



SRI VENKATESWARA UNIVERSITY

Accredited By 'NAAC' With 'A+' Grade



3.4.1: The Institution ensures implementation of its stated Code of Ethics for research through the following: 1. Inclusion of research ethics in the research methodology course work 2. Presence of Ethics committee 3. Plagiarism check through software 4. Research Advisory Committee



BT/BS/17/778/2018-PID

Dated: 14.08.2018

OFFICE MEMORANDUM

Subject: Nomination of DBT representative in the IBSC of Sri Venkateswara University (SVUNIV), Tirupati.

In accordance with the Notification of the Ministry of Environment and Forests vide Gazette Notification No. GSR 1037 (E) dated 05.12.1989, notified under the E.P. Act 1986, the Department of Biotechnology (DBT) had evolved the "Regulations and Guidelines for Recombinant DNA Research and Biocontainment, 2017" for achieving for personnel and environmental safety in the use of genetically manipulated organisms in research, manufacture and applications. The constitution of the Institutional Biosafety Committee (IBSC) is mandatory in R&D Centres at the institutions/ universities/ industries/ any other organization which intend to carry out or are engaged in research activities involving genetic manipulation of genetic materials, microorganisms, plants or animals.

2. In conformity with the above, institutions engaged in genetic engineering research have constituted their IBSCs and the department has nominated its representatives in all such committees. Accordingly, **Dr. P. V. G. K. Sarma, Head, Deptt. of Biotechnology, SVIMS University, Tirupati - 517 507** has been nominated to act as a DBT representative in the IBSC constituted at Sri Venkateswara University, Chittoor, Tirupati - 517 502.

The complete composition of the IBSC is as under:

Chairman	: Prof. A. Damodaram, Vice Chancellor, SVUNIV, Tirupati
DBT Nominee	: Dr. P. V. G. K. Sarma, Head, Deptt. of Biotechnology, SVIMS University, Tirupati
Member Secretary	: Prof. M. Hema, Deptt. of Virology, SVUNIV, Tirupati
Outside Expert (s)	: Prof. P. B. Kavi Kishor, Emeritus Scientist, Deptt. of Genetics, Osmania University, Hyderabad
	: Prof. Aparna Dutta Gupta, Deptt. of Animal Sciences, Hyderabad Central University, Hyderabad
	: Prof. D. Vijaya Raghava Prasad, Deptt. of Microbiology, Yogi Vemana University, Kadapa
Biosafety Officer	: Dr. B. Vengamma, Sr. Professor & Head, Deptt. of Neurology, S.V. Institute of Medical Sciences, Tirupati
Internal Member (s)	: Prof. P. Sreenivasula Reddy, BSR-Faculty Fellow, Deptt. of Zoology, SVUNIV, Tirupati
	: Prof. D. V. R. Sai Gopal, Deptt. of Virology, SVUNIV, Tirupati

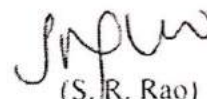
3. The DBT nominee serves as the link between the department and the respective IBSC. The nominee should ensure that:
 - the committee has been constituted as per the norms of the guidelines.
 - the Recombinant DNA Safety Guidelines are strictly followed in the company.
 - the IBSC meets regularly (at least twice in a year) to review the ongoing activities and provide yearly reports to RCGM/ DBT in the prescribed *proforma*.
 - all the activities within the purview of the guidelines are in the knowledge of RCGM/DBT and to guide the IBSC on biosafety issues.
 - the IBSC will follow the 'Simplified Procedures/ Guidelines on Exchange (inter-state and inter-institutional supply/ receipt within India). Import and Export of Genetically Engineered Organism and Product(s) thereof for Research Purpose', as per the Department's OM No. BT/BS/17/635/2015/PID dated 22.09.2015 (copy enclosed).

-Contd.....

Website: <http://www.dbtindia.nic.in> <http://www.btiisnet.gov.in>

दूरभाष / Telephone : 24363012, 24362329 फैक्स / Fax : 011-24362864

4. He/she will work for 3 years on the respective committee. On the expiry of term of nominee, institution/ organizations are required to reconstitute its IBSC in prescribed *proforma*.
5. The DBT, on the expiry of the term of its nominee shall re-nominate or appoint a new nominee, and such nomination shall be communicated to the institutes/ organizations.
6. Any special invitee/s to IBSC should be communicated to RCGM/ or taken prior approval.
7. The IBSC of the institution will meet at least twice in a year. The institutes having the IBSC are required to submit yearly report of progress (1st January to 31st December) within one month, following the expiry of the period of Progress Report to the DBT for enabling the proper monitoring and consolidation of this information by the RCGM and the Government. The DBT nominee may visit the R & D facility of the institute periodically, and interact with investigators involved in rDNA research/activities with hazardous microorganisms. Such visits undertaken are duly recorded in Annual Report of IBSC.
8. The university will meet the TA/DA & honorarium to the DBT nominee as per the GOI norms.


(S. R. Rao)

Sr. Advisor/Scientist-'H', DBT &
Member Secretary, RCGM

To. ✓

Prof. A. Damodaram,
Chairman – IBSC & Vice Chancellor,
Sri Venkateswara University,
Chittoor, Tirupati – 517 502.

Copy to:

1. Dr. P. V. G. K. Sarma, Head, Deptt. of Biotechnology, SVIMS University, Tirupati – 517 507. (Kindly access website i.e. <http://www.dbtindia.nic.in/guidelines/guidelines-for-biosafety/> for IBSC Guidelines & role of DBT nominee).
2. Prof. M. Hema, Member Secretary-IBSC & Department of Virology, Sri Venkateswara University, Chittoor, Tirupati – 517 502.
3. Office Copy
4. Guard file


(S. R. Rao)

Sr. Advisor/Scientist-'H', DBT &
Member Secretary, RCGM

OFFICE MEMORANDUM

Subject : Nomination of DBT representative in the IBSC of SRI VENKATESWARA UNIVERSITY (SVUNIV-906), TIRUPATI

1. In accordance with the Notification of the Ministry of Environment and Forests vide Gazette Notification No. GSR 1037 (E) dated 05.12.1989 notified under the E.P. Act 1986, the Department of Biotechnology (DBT) had evolved the "Regulations and Guidelines on Biosafety of recombinant DNA Research and Bio containment, 2017" for achieving personnel and environmental safety in the use of genetically manipulated organisms in research, manufacture and applications. The constitution of the Institutional Biosafety Committee (IBSC) is mandatory in R&D Centers at the institutions/ universities/ industries/ any other organization which intends to carry out or are engaged in research activities involving genetic manipulation of genetic materials, microorganisms, plants or animals.
2. In conformity with the above, institutions engaged in genetic engineering research constitute their IBSCs and the department nominate its representatives in all such committees. Accordingly, Dr B.V. BHASKARA REDDY, Principal Scientist, RARS, Acharya N.G.Ranga Agricultural University, Tirupati, ANDHRA PRADESH has been nominated to act as a DBT representative in the IBSC constituted at SRI VENKATESWARA UNIVERSITY (SVUNIV-906), SRI VENKATESWARA UNIVERSITY, TIRUPATI, Chittoor, ANDHRA PRADESH-517502.

The complete composition of the IBSC is as under:

Chairman	:	Dr O. VIJAYA SARATHI REDDY, Chairman, Tirupati, ANDHRA PRADESH
DBT Nominee	:	Dr B.V. BHASKARA REDDY, Principal Scientist, RARS, Acharya N.G.Ranga Agricultural University, Tirupati, ANDHRA PRADESH
Member Secretary	:	Dr M. HEMA, Member Secretary, Tirupati, ANDHRA PRADESH
Outside Experts	:	Dr D. RANI PRAMEELA, Outside Expert, Tirupati, ANDHRA PRADESH## Dr P. B. KAVI KISHORE, Outside Expert, Hyderabad, TELANGANA## Dr P. UMA MAHESWARI DEVI, Outside Expert, Tirupati, ANDHRA PRADESH
Biosafety Officer	:	Dr B. VENGAMMA, Biosafety Officer, Tirupati, ANDHRA PRADESH
Internal Experts	:	Dr Ch. APPA RAO, Internal Member, Tirupati, ANDHRA PRADESH## Dr M. RAJASEKHAR, Internal Member, Tirupati, ANDHRA PRADESH## Dr N. SAVITHRAMMA, Internal Member, Tirupati, ANDHRA PRADESH

3. The DBT nominee serves as link between department and the respective IBSC. The nominee should ensure that:
 - handbook on IBSC, Third revised edition, September 2020 is followed by IBSC,
 - the committee has been constituted as per the norms of the guidelines,
 - the Recombinant DNA Safety Guidelines are strictly followed in the company,
 - the IBSC meets regularly (at least twice in a year) to review the ongoing activities and provide yearly reports to RCGM/ DBT in the prescribed proforma,
 - all the activities within the purview of the guidelines are in the knowledge of RCGM/DBT and to guide the IBSC on biosafety issues,
 - the IBSC will follow the 'Simplified Procedures/Guidelines on Exchange(inter-state and inter-institutional supply/ receipt within India), Import and Export of Genetically Engineered Organism and Product(s) thereof for research Purpose', as per Department's OM dated 22.09.2015 and its revised version issued vide DBT OM dated 17.01.2020.
4. He/she will work for 3 years on the respective committee. On the expiry of term of nominee, institution/ organizations are required to reconstitute its IBSC in prescribed proforma.
5. The DBT, on the expiry of the term of its nominee shall re-nominate or appoint a new nominee, and such nomination shall be communicated to the institutes/ organizations.
6. Any special invitee/s to IBSC should be communicated to RCGM/ or taken prior approval.
7. The IBSC of the institution will meet at least twice in a year. The Institutes having the IBSC are required to submit yearly report of progress (1st January to 31st December) within one month, following the expiry of the period of Progress Report to the DBT for enabling the proper monitoring and consolidation of this information by the RCGM and the Government.
8. The institute will meet the TA/DA & honorarium to the DBT nominee as per the GOI norms.


Member Secretary,
RCGM, DBT

To
Dr O. VIJAYA SARATHI REDDY, Chairman, Tirupati, ANDHRA PRADESH

Copy to:

1. Dr B.V. BHASKARA REDDY, Principal Scientist, RARS, Acharya N.G.Ranga Agricultural University, Tirupati, ANDHRA PRADESH
2. Dr B. VENGAMMA, Biosafety Officer, Tirupati, ANDHRA PRADESH
3. Office Copy
4. Guard file


Member Secretary,
RCGM, DBT
डॉ. नितिन कुमार जैन / Dr. NITIN K. JAIN
वैज्ञानिक 'एफ' / Scientist 'F'
बायोटेक्नोलॉजी विभाग / Dept. of Biotechnology
विज्ञान और प्रौद्योगिकी, नवम्बर / Ministry of Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi



SRI VENKATESWARA UNIVERSITY :: TIRUPATI

(website : www.svuniversity.edu.in)

Phone(o) : 0877 – 2289545, 414

Fax: 0877 – 2289544

Mobile : 91 9989887129

E-mail : registrarsvu@gmail.com

Date 20 / 04 / 2022

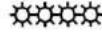
No. C-II (D) / AS / 2022

FROM	TO
THE REGISTRAR S.V.UNIVERSITY	All the Members of the Academic Senate

Sir / Madam,

Sub:- S.V.University – Minutes of the Meeting of the Academic Senate held in the Senate Hall of the University on 07-04-2022 - Communicated - Regarding.

Ref:- Vice-Chancellor's orders dated 20-04-2022.



I am, by direction, to send enclosed a copy of the Minutes of the Meeting of the Academic Senate held on 07-04-2022 in the Senate Hall, S.V.University, Tirupati, for your kind perusal and approval, with in ten days from the date of the receipt of this letter. If, no reply is received from you, by that date, it will be presumed that you have confirmed the Minutes and necessary further action, thereon, will be taken in the matter.

This is for your information.

Encl: As stated above.

Yours faithfully,


REGISTRAR

Copy to the PS to Vice-Chancellor / PA to the Rector / Registrar / Dean, CDC, SVU, Tirupati, for information.



SRI VENKATESWARA UNIVERSITY :: TIRUPATI
ANNUAL MEETING OF THE ACADEMIC SENATE
(2021-2022)

THURSDAY, the 07th MARCH, 2022 at 11.00 a.m. in the SENATE HALL of the University.

MEMBERS PRESENT

1. Prof. K. Raja Reddy : (in the Chair)
Vice-Chancellor
2. Prof. V. Srikanth Reddy
3. Prof. Chinthala Paramageetham
4. Prof. G. Madhavi
5. Dr. Banazeer Shaik
6. Dr. M. Bhaskar Reddy
7. Prof. M. Hanumantha Rao
8. Sri Chintala Dwarakanatha Reddy
9. Sri M. Madhu
10. Prof. M. Srinivasa Reddy,
11. Prof. N. Savithramma
12. Prof. S. Narayana Reddy
13. Prof. N.B. Chandrakala
14. Prof. G. Padmanabham
15. Prof. V. Sudharani
16. Prof. S.D. Srinivasa Murthy
17. Prof. N. Prabhakara Rao
18. Prof. W. Rajendra
19. Prof. M. Srinivasulu Reddy
20. Prof. B.V. Muralidhar

MINUTES

At the outset the Vice-Chancellor extended a hearty welcomes to all the Members of the Academic Senate.

Further he happy to say that Sri Venkateswara University aims to develop qualified and competent citizens through teaching and training, and expand the horizons of knowledge through research, lend knowledge and supports to various organisations for their effective functioning while contributing to the creation of a happy and healthy society through fruitful interaction and to participate in the development of the society.

The University has grown excellently over the past 67 years as a leading institute of higher learning under the able and committed leadership of Vice-Chancellors starting from Sri. S. Govindarajulu.

The University has rapidly evolved in the field of higher education & research and has established itself as one of the best Universities of the country.

- Recently, Times Higher Education Emerging Economies University Rankings 2022, Sri Venkateswara University secured 351-440 Rank.
- Times Higher Education World University Rankings – 2022, SVU Secured (601-800) Rank in Engineering.
- National Institutional Ranking Framework (NIRF - 2021), Ministry of Human Resource Development, S.V.University secured 92 Rank Overall, 54 Rank in University, 200 Rank in Engineering, 54 Rank in Pharmacy.
- Times Higher Education World University Rankings – 2022, SVU Secured (1001-1200) Rank.
- Times Higher Education Asia University Rankigs 2021, SVU Secured 251-300
- QS University Rankings : Asia 2021, SVU Secured 351-400.
- SVU has good number of scientific publications. It's citations are all impressive.
- New centers of excellence with sophisticated equipment will be ready by 6 six months. This will improve research quality and publications of staff and scholars
- Sri Venkateswara University has a H-index of 102.
- Citations per publications are 11.69

- 2 faculty members have been listed in the Top 2% Scientists in the world, analyzed by the Stanford University, USA.

Steps are being taken to adhere to almanac strictly.

- Results are being declared on record time by new set of reforms.
- Decentralization of Administration.
- SV University Website is dynamically upgraded.
- Hostel facilities are upgraded.
- Started New Courses in SVU Engineering College under self Supporting.
- Health Centre facilities upgraded.
- Gnanaprada Sri Venkateswara Swamy Temple in SVU Campus was inaugurated.
- SVU inks MOU with The University of Silicon Andhra and Recently with Technology Companies Association of Andhra Pradesh (TCOAP).
- Sanctioned Samarth e-Gov suite by Ministry of Education to SVU Engineering College.
- Implemented E-Courses using Microsoft Teams, Google Meet, Zoom etc.
- All the procurements of University were undertaken through Government E-marketing (Gem) to safeguard the transparency.
- The University is strong in the Coveted research projects such as: Erasmus Mundus - Greece, Marie Curie programs of the International European Commission; UKIERI of the British Council (UK) and DST/UGC(India), DST/Spain, DST/British Council, DST/Mexico, Indo-Spain, Indo-Israel.
- Many of the interdisciplinary projects are being funded by various national funding organizations. like UGC, ICAR, ICSSR, DMR TUF, MoEF &CC, MoES, DST, CSIR, DBT, DRDO, ICMR and BRNS etc.
- Currently individual faculty members and departments have collaborative research programmes with several national Institutes and Universities like: DRDO, IISc, BARC, AIIMS, VIT, IICT, AP Agriculture University, MST Radar Centre (ISRO), AP Biodiversity Board, AP medicinal and Aromatic Plants Board.
- University is planning to introduce new courses like Artificial Intelligence, Machine Learning, Cyber Security, Networking, Programming in collaboration with Microsoft corporation for up-gradation of skills to the students. He wish this programme will definitely provide opportunities to the young minds in the Campus.
- Sri Venkateswara University is selected under MERU (Multi Education and Research University) program in the state. DPR submitted to APSCHE.
- The University has introduced the unique and innovative programme of **Bridge courses** such as *Plant Biotechnology, Basics in Bioinformatics, Modern techniques in Microbiology, Clinical Chemistry, Clinical Microbiology, Industrial Chemistry, Semiconductors and their characterization, Embedded systems, Industrial Economics, Salesmanship, Fermentation Technology, Instrumentation* to the students which are offered during summer vacations, that are intended to equip the University students with necessary skills meeting the requirements of industry as well as job market.
- In pursuit of realizing its objectives, the University has time and again restructured the curriculum in all disciplines, by giving credence to the recommendations of NEP, UGC and NAAC as well as to the feedback from the students, alumni, academic peers, employers and industry
- Programmes / courses focused on employability/ entrepreneurship/ skill development were introduced in several programs.
- In pursuance of Multi disciplinary research SVU has taken active role in forming a cluster of research institutions with IIT, Tirupati, IISER Tirupati and other universities in the Tirupati region and forging ahead with multi disciplinary research program.

As per the NEP-2020 the PG syllabus in all the departments have been revised and implemented from the academic year 2022-23.

Complete autonomy was given to the BOS members to revise and draft the curriculum.

- Common core papers
- Specialization papers
- Elective papers
- Open elective papers for other departments
- Skill development courses

As per the NEP-2020, the under graduate curriculum has been revised from 3 year degree to 4 year degree in all the affiliated colleges of SV University and implemented from the year 2021-2022.

- The B.Tech Syllabus has been revised providing apprenticeship in the Industry.
- Faculty student ratio of 1:15 is maintained as per the NEP guidelines of optimum faculty student ratio.

As a centre of academic excellence, we aim to provide the highest quality learning and teaching experience possible. Building on and enhancing that experience remained a significant priority in 2022-23. The University is not only ambitious about solidifying the existing curriculum but is also planning to introduce many job oriented new courses.

The high-quality growth of teaching and research combined with enhancement of the student experience are my top two personal priorities. Already steps have been taken for effective implementation of e-governance and successfully implementing e-office for paperless files.

SVU aims at providing the best possible education to its students and enhancing their skills and abilities in every field through innovative teaching procedures, training, research and consultancy, thus, satisfying the needs of the industry and the society. It intends to train and produce dedicated students in various fields like Science and Technology, Humanities, Commerce, Law and Management in such a way that they can serve the nation and world in the 21st century.

On this occasion, he appeal to all the academic fraternity to carry out your research work with dedication, so that the University can achieve better ranking at the National and International levels.

A lot of what the Institute has achieved in its short life has been possible due to tremendous hard work and confidence of the faculty, staff and students of this University, and faith and encouragement of numerous well-wishers of the Institute, its Executive Council members and Academic Senate members, and the officials in the Government of Andhra Pradesh.

However, the University can certainly claim numerous innovations in both curriculum and in governance. As we grow, we need to find new ways and means to retain and enhance our spirit of innovation and entrepreneurship, and maintain an enthusiastic environment wherein people feel empowered to do things, to take on challenges and to innovate.

He sure; the University will become a trendsetter in the field of higher education with an international outlook and global outreach.

Then, the Chairman brought forward the business in the Final Agenda of the Academic Senate for its consideration and approval.

BUSINESS BROUGHT FORWARD BY THE EXECUTIVE COUNCIL A – GENERAL

A – 1 The Executive Council placed before the Academic Senate for consideration and adoption of the G.O.Ms.No.49, Higher Education (CE) Department, dated 16.09.2021, regarding to launch English Medium across all Degree Colleges i.e., Government, Private Aided & Private Un Aided in both rural and urban areas from the academic year 2021-22.

(No.C-III(8) / Change of Medium / 2022)

NOTE

1. As per directions of the Secretary, APSICHE, through its letter No. APSICHE / AC / UG Courses / 2021-22, dated 17-06-2021, the University in its Letter No. C-III (8) / Medium / 2021-22, dated 18-06-2021., has requested the Private Unaided Degree Colleges, Private Aided Colleges and Government Degree Colleges which are offering Unaided Courses in Telugu Medium (TM), to submit their proposals for conversion of all existing Telugu Medium sections into English Medium, with the exception of Languages under Par-II along with the required documents to the Council through an online application from 18-06-2021 to 28-06-2021. The Managements were also informed that if proposal for conversion into English Medium is not submitted, then the programme cannot be offered from 2021-22. **Copy of the letters vide Appendices – (A).**
2. The University further, informed that the Private Unaided Degree Colleges and Private Aided Colleges with Unaided Degree Programmes, who desires to surrender unviable and / or defunct UG Programmes can also withdraw the programmes, by submitting proposal through an online application from 18-06-2021. Managements need not pay any processing fee either for conversion of medium or withdrawal of programmes. Proposals for conversion of medium or withdrawal of programmes can be submitted by clicking on the link UG Programmes-Conversion of Medium or Withdrawal in the scrolling made available in the website of the APSICHE, www.apsche.org from 18-06-2021 to 28-06-2021.
3. In view of the above, almost all affiliated Colleges in SVU area have uploaded their proposals to APSICHE, for conversion in to English Medium, as well as for withdrawal of Unviable UG Courses.
4. The Government of Andhra Pradesh, Higher Education (CE) Department, vide its G.O.Ms.No.49, dated 16.09.2021, has instructed to launch the English Medium across all Degree Colleges in both rural and urban areas from academic year 2021-22 and also instructed the Commissioner of Collegiate Education, A.P., and the Secretary, APSICHE to prepare necessary arrangements in the matter.

5. In the video conference conducted by APSICHE with the Dean, CDC's of Universities, it was decided to adopt and implement G.O.Ms.No.49 and same was received through email dated 24.02.2022., to the University.
6. The above G.O., was placed before the Executive Council at its meeting held on 04.03.2022.
7. Hence, the said G.O.Ms.No.49 is placed before Academic Senate for consideration and adoption of the same from the academic year 2021-22.

Dr. M. Bhaskar Reddy moved that the G.O.Ms.No.49, Higher Education (CE) Department, dated 16.09.2021 be adopted and implemented.

The motion was then put to the House and declared carried.

A – 2 The Executive Council reported that on the recommendations of the Committee appointed by the Vice-Chancellor permission was accorded to the Principal, SVU College of Engineering, Tirupati, to start the following additional Sections in 4 Year B.Tech., Programme as Self Supporting Courses from the academic year 2021-22 in addition to the existing Regular Courses and requested action taken by it.

Sl. No.	Name of the Branch	Intake	Mode of Admission
1	Civil Engineering	60	Through EAPCET
2	Electronics and Communication Engineering	60	-do-
3	Computer Science and Engineering	60	-do-
4	Computer Science and Engineering (Artificial Intelligence)	60	-do-

(No. C-III(1) / SVUIT / B.Tech., (SS courses) / 2022)

NOTE

1. In pursuance of the Academic Senate resolution No.M-1, dated 16-05-2019, a Committee has been constituted to finalize the modalities and to start 4 Year B.Tech., Course under Self Supporting basis.
2. The said Committee met on 26-08-2021 and resolved to Start new Technical Institution as "S.V.University Institute of Technology" with 4 Year B.Tech., Programs on Self Supporting basis from the academic year 2021-22
3. The Executive Council in its Resolution No.3-1-1, dated 08-09-2021, has deferred the proposal and suggested to start additional sections in SVU College of Engineering as Self Supporting Courses.
4. The above resolution was implemented and communicated to all the concerned. Vide this office Lr.No.CIII(1)/4 Y. B.Tech (A.S) (Self Supporting)/2021,dated 15-11-2021. **Vide Appendix-(B).**
5. In view of the above resolution, the Secretary, APSICHE, Guntur, was requested to add the above programmes on Self Supporting Basis in Engineering Counseling for the academic year 2021-22 with the maintenance fee in addition to regular fee of Rs.60,000/- per annum, for each student of the above courses, under copy to the Principal, SVU College of Engineering, Tirupati. vide letter dated 04-10-2021 of the Registrar, SVU, Tirupati.
6. Accordingly, admissions were made through the EAPCET for the above programmes, as stated by the Principal, SVUCE, Tirupati.
7. The existing regular B.Tech., Programme Regulations / Scheme of Instructions & Examinations / Syllabi / Model Question papers are also applicable to the new additional sections (Self Supporting Courses).

Prof. M. Hanumantha Rao moved that the action taken by the Executive Council be ratified.

Prof. W. Rajendra, Prof. N. Prabhakara Rao, the mover and the Vice-Chancellor took part in the discussion, Prof. W. Rajendra and Prof. N. Prabhakara Rao have expressed that the existing maintenance fee of Rs.60,000/- collected for the self supporting courses in Engineering can be enhanced to Rs.1,00,000/- as the existing amount may not be sufficient for running the said courses.

The Chairman replied that necessary steps will be taken.

The motion was then put to the House and declared carried.

**BUSINESS BROUGHT FORWARD BY THE VICE-CHANCELLOR
A – GENERAL**

A – 3 The Vice-Chancellor placed before the Academic Senate for consideration and adoption of the G.O.Ms.No.46, Higher Education (CE) Department, dated 22-12-2020 regarding introduction of four (4) Year Honours Non-professional UG Programme with an exit option after three (3) years in University Colleges and affiliated colleges from the academic year 2020-21.

