



INFORMATION HANDBOOK

Issued Under

The Right to Information Act 2005
(Enacted by Indian Parliament)

No. 22 of 2005
[Section] 4(1)(b)]

DAVANAGERE UNIVERSITY

SHIVAGANGOTTHRI, DAVANAGERE-577 007.
DAVANAGERE DISTRICT, KARNATAKA STATE.

ABOUT DAVANGERE UNIVERSITY

This University is an affiliating type of University, established on 18.08.2009 through an amendment Act No. 25 of 1987 of Karnataka Legislature by amending KSU Act, 2000.

It is a University with a distinctive Academic profile, blending itself committed to rural ethos and a modern spirit. It has 21 Post-Graduate Departments of Studies/Research in the faculties of Arts, Commerce, Education, Science and Technology. This University has 122 Affiliated Colleges under its jurisdiction spread over in two districts, namely, Davanagere and Chitradurga. It has a Post-Graduate Centre located at G.R. Halli, Chitradurga and also a Constituent College at Davangere.

This University has been recognized by the University Grants Commission (UGC) under section 2 (f), 12 (B) and also 22 of UGC Act 1956.

The Academic life on the campus is vibrant and exciting with Seminars, Symposia and Workshops. Special lectures and Workshops are organised throughout the year in all the P.G. Departments. Both the Conventional and Non-Conventional Courses of Studies have updated its syllabi responsive to the needs of the contemporary Society and the Research Orientation is Innovative, Original and directed to societal needs. The main Campus is in the lap of a lush, picturesque locale providing the right ambience for University Education. Indeed, Davangere University is a place that one would love to be associated with.

LOCATION OF THE CAMPUS:

The University main Campus is located at Shiva Gangotri, Tholahunase, at a distance of 12 kms from Davangere city. Davangere is an important Educational, Commercial and Industrial town in the State, well connected by Road and Rail (State Highway 76 connected with National Highway No.4 at Bada cross).

The Campus sprawls over an area of 73 Acres. The entire campus area is **free from any form of pollution** including **NOISE**. There is no exaggeration in saying that the undisturbed and pleasing atmosphere on the campus makes it ideally suited for the pursuit of Higher Education. The main Campus can be reached by using the State Road Transport/Mofussil (Private) Bus services and are well connected by Rail.


DAVANAGERE UNIVERSITY
DAVANAGERE

**INFORMATION PUBLISHED IN PURSUANCE OF SECTION 4(1) (b) OF
 THE RIGHT TO INFORMATION ACT, 2005
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INTRODUCTION

The Right to Information Act 2005 (Act No. 22 of 2005) provides for setting out the practical regime of right to information for citizens to secure access to information under the control of Public Authorities in order to promote transparency and accountability in the working of each Public Authority.

Section 2 (h) defines "**Public Authority**" as follows:

(h) "**Public Authority**" means any Authority or Body or Institution of Self-Government established or constituted by Law:

- (a) By or under the Constitution;
- (b) By any other Law made by Parliament;
- (c) By any other Law made by State Legislature;
- (d) By notification issued or Orders passed by the appropriate Government/Authority.

and includes any:-

- (i) Body owned, controlled or substantially financed;
- (ii) Non-Government Organization substantially financed.

Section 2 (i) defines "**Record**" which includes:-

- (a) Any Document, Manuscript and File;
- (b) Any Micro-film, Micro-fiche and Facsimile copy of a Document;
- (c) Any reproduction of image or images embodied in such micro-film (whether enlarged or not); and
- (d) Any other material produced by a computer or any other device.

Further, as per Section 20, "**Right to Information**"

- (i) "**Right to Information**" means the Right to Information accessible under this Act which is held by or under the control of any Public Authority and includes the right to -
- (i) Inspection of Work, Documents, Records;
 - (ii) Taking notes, extracts or certified copies of documents or records;
 - (iii) Taking certified samples of material;
 - (iv) Obtaining information in the form of diskettes, floppies, tapes, video cassettes or in any other electronic mode or through printouts where such information is stored in a computer or in any other device;

Section 4 (1)(b) requires every Public Authority to provide as much information SUO-MOTO to the public at regular intervals through various means of communication, including internet, so that the public have minimum resort to the use of this Act to obtain information. The sub section 4 (1)(b) provides for publication of information broadly mentioned under headings (i) to (xvii). In compliance with these provisions, this Information Handbook is published about Davangere University. The information is also available at University website www.davangereuniversity.ac.in

This Information Handbook will enable the citizens of India across the Globe to obtain information as to the provisions contained in various rules and regulations governing the Academic/Research/Examinations/Administration or any other similar activities of Davangere University.

This Information Handbook is divided into 20 Manuals

Subsection 4 (1)(b)(xii) provides information on the manner of execution of subsidy Programmes. This facility is not applicable to the University.

