 2017.*

(Chapter II—Administration of Colleges—Sections 4, 5.)

CHAPTER - II
Administration of Colleges

Governing Body of Colleges. 4. (1) There shall be a Governing Body in every college to be constituted in the manner and procedure provided under the provision of this Act.
(2) Notwithstanding anything contained in any other law for the time being in force or in any custom or usage to the contrary, the constitution, powers and functions of the Governing Bodies for all colleges shall be uniform irrespective of the nature of their promoting or sponsoring bodies.
Provided that the Government-aided colleges run by minorities may adopt their own rules regarding constitution, powers and functions of their Governing Bodies with the approval of the State Government.
(3) Notwithstanding anything contained in any other law for the time being in force, or in any custom or usage to the contrary, the State Government shall have power to, dissolve the Governing Body of a college, other than the college run by minorities, if, in the opinion of the State Government that the Governing Body of such college is unable to perform its functions as per provisions of this Act or the statutes of the affiliating University, or the continuance of the Governing Body or any of its members in such Governing Body is detrimental to the interest of the college, and in every such case, the State Government may appoint an Administrator in place of the Governing Body who shall discharge all functions for such period as may be determined by the State Government or until constitution of a new Governing Body, whichever is earlier.
(4) The affiliating University shall, in every such case, take steps to constitute the new Governing Body of such college referred to in sub-section (3) within such time as may be prescribed.

Constitution of the Governing Body. 5. (1) Notwithstanding anything contained in any other law for the time being in force or in any custom or usage to the contrary, the Governing Body of every Government-aided College shall consist of the following members, namely:—
(i) the President shall be a person interested in education, and shall be nominated by the State Government from amongst the members of the Governing Body or from outside;
Provided that the employees or the students of the concerned college shall not be eligible for nomination as President;
(ii) the Principal or the Vice-Principal or the Teacher-in-Charge, as the case may be, of the concerned college, who shall act as the *ex officio* Secretary to the Governing Body;
(iii) three whole time regular teachers including librarians and Graduate Laboratory Instructors, to be elected from amongst them;
(iv) one non-teaching employee to be elected from amongst them;
(v) two persons to be nominated by the State Government and one person to be nominated by the West Bengal State Council of Higher Education constituted under the West Bengal State Council of Higher Education Act, 2015 respectively;
(vi) one representative from amongst the donor of the college or from the sponsoring body promoting the establishment of the concerned college;
(vii) two persons to be nominated by the affiliating University from amongst eminent educationists, of whom at least one shall be a woman;



Code of Conduct made by college – <https://www.kkdascollege.ac.in/code-of-conducts>

West Bengal Service Rules - <https://www.kkdascollege.ac.in/service-rule>