(C-II(E) / 4 Year Honours Programme (UG) / 2022)

NOTE

1. The Government of Andhra Pradesh has issued the G.O.Ms.No.46, Higher Education (CE) Department, dated 22-12-2020 wherein it has been ordered that the Government of India has announced the National Educational Policy, 2020 with an objective to ensure equity and inclusion in and through education by addressing all forms of exclusion and marginalization, disparity, vulnerability and inequality in education access, participation, retention and completion and in learning outcomes. As per Part II Chapter 11 clause 9 of the National Education Policy, 2020 "The structure and lengths of degree programmes shall be adjusted accordingly. The undergraduate degree will be of either 3 or 4 year duration, with multiple exit options within this period, with appropriate certifications, e.g., a certificate after completing 1 year in a discipline or field including vocational and professional areas, or a diploma after 2 years of study, or a Bachelor's degree after a 3-year programme. The 4-year multidisciplinary Bachelor's programme, however, shall be preferred option since it allows the opportunity to experience the full range or holistic and multidisciplinary education in addition to a focus on the chosen major and minors as per choices of the student. An Academic Bank of Credit (ABC) shall be established which would digitally store the academic credits earned from various recognized Higher Education Institutions so that the degrees from an Higher Education Institutions can be awarded taking into account credits earned. The 4-year programme may also lead to a degree 'with Research' if the student completes a rigorous research project in their major area(s) of study as specified by the Higher Education Institutions".
2. The Review Meeting on Higher Education with all functionaries of Higher Education and Technical Education held on 06.08.2020, which was headed by the Hon'ble Chief Minister of Andhra Pradesh, has unanimously decided to introduce four (4) year Honours Programme with an exit option after three (3) years from the academic year 2020-21 and also decided that the students who opt to exit after three (3) years will be awarded a UG Degree i.e., BA / B.Sc. / B.Com. etc. and students who complete four (4) years Degree Programme will be awarded an Honours Degree.
3. Among the many changes sought to be brought in by the National Education Policy, 2020, the duration of Undergraduate Programmes can be three (3) or four (4) years, with multiple entry and exit options.
4. The A.P. State Council of Higher Education, in association with the academic experts of the Universities and Collegiate Education, has revised the syllabus of non-professional UG Programmes to be in effect from 2020-21 under Choice Based Credit System for its implementation in all the University Colleges and affiliated colleges with approval of the respective statutory bodies of the Universities.
5. The Government has decided to accord permission to the State funded Universities in the State of Andhra Pradesh for introduction of four (4) year Honours Programmes with ten (10) months of mandatory internship, with an exit option at the end of the 3rd year. Students who opt to exit after three (3) years will be awarded a U.G. Degree i.e., BA/B.Sc./B.Com. etc. and students who complete four (4) years Degree Programme with a rigorous research project in the major area(s) of study will be awarded an Honours Degree.
6. In view of the introduction of the four (4) year Honours Programmes, all three (3) year Honours Programmes are withdrawn from 2020-21.
7. The Universities in the State of Andhra Pradesh are also requested to adopt the orders issued by the Government with the approval of their respective Statutory Boards for its implementation of the aforesaid orders in all the University Colleges and its affiliated colleges under their jurisdiction from the academic year 2020-21.

Prof. G. Padmanabham moved that the G.O.Ms.No.46, Higher Education (CE) Department, dated 22-12-2020 be adopted and implemented.

The motion was then put to the House and declared carried.

A – 4 The Vice-Chancellor placed before the Academic Senate for consideration and adoption of the G.O.Ms.No.9, Higher Education (CE) Department, dated 11-03-2022 regarding introduction of revised curriculum with Life Skill Courses, Skill Development Courses & Skill Enhancement Courses in conventional degree programmes and skill courses in major and minor electives & skill enhancement electives in Engineering Programmes and to implement the certain guidelines for mandatory 10 month Internship (three phases i.e., 2+2+6=10), Community Service Project/ Apprenticeship / On the job training for all the 3 / 4 Year Conventional Degree Programmes, 5 Year Integrated PG Programmes and to the 4 Year Professional Programmes from the academic year 2020-21.

(C-II(E) / G.O.Ms.No.9 / 2022)

NOTE

1. The Government of Andhra Pradesh has issued the G.O.Ms.No.46, Higher Education (CE) Department, dated 22-12-2020, regarding introduction of four (4) Year Honours Non-professional UG Programme with an exit option after three (3) years in all University Colleges and its affiliated colleges from the academic year 2020-21.
2. The above G.O. was placed before the Executive Council at its meeting held on 04-03-2022 for adoption and implementation. The same is also placed before the Academic Senate for consideration and adoption.
3. Now, the Government of A.P., in its G.O.Ms.No.9, Higher Education (CE) Department, dated 11-03-2022 under para-5, it is stated that all Universities in the State of Andhra Pradesh shall adopt the orders with the approval of respective Statutory Boards for its implementation of the aforesaid orders in the University Colleges and affiliated colleges of SVU area from the academic year 2020-21.
4. For a copy of G.O.Ms.No.9, Higher Education (CE) Department, dated 11-03-2022 vide Appendix – (C).

Prof. S.D. Srinivasa Murthy moved that the G.O.Ms.No.9, Higher Education (CE) Department, dated 11-03-2022 be adopted and implemented.

The motion was then put to the House and declared carried.

A – 5 The Vice-Chancellor reported that on the recommendations of the respective University Inspection Commissions (UIC) and the University Standing Committee for Affiliation (USCA) he has granted extension of Temporary Conditional Affiliation for the existing UG Courses/Combinations/ Temporary Suspension of Instructions / Withdrawal of courses and Temporary Conditional Affiliation for the New Courses / Combinations / Additional Sections / Withdrawals in the existing affiliated Degree Colleges offering UG Courses (Private/Aided/Un-aided/Govt.) under SVU area in Chittoor District for the academic years 2020-21 & 2021-2022 respectively and requested for ratification of the action taken by him.

(No.C.III(3,5&6)/2020-21 & 2021-22)

NOTE

1. The University received the proposals from the affiliated Degree Colleges (Private/Un-aided/Govt.) under SVU area in Chittoor Dist on the respective dates through APSICHE Portal.
2. Based on the recommendations of the University Inspection Commissions,(UIC) and also as per the recommendations of University Standing Committee for Affiliation (USCA) and in view of urgency of the matter and pending ratification of the Executive Council / Academic Senate, the Vice-Chancellor has:
 - a) granted extension of Temporary Conditional Affiliation /permission for the existing UG Courses / Combinations / Temporary Suspension of Instructions / Withdrawal of courses etc., Temporary Conditional Affiliation for the New Courses / Combinations / Additional Sections / for the academic years 2020-21 & 2021-2022 respectively.
 - b) accorded permission two Affiliated Colleges for Change of Name of the College / Change of Management for the respective Colleges from the academic year 2021-22.
3. For a copy of the list of granting affiliation / change of Name / Management to the Affiliated Degree Colleges under SVU area in Chittoor District vide Appendix - (D).

Prof. B.V.Muralidhar moved that the action taken by the Vice-Chancellor be ratified.

The motion was then put to the House and declared carried.

A - 6 The Vice-Chancellor reported that, on the recommendations of the respective Inspection Commissions (UIC) and the University Standing Committee for Affiliation (USCA) he has granted extension of Temporary Conditional Affiliation (TCA) for the existing PG Courses and Temporary Suspension of Instructions (TSI) / Withdrawal of Courses in the existing affiliated Degree Colleges offering PG courses (i.e., Private/Un-aided/Govt.) under SVU area in Chittoor District for the academic year 2021-2022 and requested for ratification of the action taken by him.

(No.C.III(3) / PG / 2021-22)

NOTE

1. The University received the proposals from the affiliated Degree Colleges offering PG courses (i.e.,Private/Un-aided/Govt.) under SVU area in Chittoor Dist on the respective dates through APSCHE Portal.
2. Based on the recommendations of the University Inspection Commissions,(UIC) and also as per the recommendations of University Standing Committee for Affiliation (USCA) and in view of urgency of the matter and pending ratification of the Executive Council / Academic Senate, the Vice-Chancellor has:
 - a) granted extension of Temporary Conditional Affiliation / Temporary Suspension of Instructions / Withdrawal in PG courses subject to fulfillment of the conditions stipulated in the Inspection Commissions' reports.
3. For a copy of the list of granting affiliation to the Affiliated Degree Colleges for PG Courses under SVU area in Chittoor District vide Appendix - (E).

Prof. N. Savithamma moved that the action taken by the Vice-Chancellor be ratified.

The motion was then put to the House and declared carried.

A - 7 The Vice-Chancellor reported that on the recommendations of the respective University Inspection Commissions (UIC) and the University Standing Committee for Affiliation (USCA) he has granted extension of Temporary Conditional Affiliation (TCA) / Temporary Suspension of Instructions (TSI) for the existing MBA / MCA / IMBA Courses being offered under SVU area in Chittoor District for the academic years 2020-21 & 2021-22 respectively and requested for ratification of the action taken by him.

(No.C-III(1)/MBA / MCA/Affili./2020-21& 2021-22)

NOTE

1. Based on the recommendations of the respective University Inspection Committee and USCA, the Vice-Chancellor has granted extension of Temporary Conditional Affiliation (TCA) / Temporary Suspension of Instructions (TSI) for the existing MBA / MCA / IMBA Colleges for the academic years 2020-21 & 2021-22
2. For a copy of the list of MBA / MCA / IMBA Colleges granted Temporary Conditional Affiliation (TCA) / Temporary Suspension of Instructions (TSI). **Vide Appendix – (F).**

Prof. M. Srinivasa Reddy moved that the action taken by the Vice-Chancellor be ratified.

The motion was then put to the House and declared carried.

A - 8 The Vice-Chancellor reported that on the recommendations of the respective Inspection Commissions and the University Standing Committee for Affiliation (USCA) he has granted extension of temporary conditional affiliation to the existing 3 year L.L.B., & L.L.B (Hons.), 5 Year B.A., (L.L.B), B.Com, (L.L.B) B.A., L.L.B., (Hons.), B.B.A.,(LLB) and also 2 year L.L.M., Degree Courses being offered under SVU Area in Chittoor District for the academic years 2020-21 & 2021-22 and requested for ratification of the action taken by him.

(No.C-III(4)/Law Affili./2020-21& 2021-22)

NOTE

1. Based on the recommendations of the respective University Inspection Committee (UIC) and the University Standing Committee for Affiliation (USCA), the Vice-Chancellor has granted extension of temporary conditional affiliation for the existing 3 year L.L.B., & L.L.B (Hons.), 5 Year B.A., (L.L.B), B.Com, (L.L.B) B.A., L.L.B., (Hons.), B.B.A., and also 2 year L.L.M., Degree Courses for the academic years 2020-21 & 2021-22 respectively to the following Law Colleges:-
 1. Sri Eshwar Reddy College of Law, Tirupati.
 2. KKC College of Law, Puttur
 3. S.V. College of Law, Tirupati
 4. Sri R.K.M.Law College, Chittoor
 5. Anantha College of Law, Tirupati

3. For a copy of the above, **Vide Appendix – (G).**

Prof. N.B. Chandrakala moved that the action taken by the Vice-Chancellor be ratified.

The motion was then put to the House and declared carried.

A - 9 The Vice-Chancellor reported that on the recommendations of the respective University Inspection Commissions (UIC) and the University Standing Committee for Affiliation (USCA) he has granted extension of Temporary Conditional Affiliation to the existing B.Ed., / M.Ed., / B.P.Ed., / D.P.Ed. / M.P.Ed., courses being offered under SVU area in Chittoor District, for the academic years 2020-21 & 2021-22 respectively and requested for ratification of the action taken by him.

(No.C-III(4)/Professional/Affili./ 2020-21 & 2021-22)

NOTE

1. Based on the recommendations of the respective University Inspection Committees (UIC) and University Standing Committee for Affiliation (USCA), the Vice-Chancellor has granted extension of Temporary Conditional Affiliation for the existing B.Ed., / M.Ed., / B.P.Ed., / D.P.Ed. / M.P.Ed., courses being offered in affiliated colleges under SVU area in Chittoor District for the academic years 2020-21 & 2021-22 respectively.
2. For a copy of the list of B.Ed., / M.Ed., / B.P.Ed., / D.P.Ed. / M.P.Ed., courses of the Colleges granted Temporary Conditional Affiliation / Temporary Suspension of Instructions. **Vide Appendix – (H).**

Prof. K. Sudharani moved that the action taken by the Vice-Chancellor be ratified.

The motion was then put to the House and declared carried.

C – PROFESSIONAL COURSES

C – 1 The Vice Chancellor reported that on the recommendations of the Chairman, Board of Studies in Computer Science and Engineering (Combined), he had approved the **revised Scheme of Instructions and Examinations, syllabi, list of text and reference books relating to VII & VIII Semesters of Fourth Year with effect from the academic year 2021-2022**, effective from the batch of students admitted from the academic year 2018-19 of 4 year B.Tech. Degree Course in Computer Science & Engineering as a part of R-18 regulations and requested for ratification of the action taken by him.

(C-II (B)/B.Tech-CSE / VII & VIII Sem/2021-22)

NOTE

1. The Chairman, Board of Studies in Computer Science and Engineering (Combined), in his letter dated 19-02-2021 along with the Minutes of the meeting of the Board of Studies, received from the Prof.Ch.D.V.Subba Rao, Chairman, BOS in Computer Science Engineering (Combined), Dept. of Computer Science Engineering, S.V.U. Engineering College.
2. The above information already communicated to the concerned with this office letter Lr.No.CII(B)/B.Tech-CSE/VII&VIII Sems/ 2021, dated 10-03-2021
3. For a copy of the above approved the revised Scheme of Instructions and Examinations, syllabi, list of text and reference books relating to VII & VIII Semesters of Fourth Year with effect from the academic year 2021-2022, effective from the batch of students admitted from the academic year 2018-19 of 4 year B.Tech. Degree Course in Computer Science & Engineering as a part of R-18 regulations, **vide Appendix - (I).**

Prof. S. Narayana Reddy moved that the action taken by the Vice-Chancellor be ratified.

The motion was then put to the House and declared carried.

C – 2 The Vice Chancellor reported that on the recommendations of the Board of Studies in Management Studies (P.G.) he had approved the revised Regulations, Scheme of Instructions and Examinations, Syllabi, list of text and reference books **under the guidelines of the NATIONAL EDUCATIONAL POLICY (NEP- 2020)** relating to I & II Semesters of First Year of 2 year MBA Degree Course (CBCS), effective from the batch of students admitted during the academic year 2021-22 and requested for ratification of the action taken by him.

(CII(B)/2 Yr. MBA/2021-22)

NOTE

1. The Chairman, Board of Studies in Management Studies (P.G.) sent the recommendations of the Board of Studies in Management Studies (P.G.) along with his Lr.No.nil, dt.07-01-2022, to revise Regulations, Scheme of Instructions and Examinations, Syllabi, list of text and reference books relating to I & II Semesters of First Year effective from the batch of students admitted from the academic year 2021-22 of 2 year MBA Degree Course (CBCS).
2. The above revision communicated to the concerned through this office letter Roc.No.11986-CII(B)/MBA/2021-22, dt.19-02-2022.
3. For a copy of the above revised Regulations, Scheme of Instructions and Examinations relating to I & II Semesters of First Year, effective from the batch of students admitted from the academic year 2021-22 of 2 year MBA Degree Course (CBCS), vide Appendix- (J)

Prof. M. Srinivasa Reddy moved that the action taken by the Vice-Chancellor be ratified.

The motion was then put to the House and declared carried.

C – 3 The Vice Chancellor, reported that on the recommendations of the Chairman, Board of Studies in Management Studies (Combined) had approved the revised Regulations, Scheme of Instructions and Examinations, Syllabi, list of text and reference books relating to I & II Semesters of First Year with effect from the academic year 2020-2021 and III & IV Semesters of Second Year with effect from the academic year 2021-2022, effective from the batch of students admitted from the academic year 2020-21 of 5 year MBA Integrated (BBA + MBA) Degree Course (CBCS) and requested for ratification of the action taken by him.

(CII(B)/5 Yr Int. MBA/2020-21)

NOTE

1. The Chairman, Board of Studies in Management Studies (Combined), in his letter No.nil, dt.22-04-2021 made the above recommendations to the revised Regulations, Scheme of Instructions and Examinations, Syllabi, list of text and reference books relating to I & II Semesters of First Year with effect from the academic year 2020-2021 and III & IV Semesters of Second Year with effect from the academic year 2021-2022, effective from the batch of students admitted from the academic year 2020-21 of 5 year MBA Integrated (BBA + MBA) Degree Course (CBCS).
2. The above revision has already been communicated to the concerned with this office letter No.CII(B)/5 Yr Int.MBA/2020-21, dated:27-05-2021
3. For a copy of the above revised Regulations, Scheme of Instructions and Examinations, Syllabi, list of text and reference books relating to I & II Semesters of First Year with effect from the academic year 2020-2021 and III & IV Semesters of Second Year with effect from the academic year 2021-2022, effective from the batch of students admitted from the academic year 2020-21 of 5 year MBA Integrated (BBA + MBA) Degree Course (CBCS), vide Appendix - (K)

Prof. M. Srinivasa Reddy moved that the action taken by the Vice-Chancellor be ratified.

The motion was then put to the House and declared carried.

C – 4 The Vice Chancellor reported that on the recommendations of the Chairman, Board of Studies in Computer Science (Combined) had approved Regulations, Scheme of Instructions and Examinations, syllabi, list of text and reference books to III & IV Semesters of Second Year with effect from the academic year 2017-2018 and V & VI Semesters of Third Year with effect from the academic year 2018-2019, effective from the batch of students admitted from the academic year 2017-18 of 2 year MCA (Lateral Entry) Degree Course (CBCS), and requested for ratification of the action taken by him.

(CII(B)/MCA(Lateral Entry)/III,IV,V&VI Sems/2017-19)

NOTE

1. The Chairman, Board of Studies in Computer Science (Combined), in his letter No.MCA/BoS/2021, dt.17-07-2021 made the above recommendations to the Regulations, Scheme of Instructions and Examinations, syllabi, list of text and reference books to III & IV Semesters of Second Year with effect from the academic year 2017-2018 and V & VI Semesters of Third Year with effect from the academic year 2018-2019, effective from the batch of students admitted from the academic year 2017-18 of 2 year MCA (Lateral Entry) Degree Course (CBCS).
2. The above revision was communicated to the concerned with this office letters Lr.No.CII(B)/MCA(Lateral Entry)/2017-19,dt.11-08-2021.

3. For a copy of the above Regulations, Scheme of Instructions and Examinations, syllabi, list of text and reference books to III, IV, V & VI Semesters of 2 year MCA (Lateral Entry) Degree Course (CBCS), effective from the batch of students admitted from the academic year 2017-18, vide Appendix - (L)

Prof. N. Savithamma moved that the action taken by the Vice-Chancellor be ratified.

The motion was then put to the House and declared carried.

C - 5 The Vice Chancellor reported that on the recommendations of the Board of Studies in Education(Comb.) and in view of the urgency of the matter, had approved the revised Regulations, Scheme of Instructions and Examinations, syllabi, list of text and reference books under the guidelines of the NATIONAL EDUCATIONAL POLICY (NEP) 2020 relating to I & II Semesters of First Year with effect from the academic year 2021-22 and III & IV Semesters of Second Year with effect from the academic year 2022-23, effective from the batch of students admitted from the academic year 2021-22 of 2 year M.Ed. Degree Course (CBCS) and requested for ratification of the action taken by him.

(CII(B)/2 Yr. MBA/2021-22)

NOTE

1. The Chairman, Board of Studies in Education(Comb.) has sent the recommendations of the Board of Studies in Education(Comb.) along with his Lr.No.CII(B)/BOS(PG)/Comb)/2021, dt.10-02-2022, to revise Regulations, Scheme of Instructions and Examinations, Syllabi, list of text and reference books relating to I & II Semesters of First Year with effect from the academic year 2021-22 and III & IV Semesters of Second Year with effect from the academic year 2022-23, effective from the batch of students admitted from the academic year 2021-22 of 2 year M.Ed. Degree Course (CBCS).
2. The above revision was communicated to the concerned through this office letter Roc.No.17922-CII(B)/M.Ed./2021-22, dt.23-03-2022.
3. For a copy of the above revised Regulations, Scheme of Instructions and Examinations relating to I & II Semesters of First Year and III & IV Semesters of Second Year, effective from the batch of students admitted from the academic year 2021-22 of 2 year M.Ed. Degree Course (CBCS), vide Appendix - (M)

Prof. K. Sudharani moved that the action taken by the Vice-Chancellor be ratified.

The motion was then put to the House and declared carried.

**URGENT BUSINESS BROUGHT FORWARD BY THE EXECUTIVE COUNCIL
A - GENERAL**

A - 10 The Executive Council placed before the Academic Senate for consideration and approval of the Budget Estimates for the year 2022-23 and the Revised Estimates for the year 2021-22 (Part-I) and Schedule of Posts (Part-II) of the University, as per Section 21 of the A.P. Universities Act No.4 of 1991. (2022 / A-VIII(3) / 2022-23)

NOTE

1. A copy of the Budget Estimates for the year 2022-23 and Revised Estimates for the year 2021-22 (Part-I) and Schedule of Posts (Part-II) was **Appended**.
2. The Budget Estimates for the year 2022-23 and the Revised Estimates for the year 2021-22 were placed before the Executive Council at its Meeting held on 28-03-2022 and it resolved as follows:-
"Accepting the recommendations of the Finance Committee, it is resolved that the draft Budget Estimates for the year 2022-23 and Revised Estimates for the year 2021-22 (Part-I) and Schedule of Posts (Part-II) of the University be approved and submit the same to the Annual Meeting of the Academic Senate as per Section 21 of A.P Universities Act No.4 of 1991, for its consideration".

Dr. Benazeer Shaik moved that the Budget Estimates for the year 2022-23 and the Revised Estimates for the year 2021-22 (Part-I) and Schedule of Posts (Part-II) of the University be approved.

In the discussion Prof. W. Rajendra, Prof. V. Srikanth Reddy, the mover and the Vice-Chancellor took part, Prof. W. Rajendra asked a clarification to state whether the posts shown in Schedule of Posts are the original sanctioned posts or the posts remaining after rationalization done in 2011.

In this regard, Prof. V. Srikanth Reddy with the permission of the Chair stated that the posts shown in the schedule of posts are the original sanctioned posts only. Prof. W. Rajendra suggested to initiate appropriate steps to see that the posts in the Budget are not lost due to rationalization. Further a clarification was given by Prof. V. Srikanth Reddy that the excess posts identified in certain departments through rationalization will be transferred to the self supporting courses and new courses where there are no budget allocated posts.

The motion was then put to the House and declared carried.

A – 11 The Executive Council placed before the Academic Senate for consideration and approval of the Budget Estimates for the year 2022-23 and the Revised Estimates for the year 2021-22 and Annual Accounts for the year 2020-21 relating to CAPITAL ACCOUNT (UGC & Other Funding Agencies) of the University, under Section 21 of the A.P. Universities Act No.4 of 1991.

(No. A-VII(3)/2022-23)

NOTE

1. A copy of the Budget Estimates for the year 2022-23 and Revised Estimates for the year 2021-22 and Annual Accounts for the year 2020-21 relating to CAPITAL ACCOUNT (UGC & Other Funding Agencies) was **Appended**.
2. The Budget Estimates for the year 2022-23 and the Revised Estimates for the year 2021-22 and Annual Accounts for the year 2020-21 relating to CAPITAL ACCOUNT (UGC & Other Funding Agencies) were placed before the Executive Council at its Meeting held on 28-03-2022 and it resolved as follows:-
"Accepting the recommendations of the Finance Committee, it is resolved that the draft Budget Estimates for the year 2022-23 and Revised Estimates for the year 2021-22 and Annual Accounts for the year 2020-21 relating to CAPITAL ACCOUNT (UGC & Other Funding Agencies) of the University be approved and submit the same to the Annual Meeting of the Academic Senate as per Section 21 of A.P Universities Act No.4 of 1991, for its consideration".

Dr. Benazeer Shaik moved that the Budget Estimates for the year 2022-23 and the Revised Estimates for the year 2021-22 and Annual Accounts for the year 2020-21 relating to CAPITAL ACCOUNT (UGC & Other Funding Agencies) of the University be approved.

The motion was then put to the House and declared carried.

A – 12 The Executive Council placed before the Academic Senate for consideration and approval of the SIXTY SEVENTH Annual Report of the University for the year 2020-21 covering the period from 1st April 2020 to 31st March 2021 under Section 22 of the A.P. Universities Act No.4 of 1991 and as per the format prescribed by the APSCHE.

NOTE

1. The 67th (Sixty Seventh) Annual Report of the University was placed before the Executive Council Meeting held on 29-03-2022 and it resolved as follows:-
"It is resolved that the 67th Annual Report of the University for the year 2020-21, covering the period from 1st April, 2020 to 31st March, 2021 be approved and submit the same to the Annual Meeting of the Academic Senate as per Section 22 of A.P.Universities Act No.4 of 1991, for its consideration".
2. For a copy of the 67th Annual Report of the University for the year 2020-21 was **Appended**.

Prof. V. Srikanth Reddy moved that the Sixty Seventh Annual Report of the University for the year 2020-21 be approved.

After discussion, Prof. N. Prabhakara Rao suggested to update the Mile Stones with clear information and to revise the information of Centres of the University in next Annual Report. The Vice-Chancellor then informed the house that necessary action will be initiated.

The motion was then put to the House and declared carried.

After completion of the business on the Agenda, with the permission of the Chair, Prof. W. Rajendra asked that he made a request to the University, earlier, to start D.Lit., Programme in SVU. In this regard, Prof. V. Srikanth Reddy with the permission of the Chair replied that already a Committee was constituted under the Chairmanship of Prof.R.Ramamoorthy, former Vice-Chancellor, SVU, for taking necessary steps. However, University intends to get approval from the APSCHE for starting the new D.Lit Programme after completion of the Ph.D., and also clarification from the UGC, New Delhi.

