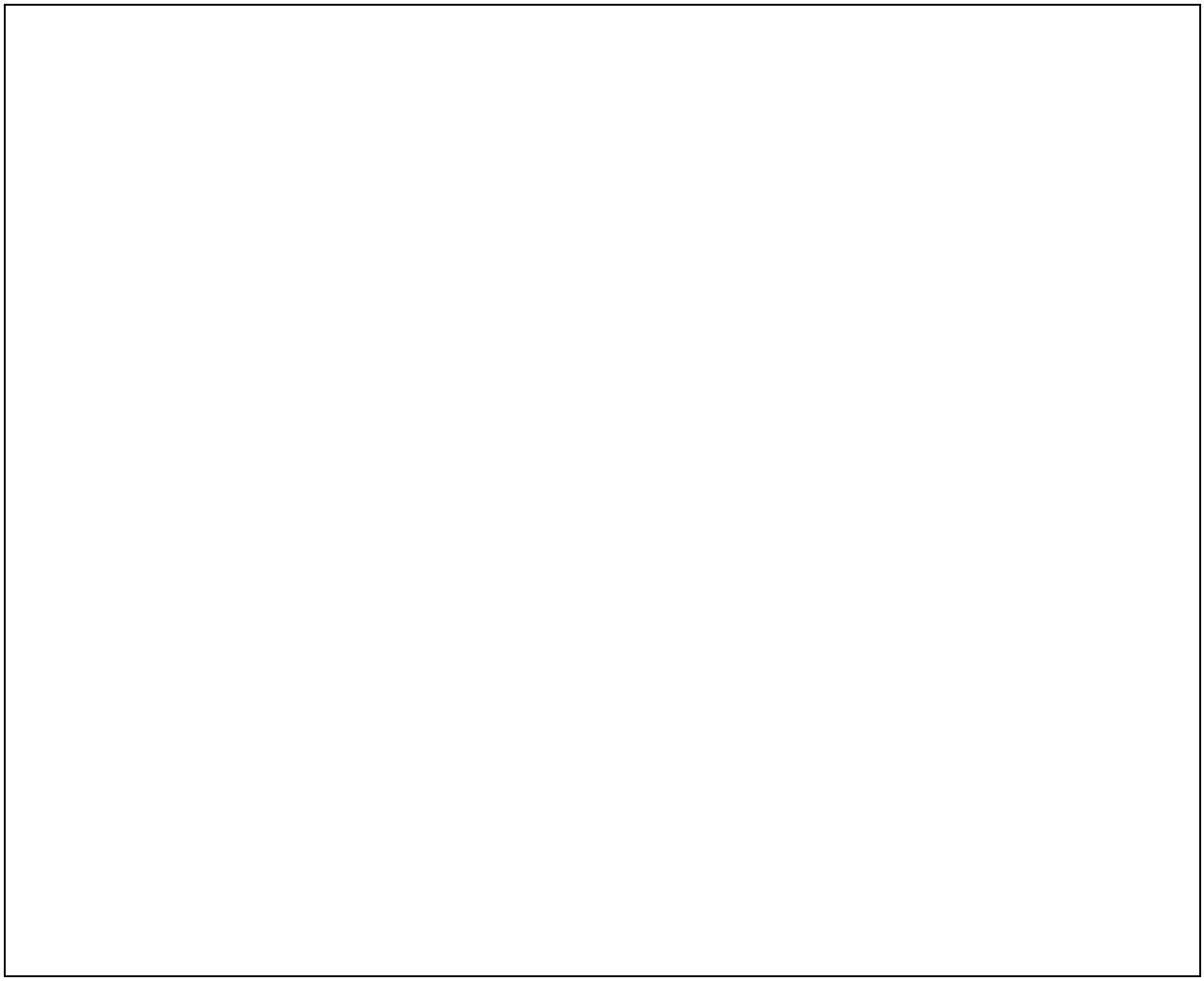
MANGALORE UNIVERSITY

RIGHT TO INFORMATION ACT 2005

MANUAL

(UNDER SECTION 4(1) (b) OF THE ACT)



Notification

It is hereby notified that the information regarding Right to Information Act, 2005 in respect of Mangalore University, Mangalagangothri is updated and published for the Information of Public and other stake holders to the system, Under Section 4(1)(b) of Right to Information Act, 2005 the following information is published in the interest of the public service as required under RTI Act.

