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ACCREDITED BY NAAC



JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD
(Established by Govt. Act No. 30 of 2008)
Kukatpally, Hyderabad – 500 085, Telangana, India

Cir. No: JNTUH/UAAC/Nomination/GOB/2020

Date: 07-09-2020

CIRCULAR

The Managements/ Principals of all Affiliated Colleges (including Autonomous Colleges) are hereby informed that the University nominated Governing Body Members to the Affiliated Colleges for which 3 years of tenure for University nominees, is over. However, the Guidelines to be followed by all the Affiliated Colleges in respect of conduct of Governing Body meetings are attached herewith. All the Affiliated Colleges are advised to strictly adhere to these guidelines. The details of the University Nominee along with the order copy and Guidelines of the Governing Body are available in the College dashboard under the “**Links**” section titled “**College Governing Body**”. The Colleges / Institutes are hereby directed to update the details of the Governing Body members to the Directorate of University Academic Audit Cell (DUAAC) portal as and when there are changes in the Governing Body members.

Further, you are informed to display prominently in your College website, the details of the Governing Body along with their photographs.


07/9/2020
REGISTRAR

To
The Managements / Principals of all affiliated colleges of JNTUH.
Copy to: PA to Vice-Chancellor / Rector / Registrar, JNTUH for information.

Guidelines for Governing Body

1. The College / Institute shall constitute a Governing Body which will be collectively responsible for framing the policies, implementing the institution's activities, determining its future direction, and fostering an environment in which the institutional mission is achieved as per the developmental plan.
2. The composition of the Governing Body of a College / Institute shall be:

Member No.	Governing Body designation	Eligibility of a person for the said designation
i)	Chairman	A technical expert either an entrepreneur or an industrialist or an educationist of repute
ii) – v)	Members	To be nominated by the Registered Society / Trust
vi & vii)	Members	Two eminent professionals from the area of Engineering & Technology /Pharmacy/ Management
viii & ix)	Members	Two academicians of excellence.
x)	Member	University Nominee
xi)	Member Secretary	Principal (ex-officio)

NOTE: In case of autonomous College / Institutes, additional members, if any, as per UGC shall be included in the constitution of Governing Body

3. The College / Institute shall upload the details of the Governing Body members to the Directorate of University Academic Audit Cell (DUAAC) portal from time to time (whenever there are changes) and display prominently in the respective websites along with the photographs of the Governing Body members.
4. The term of the Governing members, except the ex-officio member, shall be for a period of three years from the date of issue of orders by the College. In case of University Nominee, the tenure period is three

years from the date of issue of orders by the University or on attaining the age of superannuation whichever is earlier.

5. It is mandatory that the Governing Body shall meet at least twice a year (preferably once in a semester) and the minutes of the meeting shall be uploaded to the AAC portal within a week time, failing which, the University will take stringent action.
6. All such meetings shall be held within the respective College / Institute campuses. In the absence of the Chairman, the members can elect a pro-term Chairman from amongst the members present for that meeting. It shall be the responsibility of the Member Secretary to ensure that the meetings are held regularly and the minutes are recorded.
7. The presence of the University nominee for the meetings is mandatory.
8. The quorum for the meeting shall be 40% of the total members of the Governing Body including the University nominee.
9. The agenda of the Governing Body meetings shall include the following: Academic Performance, Analysis of Results, Review of Placements, Status of Grievances of Staff and Students, Payment of Salaries to staff, CAS promotions, Increments, Terminations, University Examination duties, RTI and any other item(s) as required from time to time.
10. The presence of the University nominee may be ensured during the NAAC/NBA visits to the College / Institute.
11. The Governing Body besides being the supreme administrative authority of the College / Institute, shall have the following additional functions:
 - i) To monitor the academic and other related activities of the College / Institute.
 - ii) To consider the recommendations of the Staff Selection Committee.
 - iii) To consider the important communications, policy decisions received from the University, State Government, UGC/AICTE/PCI, etc., from time to time.

- iv) To monitor the students' Performance and faculty development programs.
- v) To consider the recommendations of the Planning and Monitoring Board of the College / Institute for implementation.
- vi) To pass the annual budget of the College / Institute (including clearance of all University dues).
- vii) To check the audited income and expenditure accounts and approve the same for the College / Institute annually.
- viii) To approve the reduction of intake, courses, and closure
- ix) Approval of performance appraisal of faculty
- x) To monitor and advice for Industry Institute Interactions.
- xi) To monitor the steps taken for Students' Training and Placement Activities.
- xii) In case of Autonomous College / Institutes, the Governing Body shall have powers laid down by UGC in addition to the functions mentioned above.
- xiii) Any other relevant matter.

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