Thereafter the meeting was dissolved.

**UNIVERSITY OFFICE
TIRUPATI – 517 502**

**Prof. K. Raja Reddy
VICE-CHANCELLOR**

DATED: 19-04-2022

**Prof. O. Md.Hussain
REGISTRAR**

To

The Members of the Academic Senate



**GOVERNMENT OF ANDHRA PRADESH
ABSTRACT**

SOCIAL WELFARE DEPARTMENT – Navaratnalu - Post Metric Scholarships - Implementation of new Schemes Jagananna Vidya Deevena (RTF) and Jagananna Vasathi Deevena (MTF) - Scholarships to every eligible student belonging to SC,ST,BC, EBC (other than Kapu), Kapu, Minority and Differently Abled categories for the Post Metric Courses ITI, Polytechnic and Degree & above level courses - Orders – Issued.

SOCIAL WELFARE (EDN) DEPARTMENT

G.O.Ms.No.115

Dated:30-11-2019
Read the following:-

1. G.O.Ms.No.66, Social Welfare (Edn 2) Department, dated 08- 09-2010.
2. Govt.Memo No.105375/SW.Edn.2/2011-11 Dt.28.09.2012.
3. G.O.Ms.No.84, Social Welfare (Edn 2) Department, dated 29- 10-2013.
4. G.O.Ms.No.85, Social Welfare (Edn 2) Department, dated 29- 10-2013.
5. G.O.Ms.No.86, Social Welfare (Edn 2) Department, dated 29- 10-2013.
6. G.O.Ms.No.72, Social Welfare (Edn 2) Department, dated 18- 10-2014.
7. G.O Ms.No. 103, Social Welfare (Edn.2) Department, dated 24.10.2016.
8. G.O.Ms.No.45, Social Welfare (Edn.2) Department, dated 09.06.2017.
9. Govt.Circular Memo No.712179/SW.Edn.2/2017 Dt.01.09.2017.
10. G.O Ms No. 81, Social Welfare (Edn.2) Department , dated 05.06.2018.
11. G.O.Ms. No.67, Social Welfare (Edn.2) Department dated 18.02.2019.
12. G.O Ms No. 81, Social Welfare (Edn.2) Department , dated 07.05.2019.
13. G.O.Ms. No.95, Social Welfare (Edn.2) Department dated 29.07.2019.
14. From the DSW, A.P.e-file No.SOW02-16021/37/2019-D1-SEC-COSW.

ORDER:

The Government of Andhra Pradesh have decided to implementing the Post Metric Scholarships scheme, to all eligible students belonging to the Scheduled Castes (SC) [through the Social Welfare Department], the Scheduled Tribes (ST) [through the Tribal Welfare Department], the Backward Classes (BC), Kapu & Economically Backward Class (EBC) [through the Backward Classes Welfare Department, Minorities [through the Minorities Welfare Department] and the Differently Abled [through the Women Development, Child Welfare & Disabled Welfare Department] categories, on a saturation basis.

2. Government is implementing the Navaratnalu schemes towards up liftment of poorer and vulnerable sections of the people of Andhra Pradesh on saturation mode. The Council of Ministers have decided to implement the assurance in letter and spirit from the academic year 2019-20.

3. Government after careful examination of the matter and in partial modification of the instructions/guidelines issued earlier, hereby formulate the two new schemes viz. (i) "Jagananna Vidya Deevena (RTF)", and (ii) "Jagananna Vasathi Deevena (MTF)" to implement for all the students belonging to SC,ST, BC, EBC (other than Kapu), Kapu, Minority and Differently Abled categories who are pursuing the post metric courses from ITI to Ph.D except Intermediate, through their respective agencies, with the following guidelines.

4. Schemes:

- (a) Jagananna Vidya Deevena (RTF): to provide complete fee reimbursement to every eligible student.
- (b) Jagananna Vasathi Deevena (MTF) : to provide Rs.10,000/- per person to ITI students, Rs.15,000/- per person to Polytechnic students, Rs.20,000/- per person for other Degree and above courses per year to every eligible student for food and hostel expenses.

(Contd..on page.2)

::3::

(b) Jagananna Vasathi Deevena(MTF):

For ITI students : Rs.10,000/- per year.
For Polytechnic Students: Rs.15,000/- per year.
For Other Courses: Rs.20,000/- per year.

- i. The amount shall be provided in two instalments in July and December.
- ii. Jagananna Vasathi Deevena covers all the eligible children in a family.
- iii. The mapping of the mother to the student and also the entry of mothers'bank accounts shall be done by the Welfare and Education Assistant with document upload and will certify the Genuineness of account details.
- iv. The flow of funds under both the (i) Jagananna Vidya Deevena & (ii) Jagananna Vasathi Deevena schemes shall be routed through the corresponding Corporations of the concerned Welfare Department.

10. YSR Navasakam- Fee reimbursement card:

Government is decided to identify the eligible beneficiaries on saturation basis duly checking the eligibility conditions and issue new card for "Jagananna Vidya Devena & Jagananna Vasathi Deevena" Schemes through Social Audit process.

11. The CEO of APCFSS is directed to make necessary modifications in the software accordingly.

12. The Special Chief Secretary/Principal Secretary/Secretary of the Social Welfare/Tribal Welfare/Backward Classes Welfare/Minority Welfare/Higher & Technical Education/School Education/Agriculture & Cooperation/Animal Husbandry, Dairy Development & Fisheries/Horticulture & Sericulture/Labour, Employment & Training/Health & Family Welfare & the Director of Social Welfare/ Director of Tribal Welfare/Director of Backward Classes Welfare/Commissioner of Minorities Welfare/Commissioner of Welfare of Differently Aabled & Senior Citizens/All affiliating Authorities in the State are requested to follow and implement the above guidelines scrupulously and also convey the above, instructions to all the College Managements & other authorities concerned, without fail and ensure that the schemes are implemented accordingly.

13. All the District Collectors in the State, as the Chairman of the District Level Committee for the implementation of Scholarships, are requested to ensure that the instructions/guidelines stipulated in this order are implemented in-to, by all the District Welfare Officers and also by all the Principals of all educational Institutions and review the same in the meeting of the District Level Committee and other review meetings, so as to ensure the smooth implementation of the schemes.

14. The Director of Social Welfare, A.P., Amaravati shall take necessary steps to implement the schemes in coordination with all stake holders.

15. This order issues with the concurrence of the Finance (FMU-Welfare.I) Department vide their U.O.No.FIN01-FUMU0PC(WEL1)/116/2019, (Computer No.1034870), Dated:20-11-2019.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

**MUDDADA RAVI CHANDRA
SECRETARY TO GOVERNMENT**

To
The Spl.Chief Secretary, Backward Classes Welfare, A.P. Secretariat, Amaravati.
The Principal Secretary, Tribal Welfare, A.P. Secretariat, Amaravati.

(Contd..on page.4)

The Principal Secretary, Minorities Welfare, A.P. Secretariat, Amaravati.
The Principal Secretary, WC, DA & SC Welfare, A.P. Secretariat, Amaravati.
The Director of Social Welfare, A.P., Amaravati.
The Director of Tribal Welfare, A.P., Amaravati.
The Director of BC Welfare, A.P., Amaravati.
The Commissioner of Minority Welfare, A.P., Amaravati.
The Director of Differently Abled and Senior Citizen Welfare, A.P., Amaravati.
The Managing Director, A.P. State Kapu Welfare and Development Corporation.
All District Collectors in the State.
The Chief Executive Officer, A.P.C.F.S.S., Amaravati at Ibrahimpatnam.
All JD/DD/AD of all Welfare Departments in A.P. (through respective Departments)
The Director of Treasuries and Accounts, A.P., Amaravati at Ibrahimpatnam.
The Pay & Accounts Officer, Vijayawada.
The Accountant General, A.P., Hyderabad

Copy to:-

The Spl. Chief Secretary to Government, Higher Education, A.P., Amaravati.
The Spl. Chief Secretary to Government, AH, DD & Fisheries, A.P., Amaravati.
The Spl. Chief Secretary to Government, Agriculture & Cooperation, AP,
Amaravati.
The Principal Secretary to Government, School Education, A.P., Amaravati.
The Principal Secretary to Government, Health, Medical & FW, A.P., Amaravati.
The Principal Secretary to Govt, Labour, Employment & Training, AP, Amaravati.
The Principal Secretary to Government, IT&C, A.P., Amaravati.
The Principal Secretary to Government, Finance, A.P., Amaravati.
The Ex-Officio Secretary, Horticulture and Sericulture, A.P. Amaravati.
The Commissioner of Collegiate Education, A.P. Amaravati.
The Commissioner of Technical Education, A.P. Amaravati.
The Director of Medical Education, A.P. Amaravati
The Commissioner of Employment & Training, A.P. Amaravati
The commissioner of Intermediate Education, A.P. Amaravati.
The Commissioner of School Education, A.P. Amaravati.
The Commissioner, Information and Public Relations, Vijayawada.
The Chairman, APSCHE.
The Secretary, APSCHE.
The Vice-Chairman, APSCHE.
The Secretary, SBTET.
The Secretary, AP Paramedical Board.
The Secretary, APNMC.
The CEO, AP CFSS, Ibrahimpatnam.
The CEO, APCFMS, Amaravati, Ibrahimpatnam.
All Vice Chancellors of Universities in the State.
All Affiliating Authorities in the State.
All Registrars of Universities in the State.
All RJDs, Collegiate Education in the State.
All RIOs, Intermediate Education, in the State.
All DVEOs, Intermediate Education, in the State.
All DEOs in the State.
OSD to Chief Secretary to Govt., A.P. Secretariat.
P.S. to Secretary to C.M.
P.S. to M (SW) /M(BCW) /M(MW)/ M (WCD & DW)/ M (HRD)/M (PR)/M(Ag.)/
M(AH)/M(LE&T)/M(Health).
SF/Spare

// FORWARDED: BY ORDER //

SECTION OFFICER



Committee for the Purpose of Control and Supervision of Experiments on Animals
Ministry of Environment, Forest and Climate Change, Government of India

WELCOME :-SVUNIVERSITY

Edit Profile

Registration Status

Change Password

Logout

Registration Form A

*Application for Registration of Breeder/Establishment/ Educational Institutions / Shelters				
1. Details of Establishment :				
Name of the Establishment	SRI VENKATESWARA UNIVERSITY			
Address of Animal House Facility	DEPARTMENT OF ZOOLOGY, SVU COLLEGE OF SCIENCES, TIRUPATI			
State	Andhra Pradesh			
Tel No.	9866206362			
Email	profmsrsvu@gmail.com			
Fax No.	8772289544			
a) Whether Government or Private	Government			
b). Registration Details				
Name of the Ministry/Deptt./Council/Act or any other and registration number:	Act			
Date of registration	09/02/1954			
c). Sister Organization Details				
Name of the Sister organization				
Address				
Reference number				
d). Premises is Rented / leased / self owned :				
Premises is Rented / leased / self owned.	SELF OWNED			
2. Details of the Head of Organization				
Name	Prof P Sreedhara Reddy			
Designation of head of the organization / Chairman, IAEC	REGISTRAR			
Address	SV UNIVERSITY TIRUPATI-517502			
Contact number	9949040575			
3. Objectives of the organization	TEACHING AND RESEARCH			
4. Type of Animal House facility	Small			
5. Purpose of Registration	Small animal:- Research for Education purpose			
6. Source of Animal Procurement				
SNO	NAME SUPPLIER	ADDRESS SUPPLIER	REGISTRATION NO	MODE OF TRANSPORTATION
1	Centre for Cellular and Molecular Biology	Centre for Cellular and Molecular Biology Uppal Road, Hyderabad-500 007, Telangana	20/GO/RBIBt/S/99/CPCSEA	Air Conditioned Vehicle
2	Vivo Bio Tech Limited	Vivo Bio Tech Limited, Door No. 8-2-672/58.6, 4th floor, ILYAS Mohd Khan Estate, Above Kotak Mahindra	1117/PO/RcBIBt/S/07/CPCSEA	AIR CONDITIONED VAN
3	National Institute of Nutrition Indian Council of Medical Research	National Institute of Nutrition Indian Council of Medical Research, Jamia-Osmania P.O., Hyderabad -	154/GO/RBIBt -S/R-L/1999/CPCSEA	Air Conditioned Van
4	Mahaveera Enterprises	Door No.9-185/A, First Floor, Service road of Gatkesar Outer Ring Road, Gatkesar, Medchal Malkajgiri	1656/PO/Bt/S/12/CPCSEA	Air Conditioned Van
5	Vivo Bio Tech Limited	Vivo Bio Tech Limited, Door No. 8-2-672/58.6, 4th floor, ILYAS Mohd Khan Estate, Above Kotak Mahindra	1117/PO/RcBIBt/S/07/CPCSEA	Air Conditioned Van
7. Details of Species wise Animals to be housed (Small/ Large Animals)				

CPCSEA

SNO	NAME AND BREED OF ANIMALS	NO OF ANIMAL	SEX	AGE	PURPOSE
1	Rat & Albino/ Wistar	500	Male/Female	0-24 Months	Research for Education purpose
2	Mice & Albino/ Wistar	300	Male/Female	0-12 months	Research for Education purpose
3	Guinea pig	50	Male/Female	0-3 years	Research for Education purpose
4	Rabbit	20	Male/Female	0-3 years	Research for Education purpose

8. Place and facilities to animal experimentation:

a) Location of Animal House Facility (In the same premises or outside premises). Same Premises

9. Trained staff for animal experimentation Details :

SNO	NAME	DESIGNATION	QUALIFICATION	EXPERIENCE
1	Raju	ANIMAL HOUSE KEEPER	INTERMEDIATE	20 YEARS

10. Post experimental facilities for Animals :

In case of rehabilitation, registration number of shelter to which animal will be rehabilitate N/A

11. Institutional Animal Ethics Committee (as per Rule 13 of the Breeding of and Experiments on Animals (Control and Supervision) Rules 1998, as amended)

a) Date of constitution of IAEC 18/04/2018

b)

SNO	MEMBER NAME	DATE OF BIRTH	DESIGNATION	QUALIFICATION	EXPERIENCE	ORGANIZATION TO WHICH BELONG	RESUME CONSENT OF MEMBER
1	Prof M Srinivasulu Reddy ,Mob :9866206362 Email: profmsrsvu@gmail.com	10 Feb 1961	Biological Scientist(Member Secretary)	Ph.D.,	30	Dept. of Zoology, Sri Venkateswara University, Tirupati, A.P., India	7813 459 1 4 2019_msr_sir_biodata.pdf
2	Prof. RV Suresh Kumar ,Mob :9849202540 Email: rvsuresh123@rediffmail.com	07 Mar 1967	Veterinarian(NA)	Ph.D.,	30	Dept. of Veterinary Surgery and Radiology, SV Veterinary University, Tirupati, A.P., India	5669563_7813_suresh_biodata.pdf
3	Prof. Ch. Sri Latha ,Mob :9866579394 Email: ch.srilatha1965@yahoo.co.in	18 Aug 1965	Scientist from different biological discipline(NA)	Ph.D.,	27	Dept. of Veterinary Pathology, SV Veterinary University, Tirupati, A.P., India	2029114_7813_Srilatha_Biodata.pdf
4	Dr. S. Kishore ,Mob :9440773941 Email: kishorecsb@gmail.com	07 Aug 1962	Scientist Incharge of Animal House Facility(NA)	Ph.D.,	27	Dept. of Zoology, Sri Venkateswara University, Tirupati, A.P., India	7203967_7813_Kishore_BioData.pdf
5	Prof T Vijaya ,Mob :9291600612 Email: vijayasvu@yahoo.in	10 Aug 1963	Scientist from different biological discipline(NA)	Ph.D.,	24	Dept. of Botany, Sri Venkateswara University, Tirupati, A.P., India	5694003_7813_vijaya_biodata.pdf
6	Prof. M. Srinivasulu Reddy ,Mob :9866206362 Email: profmsrsvu@gmail.com	10 Feb 1961	NA(Chairperson)	Ph.D.,	30	Department of zoology, Sri Venkateswara University, Tirupati, A.P., India	2733358_7813_33333.pdf

c) Full time veterinarian verified by HOD Yes

d) Minutes of IAEC in which the proposal of registration with CPCSEA is approved, with signature of all the members. [7241314_7813_MinutesofMeeting\(10\).pdf](#)

e) Recommendation of IAEC for registration alongwith the minutes of internal IAEC meeting Yes

12. Information regarding ongoing research proposals with animal experimentation and dates of approval of CPCSEA / other agencies (including sister organization)

- Heavy metal toxicity studies on Rat model.
- Nutritional supplementation and Neurotoxicity studies on animal models.
- Metabolic regulation and High fat diet supplementation studies on rat models.
- Neuroprotective effect of plants extract on disease induce animal models rats and mice.
- Studies of Plant / Animal active compounds/ derivatives effect on Morphometric & Behavioral , biochemical and hematological changes in rats
- Medicinal plants effect on Diabetic/Cancer /inflammation induced animals. Etc.,

CPCSEA

Blue Print of the Animal House Facility	8906064_7813_Blue Print - Animal House - Ground Floor.pdf
Layout Plan of the Animal House Facility	9356099_7813_Animal house layout -floor -1.pdf
Copy of the AICTE/ MCI/ PCI/ Any other Government / Autonomous Council approval letter of the establishment	2876104_7813_Proceedings of VC.pdf
Verification:	
I (Prof P Sreedhara Reddy , REGISTRAR), do hereby verify that the contents of the above paragraphs 1 to 14 are true to the best of my knowledge and nothing relevant material has been concealed therein. Signature 7994514_7813_Signature.pdf Seal 8198404_7813_heal seal.pdf	
Place:	TIRUPATI

Back

POLICY DOCUMENT ON PLAGIARISM

- Plagiarism in any form (i.e) papers presented in regional, national and international seminars, publication of research papers in journals, M.Phil., Ph.D., and D.Sc. thesis submitted to the University for Evaluation should not be allowed.
- The authentication from Librarian has to be attached to the thesis submitted that the said thesis is original and has not been plagiarized. This authentication may be issued by using plagiarism software. This is applicable to all the papers presented and all the research work published.
- Reference materials may be quoted strictly following the guidelines as per copyright act.

SCALE OF PUNISHMENT

- If "Plagiarism" is identified in case of thesis submitted for the award of M.Phil., Ph.D., and D.Sc. the degrees are withdrawn. For the students doing M.Phil./Ph.D. if Plagiarism is identified in any research papers presented/published, his/her registration will be cancelled.
- In case of research papers presented in seminars and conferences, if there is any complaint about plagiarism, a fact- finding Committee nominated by the Vice-Chancellor may be constituted which will decide on the mode of punishment based on the degree of plagiarism. The Committee should comprise two external experts from other Universities.
- If Plagiarism is identified in respect of Assistant Professor the person concerned will not be allowed to apply for higher post either through CAS/CDS for selection. Further he is required to wait for 3 more years than the stipulated time for applying to the next higher cadre.
- In case of Associate Professor and Professor, the person concerned who had resorted to plagiarism will be demoted to the immediate lower cadre. Further, those who are found guilty in this regard will be debarred from guide-ship for a further period of 10 years.
- The relevant software is used in the Research Section to find out the plagiarism.
- A Research Reform Unit may be created exclusively to check the plagiarism in the theses submitted for the award of Ph.D., and D.Sc. degrees to be awarded in future. This unit may check the repetition of titles and text in the theses.
- A Vice-Chancellor's Research Award is being instituted and awarded annually to the best researcher, based on the recommendation of the Research Committee. The decision of the Committee would be non-challengeable. The terms and conditions of the award are subject to change from time to time depending on the emerging research thrusts at National / Global paradigms.
- The University may also provide additional manpower in Departments with higher research intensity and research output, depending on specific justifiable requirements while adhering to regulations of statutory agencies.

- The University may also consider allocating reduced academic work load to a faculty member handling more than one extramural major research project.

RESEARCH PUBLICATION

- Research publication is made mandatory. Faculty members are encouraged to publish their research findings in UGC approved journals.
- Faculty is encouraged to present their research papers in National / International Conferences / Seminars.
- Full salary benefit is given to Faculty Members who are visiting abroad in lieu of prestigious fellowships such as Raman Fellowship.
- Further, a faculty member who presents/publishes articles in any International Conference is accorded 'On Duty'. The extent of financial support (towards conference registration charges, TA/DA, stay, etc) is decided on a case by case basis.
- Partial or full cost of publication charges are met by the University to promote more publications by the faculty members.
- Departments are encouraged to publish a quality Journal or organize research conference/ seminar at Regional/ National/ International level to boost research activities.

RESEARCH ETHICS

- Each member involved in research viz. faculty, post graduate/ M.Phil/ Ph.D. researcher is expected to adhere to highest ethical standards of conduct.
- Adhering to plagiarism policy is entrusted to the concerned supervisor before submitting the thesis/ dissertation/ project work/ research papers for processing.
- Based on UGC guidelines, a Course Work on Research and Publication Ethics (RPE) for Pre-Ph.D. Registration is mandatory.
- It is a mandate for Ph.D. Research /Research Projects involving experimental animals and parts thereof genetically modified plants/ microbial pathogens to obtain approval from the Institutional Ethical Committee/ Institutional Bio-safety/ Committee prior to submission of the research proposal to the funding agency for extramural grants.
- All these are to be duly uploaded in the University website as per UGC norms.
- A Disciplinary Committee, on the orders of Vice-Chancellor, shall be formed in order to carry out inquiry when research dishonesty is reported against researcher/ faculty. Suitable disciplinary action may be initiated, if found guilty, against such researcher/faculty.

PROMOTION OF SOCIETY-ORIENTED RESEARCH

- Sri Venkateswara University is of the strong view that the outcome of basic research in academic institution should benefit the society. The University has carried out number of researches with society-oriented approach.
- The University reserves the right to modify the Research Promotion Policy as and when required, with the approval of Vice-Chancellor.

SRI VENKATESWARA UNIVERSITY

TIRUPATI -517502, A.P., INDIA

ACADEMIC REGULATIONS AND GUIDELINES FOR THE CANDIDATES OF RESEARCH PROGRAMMES

(Effective from the Academic Year 2019-2020)

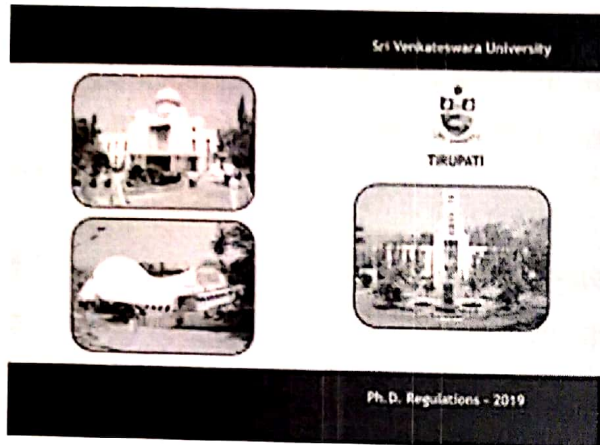
The Research and Development unit is established to promote research activities of S.V. University, Tirupati. The R&D unit will monitor and administer Research program of Ph.D., offered by the University. It will initiate the following specific activities for monitoring and Evaluation of Candidates admitted for Ph.D. by Research Programs in all Faculties of the University.

The Academic Regulations and guidelines mentioned for performing the activities for Monitoring and Evaluation of the candidates cover the following aspects:

- 1.0 Eligibility and Admission of candidates.
- 2.0 Coursework and Pre-Ph.D. Examination.
- 3.0 Duration of the research programme.
- 4.0 Constitution of Department Research Committee and Issues relating to Change of Title / Topic / Supervisor / Co-Supervisor and Research Review.
- 5.0 Review of Progress of Research Work.
- 6.0 Compulsory Seminar before Thesis submission
- 7.0 Submission of the Thesis/Dissertation
- 8.0 Evaluation of the Thesis.
- 9.0 Viva –Vocé Examination.

10.0 General Information (Eligibility of a Research Supervisor, etc)

11.0 Annexure (Annex –A, B, C, D)



1. ELIGIBILITY AND ADMISSION OF CANDIDATES:

Admission shall be open to Full-Time and Part-Time Candidates who fulfil the following requirements:

1.1. Admissions for the Research Programme (Ph.D.) shall be made by Director, Directorate of Admissions, S.V. University, Tirupati by conducting written test (SVU RESET / APRCET) and interview. Ph.D. admission proceedings will be issued by Dean (R&D).

1.2. Minimum qualifying marks are 50% in the Entrance Examination (SVUCET / APRCET) conducted by the Director, Directorate of Admissions, S.V. University / APSCHE. Interviews will be conducted for the candidates qualified in the Entrance Examination by S.V. University.

“provided that a relaxation of 5 % of marks (from 50% to 45%) shall be allowed for the candidates belonging to SC / ST / OBC (Non-Creamy layers)/Differently-abled category in the entrance examination conducted by the Universities / APSCHE.

1.3. Candidates, who are qualified at the UGC- CSIRNET examination with fellowship are exempted from written test for Ph.D. admissions; however they should appear for the interview. The admission for such candidates will be held twice a year during June & December.

13

1.4. Candidates awarded with RGNF Scheme will be admitted into the Ph.D. Program only if they qualify SVU RESET / APRCET / UGC NET / CSIR NET / any UGC accredited examination or any other national entrance exam equivalent to NET examination. Candidates with RGNF shall be admitted irrespective of the stipulated number of vacancies available with the Supervisor (a minimum of one RGNF candidate will be allotted to any supervisor at a given point of time) in the subject concerned by rotation.

1.5 Candidates who secure DST INSPIRE / Moulana Azad National Fellowship will be given admission to Ph.D. only if they qualify SVU RESET / APRCET / UGC NET / CSIR NET / any UGC accredited examination or any other national entrance exam equivalent to NET examination subject to the availability of a vacancy with the guide.