**REGISTRAR AND
PUBLIC INFORMATION OFFICER
DAVANAGERE UNIVERSITY.**

MANUAL - 1
Section 4 (1)(b)(i)

PARTICULARS OF ORGANIZATION, FUNCTIONS AND DUTIES

This is a State University established by an amendment act of the State Government of Karnataka established on 18.08.2009 with its headquarters at Davangere. This University has been recognized by the UGC under the various provisions of UGC Act 1956. This has been receiving grants from the Government of Karnataka, the Government of India and also Central Government Agencies for the purposes of Academic/Research/Development.

OBJECTIVES:

- To develop and maintain the Educational Institutions coming under the jurisdiction of Davangere University dedicated to organization, conduct and promotion of educational pursuits for Under-Graduate and Post-Graduate Studies.
- To initiate, sustain and promote in various Faculties of Studies in the University.
- To undertake endeavors calculated to sub serve the above *objects*.

CORE VALUES OF DAVANGERE UNIVERSITY

- *Global Outlook - Regional Focus*
- *Commitment to Equity and Social Justice*
- *Conservation of Natural Resources and Cultural Heritage*
- *Humanism and Holistic View*

VISION

To achieve excellence through educational transformation for creating the knowledge society by providing quality, equity and social justice, with a motto of building innovative and constructive environment this aims at over all-inclusive and sustainable development of the Country.

MISSION

- Achieving academic excellence to enhance global competitiveness of the **youth of the Country**.
- Create inclusive knowledge society and to enhance harmony and understanding of Nationality.
- Inculcating culture of creativity and innovation among the **youth**.
- Enhance Research Skills of the **youth** by introducing exemplary

programmes and practices.

- Introducing various programmes to meet the needs of various sections of the Society through Value Addition Programmes.

LOCATION OF DEPARTMENTS AND THE OFFICE

The Administrative Block of the University is located on the main Campus, Shiva Gangotri. All other Secretariat Offices of the University (Vice-Chancellor and the Registrar) like Academic/Research, Examination Branch, Finance Branch and other subordinate offices are also located in the main Campus. All the services in the Offices of the University are linked with Network System.

The Academic and Research Programmes of all Post-Graduate Departments are being functional at this Campus. There are 29 P.G. Departments coming in the Faculties of Arts, Commerce, Education and Science and Technology have been connected with Computer, LAN and WI-FI facilities. The Post-Graduate Courses of Science Departments have been equipped with advanced Laboratory facilities including Departmental Library Services.

POST GRADUATE DEPARTMENTS OF STUDIES/RESEARCH LOCATED IN SHIVA GANGOTRI CAMPUS, DAVANGERE.			
<i>Faculty of Arts</i>	<i>Faculty of Commerce</i>	<i>Faculty of Education</i>	<i>Faculty of Science & Technology</i>
1. Kannada 2. English 3. Urdu 4. Criminology 5. Economics 6. Fashion Technology 7. History 8. Journalism and Mass Communication 9. Music and Performing Arts 10. Political Science 11. Sociology 12. Social Work (MSW)	1. M.Com 2. Management Studies	1. M. Ed 2. B.P.Ed 3. M.P.Ed	1. Botany 2. Biochemistry 3. Biotechnology 4. Chemistry 5. Computer Science 6. Environmental Science 7. Food Technology 8. Mathematics 9. Microbiology 10. Physics 11. Yogic Science 12. Zoology

**PG - DEPARTMENTS LOCATED AT POST GRADUATE CENTRE,
JNANA GANGOTRI CAMPUS, G.R. HALLI, CHITRADURGA.**

<i>Faculty of Arts</i>	<i>Faculty of Commerce</i>	<i>Faculty of Science & Technology</i>
1. Kannada 2. English 3. Economics	1. M.Com	1. Botany 2. Chemistry 3. Zoology

UNIVERSITY HOSTELS FOR MEN AND WOMEN

- A) There are FOUR Hostels available for Men and also FOUR Hostels for Women at the University Campus, Shiva Gangotri, Davangere.
and
- B) There are TWO separate Hostels available for Men and Women at the Post Graduate Campus, Jnana Gangotri, G.R. Halli, Chitradurga.

A large number of New, Innovative and Employment Oriented Science Courses were started from the Academic year 2012-13 to train the students in respective professional courses to meet the emerging demands in the Science & Technology sector.

The Library is housed in a fully furnished building with COMPUTER, LAN and WI-FI FACILITIES FOR ALL USERS. There are separate furnished halls available for Reference Section, Browsing Section and Computer Section. Sufficient Technical Personnel are also available to meet the necessary demands of Library Users.

