STATUTE GOVERNING THE CREATION OF ACADEMIC AND ADMINISTRATIVE POSTS IN THE DIRECTORATE OF CORRESPONDENCE COURSES IN MANGALORE UNIVERSITY

(Framed under Sec 40(1)(f) and (o) of KSU Act 2000)

PREAMBLE:

As per the National Education Policy, Mangalore University has launched Correspondence Course Programmes during the academic year 2004-05 in order to reach higher education to all sections of the society considering the demand from general public and students. The Regulations governing the P.G. degree Programmes and U.G. degree Programmes through Correspondence Course are duly assented by the Chancellor on 08.08.2007 and 13.08.2008 as communicated by the Government vide letters No ED 10 UDS 2007 dated 02.11.2007 and ED 126 UDV 2007 dated 08.09.2008 respectively. The Distance Education Council, New Delhi has recognized Correspondence Course Programmes of Mangalore University provisionally and sanctioned Development Grants from time to time. As per the terms and conditions of the Distance Education Council concurrence of the State Government is also necessary to offer nonformal education programmes.

At present the Correspondence Course Programmes are conducted with the help of existing regular staff of the University. Since Mangalore University is having bare minimum administrative posts and in order to strengthen the existing academic programmes under the Correspondence Course and to have full-fledged Directorate of Correspondence Courses, there is need to create necessary academic and administrative staff. Hence this Statute.

1. TITLE AND COMMENCEMENT:

i) This Statute shall be called "the Statute Governing the creation of Academic and Administrative posts in the Directorate of Correspondence Courses in Mangalore University".

ii) This statute shall come into force from the date of assent of the Chancellor.

2. CREATION OF POSTS:

i) The following posts shall be created in the Directorate of Correspondence Courses:

Sl.No.	Designation	No.of Posts	Scale of Pay
1.	Director	1	On payment of Special duty allowance of 5% of the minimum basic pay of Professors
2.	Deputy Director	1	18150-450-19500-525-22650-600-26250-675-26925
3.	Assistant Director	2	14050-350-14400-400-16800-450-19500-525-22650-600-25050
4.	Superintendent	2	11400-300-12300-350-14400-400-16800-450-19500-525-21600
5.	Senior Assistant	2	10000-250-10500-300-12300-350-14400-400-16800-450-18150
6.	First Division Assistant	4	8000-200-8600-225-9500-250-10500-300-12300-350-14400-400-14800
7.	Stenographer	1	8000-200-8600-225-9500-250-10500-300-12300-350-14400-400-14800
8.	Computer Operator	4	8825-225-9500-250-10500-300-12300-350-14400-400-16000
9.	Second Division Assistant	8	5800-100-6000-125-6500-150-7100-175-7800-200-8600-225-9500-250-10500
10.	Attender	4	5200-100-5200-100-6000-125-6500-150-7100-175-7800-200-8200
11.	Peons	6	4800-100-6000-125-6500-150-7100-175-7275

3. QUALIFICATION FOR THE POSTS:

Qualification for the above posts shall be as prescribed by the University from time to time and as per Statute framed in this regard and provisions of KSU Act.

4. GRADE AND MODE OF RECRUITMENT:

The grades of the posts of Director, Deputy Director and Asst. Director shall be equivalent to the grades of Professor, Deputy Registrar and Assistant Registrars of the University respectively:

DIRECTOR:

The Director shall be appointed by the Syndicate from among the Professors of the University on the basis of the recommendation by a Committee constituted as follows. He/she shall work on his/her own pay and scale and shall be eligible for special duty allowance of 5% of the minimum basic pay. The tenure of appointment of the Director shall be 2 years.

1. The Vice-Chancellor - Chairperson

2. One member of the Syndicate and
   One member of the Academic Council
   nominated by the Vice-Chancellor. - Members

3. One eminent educationist nominated by the Vice-Chancellor	-	Member
4. The Registrar (Evaluation)	-	Member
5. The Registrar	-	Member Secretary

DEPUTY DIRECTOR:

The post of Deputy Director shall be equivalent to the post of Deputy Registrar and the mode of recruitment shall be as per the existing Cadre and Recruitment Rules of the University for the post of Deputy Registrar.

OR

By deputation from among the Associate Professors of the University in which case he/she shall work in his/her own pay and scale and shall be eligible for special duty allowance of 5% of the minimum basic pay.

ASSISTANT DIRECTOR:

The post of Assistant Director shall be equivalent to the post of Asst. Registrar and the mode of recruitment of the Asst. Director shall be as per the existing Cadre and Recruitment Rules of the University for the post of Asst. Registrar.

OTHER ADMINISTRATIVE STAFF:

The post of Superintendents, Senior Assistants, First Division Assistants, Stenographer, Computer Operator, Second Division Assistant, Attender and Peon shall be filled by direct recruitment/promotion as per the existing Cadre and Recruitment Rules of Mangalore University.

The posts of Deputy Director / Asst.Director and other Administrative Staff shall be filled only in accordance with the needs and availability of financial resourses of the Directorate of Correspondence Courses.

5. SERVICE CONDITIONS:

The service conditions of the employees of the University shall be applicable to the Director and other staff of the Directorate of Correspondence Courses.

6. DUTIES AND RESPONSIBILITIES OF THE DIRECTOR, DEPUTY DIRECTOR AND ASST. DIRECTOR:

The duties and responsibilities of the Director, Deputy Director and Asst. Director shall be as determined by the Syndicate from time to time.

7. FINANCIAL IMPLICATION:

The expenditure for the above posts shall be met by the revenues generated in the Directorate of Correspondence Courses and any grants received from Distance Education Council / State Government and other sources.

[Assented by the Chancellor on 16.05.2012 vide Government letter No.ED 14/UDS/2012 dated 21.05.2012 and notified under Notifiation No.MU/DEV/10/2007-08/D6 dated 05.06.2012.]

Sd/-
REGISTRAR