1.6 Foreign student/NRI(Full-time)

1. Foreign students will be provisionally admitted into Ph.D. program (Full-time) as per the guidelines in vogue after examining the request of the candidate for registration through a personal interview. One extra seat shall be provided to the guide under this category.

1.7 Ph.D. admission through Executive Quota without SVU RESET/APRCET.

1. Candidate should have 10 or more years of experience working in Govt organisations/private sector/Industry in the executive cadre drawing a salary with AGP Rs.9000/- and above in Govt organisations; Rs.1,50,000 salary per month in private sector whose turn over should be Rs.50 crores and above and should provide annual audited reports.
2. The candidates should submit last two years of IT returns
- iii. The candidate should have published two papers in peer reviewed journals.
 1. The candidate should present a seminar before a committee as and when called for. The decision of the committee is final for the admission of the candidate.

1.8 Extramural / Category :

For admission into Ph.D. Programme under Extramural (E.M.R) category, the research institution where the candidate is working should have been recognized by SVU and admission will be given for such candidates, who have qualified in SVU RESET/APRCET Exam.

(a) Scientists and Technical officers with P.G. or equivalent degree working in research institutions recognized by S.V. University having with two years of experience are eligible under Ph.D. (part-Time) program

OR

(b) Research scholars with P.G. or equivalent degree having fellowship attached to the institutions recognized by S.V. University as research centers and having completed at least six months with scholars for a further period of two years are eligible under (Full-Time) PhD program.

(c) Admission Procedure : For admission into Ph.D.

Programme under Extramural category:

There should be an Internal Guide (Principal Guide) recognized by the SVU in the recognized research institution where the candidate is working.

In addition to the Internal Guide a faculty member eligible to guide research from within the concerned Department of S.V. University or its affiliated colleges has to be included as an External Guide.

1.9. ELIGIBILITY CRITERIA :

1. Research Programmes for Ph.D. degrees can be pursued in the Faculties of Arts, Law, Science, Engineering, Commerce & management, Education and Pharmaceutical Sciences by candidates possessing minimum qualifications prescribed as above.

2. Admission Information: Counselling for admissions into all departments of S.V. University Campus Colleges, and recognized research centers in affiliated colleges shall be made at the office of DOA, SVU.

iii. In all Faculties/ Departments, candidates must have passed the Post Graduate Degree Examination of the S.V. University or an examination recognized as equivalent by UGC in the discipline / subject area concerned, with a minimum of 55% marks in aggregate and for SC and ST category, the aggregate shall be 50% marks in the subject concerned / discipline.

1.10. Educational Qualifications:

Candidates must have a Post Graduate Degree in the faculty / branch / discipline with concerned a minimum of 55 % marks in aggregate, and for SC and ST category – the aggregate shall be 50% marks in the faculty / branch / discipline concerned.

1.11. Regular faculty members/non-teaching staff of S.V. University, possessing the minimum academic qualifications and desiring Ph.D. selection shall be deemed as Part-time candidates of this University.

1.12. Candidate satisfying the eligibility conditions noted under 1.10 &1.11 above can be admitted as Part-Time candidate through, entrance test, as per the following order of priority. Admission into Part-Time category will be made on the basis of service seniority in the respective categories.

1.12.1(a) Faculty working in Post graduate and professional colleges having completed at least two years of service.

(b) Faculty / Librarians / Asst. Librarians working in affiliated degree / PG colleges and Faculty teaching Physics, Chemistry, Mathematics and Humanities in Professional colleges having completed at least two year service.

(c) Faculty working in Polytechnic / Government or Private aided Junior colleges having completed at least four years of service. Seniority for candidates under each Category shall be calculated with the following weightage.

1. i) Teaching at P.G level/Professional-five points for each completed year of service in colleges as specified in 1.12.1(a).
 2. ii) Teaching at graduate level/Professional – two points for each completed year of service in colleges as specified in 1.12, 2(b).
- iii) Teaching at polytechnic/Junior college – one point for every completed year of service as specified in 1, 12.1(c).

1.12.2. Technical employees working in research institutes having completed at least five years.

1.12.3. School Teachers (Govt. and Private aided) having completed Five years of service.

1.12.4. Candidates who wish to carry on research programmes under FIP / FDP have to register as part-time candidates. Later when they are selected for FIP / FDP by the UGC, Dean R& D may convert Part-time to Full-Time subject to the approval of URC. If there is no vacancy under Full Time at that point of time, the scholar may be converted into Full-Time as against Part Time. Further, if there is no vacancy in Part-Time, it may be treated as an extra seat.

1.13. A candidate seeking admission as an external scholar (part-time) will have to declare and register as such and produce the following at the time of registration

(i) A letter from the employer permitting the candidate to pursue the course work for one semester (No Objection Certificate), and,

(ii) A commitment from the candidate and sanction from the employer that he/she would be permitted to avail leave at least for six months during the tenure of registration to complete Ph.D. work.

iii) Part-time students should report to the departments concerned during the summer vacation.

1.14. The R & D Unit will maintain the original certificates and admission folio of the candidate till the completion of the research program of the respective candidates.

1.15. A Student Admission Number, which will also be the Hall Ticket number, will be assigned to the candidate. An Identity Card for the exclusive use of Academic Facilities of S.V. University will be given to each candidate, by the R & D Unit.

1.16. While pursuing research in S.V. University, the candidate shall not register for any other course at any other University or Institution, leading to the award of a degree / diploma / certificate. In case of any such violation, the admission/registration stands cancelled.

2. COURSE WORK AND Pre-Ph.D. EXAMINATIONS

2.1. These Research Programmes are aimed at giving a broad-based training in the concerned field in addition to specialization in a particular area. The course work shall be prescribed in the relevant field of research for the Pre-Ph.D. examinations from the S.V. University approved list of subjects as recommended by the Supervisor and Co-supervisor, and to be forwarded to the Controller of Examinations. The area/field of research once selected for Pre-Ph.D. exams cannot be changed. The Pre-Ph.D. exam dates and schedule will be notified by Controller of Examinations (Examination Branch) in S.V. University website. No individual letters will be sent to research scholars.

Both full time and part-time candidates have to take the Ph.D. written examination after one year for full time and two summers for part-time from the date of registration and after completion of the course work. The panel of Examiners/paper setters for Paper-I (research Methodology- 4 credits) will be submitted by the BoS of the department concerned and paper-II (Area of specialization- 4 credits) shall be furnished by the research supervisor of the candidate concerned in consultation with DRC of the department.

2.2. The candidates are required to pass the above course; the minimum marks required for a pass shall be 55%. In case a candidate fails to pass in three attempts (attempt means appearance) and with in 4 years from the date of registration, the admission shall be cancelled



2.3. Generally, the Pre-Ph.D. examination shall be held once in a year. The conduct of these examinations, declaration of results, and preparation of mark lists will be carried out by the Office of the Controller of Examinations (Exam. Branch) of S.V. University.

2.4. As per UGC guidelines, Research and Publication Ethics (R&E) 30 hours course is compulsory.

2.5. As per the UGC Guidelines, a Course Work of one Semester is compulsory. The Course work for the Ph.D. Programme, therefore, shall also include:

1. i) One Course (Theory) on "Research Methodology" (Paper-I), with compulsory attendance and a final external examination with 4 credits.
2. ii) One Subject (Theory- Paper-II)) with compulsory attendance and an external examination with 4 credits, and
- iii) Paper –III : Seminar on work done with in One year

50 marks – 2 credits

1. iv) Paper- IV : Seminar on published
Research work in the second year

50 marks – 2 credits

1. v) Paper –V : Pre –Ph.D. open
Seminar / colloquium

meeting at the time of synopsis submission.

50 marks -2 credits

2.5.1. The theory Subject (Paper-II) will have to be chosen from the concerned field of specialization (or the nearest specialization). The choice and selection of the Subject must be approved by the candidate's Supervisor and Co-Supervisor, if any and the same must be communicated to the Controller of Examinations in soft / hard copy form, with appropriate signatures and seals of – Supervisor, Co-supervisor

2.5.2. All the Scholars shall have to be physically present and maintain the required minimum attendance criterion (75%) in this course. The external end examination is of three hours duration with a maximum of 100 marks. The Ph.D. written papers shall be subjected to double valuation by internal and external examiners. Internally Paper-I will be evaluated by the Chairperson, BoS or any other senior faculty member suggested by the Dean, Faculty concerned and Paper-II will be evaluated by the research supervisor of the candidate.

If the candidates fail in the subject, they have to reappear for the examination of the failed subject, as and when offered, as per the Academic Regulations; they need not attend class-work again, provided they maintain the minimum attendance requirements earlier. However, if the candidates do not have the required minimum 75% of attendance in the subject, they will be detained in those subjects, and shall have to reappear for class-works in those subjects again, as and when they are offered, shall maintain the attendances required and then appear for the examination.

3.0 DURATION OF THE RESEARCH PROGRAMME

3.1. Research Scholars registered for Ph.D. (Full-Time) & Ph.D. External (Part-time) can submit* the thesis after completion of a minimum of three years (3) (full-time) & four years (4) (part-time) from the date of admission (date of admission means the date of joining date), subject to passing of the prescribed, Theory Subject, Research Methodology Course, seminars and Research publications as stipulated.

*For the candidate to submit the Thesis for Ph.D., he/ she shall publish two research papers with at least one paper published in a peer-reviewed refereed national or international journal (which has to be enclosed to the thesis), and other in refereed International / National Journals / Conferences, In the journal papers and conference papers, the research scholar's name must be as the first author.

3.2. Candidates should complete the research work within a maximum period of Five (5) years (full-time) and Seven (7) years (part-time). They should pay tuition fee until the end of the year in which the thesis is submitted. If the tuition fee is not paid as per rules,

the penalty may be levied by the Dean, R&D Unit. If tuition fee is not paid continuously for two years, the registration will be cancelled.

3.3. Late Submission: If the candidate fails to submit a thesis within the stipulated period, his/her registration will be cancelled. However, depending on the progress of the work and as per the recommendation of the Sub Committee of URC, permission for submission of Thesis may be given with a penalty and approval from Vice Chancellor based on the merits of the case.

3.4 No hostel accommodation will be provided beyond 5 years for full-time research scholars.

4. CONSTITUTION OF THE DEPARTMENT RESEARCH COMMITTEE (DRC)

The Department Research Committee (DRC) for each Department shall consists of the Chairperson-Board of Studies (BoS) of the Department, Head of the Department or Coordinator of the Centre, two Senior Faculty Members (having Ph.D.). Supervisor/Co-supervisor of the candidate will also be present during the review meetings. The HoD shall constitute the DRC as the convener.

In the case of departments, where a minimum number of staff are not available to form the DRC, The Vice-Chancellor will constitute the DRC involving external (other than SVU staff) or internal staff members of the SVU Colleges.

4.1. Issues relating to Change of Supervisor / Change of Title:

1. a) If a candidate wants to change the title of the research work, it should be done with the approval of the DRC and Dean R&D. Change of the title is allowed only once with in 2 years (full-time) and 3 years (part-time) of the research programme.
2. b) If the candidate wants to change the supervisor the candidate should apply in the prescribed format and submit to Dean, R&D Unit. The application from the candidate for change supervisor/s shall be endorsed by the supervisor and co-supervisor with letters of No Objection from both, old and proposed supervisor/s should be submitted. Bio-data of the New Supervisor / Co-Supervisor should also

be attached with the application, with relevant documents as prescribed at the time of application. The URC will examine on a case by case basis and give its recommendations. (For Applications of Change of Supervisor / Co-supervisor see website)

4.2. The University may permit modification in the area / subject of research, provided it is done before the pre Ph.D. exam of the doctoral work with the approval of URC. If the resubmitted topic of work is different from the originally proposed topic, it constitutes a change of subject and represents a major change. For such cases, the thesis submission date will be one calendar year after the change is affected.

5. REVIEW OF PROGRESS OF RESEARCH WORK

For the purpose of monitoring the progress of research works, all the research candidates including those who are on the current rolls of S.V. University for Ph.D. are required to attend Research Review Meetings (RRM) before the DRC, and present three seminars

- (i) Before fixing of the Ph.D. title within SIX MONTHS.
- (ii) Seminar on Research work carried within 1 year for 50 marks.
- (iii) Seminar on published research work in the second year for 50 marks with power point presentations/oral presentations. At the time of RRM, research scholars should submit hard copies of their research progress in duplicate, in prescribed format with signatures of Supervisor and Co-supervisor. Additionally, tangible output if any, such as: Journal Publications / Presentations in a Conference / Poster Presentation in a Seminar / Conference or a Patent, etc. may be submitted. If the research scholar does not attend the meetings or if the reports are not satisfactory, the admission is liable to be cancelled. The fellowships of the Ph.D. candidates will be forwarded / extended only after the satisfactory performance in the RRM. The seminars should be open to all other faculty members and research scholars of the concerned department. After the seminar presentation, the Head of the department should send the report, recommendations of the DRC to the controller of examinations.



Quorum: Chairperson, BoS, one senior faculty member, head of the department and Research supervisor (or) Co-supervisor.

In case of exigency, the BOS can nominate a senior faculty from the concerned department. In case the BOS is unable to nominate or attend the meeting, The Head of the department will act in his place to fulfil the quorum. In case of exigency, the head of the department is unable to attend, the Vice-chancellor can nominate faculty member to fulfil the quorum.

6. COMPULSORY SEMINAR BEFORE THESIS SUBMISSION (COLLOQUIUM):

Each candidate must attend the colloquium meeting. The seminar should be at least two months before submission of the thesis in the concerned Department on the research work, carried out by him/her. The Vice-chancellor shall appoint external subject expert(s) to the colloquium if required.

The scholar should submit two copies of synopsis to DRC and to the external expert(s), if any highlighting original/significant contributions made in the research work. The colloquium committee is empowered to accept or reject the research work of scholar for submission or may advise to revise/reappear with the modification made. The seminar will be open to all Faculty members and Research Scholars of the department concerned.

The Dean of the faculty concerned shall be the chairperson of the colloquium.

Quorum: Dean, faculty of studies, Chairperson, BoS, head of the department and guide or co-guide of the candidate.

The Dean faculty or the Chairperson, BOS can nominate a senior faculty member from the concerned department in case of any exigency. In case the Dean Faculty and Chairperson, BoS are unable to Nominate or attend the colloquium, the Head of the Department concerned will act in their place to fulfil the quoram.

In case of exigency, the head of the department is unable to attend, the Vice-chancellor can nominate faculty member to fulfil the quorum.

6.1 Submission of the Synopsis:

A candidate can submit the Ph.D. Synopsis only when he/she has completed the Ph.D. course work of 14 credits. Each candidate has to submit TEN (10) copies of the synopsis, one week after the colloquium, through the proper channel to the Controller of Examination at least one month prior to the submission of thesis but not later than Six Months failing which a penal fee as prescribed should be paid by the candidate for a maximum of three more months extension to submit the thesis. The synopsis should be written in English only, except in the case of vernacular languages.

The following should be enclosed along with the synopsis:

1. One soft copy of the synopsis
2. Certificates from DRC stating he/she has attended the RRM's in the department.
- III. Recommendations of the Colloquium Committee.

6.2 .Submission of Panel of examiners:

The supervisor of the candidate and the Chairperson, BoS concerned shall send a panel of nine (9) examiners each in a sealed cover to the Controller of Examinations with in 15 days from the date of synopsis submission.

In the panel of nine (9) examiners, six should be from India and three (3) should be from abroad.

1. Out of six (6) Indian Examiners, for science subjects, 3 should be from the national institutes/Universities outside the state and three (3) should be within the state from reputed Universities / Institutions.
2. Out of six (6) Indian Examiners, for Arts subjects, three should be from premier Institutions / central universities / universities from outside the state and three (3) should be from other reputed Universities within the state.
- III. Out of six (6) Indian Examiners, for Engineering subjects three should be from IITs / NITs / IIITs and three should be from Universities (No private/Deemed Universities).

The University may revise the panel of Examiners if necessary.

Persons of Indian origin and persons of SAARC countries should not be given as foreign examiners.

6.3. Examiner suggested for the adjudication of the thesis should not be below the rank of a Professor / Scientist E & F / Assoc. Prof (with a minimum 10 years of total experience) who are in service.

NOTE:

- Subject experts from the organization where the supervisor / co-supervisor belongs, and persons related to a candidate shall not be included in the panel of the examiners.
- In case the candidate does not submit the thesis within six months from the date of submission of the synopsis, the panel lapses and a new panel has to be suggested.

7. SUBMISSION OF THE THESIS / DISSERTATION:

7.1 For ensuring originality of submitted content, the thesis will be checked by anti-plagiarism software. After completion of Colloquium, a soft copy of thesis in word format should be brought along in person to R & D Unit and have it checked before binding and sending it to the evaluation section. If any text strings/figures are found to be copied or dubious without proper acknowledgment of the source, the thesis has to be thoroughly revised.

7.2 Submission and Adjudication of a Thesis:

A candidate may submit the thesis any time during one month before or within one month after the expiry of the stipulated period of research. Each Candidate, after completing the due formalities, is required to submit the specified number of copies of his/her thesis, along with the prescribed application form and with the documents as given in section 7.3, to the Controller of Examinations

7.3. A candidate has to submit four (4) hard copies and ONE(1) soft copy of thesis, an application enclosed with an online challan for Rs.5000/- towards adjudication fee (which will be revised from time to time) in favour of Registrar, S.V. University, Tirupati.



Copy of Ph.D. admission letter, details of fees paid from time of admission to till the time of submission, S.S.C. Marks sheet (proof of name and age), Copy of Pre-Ph.D. Marks Memo, Qualified lower degree certificate to the Controller of Examinations, S.V. University.

7.4. Four copies of the thesis incorporating a certificate from the supervisor to the effect that the thesis is an original work of the candidate and a declaration by the candidate to the effect that the thesis either in part or full does not constitute any part of any thesis / dissertation / monograph submitted by him/her or any other person to any University/Institute. The thesis should also contain the signature of the Head of the Institution/ Organization (from place of work) in addition to the supervisor's signature. The candidate shall be held responsible for the genuineness of his/her work and any false statement shall lead to cancellation of his/her registration/degree at any stage even after the declaration of results.

8. EVALUATION OF THE THESIS:

8.1. The thesis shall be evaluated independently by two Indian examiners, and one foreign examiner.

The maximum time given for the examiner to evaluate the thesis is 60 days. First reminder should be sent after 30 days and second reminder after 45 days. If the examiner doesn't respond within 60 days the next examiner should be contacted.

Consent given by the examiners by email can be considered for processing the thesis.

Soft copy of the thesis through email be sent to foreign and Indian examiner(s) and reports and evaluation forms can be obtained through emails/postal mails.

8.2. The examiners external to the University shall be selected by the Vice-Chancellor from amongst a panel of nine names.

8.3. The examiners are required to:

(i) Outline the main features of the thesis.

U

(ii) Critically evaluate the thesis and send a report on the thesis in not less than 500 words.

(iii) Make one of the four following definite recommendations.

1. a) The thesis attains the standard required for the award of the Ph.D. degree
2. b) The thesis requires revision and re-submission to the Department Research Committee (DRC).
3. c) The thesis requires revision and re-submission for re-evaluation by the same examiner
4. d) The thesis is rejected

8.4. The University shall take a decision on the thesis based on the three reports according to the following:

Recommendation of Examiners			Decision
1	2	3	4
accept	accept	accept	accept
revise	revise	revise	revise
reject	reject	reject	reject
accept	accept	revise	revise
accept	revise	revise	revise
accept	accept	reject	Send to 4 th examiner
accept	reject	reject	reject
accept	revise	reject	Revise: send to 4 th examiner
revise	revise	reject	Revise; send to 4 th examiner
revise	reject	reject	reject

8.5. For revision and resubmission of the thesis, the candidate will be given a maximum period of one year from the date of communication of the report (s) to the candidate.

8.6. The revised thesis shall be referred to those examiners who have originally recommended revision and re-submission for revaluation.

8.7 In case of the foreign examiners reject the thesis, the thesis will again be sent to another foreign examiner only.

9. VIVA-VOCÉ EXAMINATION

9.1 Once the thesis is accepted, by all the three examiners a comprehensive Viva-Voce examination shall be arranged by the Controller of Examinations, S.V. University.

9.2 One copy of approved Ph.D. thesis along with a soft copy in the INFLIBNET format shall be submitted by the candidate before the viva-voce examination to the Controller of Examinations. The hard copy shall be placed in the University Library as a record. The soft copy will be uploaded in to UGC INFLIBNET, accessible to all the Institutions/ Universities.

9.3 The open Viva-Voce examination shall be conducted in the concerned Department / Unit / Center by a Board of Examiners, consisting of the following:

1. Chairperson of the adjudication committee (one of the examiners to be appointed by the Vice-chancellor)
2. The Dean of the Faculty concerned.
3. The Chairperson of the Board of Studies (PG/ Combined) in the concerned Subject.
4. The Head of the Department concerned.
5. The guide or co-guide of the candidate or both.

The Chairperson of the committee, the research supervisor, chairperson, BoS and the Head of the Department are must for the viva-voce examination.

Quorum: Chairman of the adjudication committee, Chairperson, BoS and guide or co-guide of the candidate.

The Chairperson, BOS can nominate a senior faculty member from the concerned departments in case of any exigency. In case the BoS is unable to nominate or attend the Viva-voce, the Head of the Department may act in his place to fulfil the quorum.

9.4 In case the Examiners who accepted the Thesis are not available for the Conduct of the Viva – Voce Examination, the Vice-Chancellor may nominate another examiner from the list of adjudicators approved.

9.5 (i) The reports of the external examiners and the recommendations of the colloquium committee shall be made available to the Board for the Viva- Voce Examination.

1. ii) The viva-voce examination should primarily be designed to test the understanding of the candidate on the subject matter of the thesis, including methodology employed and the candidates competence in the general field of study.

iii) The candidate should also be asked to clarify any of the points raised by the adjudicators in their reports.

iv)a) The viva-voce Board may on the basis of the unanimous opinion recommend either a) That the candidate be awarded the Ph.D. Degree or

1. b) That the candidate may appear for the viva-voce examination again after a stipulated time

2. c) Any candidate who does not satisfy will not be considered for the award of degree.

9.6 Upon successful completion of the Viva-Voce examination, and on consideration of the reports of the individual examiners, the Vice-Chancellor may approve the announcement of the award of the provisional Ph.D. Degree to the candidate and provisional certificate will be issued. The award of the Degree shall be confirmed by the Executive Council of the University.

10. GENERAL INFORMATION:

10.1. The academic regulations should be read as a whole for purposes of any interpretation.

10.2. In case of any doubt or ambiguity in the interpretation of the above rules, the decision of the Vice-Chancellor is final.

10.3. The University reserves the right to alter the regulations from time to time as and when necessary.

10.4. The students admitted during year 2015 or earlier under UGC regulations 2009 are entitled to follow the same for a period of 4 years i.e: upto 31-03-2021. Thereafter the students who failed to complete the course shall come under the purview of UGC Regulations – 2016. The candidates admitted during the year 2019-2020 shall come under the purview of the UGC- regulations – 2019.

10.5. INTERDISCIPLINARY RESEARCH

A candidate for the Ph.D. degree may under take interdisciplinary research. In such cases, there may be one or two research supervisors. The candidate should qualify in the APRCET / SVURESET, the subject concerned in which He or she wants to do the research.

1. i) Interdisciplinary research shall be carried with in the departments of S.V.University Colleges. In such cases, one research supervisor should be from the concerned subject of P.G from S.V.University Colleges.
2. ii) Interdisciplinary research shall also be carried out in one department with in the S.V.University Colleges and with a recognized National Research Institute / Laboratory. In such case, One research supervisor should be from the concerned subject/relevant discipline of P.G from S.V.University Colleges and another supervisor should be from the recognized National Research Institute/ Laboratory.
- iii) In the case of interdisciplinary research, the candidate shall be awarded the degree in the subject in which he/ she registered, mentioning the title of the thesis.
 1. iv) In case of the departments / centers offering Ph.D. program in more than one specialization/subject area / discipline, the candidate shall be awarded the degree in the subject / discipline / specialization in which he/she registered, mentioning the title of the thesis.
 2. v) In case of interdisciplinary themes involving two or more disciplines, the Chairperson, Board of Studies (PG-combined) of the subject in which the

candidate has registered for Ph.D. shall provide the panel of examiners in addition to the panel given by the supervisors.

3. vi) In the case of candidates working in National Research Institute / Laboratories or affiliated colleges recognized by the University, the research supervisors and the Chairperson of the PG / Combined board of studies shall submit the panel of examiners separately.

vii) In case the Chairman, Board of Studies (PG/Combined) happened to be the research supervisor, another internal member of the faculty with Ph.D. nominated by the Vice-chancellor, shall be required to provide the panel of examiners.

10.6. Eligibility of a Research Supervisor:

1. A Supervisor or Co-supervisor should have a Ph.D. degree from a reputed University with a minimum of one year teaching / research experience after obtaining the Ph.D. degree and having five publications in refereed national / international journals / articles or chapters in ISBN books national / international conference papers for eligibility.

(Out of 5 publications, 2 should be first author / corresponding author) in refereed journals having science citation index / journals having impact factor given by Thomson Reuters/UGC listed journals

1. A Professor, an Associate Professor and an Assistant Professor and other employees occupying equivalent positions of S.V.University shall be permitted to have at any given point of time, not more than Eight (8) (part-time & full-time) and four (4) additional scholars for joint guidance (part-time & full-time); Six(6) (part-time & full-time) and two(2) additional Scholars for joint guidance; four(4) (part-time & full-time) and one(1) additional scholar for joint guidance, respectively. Dean, R&D and Director, DOA (Admissions) shall monitor and limit the maximum number of students that a supervisor can serve as a supervisor or co-supervisor.

III. Directors / Scientists of recognized National Research Institutes / Laboratories shall be permitted to have at any given point of time to guide, not more than Six(6) full-time Ph.D. candidates with or without a co-guide from S.V.University.