DUTIES AND RESPOSIBILITIES OF THE UNIVERSITY

It is the responsibility of the University to provide Academic Information at the Graduate level and encourage all the students to pursue the designed curriculum/syllabus prepared in the respective disciplines, in the faculties of Arts, Commerce, Education and Science & Technology. The Students are also encouraged to visit the University Library in order to collect additional data/information relating to the curriculum. Remedial Coaching Classes/Tutorials are being organised to improve the skills and efficacy of students. Seminars are also organised especially for the students to motivate them for imparting lectures in their specialized subjects. Submission of dissertations is made compulsory to improve their domain knowledge in the concerned subject. They are also Special Coaching Classes are also conducted to prepare the students and encourage them to attend for Competitive Examinations.

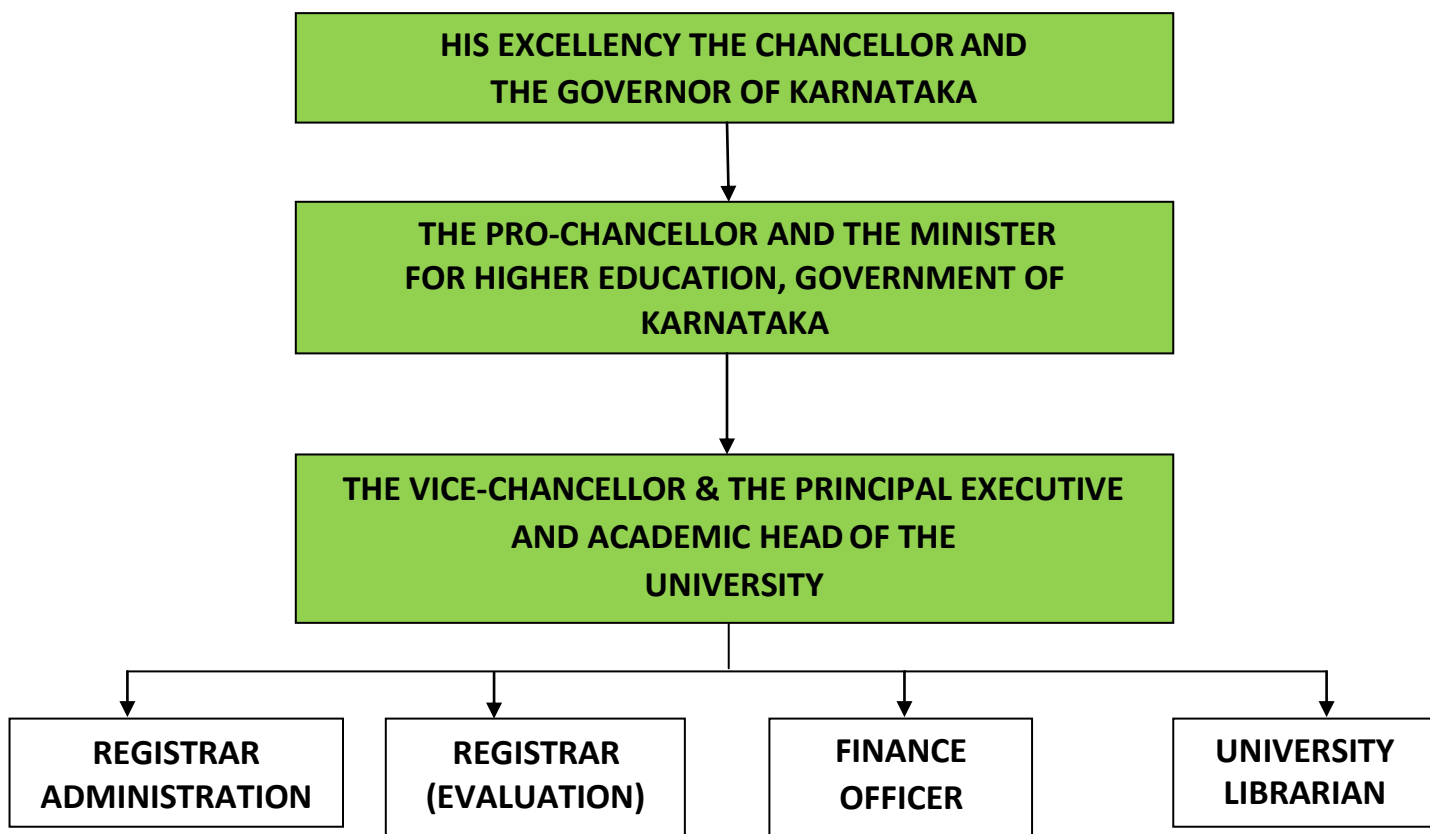
MAIN ACTIVITIES/FUNCTIONS OF THE UNIVERSITY INCLUDE