Right to Information and Obligations of Public Authorities

i. The particulars of its ogranisation, functions and duties

Mangalore University, Mangalagangothri, Dakshina Kannada, Karnataka- 574 199

- To disseminate knowledge
- To award degrees
- Academic administration of affiliated colleges
- To undertake research
- To establish post graduate departments and such other functions incidental to above objectives

ii. The Powers and duties of its officers and employees.

- To ensure the implementation of the provisions KSU Act, 2000
- To take such actions as are necessary for dissemination of knowledge.
- To promote academic excellence
- To maintain the academic standards
- To Co-Ordinate with UGC and other professional bodies.
- To prescribe syllabus
- To conduct examination and declare results.

iii. The Procedure followed in the decision making process, including channels of supervisions and accountability.

The procedure for decision making is as under:

- Bottom to top procedure is adopted
- As per delegation of powers
- Three/Four type of procedure/channel is adopted
- Accountability will be fixed in accordance with the statutes, Rules and orders in force.

iv. The norms set by it for the discharge of its functions

Decision making bodies:

- The Syndicate and
- The Academic Council

v. The rules, regulations, instructions, manuals and records, held by it or under its control; or used by its employees for discharging its functions.

- Karnataka State Universities Act 2000
- University Grants Commission Act 1956 and subsequent norms prescribed by it
- Government of India policies.
- State Government policies.

vi. A statement of the categories of documents that are held by its or under its controls.

*Files *Registers *Transaction of business rules *Statutes *Regulations etc.

vii. The particulars of any arrangement that exists for consultation with or representation by, the members of the public in relation to the formulation of its policy or implementation thereof;

Government is nominating members to the academic council and to the Syndicate for formulating the policy, decision and in of the act.

viii. A State of the boards, Councils, Committees and other bodies consisting of two or more person constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, Councils, Committee and other bodies are open to the public, or the minutes of such meetings are accessible for public;

The Syndicate or the Academic Council or Vice Chancellor may constitute boards, committees for getting expert information/advice for implementing the provisions of KSU Act.

The minutes of the meeting are accessible to the public as and when they become public document.

ix. A directory of its officers and employees;

- Hon'ble Vice Chancellor
- Registrar
- Registrar (Evaluation)
- Finance Officer
- **Special Officer/ Deputy Registrar**
    - Academic
    - Administration
    - Development
    - Establishment
    - General
    - Syndicate
    - SC/ST Cell
    - Registrar (Evaluation)
- **Directors**
    - Director of Planning, Monitoring and Evaluation Board
    - Director, Internal Quality Assurance Cell
    - Director of Students Welfare
    - Director of College Development Council
    - Director of Physical Education
    - Director, Distance Education
    - Director, Prasaranga
    - Director, University Science Instrument Centre
    - Director, Computer Centre
    - Head, Microton Centre
- Dean of Faculties and other supporting staff
    - Dean, Faculty of Arts
    - Dean, Faculty of Science and Technology
    - Dean, Faculty of Commerce
    - Dean, Faculty of Education

- Librarian
- Director, Jnana Kaveri, P.G. Center, Chikka Aluvara, Kodagu.
- Principal, University College, Mangalore.
- Principal, Field Marshal K.M. Cariappa College, Madikeri.

x. The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations;

As prescribed by the Government and Syndicate to the concerned officers only from time to time

- The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditure and reports on disbursements made; The Budget is allocated by the State Government.
- UGC and other funding agencies will also support certain schemes.
- The University also mobilizes fund through internal resources, fees, consultation, research projects and the expenditure are made as per the rules approved by the competent authorities.

xi. The budget allocated to each of its agency; indicating the particulars of all plans, proposed expenditures and reports on disbursements made;

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xii. The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes;

As prescribed by the Universities Act 2000 and other allied rules.

All stake holder such as-

- Students
- Parents

- Civil Society

xiii. Particulars of recipients of concessions, permits or authorisations granted by it;

As prescribed by the Government.

xiv. Details in respect of the information, available to or held by it, reduced in an electronic form;

The Data of University are being computerized.

xv. The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use;

During office hours on all working days.

xvi. The names, designations and other particulars of the Public Information officers;

Sl. No.	Name	Designation	Telephone No.	
			Office	Mobile

- Assistant Public Information Officer, Mangalore University
  And such other officers as may be notified from time to time.

xvii. Such other information as may be prescribed, and thereafter update these publications every year;

The University was established during the year 1980 and it has initiated several innovative and reformative measures for achieving academic excellence.

xviii. First Appellate authority;

Registrar, Mangalore University, Mangalagangothri, Dakshina Kannada, Karnataka-574199.

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REGISTRAR