1. Teachers (recognized as guides by the S.V.University) in colleges affiliated to S.V.University shall be permitted to have at any given point of time to guide, not more than (2) full-time Ph.D. candidates.
2. A research guide should have at least two(2) years of service before retirement for guiding the candidate.
3. A supervisor who retires or leaves the University/ Institution, as the case may be, shall normally be permitted to guide candidate(s) already registered with him/her up to 3 years from the date of superannuation/ Resigning / Deputation.

VII. When the research guide leaves the country or resigns or in long leave/lien/deputation, the candidate will have the option to transfer to some other guide who is willing to guide, provided he/she has a clear vacancy, which must be approved by the URC.

VIII. In case research guide expires, the Department Research Committee (DRC) shall allot the candidate to another eligible guide in the department treating that as an additional seat approved by the Dean (R&D).

1. A vacancy with the supervisor may be considered to have occurred only when a candidate working under him/ her completes maximum period of the course or his/her registration be cancelled. During any one academic year, not more than three scholars may be permitted to register under the guidance of the same supervisor.
2. The registration of a Ph.D. scholar may be cancelled by the Dean, R&D Unit with the approval of URC within the stipulated period if the candidate fails to satisfy the conditions stipulated in the admission order or violates the rules and regulations of Ph.D. after giving notice to the concerned candidate.
3. Dean, R&D Unit with the approval of the URC may cancel the registration of a Ph.D. scholar on the recommendation of the supervisor / Head and or department research committee under the following circumstances after giving notice to the candidate:
4. Where the progress has been reported to be unsatisfactory in two consecutive yearly RRM's.

- ✈
5. Where a candidate discontinues research, and/or where they have accepted any appointment other than specified earlier without the written consent of the Dean, R&D Unit.
 6. Where the candidate has not submitted the thesis in the stipulated duration of the course.
 7. Where the candidate request for cancellation due to their personal reasons.
 8. If a full-time Research scholar (Ph.D.) absents continuously for 03 (three) months in a year in the initial period of 3 years with out any written permission from the Principal / Dean, R&D.
 9. If a Part-Time scholar (Ph.D.) has not attended the concerned Department at least for 30 days or more in a year, the initial period of 3 years without any permission from the Principal / Dean, R&D.
- 10.7. Recognition of Institutions and External Guides:

For recognizing the outside-institutions / other university staff and external Guides / Co Guides for doing research leading to the Ph.D. Degree of this University, the following procedure be adopted.

- (i) A Committee consisting of the Dean of the Faculty, the Chairperson of the Post graduate Board of Studies or combined Board of Studies as the case may be, and another senior internal member of the Board of Studies concerned, shall have to certify after inspection that the Affiliated College / Research Institute / other University has facilities for research in the subject concerned.
 - (ii) The publication of the teacher / scientist who is proposed to be the guide should be sent by the University to an External subject specialist for assessing the publications and make the assessment available to the Inspection Committee.
 - iii) The institute shall be recognized by the University and subsequently the concerned person who is proposed to guide in that institution shall be recognized.
1. iv) Reputed Institutions such as National Research Institutes/ other Universities need not be inspected.



2. v) For recognizing the outside National Recognized Institutions / Universities and External Guides, the following fees shall be collected:

- (i) Research Supervisor Recognition, Processing fee : Rs.5,000/-
- (ii) Fee towards the visit of the Inspection Commission: No Inspection necessary.

For Recognizing the departments of affiliated colleges of the university and external guides, the following rates shall be collected (Fee towards recognition of the concerned)

- 1. a) Department of affiliated college : 10,000/-
- 2. b) Research Supervisor Recognition, processing fee

Rs. 5,000/-

- 1. c) Fee towards the visit of the Inspection Commission committee.

Rs. 10,000/-

10.9. Anti-plagiarism:

A maximum of three chances will be given to the research scholar if the percentage of plagiarism exceeds the approved limit (10%). The revised soft copy of the thesis after removing the plagiarism material must be submitted by the research scholar for second or third verification within one month itself.

10.10 The candidates are advised to visit the S.V. University website www.svuniversity.ac.in for instructions from time to time.

For any clarifications, candidates can contact Office of the Dean, Research and Development Unit, S.V. University, Tirupati through e-mail, deanresearchsvu@gmail.com .

11. Annexure (A, B, C, and D)

ANNEX-A

RESEARCH AND DEVELOPMENT CELL

S.V. UNIVERSITY, TIRUPATI

APPLICATION FOR CHANGE OF SUPERVISOR/CO-SUPERVISOR

1.	Name of the Research Scholar	:
2.	Address with Tel. No. & mail-id	:
3.	Hall Ticket No & Date of Admission	:
4.	Copy of Admission Letter is enclosed :	:
5.	(a) Name of the Research Program	:
	(b) Dept. in which Candidate Registered	:

6. Name of the Present Supervisor/Co-supervisor (being changed) with Designation, Address, Tel. No., mail- id:
7. Name of the New (proposed) Supervisor / New (proposed) Co-supervisor with Designation, Address, Tel. No., mail-id:
8. Brief details of progress of Research Work :
(attach separate sheet bulleting the works done and quantum / percentage of work done so far signed by the Present & Proposed Supervisor, Present & Proposed Co-supervisor): YES/ NO
9. Reasons for Change of Supervisor/Co-supervisor a) from the Research Scholar
b) Reasons and Comments from Supervisor /Co-supervisor duly signed, with Seal & Date.
- 10.a) Enclose the Bio-data of the New Supervisor/Co-supervisor with all relevant documents (as prescribed at the time of admission to Research Program) : YES/NO
- 11.b) Proof of research / teaching experience (minimum 5 years)
- 12.c) A copy of Ph.D. Degree Certificate
13. I here by accept to work under the New Supervisor / Co-supervisor and I understand that any further request for change of Supervisor/Co-supervisor will not be permitted by the University.

Date : _____

Signature of the Research Scholar

I have No objections for change I accept to act as Supervisor of Candidate

(Sign. of Present Supervisor with seal) (Sign.of New Supervisor with seal)

I have No Objection for change of Co-supervisor I accept to act as Co-Supervisor

(Sign.of Present Co-Supervisor with seal) (Sign. of New Co-Supervisor with seal)

Note:

- 1) A candidate can have only one Supervisor and one Co-supervisor.
- 2) Details of Items 8 and 9 must be submitted on separate sheets.
- 3) Two Separate Hard Copies of all the enclosures must be submitted

ANNEX-B

RESEARCH AND DEVELOPMENT CELL

S.V. UNIVERSITY, TIRUPATI

APPLICATION FOR CHANGE OF (TOPIC)
AREA OF RESEARCH

1.	Name of the Research Scholar	:
2.	Address with Tel. No. & mail-id	:
3.	Hall Ticket No & Date of Admission	:
4.	Copy of Admission Letter to be enclosed	:
5.	Name of the Research Program	:
6.	Department in which Candidate Registered	:
7)	Name of the Supervisor with Designation, Address, Tel.No., mail- id:	
8)	Name of the Co-supervisor with Designation, Address, Tel.No., mail-id:	



9) Name of the Present Area of Research (TOPIC)(at the time of Registration) in FULL :

10) Brief details of progress of Research Work :

(attach separate sheet bulleting the works done and quantum / percentage of work done so for –the sheet to be signed by the Supervisor & Co-supervisor):YES/NO

11) Name of the Proposed Area of Research (TOPIC):

12) Abstract of proposed Research work (proposed) to be enclosed and duly signed by the Supervisor / Co- Supervisor: YES / NO

13) I here by understand that any further request for change of Topic/Title will not be permitted by the University and further that a change of research topic entails a one year delay in the submission of the thesis effective from the date of change.

14) Reasons for Change of Area of Research (TOPIC).

Date : _____

Signature of the Research Scholar

Signature of the Supervisor with seal

Signature of Co-Supervisor with seal

Note: Two Separate Hard Copies of all the enclosures must be submitted.

ANNEX-C



General Outline for Thesis Write-Up

RESEARCH AND DEVELOPMENT UNIT

S.V. UNIVERSITY, TIRUPATI- 517 502

MONTH, YEAR

D.1 Size and copies:

The Thesis should be submitted in A4 size paper and 4 copies of the thesis and synopsis are required to be submitted to the Controller of Examinations along with panel of Examiners (sealed cover) duly signed by supervisor and co-supervisor. The thesis submission form should be filled and submitted along with the necessary fee and enclosures.

D.2 Paper, Typing & Format :

A4 size paper should be used for the preparation of the Thesis. Typing should be done on the 12 font size letter, Times New Roman.

The lay-out should provide 1½ inch on the left side, 1 inch on top and bottom 1 inch on the right side.

Fresh Para should commence after two spaces. Double spacing shall be provided through out the dissertation / thesis. The page number shall be indicated at the bottom middle of the each page.

D.3 Binding:

The Dissertation / thesis shall be properly bound, using hard cover.

The bound front cover should indicate in Navy Blue Embossed letter with the following:

1.(Title)

2.(Name of the candidate)
3.(Name of the Faculty in which the thesis is being submitted (e.g. Faculty of Mechanical Engg.))

A typical specimen of Cover Page & Title Page are shown at the end. It should be strictly adhered to. The emblem of SVU should not be changed. Plain Blank paper one each should be provided at the beginning and at the end.

D.4 Second page:

Second page should contain the following:

1.(Title)
2. Thesis/ Dissertation submitted in partial fulfilment of the requirement for the award of the degree of Ph.D./ M.Phil./ M.S. by.....(Name of the candidate) Reg.No:
3. Bottom

S.V. UNIVERSITY, TIRUPATI – 517 502

Month, Year

D.5 Third page:

Declaration by the Candidate

DECLARATION

I here by declare that the work described in this thesis, entitled"_____

_____” which is being submitted by me in partial fulfilment for the award of Doctor of Philosophy (Ph.D.) in the Dept.of _____to the S.V. University, Tirupati, is the result of investigations carried out by me under the Guidance of Dr._____
_____. The work is original and has not been submitted for any Degree/Diploma of this or any other university.

Place:

Date:

Signature

Name of the Candidate:

Regn No.:

D.6 Fourth page:

The fourth page should contain a certificate signed by the Supervisor in the following format.

CERTIFICATE

This is to certify that the thesis / dissertation entitled

.....
.....

.....that is being submitted by Sri/ Smt./ Ms.....in partial fulfilment for the award of Ph.D. in.....to the S.V. University is a record of bonafide work carried out by him / her under my/our guidance and supervision.

The results embodied in this thesis have not been submitted to any other University or Institute for the award of any degree or diploma.

Signature of Co-Supervisor

Signature of Supervisor

Name and Designation

Name and Designation

D.7 Fifth page:

The fifth page should contain a certificate signed by the Head / Director of Organization/ Institution in the following format.

CERTIFICATE



This is to certify that the thesis/ dissertation entitled
.....
.....that is being submitted by Sri/ Smt./ Ms.....in
partial fulfilment for the award of Ph.D. in.....to the S.V.
University is a record of bonafide work carried out by him/ her at our organization /
institution

Signature of Head / Director

of Organization / Institution

Name and Designation

D.8 Sixth page:

The sixth page may include the 'Acknowledgement'.

D.9 Seventh page:

The seventh page may contain an abstract of the Dissertation / Thesis. The candidate may emphasize here his / her contributions. The reader/reviewer should be able to get the gist of the work in the abstract itself, without having to go into the main body of the text. In short, the abstract should be stand alone and self explanatory of the entire work.

D.10 Pages 8th, 9th

In these pages the candidate must provide a table of contents, list of tables, list of figures, and photographs and notation.

NOTE: All the above pages are to be numbered in Roman number also flower case and the rest of the thesis should have English numerical numbers.

D.11 Number of pages:

In case the number of pages in the thesis (excluding the initial pages) exceeds 250, the candidate should get it printed on both sides of paper.

D.12 Arrangement of Chapters:

The following is suggested format for arranging the Dissertation / Thesis matter into various chapters. However this arrangement can be changed to suit the particular Research work.

1. Introduction
2. Literature Survey
3. Theoretical Analysis
4. Experimental Investigations
5. Experimental Results
6. Discussion of Results
7. Summary, Conclusion and Recommendations

(Original Contribution to be highlighted)

8. Reference/ bibliography
9. Appendices (if any)

D.13 The arrangement of paragraph in a Chapter:

Each topic Title in a chapter should be properly numbered for example: 2.1, 2.2. etc., (Bold and Uppercase) where, the first digit represents the Chapter number, and second digit, the topic Title number.

Sub-topic titles, if any, may be indicated as 1.1.1, 1.1.2, etc. (Bold and title case) i.e. the first digit representing the chapter, the second representing the topic title and the third representing the sub-topic title.

D.14 Photographs and Tables:

The photographs and tables occurring in a chapter may be serially numbered as Fig: 1.1, 1.2 etc., along with suitable CAPTION where the first digit represents the chapter, these cond digit represents figure number.

The photograph may be represented as: plate 1.1, 1.2 etc., the first digit representing chapter and the second representing the photograph number.

D.15 Graphs:

The graph should clearly indicate the points which are used for drawing the curve or curves along with the error bars. The axes (X, Y and Z) should have CAPTIONS.

D.16 Bibliography or References:

The following format may be used for the Bibliography/ References:

For Book

Sl.No Author(s) Book Publisher Year Pages(PP)

For Journal/ Proceedings

Sl.No Author(s) Paper Journal Vol.No, Year Pages(PP)

(A typical Specimen of Cover Page & Title Page)

IDENTIFICATION, CHARACTERIZATION AND QUANTIFICATION OF
HETEROCYCLIC COMPOUNDS IN BIOLOGICAL MATRICES AND THEIR
APPLICATION TO PHARMACOKINETIC STUDIES

<1.5line spacing>

A THESIS

Submitted

in the partial fulfilment of the requirements for the award of the degree of

<1.5linespacing>

DOCTOR OF PHILOSOPHY



in

FACULTY OF CHEMISTRY

By

VIJAYA

[Reg. No.0503PH0999]

DEPARTMENT NAME

SRI VENKATESWARA UNIVERSITY,

TIRUPATI – 517 502

INDIA

MAY 2016

Please Tick

List of Enclosures for

SUBMISSION OF THESIS AFTER COLLOQUIUM & ANTI – PLAGIARISM CHECK

- 1) Application Form (in proper format) for Submission of Thesis Ph.D.
Yes () / No ()
- 2) D.D. for Rs.....-in favour of the "Registrar, S.V. University" payable at Tirupati
Yes () / No ()
- 3) Attested Copy of the Marks Memo(s) of Pre-Ph.D. Examinations
Yes () / No ()
- 4) Copy of the Admission Letter issued at the time of Admission

Yes () / No ()

5) HARD COPY LIST OF TECHNICAL PUBLICATIONS IN JOURNALS

duly signed by Supervisor /co-Supervisor and research scholar (with Title, Author names, Journal Name, Year, Vol., Page No., Impact factor, citation index etc. published after the Date of Admission / Registration of Ph.D.)

Yes() / No()

*Atleast one publication from the journal to be enclosed

NOTE: For the Research scholars registered on or before the year 2006, there must be atleast one research paper published in a reputed refereed journal with research scholar's name as the first author. In case the guide or supervisor is first named author, the research scholar's name must be the next. For students registered from 2007 onwards, one journal paper and two conference/ seminar papers must have research scholar's name as first author. Otherwise the research paper will not be considered for the Ph.D. thesis submission.

6) Hard Copy List of Publications in Conferences/seminars, with Title, Author names and all Details of Conference Proceedings (published after the Date of Admission/ Registration of Ph.D.) duly signed by supervisor/co-supervisor and research scholar

*Certificates of paper presentation in the conference to be enclosed

*At least two publications to be enclosed

Yes() / No ()

7) A photo-copy of the Proceedings, if extension (s) of time for submission of Thesis is permitted

Yes() /No ()

8) A photo-copy of the Proceedings, if the permission is given for change of Supervisor / Co-Supervisor

Yes() /No ()

9) A photo-copy of the Proceedings, if permission is given for change of Topic

Yes() / No()

- 10) A photo-copy of the Proceedings, if permission is given for change of Title Yes() / No()
- 11) A photo-copy of the proceedings, if permission is given for Extra chance to appear Pre-Ph. D Exams. Yes() / No()
- 12) A photo-copy of all fee receipts, upto current date and penal fee(s) if any paid for delay in the Submission of Thesis Yes() / No()
- 13) Attested S.S.C Marks Sheet Yes() / No()
- 14) Anti-Plagiarism Check Report of R&D Thesis Yes () / No ()
- 15) Final Copies of Ph.D. Thesis (4) copies after implementing modifications as per Colloquium and Anti-Plagiarism Check Reports Yes() / No ()
- 16) 10 (TEN) Copies of Synopsis Yes() / No ()
- 17) Sealed Cover containing Panel of Examiners Yes() / No ()
- 18) Qualified lower degree certificate Yes() / No ()

**ABOVE ENCLOSURES ARE SUBMITTED ALONG WITH MY THESIS IN
SAME SERIALORDER**

CANDIDATE NAME:

PLACE & DATE:

CANDIDATE'S SIGNATURE

Note: The above enclosures will be verified in the Controller of Examinations Office and in the case of any discrepancy the candidate will be called to make necessary corrections before sending thesis copies to University examination branch

Annexure- D

Candidates should submit the following original certificates in support of the Qualification and reservation claimed in the application at the time of admission for extramural category.

1. Candidates with qualifying degrees from the Universities outside Andhra Pradesh have to produce equivalency certificate from S.V. University.
2. Provisional or original Certificate and marks statement of qualifying examination. (Candidates are expected to submit the consolidated stamen of marks.)
3. Transfer certificate from the institution where last studied.
4. Date of birth certificate (S.S.C/Equivalent Certificate).
5. Caste Certificate in case of SC/ ST/ BC Candidates.
6. Migration certificate in case of candidates from other Universities.
7. Four recent passport size photos.
8. Proceedings of the Vice-Chancellor for recognition of research centre (for Extramural Candidates).
9. Proceedings of the Vice-Chancellor for recognition of research guide (for Extramural Candidates).
10. Acceptance letters from proposed internal and external guides.
11. Service Cum- No objection certificate (for Extramural Candidates).
12. Fellowship award letter (for Extramural / Project Fellows/ Fellowship holders).

3.4.1.1

(3 point)

SRI VENKATESWARA UNIVERSITY-TIRUPATI

Prof. S. Vijaya Bhaskara Rao
Professor of Physics &
Dean, [R&D]
S.V. University,
Tirupati – 517502.



Phone: (O):(+91) 0877- 2248485
Mobile : (+91) 9440953122
Fax : (+91) 0877-2248485
E-mail: drsvbr.acas@gmail.com

CERTIFICATE

This is to inform that Sri Venkateswara University, Tirupati is using URKUND Anti-Plagiarism software before submitting the thesis by the PhD students. A maximum of three chances will be given to the research scholar if the percentage of plagiarism exceeds the approved limit of 10% as per the UGC notification F.1-18/2010(CPP-II) Dt. 23 July 2018.

S.VIJAYA BHASKARA RAO
Prof.S. VIJAYA BHASKARA RAO
Dean, Research & Development
Sri Venkateswara University
TIRUPATI-517 502

नोट 2: उस स्थिति में दण्ड, जब साहित्यिक चोरी का लाभ अथवा क्रेडिट पहले ही प्राप्त किया गया हो— यदि लाभ अथवा क्रेडिट प्राप्त किए जाने, जैसा भी मामला हो, की तिथि के बाद साहित्यिक चोरी सिद्ध हो तो उसके द्वारा प्राप्त लाभ अथवा क्रेडिट को आईएआईपी द्वारा संस्तुत अवधि के लिए आस्थगित रखा जाएगा तथा संस्थान के प्रमुख द्वारा अनुमोदित किया जाएगा।

नोट 3 : उच्चतर शिक्षा संस्थान ऐसा तंत्र विकसित करेंगे ताकि यह सुनिश्चित किया जाए कि छात्र, संकाय, शोधकर्ता अथवा कर्मचारिवृंद द्वारा प्रकाशित किए गए प्रत्येक पत्र/शोध-प्रबंध (थीसीस) तथा शोध-निबंध (डिसरटेशन) को अग्रेषित/ प्रस्तुत किए जाने के समय साहित्यिक चोरी के लिए जांचा जाए।

नोट 4 : यदि उच्चतर शिक्षा संस्थान के प्रधान के विरुद्ध साहित्यिक चोरी की कोई शिकायत हो तो, इन विनियमों के अनुरूप उच्चतर शिक्षा संस्थान के नियंत्रण अधिकारी द्वारा उपर्युक्त कार्रवाई की जाएगी।

नोट 5 : यदि संस्थागत स्तर पर विभागाध्यक्ष/प्राधिकारियों के विरुद्ध साहित्यिक चोरी की कोई शिकायत हो तो, इन विनियमों के अनुरूप आईएआईपी द्वारा उपर्युक्त कार्रवाई की जाएगी जिसे सक्षम अधिकारी द्वारा अनुमोदित किया जाएगा।

नोट 6 : यदि डीएआईपी अथवा आईएआईपी के किसी सदस्यगण के विरुद्ध साहित्यिक चोरी की कोई शिकायत हो तो, ऐसा सदस्य ऐसी बैठकों में भाग नहीं लेगा जहां उसके मामले के संबंध में चर्चा की जा रही हो/अथवा जांच की जा रही हो।

13. कठिनाइयों का निवारण

विश्वविद्यालय अनुदान आयोग, इन विनियमों के कार्यान्वयन के दौरान सामने आने वाली कठिनाइयों को भारत सरकार/मानव संसाधन विकास मंत्रालय के परामर्श से निवारण करने का अधिकार सुरक्षित रखता है।

प्रो. रजनीश जैन, सचिव

[विज्ञापन—III/4/असा./161/18]

UNIVERSITY GRANTS COMMISSION NOTIFICATION

UNIVERSITY GRANTS COMMISSION (PROMOTION OF ACADEMIC INTEGRITY AND PREVENTION OF PLAGIARISM IN HIGHER EDUCATIONAL INSTITUTIONS) REGULATIONS, 2018

New Delhi, the 23rd July, 2018

F. 1-18/2010(CPP-II).—

Preamble

Whereas, University Grants Commission (UGC), as per UGC Act, 1956, is mandated to coordinate and determine the standards of higher education;

And whereas, assessment of academic and research work done leading to the partial fulfillment for the award of degrees at Masters and Research level, by a student or a faculty or a researcher or a staff, in the form of thesis, dissertation and publication of research papers, chapters in books, full-fledged books and any other similar work, reflects the extent to which elements of academic integrity and originality are observed in various relevant processes adopted by Higher Educational Institutions (HEIs);

Therefore, in exercise of the powers conferred by clause (j) of Section 12 read with clauses (f) and (g) of subsection (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following regulations:-

1. Short title, application and commencement –

- These regulations shall be called the University Grants Commission (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, 2018.
- They shall apply to the students, faculty, researchers and staff of all Higher Educational Institutions in the country.
- These regulations shall come into force from the date of their notification in the Official Gazette.

2. Definitions -

In these regulations, unless the context otherwise requires—

- a. "Academic Integrity" is the intellectual honesty in proposing, performing and reporting any activity, which leads to the creation of intellectual property;
- b. "Author" includes a student or a faculty or a researcher or staff of Higher Educational Institution (HEI) who claims to be the creator of the work under consideration;
- c. "Commission" means the University Grants Commission as defined in the University Grants Commission Act, 1956;
- d. "Common Knowledge" means a well known fact, quote, figure or information that is known to most of the people;
- e. "Degree" means any such degree specified by the University Grants Commission, by notification in the Official Gazette, under section 22 of the University Grants Commission Act, 1956;
- f. "Departmental Academic Integrity Panel" shall mean the body constituted at the departmental level to investigate allegations of plagiarism;
- g. "Faculty" refers to a person who is teaching and/or guiding students enrolled in an HEI in any capacity whatsoever i.e. regular, ad-hoc, guest, temporary, visiting etc;
- h. "Higher Educational Institution (HEI)" means a university recognized under section 2(f) of the UGC Act, 1956 or an institution deemed to be university under section 3 of the UGC Act, 1956 or an affiliating college / institution or a constituent unit of a university;
- i. "Information" includes data, message, text, images, sound, voice, codes, computer programs, software and databases or microfilm or computer generated microfiche;
- j. "Institutional Academic Integrity Panel" shall mean the body constituted at Institutional level to consider recommendations of the departmental academic integrity panel and take appropriate decisions in respect of allegations of plagiarism and decide on penalties to be imposed. In exceptional cases, it shall investigate allegations of plagiarism at the institutional level;
- k. "Notification" means a notification published in the Official Gazette and the expression "notify" with its cognate meanings and grammatical variation shall be construed accordingly;
- l. "Plagiarism" means the practice of taking someone else's work or idea and passing them as one's own.
- m. "Programme" means a programme of study leading to the award of a masters and research level degree;
- n. "Researcher" refers to a person conducting academic / scientific research in HEIs;
- o. "Script" includes research paper, thesis, dissertation, chapters in books, full-fledged books and any other similar work, submitted for assessment / opinion leading to the award of master and research level degrees or publication in print or electronic media by students or faculty or researcher or staff of an HEI; however, this shall exclude assignments / term papers / project reports / course work / essays and answer scripts etc.;
- p. "Source" means the published primary and secondary material from any source whatsoever and includes written information and opinions gained directly from other people, including eminent scholars, public figures and practitioners in any form whatsoever as also data and information in the electronic form be it audio, video, image or text; Information being given the same meaning as defined under Section 2 (1) (v) of the Information Technology Act, 2000 and reproduced here in Regulation 2 (1);
- q. "Staff" refers to all non-teaching staff working in HEIs in any capacity whatsoever i.e. regular, temporary, contractual, outsourced etc.;
- r. "Student" means a person duly admitted and pursuing a programme of study including a research programme in any mode of study (full time or part-time or distance mode);
- s. "University" means a university established or incorporated by or under a Central Act, a Provincial Act or a State Act, and includes an institution deemed to be university under section 3 of the UGC Act, 1956;
- t. "Year" means the academic session in which a proven offence has been committed.