- To conduct Research in various branches of learning available in the University.
- To conduct chosen (designated) Courses and Examinations and facilitate students through formal (regular) mode.
- To facilitate to conduct *add-on* Courses of duration *less than* the regular ones.
- To undertake various activities so as to supplement the efforts of Research and Teaching for various Degrees and Diplomas. This would also include conferring Honorary Degrees and to *interact* with other Universities/Other Institutions/Other Academic Bodies.
- To establish specific Research Centers for specialized Studies and Research in any branch of learning.
- To take action for Institution, maintenance and extension of, Scholarships, Fellowships, Awards and Prizes etc.
- To maintain Colleges and Hostels of Residence.
- To Affiliate Colleges coming under the jurisdiction of the University (Davangere and Chitradurga Districts) in respect of such Courses coming under the faculties of Arts, Commerce, Education and Science & Technology.

The following Academic/Research services are being provided at Graduate and Post Graduate Level:

- The University offers for pursuing Graduate courses in the faculties of Arts, Commerce, Education, and Science & Technology through its Constituent, Autonomous and Affiliated Colleges.
- The University offers for pursuing Post-Graduate Courses and Research in the faculties of Arts, Commerce, Education, Science & Technology in its Post Graduate Departments located at the University main Campus, Shiva Gangotri, Davangere, Post-Graduate Centre, Jnana Gangotri Campus, G.R. Halli, Chitradurga and also through the P.G. Departments being run in Constituent, Autonomous and Affiliated Colleges of this University.
- The University may undertake various Research/Special Studies/Projects especially financed for this purpose by the Government of India, UGC and other Agencies/Bodies recognized by Government of India or the Government of Karnataka.

ORGANIZATION CHART OF DAVANGERE UNIVERSITY





ORGANIZATION CHART OF THE SECRETARIAT OF REGISTRAR

REGISTRAR

ACADEMIC ADMINISTRATION		UNIVERSITY LIBRARIAN	DEVELOPMENT & GENERAL ADMINISTRATION			
DEANS OF FACULTIES	DIRECTORATES OF					
ARTS	COLLEGE DEVELOPMENT COUNCIL			ACADEMIC	ENGINEERING SECTION	SC/ST STUDENTS DEVELOPMENT CELL
COMMERCE & MANAGEMENT	PHYSICAL EDUCATION & SPORTS			AUTHORITIES	HORTICULTURE SECTION	OBC & MINORITIES CELL
EDUCATION	STUDENTS WELFARE			DEVELOPMENT	UNIVERSITY HEALTH CENTRE	INTERNATIONAL STUDENTS CELL
SCIENCE & TECHNOLOGY	P. M. E BOARD			HUMAN RESOURCES MGMT.	PUBLIC RELATIONS CELL	P.G. CENTRE
ALL CHAIRPERSONS/ COORDINATORS OF POST GRADUATE DEPARTMENTS UNIVERSITY CAMPUS, DAVANGERE & P.G. CENTRE, CHITRADURGA	INTERNAL QUALITY ASSURANCE CELL			LEGAL CELL/ SAKALA/RTI	ALL HOSTELS ADMINISTRATION	PRINCIPAL, U.C.V.A
	DIRECTOR. OF RESEARCH PROGRAMS PRASARANGA			S. P. D. SECTION	ALL CAFETERIAS	COMPETITIVE EXAMINATIONS TRAINING CENTRE
				RECRUITMENT CELL	YOUTH RED CROSS UNIT	N.S.S. UNIT
				ESTATE OFFICER	PLACEMENT CELL	E. C. A.
					STUDENTS SUPPORT CELL	

AUTHORITIES OF THE UNIVERISTY

1. The Academic Council
2. The Syndicate
3. The Finance Committee
4. The Board of Studies
5. The Faculties
(Arts, Commerce, Education, Science & Technology)
6. The Planning, Monitoring and Evaluation Board.

Expectation of the University from the public for Enhancing its Effectiveness and Efficiency:

The University expects objectives and considered support from citizens of the country as well as persons directly associated with the affairs of the University.

Arrangements and methods made for seeking public participation/ Constitution:

Public involvement in the affairs of the University is through nomination of people from various walks of public life on its various administrative bodies, viz, the Syndicate and the Academic Council under the various provisions as specified in the Karnataka State Universities Act, 2000 and also the Statutes, the Regulations and Ordinances of the University. People from public life are invited to the faculties in their relevant fields of specialization.

Mechanism available for monitoring the service delivery and Public Grievances resolution.

Management of the various activities of the University are supervised by the Vice-Chancellor and through the designated University authorities and procedure. Monitoring the Academic Administration and **overall** affairs of the University is through the Syndicate, the Academic Council, the Finance Committee and other Authorities of the University.

Working Hours of the University:

The working Hours of the University shall be between 10:00 am & 5:30 pm (From Monday to Saturday - except Second Saturday, All Sundays and all declared General Holidays)

MANUAL 2
Section 4 (1)(b)(ii)

POWERS OF THE VICE CHANCELLOR

As per section 15 of Karnataka State Universities Act 2000 –

- 1) The Vice-Chancellor shall be the ***Principal Executive and Academic Officer*** of the University and shall exercise general control over the affairs of the University. He shall exercise all powers necessary for maintenance of discipline in the University.
- 2) He shall be Ex-officio Chairman of the Academic Council; the Syndicate and the Finance Committee. He shall preside over in the absence of the Chancellor and Pro-Chancellor at the Convocation. He shall preside over the meetings of the Authorities or bodies of the Universities, and shall be entitled to *Vote*.
- 3) He shall ensure that all the provisions of this Act, the Statutes, the Ordinances and the Regulations are observed and shall have all the powers necessary for that purpose.
- 4) He may either himself or through any Officer of the University authorized in writing by him, convene the meetings of the Academic Council, the Syndicate and the Finance Committee and shall perform all such acts as may be necessary to carry out and give effect to the decisions of these Authorities.
- 5) In case of emergency which, in his opinion, requires immediate action, the Vice-Chancellor shall take such action as he deems necessary and shall at the earliest opportunity thereafter report the action taken to such authority or body which in the *ordinary course* would have dealt with the matter.

Provided that if the action taken by the Vice-Chancellor is not approved by the Authority or body concerned, he may refer the matter to the Chancellor whose decision thereon shall be final:

Provided further that any person in the service of the University affected by the decision of the Authority or body based on the report of the Vice-Chancellor under this sub-section may prefer an appeal to the Chancellor within Thirty Days from the date on which the decision was communicated to him and the decision of the Chancellor on such appeal shall be final:

Provided also that the powers vested under this sub-section shall not be exercised to **revise the pay scale** of University employees or to grant affiliation to a college or a course of instruction and if in the exercise of the powers under this sub-section Statutes or Regulations are framed, they shall be subject to the approval of the Chancellor under the relevant provision of this Act and if Ordinances are made they shall be submitted to the Chancellor in accordance with this Act.

- 6) The Vice-Chancellor shall exercise such other powers as may be prescribed by the Statutes, Ordinances and Regulations.

MANUAL 3
Section 4 (1)(b)(iii)

PROCEDURE FOLLOWED TO TAKE DECISION ON VARIOUS MATTERS

Decisions on policy matters on various issues in connection with Academic/Research, Administration, Examination, Financial Administration or any other issues related to University Administration will be taken by the respective authorities of the University as shown under section 27 of KSU Act 2000, duly following the Government Orders, Statutes and Regulations of the University/the Government of Karnataka/the UGC/the Government of India.

However, in respect of day-to-day administration of the University the decision will be taken by the Vice-Chancellor duly following the Government Orders, Statutes and Regulations of the University/the Government of Karnataka/the UGC/the Government of India.

MANUAL 4
Section 4 (1)(b)(iv)

**NORMS SET BY THE UNIVERSITY FOR THE DISCHARGE OF
DUTIES AND RESPONSIBILITIES**

Norms and standards for various activities of the University are set by the competent authorities of the University such as the Syndicate, the Academic Council, the Finance Committee and the Government of Karnataka/the Government of India. The Planning, Monitoring and Evaluation Board which monitors the Academic/Research Progress and also internal quality of the Academic achievements of the University.

MANUAL 5
Section 4 (1)(b)(v)

MODE OF PUBLIC PARTICIPATION

Various statutory bodies of the University, namely the University Syndicate and the Academic Council comprises of eminent educationist belongs to SC/ST/OBC/Religious Minorities/Women and also General public who can directly participate in the affairs of the University in public interest.

MANUAL 6
Section 4 (1)(b)(vi)