Words and expressions used and not defined in these regulations but defined in the University Grants Commission Act, 1956 shall have the meanings respectively assigned to them in UGC Act, 1956.

3. Objectives

- 3.1 To create awareness about responsible conduct of research, thesis, dissertation, promotion of academic integrity and prevention of misconduct including plagiarism in academic writing among student, faculty, researcher and staff.
- 3.2 To establish institutional mechanism through education and training to facilitate responsible conduct of research, thesis, dissertation, promotion of academic integrity and deterrence from plagiarism.
- 3.3. To develop systems to detect plagiarism and to set up mechanisms to prevent plagiarism and punish a student, faculty, researcher or staff of HEI committing the act of plagiarism.

4. Duties of HEI:

Every HEI should establish the mechanism as prescribed in these regulations, to enhance awareness about responsible conduct of research and academic activities, to promote academic integrity and to prevent plagiarism.

5. Awareness Programs and Trainings:

- (a) HEI shall instruct students, faculty, researcher and staff about proper attribution, seeking permission of the author wherever necessary, acknowledgement of source compatible with the needs and specificities of disciplines and in accordance with rules, international conventions and regulations governing the source.
- (b) HEI shall conduct sensitization seminars/ awareness programs every semester on responsible conduct of research, thesis, dissertation, promotion of academic integrity and ethics in education for students, faculty, researcher and staff.
- (c) HEI shall :
 - i. Include the cardinal principles of academic integrity in the curricula of Undergraduate (UG)/Postgraduate (PG)/Master's degree etc. as a compulsory course work/module.
 - ii. Include elements of responsible conduct of research and publication ethics as a compulsory course work/module for Masters and Research Scholars.
 - iii. Include elements of responsible conduct of research and publication ethics in Orientation and Refresher Courses organized for faculty and staff members of the HEI.
 - iv. Train student, faculty, researcher and staff for using plagiarism detection tools and reference management tools.
 - v. Establish facility equipped with modern technologies for detection of plagiarism.
 - vi. Encourage student, faculty, researcher and staff to register on international researcher's Registry systems.

6. Curbing Plagiarism

- a) HEI shall declare and implement the technology based mechanism using appropriate software so as to ensure that documents such as thesis, dissertation, publications or any other such documents are free of plagiarism at the time of their submission.
- b) The mechanism as defined at (a) above shall be made accessible to all engaged in research work including student, faculty, researcher and staff etc.
- c) Every student submitting a thesis, dissertation, or any other such documents to the HEI shall submit an undertaking indicating that the document has been prepared by him or her and that the document is his/her original work and free of any plagiarism.
- d) The undertaking shall include the fact that the document has been duly checked through a Plagiarism detection tool approved by the HEI.
- e) HEI shall develop a policy on plagiarism and get it approved by its relevant statutory bodies/authorities. The approved policy shall be placed on the homepage of the HEI website.
- f) Each supervisor shall submit a certificate indicating that the work done by the researcher under him / her is plagiarism free.
- g) HEI shall submit to INFLIBNET soft copies of all Masters, Research program's dissertations and thesis within a month after the award of degrees for hosting in the digital repository under the "Shodh Ganga e-repository".
- h) HEI shall create Institutional Repository on institute website which shall include dissertation / thesis / paper / publication and other in-house publications.

7. Similarity checks for exclusion from Plagiarism

The similarity checks for plagiarism shall exclude the following:

- i. All quoted work reproduced with all necessary permission and/or attribution.
- ii. All references, bibliography, table of content, preface and acknowledgements.
- iii. All generic terms, laws, standard symbols and standards equations.

Note:

The research work carried out by the student, faculty, researcher and staff shall be based on original ideas, which shall include abstract, summary, hypothesis, observations, results, conclusions and recommendations only and shall not have any similarities. It shall exclude a common knowledge or coincidental terms, up to fourteen (14) consecutive words.

8. Levels of Plagiarism

Plagiarism would be quantified into following levels in ascending order of severity for the purpose of its definition:

- i. Level 0: Similarities upto 10% - Minor similarities, no penalty
- ii. Level 1: Similarities above 10% to 40%
- iii. Level 2: Similarities above 40% to 60%
- iv. Level 3: Similarities above 60%

9. Detection/Reporting/Handling of Plagiarism

If any member of the academic community suspects with appropriate proof that a case of plagiarism has happened in any document, he or she shall report it to the Departmental Academic Integrity Panel (DAIP). Upon receipt of such a complaint or allegation the DAIP shall investigate the matter and submit its recommendations to the Institutional Academic Integrity Panel (IAIP) of the HEI.

The authorities of HEI can also take *suomotu* notice of an act of plagiarism and initiate proceedings under these regulations. Similarly, proceedings can also be initiated by the HEI on the basis of findings of an examiner. All such cases will be investigated by the IAIP.

10. Departmental Academic Integrity Panel (DAIP)

- i. All Departments in HEI shall notify a DAIP whose composition shall be as given below:
 - a. Chairman - Head of the Department
 - b. Member - Senior academician from outside the department, to be nominated by the head of HEI.
 - c. Member - A person well versed with anti plagiarism tools, to be nominated by the Head of the Department.

The tenure of the members in respect of points 'b' and 'c' shall be two years. The quorum for the meetings shall be 2 out of 3 members (including Chairman).
- ii. The DAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the student, faculty, researcher and staff.
- iii. The DAIP shall have the power to assess the level of plagiarism and recommend penalty(ies) accordingly.
- iv. The DAIP after investigation shall submit its report with the recommendation on penalties to be imposed to the IAIP within a period of 45 days from the date of receipt of complaint / initiation of the proceedings.

11. Institutional Academic Integrity Panel (IAIP)

- i. HEI shall notify a IAIP whose composition shall be as given below:
 - a. Chairman - Pro-VC/Dean/Senior Academician of the HEI.
 - b. Member - Senior Academician other than Chairman, to be nominated by the Head of HEI.
 - c. Member - One member nominated by the Head of HEI from outside the HEI
 - d. Member - A person well versed with anti-plagiarism tools, to be nominated by the Head of the HEI.

The Chairman of DAIP and IAIP shall not be the same. The tenure of the Committee members including Chairman shall be three years. The quorum for the meetings shall be 3 out of 4 members (including Chairman).

- ii. The IAIP shall consider the recommendations of DAIP.
- iii. The IAIP shall also investigate cases of plagiarism as per the provisions mentioned in these regulations.

- iv. The IAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the student, faculty, researcher and staff of HEI.
- v. The IAIP shall have the power to review the recommendations of DAIP including penalties with due justification.
- vi. The IAIP shall send the report after investigation and the recommendation on penalties to be imposed to the Head of the HEI within a period of 45 days from the date of receipt of recommendation of DAIP/ complaint / initiation of the proceedings.
- vii. The IAIP shall provide a copy of the report to the person(s) against whom inquiry report is submitted.

12. Penalties

Penalties in the cases of plagiarism shall be imposed on students pursuing studies at the level of Masters and Research programs and on researcher, faculty & staff of the HEI only after academic misconduct on the part of the individual has been established without doubt, when all avenues of appeal have been exhausted and individual in question has been provided enough opportunity to defend himself or herself in a fair or transparent manner.

12.1 Penalties in case of plagiarism in submission of thesis and dissertations

Institutional Academic Integrity Panel (IAIP) shall impose penalty considering the severity of the Plagiarism.

- i. **Level 0: Similarities upto 10%** - Minor Similarities, no penalty.
- ii. **Level 1: Similarities above 10% to 40%** - Such student shall be asked to submit a revised script within a stipulated time period not exceeding 6 months.
- iii. **Level 2: Similarities above 40% to 60%** - Such student shall be debarred from submitting a revised script for a period of one year.
- iv. **Level 3: Similarities above 60%** - Such student registration for that programme shall be cancelled.

Note 1: Penalty on repeated plagiarism- Such student shall be punished for the plagiarism of one level higher than the previous level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative.

Note 2: Penalty in case where the degree/credit has already been obtained - If plagiarism is proved on a date later than the date of award of degree or credit as the case may be then his/her degree or credit shall be put in abeyance for a period recommended by the IAIP and approved by the Head of the Institution.

12.2 Penalties in case of plagiarism in academic and research publications

- I. **Level 0: Similarities up to 10%** - Minor similarities, no penalty.
- II. **Level 1: Similarities above 10% to 40%**
 - i) Shall be asked to withdraw manuscript.
- III. **Level 2: Similarities above 40% to 60%**
 - i) Shall be asked to withdraw manuscript.
 - ii) Shall be denied a right to one annual increment.
 - iii) Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Student/scholar for a period of two years.
- IV. **Level 3: Similarities above 60%**
 - i) Shall be asked to withdraw manuscript.
 - ii) Shall be denied a right to two successive annual increments.
 - iii) Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Student/scholar for a period of three years.

Note 1: Penalty on repeated plagiarism - Shall be asked to withdraw manuscript and shall be punished for the plagiarism of one level higher than the lower level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative. In case level 3 offence is repeated then the disciplinary action including suspension/termination as per service rules shall be taken by the HEI.

Note 2: Penalty in case where the benefit or credit has already been obtained - If plagiarism is proved on a date later than the date of benefit or credit obtained as the case may be then his/her benefit or credit shall be put in abeyance for a period recommended by IAIP and approved by the Head of the Institution.

Note 3: HEIs shall create a mechanism so as to ensure that each of the paper publication/thesis/dissertation by the student, faculty, researcher or staff of the HEI is checked for plagiarism at the time of forwarding/submission.

Note 4: If there is any complaint of plagiarism against the Head of an HEI, a suitable action, in line with these regulations, shall be taken by the Controlling Authority of the HEI.

Note 5: If there is any complaint of plagiarism against the Head of Department/Authorities at the institutional level, a suitable action, in line with these regulations, shall be recommended by the IAIP and approved by the Competent Authority.

Note 6: If there is any complaint of plagiarism against any member of DAIP or IAIP, then such member shall excuse himself / herself from the meeting(s) where his/her case is being discussed/investigated.

13. Removal of Difficulty

UGC reserves the right to remove difficulty/difficulties in the course of implementations of these Regulations in consultation with the Government of India/ Ministry of Human Resource Development.

Prof. RAJNISH JAIN, Secy.

[ADV.T.-III/4/Exty./161/18]

RAKESH
SUKUL

Digitally signed by
RAKESH SUKUL
Date: 2018.07.31 22:44:34
+05'30'



भारत का राजपत्र The Gazette of India

असाधारण

EXTRAORDINARY

भाग III—खण्ड 4

PART III—Section 4

प्राधिकार से प्रकाशित

PUBLISHED BY AUTHORITY

सं. 287]

नई दिल्ली, मंगलवार, जुलाई 31, 2018/श्रावण 9, 1940

No. 287]

NEW DELHI, TUESDAY, JULY 31, 2018/SHRAVANA 9, 1940

विश्वविद्यालय अनुदान आयोग

अधिसूचना

विश्वविद्यालय अनुदान आयोग (उच्चतर शिक्षा संस्थानों में अकादमिक सत्यनिष्ठा एवं साहित्यिक चोरी की रोकथाम को प्रोत्साहन) विनियम, 2018

नई दिल्ली, 23 जुलाई, 2018

मि. सं. 1-18/2010 (सीपीपी-II).—

प्रस्तावना

जबकि, विश्वविद्यालय अनुदान आयोग (यूजीसी) अधिनियम, 1956 के अनुसार, उच्च शिक्षा के मानकों को समन्वित एवं सुनिश्चित करने के लिए आदेशाधीन है।

तथा जबकि, किसी छात्र या संकाय या शोधकर्ता या कर्मचारी द्वारा निष्ठात तथा शोध स्तर पर डिग्री प्रदान करने हेतु आंशिक रूप से सम्पादित किया गया कार्य, जिसका अकादमिक एवं शोधकार्य का मूल्यांकन किया जा चुका हो, जो शोध-निबन्ध, शोध-प्रबन्ध, शोध पत्रों के प्रकाशन, पुस्तकों में अध्याय, सम्पूर्ण पुस्तकों के रूप में हो तथा कोई अन्य समरूप कार्य, जो अकादमिक, सत्यनिष्ठा एवं मौलिकता के मूल तत्वों को दर्शाये तथा जिसका उच्चतर शिक्षा संस्थानों (HEIs) द्वारा अपनायी गई विभिन्न संबंधित प्रक्रियाओं में अवलोकन किया जाए।

अतः, वि. अ. आ. अधिनियम 1956 के अनुच्छेद 26 के उप अनुच्छेद (1) के खण्ड (एफ) एवं (जी) के साथ पठित अनुच्छेद 12 के खण्ड (जे) के द्वारा प्रदत्त अधिकारों का प्रयोग करते हुए, वि. अ. आ. ने एतद्वारा निम्नलिखित विनियम निर्मित किए हैं:-

1. संक्षिप्त शीर्षक, अनुप्रयोग तथा प्रारंभ :

- (ए) इन नियमों को, विश्वविद्यालय अनुदान आयोग (उच्चतर शिक्षा संस्थानों में अकादमिक सत्यनिष्ठा एवं साहित्यिक चोरी की रोकथाम को प्रोत्साहन) विनियम 2018 कहा जाएगा।
- (बी) ये विनियम, देश के सभी उच्चतर शिक्षा संस्थानों के छात्रों, संकायों, शोधकर्ताओं तथा कर्मचारियों पर लागू होंगे।
- (सी) ये विनियम, सरकारी राजपत्र में उनकी अधिसूचना की तारीख से प्रभावी होंगे।

2. परिभाषा:

इन विनियमों में, जब तक कि प्रसंग में अन्यथा अपेक्षित न हो—

- (ए) "अकादमिक सत्यनिष्ठा" से तात्पर्य, किसी क्रियाकलाप को प्रस्तावित करने, निष्पादित करने, सूचित करने एवं बौद्धिक ईमानदारी से है, जिससे बौद्धिक गुणों का सृजन हो सके।
- (बी) "रचनाकार" रचनाकार के अंतर्गत उच्चतर शैक्षिक संस्थान (HEI) के छात्र या संकाय या शोधकर्ता या कर्मचारी आते हैं जो विचाराधीन कार्य के सृजनकर्ता होते हैं।
- (सी) "आयोग" से अभिप्राय वि. अ. आ. से है, जैसा कि वि. अ. आ. अधिनियम, 1956 में यथापरिभाषित है।
- (डी) "सामान्य ज्ञान" से अभिप्राय, सुप्रसिद्ध तथ्य, उद्धरण, आंकड़ा या जानकारी से है जिसकी अधिकांश व्यक्तियों को जानकारी हो।
- (ई) "डिग्री" से अभिप्राय, वि. अ. आ. द्वारा निर्धारित की गई ऐसी डिग्री से है जो कि वि. अ. आ. अधिनियम 1956 के अनुच्छेद 22 के अंतर्गत सरकारी राजपत्र में अधिसूचित की गई हो।
- (एफ) "विभागीय अकादमिक सत्यनिष्ठा नामसूची" से तात्पर्य होगा विभागीय स्तर पर गठित निकाय, जो साहित्यिक चोरी के आरोपों की जांच पड़ताल करेगा।
- (जी) "संकाय" से तात्पर्य, किसी उच्चतर शिक्षा संस्थान में नामांकित किसी व्यक्ति से है जो छात्रों को शिक्षण तथा/या मार्गदर्शन प्रदान करता हो, चाहे वह किसी भी क्षमता का हो अर्थात् नियमित, तदर्थ, अतिथि, अस्थायी, मुलाकाती आदि।
- (एच) "उच्चतर शिक्षा संस्थान (HEI)" से अभिप्राय ऐसे वि. वि. से है जो वि. अ. आ. अधिनियम, 1956 के अनुच्छेद 2(एफ) के अंतर्गत मान्यताप्राप्त हो या वि. अ. आ. अधिनियम 1956 के अनुच्छेद 3 के अंतर्गत वह संस्थान जो मानित वि. वि. के अंतर्गत आता हो या मान्य महाविद्यालय/संस्थान या किसी वि. वि. की एक संघटक इकाई हो।
- (आई) "सूचना" इसके अंतर्गत आंकड़े, संदेश, पाठ्यवस्तु, आकृतियां, ध्वनि, आवाज, कोड, कम्प्यूटर कार्यक्रम, सॉफ्टवेयर एवं डाटाबेस या माइक्रोफिल्म या कम्प्यूटर सृजित माइक्रोफिश सम्मिलित हैं।
- (जे) "संस्थागत अकादमिक सत्यनिष्ठा नामसूची" से अभिप्राय एक ऐसे निकाय से है जो विभागीय अकादमिक सत्यनिष्ठा नामसूची की सिफारिशों पर विचार करने के लिए तथा साहित्यिक चोरी के आरोपों के बारे में उचित निर्णय लेने तथा दण्ड लागू करने संबंधी निर्णय लेने के लिए संस्थागत स्तर पर गठित किया गया हो। अपवादिक मामलों में यह न्यास संस्थागत स्तर पर साहित्यिक चोरी के आरोपों की जांच करेगा।
- (के) "अधिसूचना" से तात्पर्य, सरकारी राजपत्र में प्रकाशित की गई अधिसूचना से है तथा अधिसूचित करने की अभिव्यक्ति का उसके समानार्थी तथा व्याकरणिक भिन्नता के अनुरूप अनुमान लगाया जाएगा।
- (एल) "साहित्यिक चोरी" से अभिप्राय किसी अन्य के द्वारा किए गए कार्य या विचार को निज प्रयोग में लेना तथा अपने नाम से दूसरे को देना।
- (एम) "पाठ्यक्रम" से तात्पर्य, अध्ययन किया जाने वाला वह पाठ्यक्रम जिसके लिए निष्णात एवं शोध स्तर पर डिग्री प्रदान की जाए।
- (एन) "शोधकर्ता" से तात्पर्य है उच्चतर शैक्षिक संस्थानों में अकादमिक/वैज्ञानिक शोध करने वाला व्यक्ति।
- (ओ) "पाण्डुलिपि" के अंतर्गत शोध-लेख, शोध-निबन्ध, शोध-पत्र, पुस्तकों में अध्याय, सम्पूर्ण पुस्तकें तथा अन्य समान कार्य का मूल्यांकन/अभिमत हेतु जमा किया जाने वाला कार्य जो उच्चतर शिक्षा संस्थान के छात्रों या संकाय या शोधकर्ता या कर्मचारी द्वारा निष्णात एवं शोधस्तर की डिग्रियों को प्राप्त करने या प्रिंट या इलेक्ट्रॉनिक मीडिया में प्रकाशन हेतु तैयार किया जाए। तथापि, इसमें नियत कार्य/आवधिक पत्र/परियोजना रिपोर्ट/पाठ्यक्रम संबंधी कार्य/निबन्ध तथा उत्तर पुस्तिकाएं शामिल नहीं होंगी।
- (पी) "स्रोत" से अभिप्राय, किसी भी स्रोत से किसी भी रूप में प्राप्त की गई प्रकाशित मुख्य एवं गौण अध्ययन सामग्री से है, जिसमें लिखित जानकारी तथा अन्य व्यक्तियों अर्थात् विख्यात विद्वानों, लोकप्रिय हस्तियों, किसी भी प्रकार के पेशेवर व्यक्तियों से प्रत्यक्षतः प्राप्त किये गए दृष्टिकोण को शामिल किया गया हो। इसके अतिरिक्त, इलेक्ट्रॉनिक रूप में आंकड़े एवं सूचना यथा श्रव्य, दृश्य, आकृति या पाठ्यक्रम के रूप में, जिसकी सूचना समान अर्थ में, सूचना प्रौद्योगिकी अधिनियम 2000 के अनुच्छेद 2(1)(V) के अंतर्गत वर्णित है तथा जिसको यहां विनियम 2(1) में पुनः प्रस्तुत किया गया है।

- (क्यू) "कर्मचारी" से तात्पर्य उच्चतर शिक्षा संस्थानों में कार्यरत् गैर-शैक्षणिक कर्मचारी वर्ग से है, जो किसी भी क्षमता अर्थात् नियमित, अस्थायी, अनुबन्धात्मक, बाह्य स्रोत आदि में कार्यरत् हों।
- (आर) "छात्र" से तात्पर्य उस व्यक्ति से है, जिसका विधिवत दाखिला हुआ हो, पाठ्यक्रम का अध्ययन कर रहा हो, जिसमें किसी भी पद्धति (पूर्णकालिक या अंशकालिक या दूरस्थ माध्यम) से अध्ययन करने वाले शोध पाठ्यक्रम को सम्मिलित किया गया है।
- (एस) "विश्वविद्यालय" से अभिप्राय उन विश्वविद्यालयों से है, जो केन्द्रीय अधिनियम, प्रान्तीय अधिनियम या राज्य अधिनियम के अधीन स्थापित अथवा निगमित हैं तथा उनमें वह मानित वि. वि. संस्थान सम्मिलित हैं जो यूजीसी अधिनियम, 1956 के अनुच्छेद (3) के अंतर्गत आते हैं।
- (टी) "वर्ष" से तात्पर्य वह अकादमिक सत्र है, जिसमें प्रमाणित अपराध किया गया हो।
- ऐसे शब्द तथा अभिव्यक्तियां, जिन्हें इन विनियमों में परिभाषित नहीं किया गया है, लेकिन वि.अ.आ. अधिनियम, 1956 में परिभाषित हैं तथा इन विनियमों के साथ सुसंगत नहीं हैं उनका इस अधिनियम में निर्दिष्ट तदनु रूप अर्थ लगाया जाएगा।

3. उद्देश्य:

- 3.1 शोध, शोध-पत्र, शोध-निबन्ध के दायित्वपूर्ण आचरण, अकादमिक सत्यनिष्ठा के प्रोत्साहन के प्रति जागरूकता पैदा करना, छात्र संकाय, शोधकर्ता एवं कर्मचारी वर्ग में अकादमिक लेखन में साहित्यिक चोरी सहित कदाचार से बचाव करना।
- 3.2 शिक्षण एवं प्रशिक्षण के जरिये, संस्थानात्मक तंत्र स्थापित करना, जिससे शोध, शोध-पत्र शोधनिबन्ध, अकादमिक सत्यनिष्ठा तथा साहित्यिक चोरी के निवारण में प्रोन्नति सहज हो सके।
- 3.3 साहित्यिक चोरी का पता लगाने के लिए पद्धतियां विकसित करना तथा साहित्यिक चोरी से बचाव के लिए रचना-तंत्र की स्थापना करना तथा उच्चतर शिक्षा संस्थान के छात्र, संकाय, शोधकर्ता या कर्मचारी को साहित्यिक चोरी का कृत्य करने पर दण्डित करना।

4. उच्चतर शिक्षा संस्थान के दायित्व :

प्रत्येक उच्चतर शिक्षा संस्थान को एक ऐसे तंत्र की स्थापना करनी चाहिए जैसा कि इन विनियमों में निर्दिष्ट किया गया है, जो कि शोध एवं अकादमिक कार्यकलापों के दायित्वपूर्ण आचरण के प्रति जागरूकता लाने में संवर्धन करे, साथ ही अकादमिक सत्यनिष्ठा को प्रोन्नत करे तथा साहित्यिक चोरी से बचाव करे।

5. जागरूकता कार्यक्रम एवं प्रशिक्षण :

(क) उच्चतर शिक्षा संस्थान, अपने छात्रों, संकायों, शोधकर्ताओं तथा कर्मचारियों को उचित आरोपण के संबंध में अनुदेश देगा, जहां कहीं भी आवश्यक हो, लेखक से स्वीकृति की मांग करेगा, आवश्यकतानुसार उन सुसंगत तथा अनुमतिनिर्दिष्ट अनुशासनों के स्रोत की जानकारी प्राप्त करेगा तथा जो नियमों के अनुरूप, अंतर्राष्ट्रीय सम्मेलन तथा स्रोत को नियंत्रित करने वाले विनियमों से संबंधित होंगे।

(ख) उच्चतर शिक्षा संस्थान, प्रत्येक सत्र में सम्मेलन/जागरूकता कार्यक्रमों का सुग्राही संचालन करेगा, जो शोध, शोध-पत्र, शोध-निबन्ध के दायित्वपूर्ण आचरण तथा अकादमिक सत्यनिष्ठा की प्रोन्नति तथा छात्रों, संकायों, शोधकर्ताओं तथा कर्मचारियों के लिए शिक्षा में नैतिकता को बढ़ावा देगा।

(ग) उच्चतर शिक्षा संस्थान, निम्नलिखित कार्यों पर जोर देगा :

- i. एक अनिवार्य पाठ्यक्रम कार्यविधि/माड्यूल के रूप में स्नातकपूर्व (यूजी)/स्नातकोत्तर (पीजी)/निष्णात डिग्री की पाठ्यवस्तु में अकादमिक सत्यनिष्ठा के आधारभूत सिद्धांतों को सम्मिलित करना।
- ii. निष्णात एवं शोधविशेषज्ञों के लिए अनिवार्य पाठ्यक्रम कार्यविधि/माड्यूल के रूप में शोध एवं प्रकाशन के दायित्वपूर्ण आचरण संबंधी मूल तत्वों को सम्मिलित करना।
- iii. उच्चतर शिक्षा संस्थान के संकाय एवं कर्मचारी सदस्यों हेतु अभिमुखी एवं पुनश्चर्या पाठ्यक्रमों को आयोजित करना, शोध एवं प्रकाशन के आधारभूत दायित्वपूर्ण आचरण के तथ्यों को शामिल करना।
- iv. छात्र, संकाय, शोधकर्ता एवं कर्मचारियों को साहित्यिक चोरी का पता लगाने वाले उपकरणों/साधनों तथा संदर्भप्रबन्धन उपकरणों को प्रयुक्त करने का प्रशिक्षण प्रदान करना।
- v. साहित्यिक चोरी का पता लगाने हेतु आधुनिक प्रौद्योगिकियों सहित सुविधा उपकरणों की स्थापना करना।

- vi. अंतर्राष्ट्रीय शोधकर्ताओं की पंजीकरण पद्धतियों पर छात्र, संकाय शोधकर्ता एवं कर्मचारी सदस्य के पंजीकरण को प्रोत्साहित करना।

6. साहित्यिक चोरी पर रोकथाम :

- (ए) उच्चतर शिक्षा संस्थान, उपयुक्त सॉफ्टवेयर प्रयुक्त करते हुए प्रौद्योगिकी आधारित रचनातंत्र की घोषणा एवं कार्यान्वयन करेगा, जिससे यह सुनिश्चित हो सके कि शोध-पत्र, शोध-निबन्ध, प्रकाशन या कोई अन्य दस्तावेज उसकी प्रस्तुति के समय साहित्यिक चोरी से मुक्त हैं।
- (बी) ऊपर (ए) में वर्णित रचनातंत्र, शोधकार्य में संलिप्त सभी छात्रों को उपलब्ध कराया जाएगा जिसमें छात्र, संकाय शोधकर्ता एवं कर्मचारी सदस्य आदि भी सम्मिलित होंगे।
- (सी) प्रत्येक छात्र, जो शोध-पत्र, शोध-निबन्ध या समान दस्तावेज, उच्चतर शिक्षा संस्थान को प्रस्तुत करने जा रहा है, वह एक ऐसा वचन-बंध प्रस्तुत करेगा जिसमें यह दर्शाया जाएगा कि प्रस्तुत दस्तावेज उसके द्वारा तैयार किया गया है तथा यह दस्तावेज उसका मौलिक लेखन कार्य है तथा किसी भी प्रकार की साहित्यिक चोरी से मुक्त है।
- (डी) इस वचन-बंध में यह तथ्य भी शामिल किया जाएगा कि इस दस्तावेज की उच्चतर शिक्षा संस्थान द्वारा साहित्यिक चोरी का पता लगाने वाले उपकरणों के जरिये विधिवत जाँच कर ली गई है।
- (ई) संस्थान, साहित्यिक चोरी के संबंध में एक ऐसी संबंधित नीति का विकास करेगा तथा इससे संबंधित विधायी निकायों/प्राधिकरणों से उसे स्वीकृत कराएगा। स्वीकृत नीति को HEI वेबसाइट के होमपेज पर डाउनलोड किया जाएगा।
- (एफ) प्रत्येक पर्यवेक्षक, एक प्रमाण-पत्र प्रस्तुत करेगा जिसमें यह निर्दिष्ट किया जाएगा कि शोधकर्ता द्वारा किया गया अमुक कार्य, शोधकर्ता के द्वारा तथा मेरे अधीन रहकर किया गया है तथा यह साहित्यिक चोरी से मुक्त है।
- (जी) संस्थान, सभी निष्णात, शोध पाठ्यक्रम के शोध-पत्रों तथा शोध-निबन्धों को, डिग्री प्रदान किए जाने के पश्चात् 1 माह के भीतर 'शोध गंगा ई-रिपोजिटरी' के अंतर्गत डिजिटल रिपोजिटरी को पोषित करने हेतु इनफलीबनेट पर इसकी सॉफ्ट प्रतियां प्रस्तुत करेगा।
- (एच) संस्थान, संस्थानात्मक रिपोजिटरी का संस्थान की वेबसाइट पर सृजन करेगा जिसमें शोध-निबन्ध/शोध-पत्र/पत्र-आलेख/प्रकाशन तथा अन्य आंतरिक (इन-हाउस) प्रकाशनों को भी सम्मिलित करेगा।

7. साहित्यिक चोरी के बहिष्करण हेतु समरूपता रोकथाम :

साहित्यिक चोरी के लिए समानता जांच में निम्नवत वर्जित होंगे :

- सभी अनिवार्य अनुमतियों और/अथवा गुणधर्म के साथ उद्धृत कार्य।
- सभी सदर्म, पुस्तकसूची, विषयवस्तु की तालिका, आमुख तथा साभार।
- सभी सामान्य शब्दावली, विधि, मानक, चिह्न तथा मानक समीकरण।

नोट:

छात्रों, संकाय, शोधकर्ताओं तथा कर्मचारिवृंदों द्वारा किया गया शोधकार्य, मूल विचार पर आधारित होगा, जिसमें केवल संक्षेपण, सारांश, अवधारणा, टिप्पणियां, परिणाम, निष्कर्ष तथा सिफारिशें शामिल होंगी तथा इसमें कोई समानताएं नहीं होंगी। इसमें चौदह (14) क्रमगत शब्दों तक सामान्य ज्ञान अथवा अनुरूप शब्दावली विवर्जित होगी।

8. साहित्यिक चोरी के स्तर :

साहित्यिक चोरी को परिभाषित करने के प्रयोजनार्थ उसकी गंभीरता के बढ़ते क्रम में साहित्यिक चोरी को निम्नवत स्तरों में मापा जाएगा:

- स्तर शून्य : दस प्रतिशत तक समानता- थोड़ी बहुत समानताएं, कोई दण्ड नहीं।
- प्रथम स्तर : दस प्रतिशत से चालीस प्रतिशत तक समानताएं।
- द्वितीय स्तर : चालीस प्रतिशत से साठ प्रतिशत तक समानताएं।
- तृतीय स्तर : साठ प्रतिशत से अधिक समानताएं।

9. साहित्यिक चोरी का पता लगाना/जानकारी प्रदान करना/कार्यवाही करना :

यदि शैक्षिक समुदाय का कोई सदस्य उपर्युक्त प्रमाण के साथ संदेह व्यक्त करता है कि किसी दस्तावेज में साहित्यिक चोरी का कोई प्रकरण बनता है, वह इस मामले की जानकारी विभागीय शैक्षिक सत्यनिष्ठा पेनल (डीएआईपी) को देगा। डीएआईपी, ऐसी शिकायत अथवा आरोप की प्राप्ति पर मामले की जांच करेगा तथा उच्चतर शिक्षा संस्थान की संस्थागत शैक्षिक सत्यनिष्ठा नामसूची (आईएआईपी) को अपनी सिफारिशें सौंपेगा।

उच्चतर शिक्षा संस्थान के प्राधिकारी साहित्यिक चोरी के कृत्य का स्वयंमेव संज्ञान भी ले सकते हैं और इन विनियमों के तहत कार्यवाहियां कर सकते हैं। इसी प्रकार, परीक्षक के निष्कर्षों के आधार पर भी उच्चतर शिक्षा संस्थान द्वारा कार्यवाही आरंभ की जा सकती है। ऐसे सभी मामलों की आईएआईपी द्वारा जांच की जाएगी।

10. विभागीय शैक्षिक सत्यनिष्ठा नामसूची (डीएआईपी) :

i. उच्चतर शिक्षा संस्थान के सभी विभाग एक डीएआईपी को अधिसूचित करेंगे जिसकी संरचना नीचे दी गई है:

क. अध्यक्ष-विभागाध्यक्ष

ख. सदस्य-विभाग से इतर एक वरिष्ठ शिक्षाविद्, जिसे उच्चतर शिक्षा संस्थान के प्रमुख द्वारा नामित किया जाएगा।

ग. सदस्य-साहित्यिक चोरी के साधनों से भली-भांति परिचित एक व्यक्ति, जिसे विभागाध्यक्ष द्वारा नामित किया जाएगा।

बिंदु 'ख' तथा 'ग' के संबंध में सदस्यगणों का कार्यकाल दो वर्षों का होगा। बैठक के लिए सदस्यों की गणपूर्ति 3 में से 2 सदस्यों द्वारा होगी (सभापति सहित)।

ii. डीएआईपी, छात्रों, संकाय, शोधकर्ताओं तथा कर्मचारिवृद्धों के विरुद्ध साहित्यिक चोरी के आरोपों के संबंध में निर्णय देते हुए नैसर्गिक न्याय के सिद्धांतों का पालन करेगा।

iii. डीएआईपी, को साहित्यिक चोरी के स्तरों का मूल्यांकन करने तथा तदनुसार, दण्ड की सिफारिश करने की शक्तियां प्राप्त होंगी।

iv. शिकायत प्राप्त होने/ कार्यवाहियां आरंभ किए जाने की तिथि से 45 दिनों के भीतर डीएआईपी, जांच उपरांत, अपनी रिपोर्ट सहित लगाए जाने वाले दण्डों पर अपनी सिफारिशों को आईएआईपी को प्रस्तुत करेगी।

11. संस्थागत शैक्षिक सत्यनिष्ठा पेनल (आईएआईपी) :

i. उच्चतर शिक्षा संस्थान, आईएआईपी को अधिसूचित करेंगे जिसकी संरचना नीचे दी गई है :

क. अध्यक्ष-उच्चतर शिक्षा संस्थान का सम-कुलपति/संकाय अध्यक्ष/वरिष्ठ शिक्षाविद्।

ख. सदस्य-उच्चतर शिक्षा संस्थान के अध्यक्ष द्वारा नामित एक वरिष्ठ शिक्षाविद्।

ग. सदस्य-उच्चतर शिक्षा संस्थान से इतर किसी अन्य उच्चतर शिक्षा संस्थान द्वारा नामित किया जाने वाला एक सदस्यगण।

घ. सदस्य-साहित्यिक चोरी के साधनों से भली-भांति परिचित एक व्यक्ति, जिसे विभागाध्यक्ष द्वारा नामित किया जाएगा।

एक ही व्यक्ति, डीएआईपी और आईएआईपी का अध्यक्ष नहीं होगा। अध्यक्ष सहित समिति के सदस्यगणों का कार्यकाल 3 वर्षों का होगा। बैठक के लिए सदस्यों की गणपूर्ति 3 में से 2 सदस्यों (सभापति सहित) द्वारा होगी।

ii. आईएआईपी, डीएआईपी की सिफारिशों पर विचार करेगा।

iii. आईएआईपी, इन विनियमों में उल्लिखित उपबंधों के अनुसार साहित्यिक चोरी के मामलों की जांच भी करेगा।

iv. आईएआईपी, उच्चतर शिक्षा संस्थान के छात्रों, संकाय, शोधकर्ताओं तथा कर्मचारिवृद्धों के विरुद्ध साहित्यिक चोरी के आरोपों के संबंध में निर्णय देते हुए नैसर्गिक न्याय के सिद्धांतों का पालन करेगा।

v. आईएआईपी को विधिवत् औचित्य के साथ दण्ड सहित डीएआईपी की सिफारिशों की समीक्षा करने की भी शक्तियां प्राप्त होंगी।

vi. आईएआईपी जांच उपरांत रिपोर्ट तथा उच्चतर शिक्षा विभाग के प्रमुख द्वारा लगाए जाने वाले दण्ड संबंधी सिफारिशों को डीएआईपी द्वारा शिकायत प्राप्त होने/ कार्यवाहियां आरंभ किए जाने की तिथि से 45 दिनों के भीतर भेजेगा।

vii. आईएआईपी उस व्यक्ति(यों) को रिपोर्ट की प्रति उपलब्ध कराएगा जिसके विरुद्ध जांच रिपोर्ट प्रस्तुत की गई है।

12. दण्ड :

साहित्यिक चोरी के मामले में निष्णात तथा शोध कार्यक्रमों के स्तर पर उच्चतर शिक्षा संस्थान में अध्ययनरत छात्रों तथा उच्चतर शिक्षा के संस्थानों के शोधकर्ताओं, संकाय तथा कर्मचारिवृंदों पर केवल उस स्थिति में ही दण्ड लगाया जाएगा जब बिना किसी संदेह के किसी व्यक्ति विशेष द्वारा शैक्षिक कदाचार किए जाने की पुष्टि हो जाती है और जब अपील के सभी विकल्पों को पूर्णतः उपयोग कर लिया जाता है और जब अमुक व्यक्ति को अपना बचाव करने के लिए स्पष्ट अथवा पारदर्शी पद्धति से पर्याप्त अवसर प्रदान किया गया हो।

12.1 शोध-प्रबंध (थीसीस) तथा शोध-निबंध (डिसरटेशन) को प्रस्तुत करने के मामले में साहित्यिक चोरी :

संस्थागत शैक्षिक सत्यनिष्ठा नामसूची (आईएआईपी) साहित्यिक चोरी की गंभीरता पर विचार कर दण्ड आरोपित करेगा :

- i. स्तर शून्य : दस प्रतिशत तक समानताएं— थोड़ी बहुत समानताएं, कोई दण्ड नहीं।
- ii. प्रथम स्तर : दस प्रतिशत से चालीस प्रतिशत तक समानताएं— ऐसे छात्रों को अधिकतम छह माह की विनिर्धारित अवधि के भीतर संशोधित आलेख जमा करने को कहा जाएगा।
- iii. द्वितीय स्तर : चालीस प्रतिशत से साठ प्रतिशत तक समानताएं— ऐसे छात्रों को अधिकतम एक वर्ष की अवधि के लिए संशोधित आलेख जमा करने से वंचित किया जाएगा।
- iv. तृतीय स्तर : साठ प्रतिशत से अधिक समानताएं— ऐसे छात्रों के उस कार्यक्रम के लिए पंजीकरण को रद्द कर दिया जाएगा।

नोट 1: बार-बार साहित्यिक चोरी करने पर दण्ड : प्रत्येक छात्र को साहित्यिक चोरी के लिए दण्डित किया जाएगा यदि उसके द्वारा की गई साहित्यिक चोरी पिछली बार की गई साहित्यिक चोरी से एक स्तर अधिक हो। यदि सर्वोच्च स्तर की साहित्यिक चोरी की गई हो तो उसे कारगर दंड दिया जाएगा।

नोट 2: उस स्थिति में साहित्यिक चोरी जब उपाधि/क्रेडिट पहले ही प्राप्त किया गया हो— यदि उपाधि/क्रेडिट किए जाने, जैसा भी मामला हो, प्रदान किए जाने की तिथि के बाद में साहित्यिक चोरी सिद्ध हो तो उसकी उपाधि/क्रेडिट को आईएआईपी द्वारा संस्तुत अवधि के लिए आस्थगित रखा जाएगा तथा संस्थान के प्रमुख द्वारा अनुमोदित किया जाएगा।

12.2 शैक्षिक तथा शोध प्रकाशनों में साहित्यिक चोरी के मामले में दण्ड :

- I. स्तर शून्य : दस प्रतिशत तक समानताएं— थोड़ी बहुत समानताएं, कोई दण्ड नहीं।
- II. प्रथम स्तर : दस प्रतिशत से चालीस प्रतिशत तक समानताएं—
 - i. ऐसे छात्रों को, पांडुलिपि वापस लेने को कहा जाएगा।
- III. द्वितीय स्तर : चालीस प्रतिशत से साठ प्रतिशत तक समानताएं—
 - i. उन्हें पांडुलिपि वापस लेने को कहा जाएगा।
 - ii. उन्हें एक वार्षिक वेतन वृद्धि के अधिकार से वंचित किया जाएगा।
 - iii. उन्हें दो वर्ष की अवधि के लिए किसी नई निष्णात, एम.फिल., पीएच.डी. छात्र/ विद्वान का पर्यवेक्षण करने की अनुमति नहीं दी जाएगी।
- IV. तृतीय स्तर : साठ प्रतिशत से अधिक समानताएं—
 - i. उन्हें पांडुलिपि वापस लेने को कहा जाएगा।
 - ii. उन्हें लगातार दो वार्षिक वेतन वृद्धि के अधिकार से वंचित किया जाएगा।
 - iii. उन्हें तीन वर्ष की अवधि के लिए किसी नए निष्णात, एम.फिल., पीएच.डी. छात्र/ विद्वान का पर्यवेक्षण करने की अनुमति नहीं दी जाएगी।

नोट 1: बार-बार साहित्यिक चोरी करने पर दण्ड : उन्हें पांडुलिपि वापस लेने को कहा जाएगा और उन्हें की गई साहित्यिक चोरी के निम्न स्तर से एक स्तर ऊपर की साहित्यिक चोरी के लिए दण्डित किया जाएगा। यदि की गई साहित्यिक चोरी सर्वोच्च स्तर की हो तो उसके लिए विहित दंड लागू होगा। यदि तृतीय स्तर के दोष की पुनरावृत्ति की गई हो तो उच्चतर शिक्षा संस्थान द्वारा सेवा नियमों के अनुसार निलंबन/सेवा समाप्ति सहित अनुशासनात्मक कार्रवाई की जाएगी।

नोट 2: उस स्थिति में दण्ड, जब साहित्यिक चोरी का लाभ अथवा क्रेडिट पहले ही प्राप्त किया गया हो— यदि लाभ अथवा क्रेडिट प्राप्त किए जाने, जैसा भी मामला हो, की तिथि के बाद साहित्यिक चोरी सिद्ध हो तो उसके द्वारा प्राप्त लाभ अथवा क्रेडिट को आईएआईपी द्वारा संस्तुत अवधि के लिए आस्थगित रखा जाएगा तथा संस्थान के प्रमुख द्वारा अनुमोदित किया जाएगा।

नोट 3 : उच्चतर शिक्षा संस्थान ऐसा तंत्र विकसित करेंगे ताकि यह सुनिश्चित किया जाए कि छात्र, संकाय, शोधकर्ता अथवा कर्मचारिवृद्ध द्वारा प्रकाशित किए गए प्रत्येक पत्र/शोध-प्रबंध (थीसीस) तथा शोध-निबंध (डिसरटेशन) को अग्रेषित/ प्रस्तुत किए जाने के समय साहित्यिक चोरी के लिए जांचा जाए।

नोट 4 : यदि उच्चतर शिक्षा संस्थान के प्रधान के विरुद्ध साहित्यिक चोरी की कोई शिकायत हो तो, इन विनियमों के अनुरूप उच्चतर शिक्षा संस्थान के नियंत्रण अधिकारी द्वारा उपर्युक्त कार्रवाई की जाएगी।

नोट 5 : यदि संस्थागत स्तर पर विभागाध्यक्ष/प्राधिकारियों के विरुद्ध साहित्यिक चोरी की कोई शिकायत हो तो, इन विनियमों के अनुरूप आईएआईपी द्वारा उपयुक्त कार्रवाई की जाएगी जिसे सक्षम अधिकारी द्वारा अनुमोदित किया जाएगा।

नोट 6 : यदि डीएआईपी अथवा आईएआईपी के किसी सदस्यगण के विरुद्ध साहित्यिक चोरी की कोई शिकायत हो तो, ऐसा सदस्य ऐसी बैठकों में भाग नहीं लेगा जहां उसके मामले के संबंध में चर्चा की जा रही हो/अथवा जांच की जा रही हो।

13. कठिनाइयों का निवारण

विश्वविद्यालय अनुदान आयोग, इन विनियमों के कार्यान्वयन के दौरान सामने आने वाली कठिनाइयों को भारत सरकार/मानव संसाधन विकास मंत्रालय के परामर्श से निवारण करने का अधिकार सुरक्षित रखता है।

प्रो. रजनीश जैन, सचिव

[विज्ञापन-III/4/असा./161/18]

UNIVERSITY GRANTS COMMISSION

NOTIFICATION

UNIVERSITY GRANTS COMMISSION (PROMOTION OF ACADEMIC INTEGRITY AND PREVENTION OF PLAGIARISM IN HIGHER EDUCATIONAL INSTITUTIONS) REGULATIONS, 2018

New Delhi, the 23rd July, 2018

F. 1-18/2010(CPP-II).—

Preamble

Whereas, University Grants Commission (UGC), as per UGC Act, 1956, is mandated to coordinate and determine the standards of higher education;

And whereas, assessment of academic and research work done leading to the partial fulfillment for the award of degrees at Masters and Research level, by a student or a faculty or a researcher or a staff, in the form of thesis, dissertation and publication of research papers, chapters in books, full-fledged books and any other similar work, reflects the extent to which elements of academic integrity and originality are observed in various relevant processes adopted by Higher Educational Institutions (HEIs);

Therefore, in exercise of the powers conferred by clause (j) of Section 12 read with clauses (f) and (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following regulations:-

1. Short title, application and commencement –

- These regulations shall be called the University Grants Commission (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, 2018.
- They shall apply to the students, faculty, researchers and staff of all Higher Educational Institutions in the country.
- These regulations shall come into force from the date of their notification in the Official Gazette.

2. Definitions -

In these regulations, unless the context otherwise requires—

- a. "Academic Integrity" is the intellectual honesty in proposing, performing and reporting any activity, which leads to the creation of intellectual property;
- b. "Author" includes a student or a faculty or a researcher or staff of Higher Educational Institution (HEI) who claims to be the creator of the work under consideration;
- c. "Commission" means the University Grants Commission as defined in the University Grants Commission Act, 1956;
- d. "Common Knowledge" means a well known fact, quote, figure or information that is known to most of the people;
- e. "Degree" means any such degree specified by the University Grants Commission, by notification in the Official Gazette, under section 22 of the University Grants Commission Act, 1956;
- f. "Departmental Academic Integrity Panel" shall mean the body constituted at the departmental level to investigate allegations of plagiarism;
- g. "Faculty" refers to a person who is teaching and/or guiding students enrolled in an HEI in any capacity whatsoever i.e. regular, ad-hoc, guest, temporary, visiting etc;
- h. "Higher Educational Institution (HEI)" means a university recognized under section 2(f) of the UGC Act, 1956 or an institution deemed to be university under section 3 of the UGC Act, 1956 or an affiliating college / institution or a constituent unit of a university;
- i. "Information" includes data, message, text, images, sound, voice, codes, computer programs, software and databases or microfilm or computer generated microfiche;
- j. "Institutional Academic Integrity Panel" shall mean the body constituted at Institutional level to consider recommendations of the departmental academic integrity panel and take appropriate decisions in respect of allegations of plagiarism and decide on penalties to be imposed. In exceptional cases, it shall investigate allegations of plagiarism at the institutional level;
- k. "Notification" means a notification published in the Official Gazette and the expression "notify" with its cognate meanings and grammatical variation shall be construed accordingly;
- l. "Plagiarism" means the practice of taking someone else's work or idea and passing them as one's own.
- m. "Programme" means a programme of study leading to the award of a masters and research level degree;
- n. "Researcher" refers to a person conducting academic / scientific research in HEIs;
- o. "Script" includes research paper, thesis, dissertation, chapters in books, full-fledged books and any other similar work, submitted for assessment / opinion leading to the award of master and research level degrees or publication in print or electronic media by students or faculty or researcher or staff of an HEI; however, this shall exclude assignments / term papers / project reports / course work / essays and answer scripts etc.;
- p. "Source" means the published primary and secondary material from any source whatsoever and includes written information and opinions gained directly from other people, including eminent scholars, public figures and practitioners in any form whatsoever as also data and information in the electronic form be it audio, video, image or text; Information being given the same meaning as defined under Section 2 (1) (v) of the Information Technology Act, 2000 and reproduced here in Regulation 2 (1);
- q. "Staff" refers to all non-teaching staff working in HEIs in any capacity whatsoever i.e. regular, temporary, contractual, outsourced etc.;
- r. "Student" means a person duly admitted and pursuing a programme of study including a research programme in any mode of study (full time or part-time or distance mode);
- s. "University" means a university established or incorporated by or under a Central Act, a Provincial Act or a State Act, and includes an institution deemed to be university under section 3 of the UGC Act, 1956;
- t. "Year" means the academic session in which a proven offence has been committed.

Words and expressions used and not defined in these regulations but defined in the University Grants Commission Act, 1956 shall have the meanings respectively assigned to them in UGC Act, 1956.

3. Objectives

- 3.1 To create awareness about responsible conduct of research, thesis, dissertation, promotion of academic integrity and prevention of misconduct including plagiarism in academic writing among student, faculty, researcher and staff.
- 3.2 To establish institutional mechanism through education and training to facilitate responsible conduct of research, thesis, dissertation, promotion of academic integrity and deterrence from plagiarism.
- 3.3 To develop systems to detect plagiarism and to set up mechanisms to prevent plagiarism and punish a student, faculty, researcher or staff of HEI committing the act of plagiarism.

4. Duties of HEI:

Every HEI should establish the mechanism as prescribed in these regulations, to enhance awareness about responsible conduct of research and academic activities, to promote academic integrity and to prevent plagiarism.

5. Awareness Programs and Trainings:

- (a) HEI shall instruct students, faculty, researcher and staff about proper attribution, seeking permission of the author wherever necessary, acknowledgement of source compatible with the needs and specificities of disciplines and in accordance with rules, international conventions and regulations governing the source.
- (b) HEI shall conduct sensitization seminars/ awareness programs every semester on responsible conduct of research, thesis, dissertation, promotion of academic integrity and ethics in education for students, faculty, researcher and staff.
- (c) HEI shall :
 - i. Include the cardinal principles of academic integrity in the curricula of Undergraduate (UG)/Postgraduate (PG)/Master's degree etc. as a compulsory course work/module.
 - ii. Include elements of responsible conduct of research and publication ethics as a compulsory course work/module for Masters and Research Scholars.
 - iii. Include elements of responsible conduct of research and publication ethics in Orientation and Refresher Courses organized for faculty and staff members of the HEI.
 - iv. Train student, faculty, researcher and staff for using plagiarism detection tools and reference management tools.
 - v. Establish facility equipped with modern technologies for detection of plagiarism.
 - vi. Encourage student, faculty, researcher and staff to register on international researcher's Registry systems.