**COMPOSITION OF SYNDICATE, ACADEMIC COUNCIL &
FINANCE COMMITTEE ARE AS FOLLOWS:**

COMPOSITION OF THE SYNDICATE

- (I) The Syndicate shall consist of the following Members, namely:-
- (a) the Vice-Chancellor;
 - (b) the Commissioner for Collegiate Education or his nominee not below the rank of a Joint Director;
 - (c) the Director of Technical Education or his nominee not below the rank of a Joint Director ;
 - (d) One Dean nominated by the Vice-Chancellor for a period of one year by rotation according to seniority.
 - (e) Two members nominated by the Chancellor from among eminent educationists, or persons from Commerce, Banking, Industry or other professions;
 - (f) Four Principals of affiliated Colleges nominated by the Vice-Chancellor for a period of one year by rotation in the order of seniority, of whom one shall be a woman Principal.
 - (g) Six persons nominated by the State Government from amongst eminent educationists of whom,-
 - (i) one shall be a person belonging to the Scheduled Castes or the Scheduled Tribes;
 - (ii) one a person belonging to the Other Backward Classes;
 - (iii) one a Woman;
 - (iv) one a person belonging to Religious Minorities, and
 - (v) two others;
- Provided that no person who is in the employment of an affiliated college or in the University in whatever capacity shall be eligible for nomination.
- (h) One Person who is a Professor of Post-Graduate Studies nominated by the Vice-Chancellor with approval of State Government for a period of one year by rotation in the order of seniority.
 - (i) the Director of Medical Education or his nominee not below the rank of Joint Director;
 - (j) the Commissioner for Public Instruction or his nominee not below the rank of Joint Director;
 - (k) the Director of Pre-University Education or his nominee not below the rank of Joint Director.

POWERS OF THE SYNDICATE

The Syndicate shall have the power to manage the affairs of the University in particular to administer the funds and properties of the University.

- (1) The Syndicate shall hold atleast **EIGHT MEETINGS** during a year. The duration between two consecutive meetings shall not exceed eight weeks.
- (2) It has power to enter into or cancel the contracts on behalf of the University.
- (3) Without prejudice to the generality of the foregoing, the Syndicate shall have the following powers, namely –
 - a. To manage and regulate the finances and all other administrative matters of the University and for that purpose to appoint
 - b. To enter into, vary carryout and cancel contracts on behalf of the University.
 - c. To appoint, subject to the provisions of Section 34 examiners and moderators and if necessary to change or to remove them and also to fix their fees, emoluments and travelling and other allowances.
 - d. To make arrangements for the conduct of examinations prescribed by the statutes, ordinances or regulations;
 - e. To receive, acquire, hold, control and administer the properties of the University, both movable and immovable and to invest the funds of the University judiciously in appropriate schemes;
 - f. To cause to be maintained proper accounts of the properties and funds of the University;
 - g. To charge and collect fees for:-
 - i. Tuition and research;
 - ii. Admission to examinations and convocations;
 - iii. Such other services as the University may undertake;
 - iv. Affiliation and inspection of colleges; and
 - v. Such other purposes as may be prescribed by the Statutes;
 - h. To prepare the financial estimate of the University and to submit the same to the Academic Council.
 - i. To administer and control the colleges, hostels, libraries, laboratories, museums and other Institutions established or maintained by the University;
 - j. To make recommendations regarding admission of college to affiliation;
 - k. To recognise hostels not administered by the University and to suspend or withdraw such recognition;

- l. To regulate supervise and control the residence and discipline of the students of the University within the campus and its annexes and to promote their health and well-being;
- m. To constitute and regulate the working of Employment Bureau and the Bureau of Information.
- n. To delegate such of its functions to the Vice-Chancellor as may be prescribed by the Statutes.
- o. To select a common seal for the University and to provide for its custody and use.
- p. To arrange for the conduct of litigation by or against the University.
- q. To institute Professorship, Lectureship or any other posts of teachers required by the University on the recommendation of the Academic Council.

MANUAL 7
Section 4 (1)(b)(vii)

COMPOSITION OF THE ACADEMIC COUNCIL

- (I) The Academic Council shall consist of the following members, namely:-
- (i) The Vice-Chancellor;
 - (ii) The Commissioner for Collegiate Education or his nominee not below the rank of Joint Director;
 - (iii) The Director of Technical Education or his nominee not below the rank of Joint Director;
 - (iv) One Member of the Karnataka Legislative Assembly in respect of each district falling within the University area, nominated by the Speaker Karnataka Legislative Assembly;
 - (v) Two Members of the Karnataka Legislative Council nominated by the Chairman, Karnataka Legislative Council;
 - (vi) Ten Principals of affiliated colleges nominated by the Vice-Chancellor for a term of two years by rotation in the order of seniority.
 - (vii) Three eminent persons representing Industry, Commerce, banking or any other profession based within the territorial jurisdiction of the University nominated by the State Government for a term not exceeding three years.
 - (viii) Five Professors of the Department of the University nominated by the Vice-Chancellor, by rotation in the order of seniority each for a term of two years.
 - (ix) Five Deans of the Faculties nominated by the Vice-Chancellor by rotation in the order of seniority each for a term of two years.
 - (x) Six students to be nominated by the Vice-Chancellor for a period of two years of whom One shall be a Student of a Degree Course, one, a Student of a Post-Graduate Course, one, a student of a Professional Course, one, a candidate of the National Cadet Corps, one a candidate of the National Social Service, one sports candidate on the basis of merit and of them so atleast one shall be a woman and one Research Student.

Provided that no student shall be eligible for nomination,-

- (a) unless his name appears on the rolls of the University or a college affiliated to the University;
 - (b) unless he is following a course in the University or a college affiliated to the University leading to a degree or a Post-Graduate degree or Post-Graduate diploma of the University;
 - (c) if he is studying in a morning college or an evening college or having examination as an external candidate or through correspondence courses;
 - (d) if he has failed to complete a course in six years:
- (xi) Six persons nominated by the State Government for a term of three years from amongst eminent educationists of whom one belonging to the Scheduled Castes or the Scheduled Tribes; one belonging the Other Backward Classes, one representing the Women, one representing the religious minority and two representing others;
 - (xii) The Librarian;
 - (xiii) The Director of Students Welfare;
 - (xiv) The Director of Planning Monitoring and Evaluation Board;
 - (xv) The Director of the College Development Council;
 - (xvi) The Director of Physical Education;
 - (xvii) The Registrar (Evaluation)
 - (xviii) The Registrar - Member Secretary.

(2) The Academic Council Committee shall meet atleast **ONCE IN THREE MONTHS.**

(3) THE POWERS OF ACADEMIC COUNCIL

The Academic Council shall be the Academic body of the University and shall subject to the provision of this Act.

- (1) The Statutes, Ordinances and Regulations, have the control and general regulation of, and be responsible for the maintenance of, the standards of instruction, education and examination of the University.
- (2) Without prejudice to the generality of the foregoing and subject, to such conditions as may be specified by or under the provisions of this Act, the Academic Council shall exercise the following powers, namely:-
 - i. To make proposal for issue of Ordinances, relating to academic matters.
 - ii. To make regulations regarding the courses of study in so far as they are not covered by the ordinances.
 - iii. To make Regulations regarding the scheme of examinations degrees, diplomas, certificates or other academic distinctions.
 - iv. To make Regulation for declaration of the results of the various University Examinations;
 - v. To arrange for co-ordination of studies and of teaching in colleges and in recognised institutions.
 - vi. To formulate schemes for promoting research within the University or for promoting other specialised studies;
 - vii. To make proposals for allocation subjects to the Faculties and

- to assign its own members to the Faculties.
- viii. To determine the criteria for grant of exemptions relating to the admission of students to examinations.
 - ix. To make proposals for the institution of posts of Professorships, Readerships, Lectureships and other posts of teachers required by the University and for prescribing the duties of such posts.
 - x. To make proposals for the institution and award of fellowships, travelling fellowships, scholarship, studentship or exhibitions.
 - xi. To make Regulations prescribing equivalence of examinations.
 - xii. To make Regulations for granting exemptions from approved courses of study in the University or in affiliated colleges to quality for degrees, diplomas and other academic distinctions.
 - xiii. To provide for instruction, teaching and training in such branches of learning and courses of study as may be appropriate for research and for the advancement and dissemination of learning.
 - xiv. To make such provision as will enable the affiliated colleges and recongnised institutions to undertake specialization of studies.
 - xv. To consider the annual financial estimates.
 - xvi. To amend or repeal regulation.
 - xvii. To nominate members to the various authorities of the University.
 - xviii. To exercise such other powers and to perform such other duties as may be conferred or imposed on it by this Act or the Statutes, Ordinances or Regulations, made there under;
 - xix. To establish and maintain departments of research and specialized studies; and
 - xx. Generally to advise the University in all academic matters.

MANUAL 8
Section 4 (1)(b)(viii)

COMPOSITION OF THE FINANCE COMMITTEE

- (1) There shall be a Finance Committee consisting of the following members, namely:-
- (i) The Vice-Chancellor;
 - (ii) The Secretary to Government in charge of Finance Department or his nominee not below the rank of a Deputy Secretary;
 - (iii) The Secretary to Government in-charge of Higher Education or his nominee not below the rank of a Deputy secretary;
 - (iv) The Secretary to Government in-charge of Planning Department or his nominee not below the rank of a Deputy Secretary;
 - (v) One Member nominated by the Syndicate;
 - (vi) One Member nominated by the Academic Council;
 - (vii) The Registrar;
 - (viii) The Registrar (Evaluation);
 - (ix) The Finance Officer, Member - Secretary.