6. Curbing Plagiarism

- a) HEI shall declare and implement the technology based mechanism using appropriate software so as to ensure that documents such as thesis, dissertation, publications or any other such documents are free of plagiarism at the time of their submission.
- b) The mechanism as defined at (a) above shall be made accessible to all engaged in research work including student, faculty, researcher and staff etc.
- c) Every student submitting a thesis, dissertation, or any other such documents to the HEI shall submit an undertaking indicating that the document has been prepared by him or her and that the document is his/her original work and free of any plagiarism.
- d) The undertaking shall include the fact that the document has been duly checked through a Plagiarism detection tool approved by the HEI.
- e) HEI shall develop a policy on plagiarism and get it approved by its relevant statutory bodies/authorities. The approved policy shall be placed on the homepage of the HEI website.
- f) Each supervisor shall submit a certificate indicating that the work done by the researcher under him / her is plagiarism free.
- g) HEI shall submit to INFLIBNET soft copies of all Masters, Research program's dissertations and thesis within a month after the award of degrees for hosting in the digital repository under the "Shodh Ganga e-repository".
- h) HEI shall create Institutional Repository on institute website which shall include dissertation / thesis / paper / publication and other in-house publications.

7. Similarity checks for exclusion from Plagiarism

The similarity checks for plagiarism shall exclude the following:

- i. All quoted work reproduced with all necessary permission and/or attribution.
- ii. All references, bibliography, table of content, preface and acknowledgements.
- iii. All generic terms, laws, standard symbols and standards equations.

Note:

The research work carried out by the student, faculty, researcher and staff shall be based on original ideas, which shall include abstract, summary, hypothesis, observations, results, conclusions and recommendations only and shall not have any similarities. It shall exclude a common knowledge or coincidental terms, up to fourteen (14) consecutive words.

8. Levels of Plagiarism

Plagiarism would be quantified into following levels in ascending order of severity for the purpose of its definition:

- i. Level 0: Similarities upto 10% - Minor similarities, no penalty
- ii. Level 1: Similarities above 10% to 40%
- iii. Level 2: Similarities above 40% to 60%
- iv. Level 3: Similarities above 60%

9. Detection/Reporting/Handling of Plagiarism

If any member of the academic community suspects with appropriate proof that a case of plagiarism has happened in any document, he or she shall report it to the Departmental Academic Integrity Panel (DAIP). Upon receipt of such a complaint or allegation the DAIP shall investigate the matter and submit its recommendations to the Institutional Academic Integrity Panel (IAIP) of the HEI.

The authorities of HEI can also take *suomotu* notice of an act of plagiarism and initiate proceedings under these regulations. Similarly, proceedings can also be initiated by the HEI on the basis of findings of an examiner. All such cases will be investigated by the IAIP.

10. Departmental Academic Integrity Panel (DAIP)

- i. All Departments in HEI shall notify a DAIP whose composition shall be as given below:
 - a. Chairman - Head of the Department
 - b. Member - Senior academician from outside the department, to be nominated by the head of HEI.
 - c. Member - A person well versed with anti plagiarism tools, to be nominated by the Head of the Department.

The tenure of the members in respect of points 'b' and 'c' shall be two years. The quorum for the meetings shall be 2 out of 3 members (including Chairman).

- ii. The DAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the student, faculty, researcher and staff.
- iii. The DAIP shall have the power to assess the level of plagiarism and recommend penalty(ies) accordingly.
- iv. The DAIP after investigation shall submit its report with the recommendation on penalties to be imposed to the IAIP within a period of 45 days from the date of receipt of complaint / initiation of the proceedings.

11. Institutional Academic Integrity Panel (IAIP)

- i. HEI shall notify a IAIP whose composition shall be as given below:
 - a. Chairman - Pro-VC/Dean/Senior Academician of the HEI.
 - b. Member - Senior Academician other than Chairman, to be nominated by the Head of HEI.
 - c. Member - One member nominated by the Head of HEI from outside the HEI
 - d. Member - A person well versed with anti-plagiarism tools, to be nominated by the Head of the HEI.

The Chairman of DAIP and IAIP shall not be the same. The tenure of the Committee members including Chairman shall be three years. The quorum for the meetings shall be 3 out of 4 members (including Chairman).

- ii. The IAIP shall consider the recommendations of DAIP.
- iii. The IAIP shall also investigate cases of plagiarism as per the provisions mentioned in these regulations.

- iv. The IAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the student, faculty, researcher and staff of HEI.
- v. The IAIP shall have the power to review the recommendations of DAIP including penalties with due justification.
- vi. The IAIP shall send the report after investigation and the recommendation on penalties to be imposed to the Head of the HEI within a period of 45 days from the date of receipt of recommendation of DAIP/ complaint / initiation of the proceedings.
- vii. The IAIP shall provide a copy of the report to the person(s) against whom inquiry report is submitted.

12. Penalties

Penalties in the cases of plagiarism shall be imposed on students pursuing studies at the level of Masters and Research programs and on researcher, faculty & staff of the HEI only after academic misconduct on the part of the individual has been established without doubt, when all avenues of appeal have been exhausted and individual in question has been provided enough opportunity to defend himself or herself in a fair or transparent manner.

12.1 Penalties in case of plagiarism in submission of thesis and dissertations

Institutional Academic Integrity Panel (IAIP) shall impose penalty considering the severity of the Plagiarism.

- i. **Level 0: Similarities upto 10%** - Minor Similarities, no penalty.
- ii. **Level 1: Similarities above 10% to 40%** - Such student shall be asked to submit a revised script within a stipulated time period not exceeding 6 months.
- iii. **Level 2: Similarities above 40% to 60%** - Such student shall be debarred from submitting a revised script for a period of one year.
- iv. **Level 3: Similarities above 60%** -Such student registration for that programme shall be cancelled.

Note 1: Penalty on repeated plagiarism- Such student shall be punished for the plagiarism of one level higher than the previous level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative.

Note 2: Penalty in case where the degree/credit has already been obtained - If plagiarism is proved on a date later than the date of award of degree or credit as the case may be then his/her degree or credit shall be put in abeyance for a period recommended by the IAIP and approved by the Head of the Institution.

12.2 Penalties in case of plagiarism in academic and research publications

- I. **Level 0: Similarities up to 10%** - Minor similarities, no penalty.
- II. **Level 1: Similarities above 10% to 40%**
 - i) Shall be asked to withdraw manuscript.
- III. **Level 2: Similarities above 40% to 60%**
 - i) Shall be asked to withdraw manuscript.
 - ii) Shall be denied a right to one annual increment.
 - iii) Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Student/scholar for a period of two years.
- IV. **Level 3: Similarities above 60%**
 - i) Shall be asked to withdraw manuscript.
 - ii) Shall be denied a right to two successive annual increments.
 - iii) Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Student/scholar for a period of three years.

Note 1: Penalty on repeated plagiarism - Shall be asked to withdraw manuscript and shall be punished for the plagiarism of one level higher than the lower level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative. In case level 3 offence is repeated then the disciplinary action including suspension/termination as per service rules shall be taken by the HEI.

Note 2: Penalty in case where the benefit or credit has already been obtained - If plagiarism is proved on a date later than the date of benefit or credit obtained as the case may be then his/her benefit or credit shall be put in abeyance for a period recommended by IAIP and approved by the Head of the Institution.

Note 3: HEIs shall create a mechanism so as to ensure that each of the paper publication/thesis/dissertation by the student, faculty, researcher or staff of the HEI is checked for plagiarism at the time of forwarding/submission.

Note 4: If there is any complaint of plagiarism against the Head of an HEI, a suitable action, in line with these regulations, shall be taken by the Controlling Authority of the HEI.

Note 5: If there is any complaint of plagiarism against the Head of Department/Authorities at the institutional level, a suitable action, in line with these regulations, shall be recommended by the IAIP and approved by the Competent Authority.

Note 6: If there is any complaint of plagiarism against any member of DAIP or IAIP, then such member shall excuse himself / herself from the meeting(s) where his/her case is being discussed/investigated.

13. Removal of Difficulty

UGC reserves the right to remove difficulty/difficulties in the course of implementations of these Regulations in consultation with the Government of India/ Ministry of Human Resource Development.

Prof. RAJNISH JAIN, Secy.

[ADVT.-III/4/Exty./161/18]

RAKESH
SUKUL

Digitally signed by
RAKESH SUKUL
Date: 2018.07.31 22:44:34
+05'30'

3.4.1.1
(3 point)

SRI VENKATESWARA UNIVERSITY-TIRUPATI

Prof. S. Vijaya Bhaskara Rao
Professor of Physics &
Dean, [R&D]
S.V. University,
Tirupati – 517502.



Phone: (O):(+91) 0877- 2248485
Mobile : (+91) 9440953122
Fax : (+91) 0877-2248485
E-mail: drsvbr.acas@gmail.com

CERTIFICATE

This is to inform that Sri Venkateswara University, Tirupati is using URKUND Anti-Plagiarism software before submitting the thesis by the PhD students. A maximum of three chances will be given to the research scholar if the percentage of plagiarism exceeds the approved limit of 10% as per the UGC notification F.1-18/2010(CPP-II) Dt. 23 July 2018.

S.VIJAYA BHASKARA RAO
Prof.S. VIJAYA BHASKARA RAO
Dean, Research & Development
Sri Venkateswara University
TIRUPATI-517 502

नोट 2 : उस स्थिति में दण्ड, जब साहित्यिक चोरी का लाभ अथवा क्रेडिट पहले ही प्राप्त किया गया हो— यदि लाभ अथवा क्रेडिट प्राप्त किए जाने, जैसा भी मामला हो, की तिथि के बाद साहित्यिक चोरी सिद्ध हो तो उसके द्वारा प्राप्त लाभ अथवा क्रेडिट को आईएआईपी द्वारा संस्तुत अवधि के लिए आस्थगित रखा जाएगा तथा संस्थान के प्रमुख द्वारा अनुमोदित किया जाएगा।

नोट 3 : उच्चतर शिक्षा संस्थान ऐसा तंत्र विकसित करेंगे ताकि यह सुनिश्चित किया जाए कि छात्र, संकाय, शोधकर्ता अथवा कर्मचारिवृंद द्वारा प्रकाशित किए गए प्रत्येक पत्र/शोध-प्रबंध (थीसीस) तथा शोध-निबंध (डिसरटेशन) को अप्रेषित/ प्रस्तुत किए जाने के समय साहित्यिक चोरी के लिए जांचा जाए।

नोट 4 : यदि उच्चतर शिक्षा संस्थान के प्रधान के विरुद्ध साहित्यिक चोरी की कोई शिकायत हो तो, इन विनियमों के अनुरूप उच्चतर शिक्षा संस्थान के नियंत्रण अधिकारी द्वारा उपर्युक्त कार्रवाई की जाएगी।

नोट 5 : यदि संस्थागत स्तर पर विभागाध्यक्ष/प्राधिकारियों के विरुद्ध साहित्यिक चोरी की कोई शिकायत हो तो, इन विनियमों के अनुरूप आईएआईपी द्वारा उपर्युक्त कार्रवाई की जाएगी जिसे सक्षम अधिकारी द्वारा अनुमोदित किया जाएगा।

नोट 6 : यदि डीएआईपी अथवा आईएआईपी के किसी सदस्यगण के विरुद्ध साहित्यिक चोरी की कोई शिकायत हो तो, ऐसा सदस्य ऐसी बैठकों में भाग नहीं लेगा जहां उसके मामले के संबंध में चर्चा की जा रही हो/अथवा जांच की जा रही हो।

13. कठिनाइयों का निवारण

विश्वविद्यालय अनुदान आयोग, इन विनियमों के कार्यान्वयन के दौरान सामने आने वाली कठिनाइयों को भारत सरकार/मानव संसाधन विकास मंत्रालय के परामर्श से निवारण करने का अधिकार सुरक्षित रखता है।

प्रो. रजनीश जैन, सचिव

[विज्ञापन-III/4/असा./161/18]

UNIVERSITY GRANTS COMMISSION

NOTIFICATION

UNIVERSITY GRANTS COMMISSION (PROMOTION OF ACADEMIC INTEGRITY AND PREVENTION OF PLAGIARISM IN HIGHER EDUCATIONAL INSTITUTIONS) REGULATIONS, 2018

New Delhi, the 23rd July, 2018

F. 1-18/2010(CPP-II).—

Preamble

Whereas, University Grants Commission (UGC), as per UGC Act, 1956, is mandated to coordinate and determine the standards of higher education;

And whereas, assessment of academic and research work done leading to the partial fulfillment for the award of degrees at Masters and Research level, by a student or a faculty or a researcher or a staff, in the form of thesis, dissertation and publication of research papers, chapters in books, full-fledged books and any other similar work, reflects the extent to which elements of academic integrity and originality are observed in various relevant processes adopted by Higher Educational Institutions (HEIs);

Therefore, in exercise of the powers conferred by clause (j) of Section 12 read with clauses (f) and (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following regulations:-

1. Short title, application and commencement –

- These regulations shall be called the University Grants Commission (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, 2018.
- They shall apply to the students, faculty, researchers and staff of all Higher Educational Institutions in the country.
- These regulations shall come into force from the date of their notification in the Official Gazette.

2. Definitions -

In these regulations, unless the context otherwise requires—

- a. "Academic Integrity" is the intellectual honesty in proposing, performing and reporting any activity, which leads to the creation of intellectual property;
- b. "Author" includes a student or a faculty or a researcher or staff of Higher Educational Institution (HEI) who claims to be the creator of the work under consideration;
- c. "Commission" means the University Grants Commission as defined in the University Grants Commission Act, 1956;
- d. "Common Knowledge" means a well known fact, quote, figure or information that is known to most of the people;
- e. "Degree" means any such degree specified by the University Grants Commission, by notification in the Official Gazette, under section 22 of the University Grants Commission Act, 1956;
- f. "Departmental Academic Integrity Panel" shall mean the body constituted at the departmental level to investigate allegations of plagiarism;
- g. "Faculty" refers to a person who is teaching and/or guiding students enrolled in an HEI in any capacity whatsoever i.e. regular, ad-hoc, guest, temporary, visiting etc;
- h. "Higher Educational Institution (HEI)" means a university recognized under section 2(f) of the UGC Act, 1956 or an institution deemed to be university under section 3 of the UGC Act, 1956 or an affiliating college / institution or a constituent unit of a university;
- i. "Information" includes data, message, text, images, sound, voice, codes, computer programs, software and databases or microfilm or computer generated microfiche;
- j. "Institutional Academic Integrity Panel" shall mean the body constituted at Institutional level to consider recommendations of the departmental academic integrity panel and take appropriate decisions in respect of allegations of plagiarism and decide on penalties to be imposed. In exceptional cases, it shall investigate allegations of plagiarism at the institutional level;
- k. "Notification" means a notification published in the Official Gazette and the expression "notify" with its cognate meanings and grammatical variation shall be construed accordingly;
- l. "Plagiarism" means the practice of taking someone else's work or idea and passing them as one's own.
- m. "Programme" means a programme of study leading to the award of a masters and research level degree;
- n. "Researcher" refers to a person conducting academic / scientific research in HEIs;
- o. "Script" includes research paper, thesis, dissertation, chapters in books, full-fledged books and any other similar work, submitted for assessment / opinion leading to the award of master and research level degrees or publication in print or electronic media by students or faculty or researcher or staff of an HEI; however, this shall exclude assignments / term papers / project reports / course work / essays and answer scripts etc.;
- p. "Source" means the published primary and secondary material from any source whatsoever and includes written information and opinions gained directly from other people, including eminent scholars, public figures and practitioners in any form whatsoever as also data and information in the electronic form be it audio, video, image or text; Information being given the same meaning as defined under Section 2 (1) (v) of the Information Technology Act, 2000 and reproduced here in Regulation 2 (1);
- q. "Staff" refers to all non-teaching staff working in HEIs in any capacity whatsoever i.e. regular, temporary, contractual, outsourced etc.;
- r. "Student" means a person duly admitted and pursuing a programme of study including a research programme in any mode of study (full time or part-time or distance mode);
- s. "University" means a university established or incorporated by or under a Central Act, a Provincial Act or a State Act, and includes an institution deemed to be university under section 3 of the UGC Act, 1956;
- t. "Year" means the academic session in which a proven offence has been committed.

Words and expressions used and not defined in these regulations but defined in the University Grants Commission Act, 1956 shall have the meanings respectively assigned to them in UGC Act, 1956.

3. Objectives

- 3.1 To create awareness about responsible conduct of research, thesis, dissertation, promotion of academic integrity and prevention of misconduct including plagiarism in academic writing among student, faculty, researcher and staff.
- 3.2 To establish institutional mechanism through education and training to facilitate responsible conduct of research, thesis, dissertation, promotion of academic integrity and deterrence from plagiarism.
- 3.3 To develop systems to detect plagiarism and to set up mechanisms to prevent plagiarism and punish a student, faculty, researcher or staff of HEI committing the act of plagiarism.

4. Duties of HEI:

Every HEI should establish the mechanism as prescribed in these regulations, to enhance awareness about responsible conduct of research and academic activities, to promote academic integrity and to prevent plagiarism.

5. Awareness Programs and Trainings:

- (a) HEI shall instruct students, faculty, researcher and staff about proper attribution, seeking permission of the author wherever necessary, acknowledgement of source compatible with the needs and specificities of disciplines and in accordance with rules, international conventions and regulations governing the source.
- (b) HEI shall conduct sensitization seminars/ awareness programs every semester on responsible conduct of research, thesis, dissertation, promotion of academic integrity and ethics in education for students, faculty, researcher and staff.
- (c) HEI shall :
 - i. Include the cardinal principles of academic integrity in the curricula of Undergraduate (UG)/Postgraduate (PG)/Master's degree etc. as a compulsory course work/module.
 - ii. Include elements of responsible conduct of research and publication ethics as a compulsory course work/module for Masters and Research Scholars.
 - iii. Include elements of responsible conduct of research and publication ethics in Orientation and Refresher Courses organized for faculty and staff members of the HEI.
 - iv. Train student, faculty, researcher and staff for using plagiarism detection tools and reference management tools.
 - v. Establish facility equipped with modern technologies for detection of plagiarism.
 - vi. Encourage student, faculty, researcher and staff to register on international researcher's Registry systems.

6. Curbing Plagiarism

- a) HEI shall declare and implement the technology based mechanism using appropriate software so as to ensure that documents such as thesis, dissertation, publications or any other such documents are free of plagiarism at the time of their submission.
- b) The mechanism as defined at (a) above shall be made accessible to all engaged in research work including student, faculty, researcher and staff etc.
- c) Every student submitting a thesis, dissertation, or any other such documents to the HEI shall submit an undertaking indicating that the document has been prepared by him or her and that the document is his/her original work and free of any plagiarism.
- d) The undertaking shall include the fact that the document has been duly checked through a Plagiarism detection tool approved by the HEI.
- e) HEI shall develop a policy on plagiarism and get it approved by its relevant statutory bodies/authorities. The approved policy shall be placed on the homepage of the HEI website.
- f) Each supervisor shall submit a certificate indicating that the work done by the researcher under him / her is plagiarism free.
- g) HEI shall submit to INFLIBNET soft copies of all Masters, Research program's dissertations and thesis within a month after the award of degrees for hosting in the digital repository under the "Shodh Ganga e-repository".
- h) HEI shall create Institutional Repository on institute website which shall include dissertation / thesis / paper / publication and other in-house publications.

7. Similarity checks for exclusion from Plagiarism

The similarity checks for plagiarism shall exclude the following:

- i. All quoted work reproduced with all necessary permission and/or attribution.
- ii. All references, bibliography, table of content, preface and acknowledgements.
- iii. All generic terms, laws, standard symbols and standards equations.

Note:

The research work carried out by the student, faculty, researcher and staff shall be based on original ideas, which shall include abstract, summary, hypothesis, observations, results, conclusions and recommendations only and shall not have any similarities. It shall exclude a common knowledge or coincidental terms, up to fourteen (14) consecutive words.

8. Levels of Plagiarism

Plagiarism would be quantified into following levels in ascending order of severity for the purpose of its definition:

- i. Level 0: Similarities upto 10% - Minor similarities, no penalty
- ii. Level 1: Similarities above 10% to 40%
- iii. Level 2: Similarities above 40% to 60%
- iv. Level 3: Similarities above 60%

9. Detection/Reporting/Handling of Plagiarism

If any member of the academic community suspects with appropriate proof that a case of plagiarism has happened in any document, he or she shall report it to the Departmental Academic Integrity Panel (DAIP). Upon receipt of such a complaint or allegation the DAIP shall investigate the matter and submit its recommendations to the Institutional Academic Integrity Panel (IAIP) of the HEI.

The authorities of HEI can also take *suomotu* notice of an act of plagiarism and initiate proceedings under these regulations. Similarly, proceedings can also be initiated by the HEI on the basis of findings of an examiner. All such cases will be investigated by the IAIP.

10. Departmental Academic Integrity Panel (DAIP)

- i. All Departments in HEI shall notify a DAIP whose composition shall be as given below:
 - a. Chairman - Head of the Department
 - b. Member - Senior academician from outside the department, to be nominated by the head of HEI.
 - c. Member - A person well versed with anti plagiarism tools, to be nominated by the Head of the Department.

The tenure of the members in respect of points 'b' and 'c' shall be two years. The quorum for the meetings shall be 2 out of 3 members (including Chairman).

- ii. The DAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the student, faculty, researcher and staff.
- iii. The DAIP shall have the power to assess the level of plagiarism and recommend penalty(ies) accordingly.
- iv. The DAIP after investigation shall submit its report with the recommendation on penalties to be imposed to the IAIP within a period of 45 days from the date of receipt of complaint / initiation of the proceedings.

11. Institutional Academic Integrity Panel (IAIP)

- i. HEI shall notify a IAIP whose composition shall be as given below:
 - a. Chairman - Pro-VC/Dean/Senior Academician of the HEI.
 - b. Member - Senior Academician other than Chairman, to be nominated by the Head of HEI.
 - c. Member - One member nominated by the Head of HEI from outside the HEI
 - d. Member - A person well versed with anti-plagiarism tools, to be nominated by the Head of the HEI.

The Chairman of DAIP and IAIP shall not be the same. The tenure of the Committee members including Chairman shall be three years. The quorum for the meetings shall be 3 out of 4 members (including Chairman).

- ii. The IAIP shall consider the recommendations of DAIP.
- iii. The IAIP shall also investigate cases of plagiarism as per the provisions mentioned in these regulations.

- iv. The IAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the student, faculty, researcher and staff of HEI.
- v. The IAIP shall have the power to review the recommendations of DAIP including penalties with due justification.
- vi. The IAIP shall send the report after investigation and the recommendation on penalties to be imposed to the Head of the HEI within a period of 45 days from the date of receipt of recommendation of DAIP/ complaint / initiation of the proceedings.
- vii. The IAIP shall provide a copy of the report to the person(s) against whom inquiry report is submitted.

12. Penalties

Penalties in the cases of plagiarism shall be imposed on students pursuing studies at the level of Masters and Research programs and on researcher, faculty & staff of the HEI only after academic misconduct on the part of the individual has been established without doubt, when all avenues of appeal have been exhausted and individual in question has been provided enough opportunity to defend himself or herself in a fair or transparent manner.

12.1 Penalties in case of plagiarism in submission of thesis and dissertations

Institutional Academic Integrity Panel (IAIP) shall impose penalty considering the severity of the Plagiarism.

- i. **Level 0: Similarities upto 10%** - Minor Similarities, no penalty.
- ii. **Level 1: Similarities above 10% to 40%** - Such student shall be asked to submit a revised script within a stipulated time period not exceeding 6 months.
- iii. **Level 2: Similarities above 40% to 60%** - Such student shall be debarred from submitting a revised script for a period of one year.
- iv. **Level 3: Similarities above 60%** -Such student registration for that programme shall be cancelled.

Note 1: Penalty on repeated plagiarism- Such student shall be punished for the plagiarism of one level higher than the previous level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative.

Note 2: Penalty in case where the degree/credit has already been obtained - If plagiarism is proved on a date later than the date of award of degree or credit as the case may be then his/her degree or credit shall be put in abeyance for a period recommended by the IAIP and approved by the Head of the Institution.

12.2 Penalties in case of plagiarism in academic and research publications

- I. **Level 0: Similarities up to 10%** - Minor similarities, no penalty.
- II. **Level 1: Similarities above 10% to 40%**
 - i) Shall be asked to withdraw manuscript.
- III. **Level 2: Similarities above 40% to 60%**
 - i) Shall be asked to withdraw manuscript.
 - ii) Shall be denied a right to one annual increment.
 - iii) Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Student/scholar for a period of two years.
- IV. **Level 3: Similarities above 60%**
 - i) Shall be asked to withdraw manuscript.
 - ii) Shall be denied a right to two successive annual increments.
 - iii) Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Student/scholar for a period of three years.

Note 1: Penalty on repeated plagiarism - Shall be asked to withdraw manuscript and shall be punished for the plagiarism of one level higher than the lower level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative. In case level 3 offence is repeated then the disciplinary action including suspension/termination as per service rules shall be taken by the HEI.

Note 2: Penalty in case where the benefit or credit has already been obtained - If plagiarism is proved on a date later than the date of benefit or credit obtained as the case may be then his/her benefit or credit shall be put in abeyance for a period recommended by IAIP and approved by the Head of the Institution.

Note 3: HEIs shall create a mechanism so as to ensure that each of the paper publication/thesis/dissertation by the student, faculty, researcher or staff of the HEI is checked for plagiarism at the time of forwarding/submission.

Note 4: If there is any complaint of plagiarism against the Head of an HEI, a suitable action, in line with these regulations, shall be taken by the Controlling Authority of the HEI.

Note 5: If there is any complaint of plagiarism against the Head of Department/Authorities at the institutional level, a suitable action, in line with these regulations, shall be recommended by the IAIP and approved by the Competent Authority.

Note 6: If there is any complaint of plagiarism against any member of DAIP or IAIP, then such member shall excuse himself / herself from the meeting(s) where his/her case is being discussed/investigated.

13. Removal of Difficulty

UGC reserves the right to remove difficulty/difficulties in the course of implementations of these Regulations in consultation with the Government of India/ Ministry of Human Resource Development.

Prof. RAJNISH JAIN, Secy.

[ADVT.-III/4/Exty./161/18]



The Director
NAAC Committee
S.V. University
TIRUPATI - 517 502