THE POWERS OF FINANCE COMMITTEE

- (2) The Finance Committee shall meet atleast **ONCE IN THREE MONTHS.**
- (3) The Finance Committee shall perform the following functions, namely;
- a. To conduct the general scrutiny of accounts of the University, review the yearly audit reports and make recommendations thereon;
 - b. To scrutinise the annual budget estimates and makes recommendations to the Academic Council and Syndicate.
 - c. To scrutinize all proposals of the University involving expenditure for which no provision is made in the budget or involving the expenditure in excess of the amount provided for in the budget including creation, upgradation and abolition of posts in the University.
 - d. Such other functions as may be prescribed by the Statutes;
- Notwithstanding anything contained in sub-section (3), the Vice-Chancellor may in case of urgency and for reasons to be recorded in writing incur without the approval of the Finance Committee, any expenditure not exceeding fifty thousand rupees in any one case for which no provision is made in the budget or which is in excess of the provisions made in the budget.

Provided that no person who is in the employment of an affiliated college or in the University in whatever capacity shall be eligible for nomination.

MANUAL 9
Section 4 (1)(b)(ix)

**OBSERVATION/IMPLEMENTAION OF STATUTES, RULES,
REGULATIONS AND INSTRUCTIONS IN DAY-TO-DAY
ADMINISTRATION OF THE UNIVERSITY**

- Statutes of the University as contemplated in Section 40 and 41 of the KSU Act, 2000.
- Ordinance of the University as contemplated under Section 41 and 42 of the KSU Act, 2000.
- Regulations/Instructions for admission, recognition of examinations and equivalence of degrees regarding all the courses (under-graduate/post-graduate), courses of studies, as contemplated in Section 44 of KSU Act, 2000.
- University Non-teaching Employees Cadre & Recruitment Rules, as contemplated under Section 41 of KSU Act, 2000.
- Various rules/instructions concerning personnel management for the teaching and non-teaching staff working in the University.
- Fundamental Rules and Supplementary Rules of Government of Karnataka except where the University has its own provisions with regard to teaching and non-teaching staff.
- Application of **CONDUCT/CCA** rules of the University/Government of Karnataka for smooth conduction of day-to-day admissions.
- Application of KCSR/KFC/Contingent Manual rules as prescribed and implemented by Government of Karnataka.
- Application of Karnataka Budget rules while preparing budget estimates of the University.
- Application of Rules of UGC/Government of Karnataka while making appointments for Teaching Posts.
- Application of Rules prescribed by Government of Karnataka for appointment of Non-teaching Posts which are not prescribed under C & R rules of the University.
- Application of KPHP rules in connection with various purchases of the University.
- Application of rules of Government of Karnataka relating to Academic Administration/General Administration/Finance/Examination/Engineering etc.

MANUAL 10
Section 4(1)(b)(x)

OFFICIAL DOCUMENTS AND THEIR AVAILABILITY

The following documents are printed and published from time to time.

- Proceedings of the Syndicate, Academic Council, Finance Committee, various Boards of Studies/Faculties etc.
- University Academic Calendar of Events in respect of Graduate and Post Graduate Courses.
- Prescription of Calendar of Events relating to Ph.D./M.Phil programs.
- Annual Report of the University.
- Annual Budget Estimates.
- Audit Reports.

Note: Confidential matters pertaining to Examinations, Paper Setting, Evaluation of Scripts and Consequent Procedures, Composition and Proceedings of the Selection Committees and its minutes will not be published and remain confidential and not available in the public interest.

MANUAL 11
Section 4 (1)(b)(xi)

Constitution of Authorities and its Powers are prescribed in Manual the composition of University Authorities already prescribed in Manual No. 5, 6, 7 and 8.

MANUAL 12
Section 4(1)(b)(xii)

Directory of Officers and Employees

STATUTORY OFFICERS				
Sl. No.	NAME	DESIGNATION	LAND	MOBILE
1	Prof. S.V. Halse	Vice Chancellor	08192-208444	
2	Prof. Gayathri Devaraja	Registrar (Admin.)	08192-208029	
3	Prof. Anitha H.S.	Registrar (Evaluation)	08192-208104	
4	Smt. Priyanka D.	Finance Officer	08192-208030	
5	Prof. Gayathri Devaraja (Registrar)	(I.C) Executive Engineer	08192-208028	
DEPARTMENT CHAIRPERSONS/CO-ORDINATORS DETAILS				
Sl. No	Name of the Subject	Name of the Chairperson/Coordinator	Land	Mobile
Faculty of Arts:				
1.	Kannada	Dr. Mallikarjuna. k		9844852643
2.	Economics	Dr. Suchitra S.		9480598734
3.	English	Dr.Yagnshri S.		9886120934
4.	History	Dr.Venkatrao.M.Palati		8073822271
5.	Journalism & Mass Communication	Dr. Shivakumar Kanasogi		7899064422
6.	Political Science	Dr.Basavaraja benakanahalli		9743973333
7.	Social Work	Dr. Shivalingappa.B.P		9886141887
8.	Sociology	Dr.Huchchegowda		9481648302
9.	Urdu	Dr.Asifulla. A		9164346305
10.	Criminology	Dr. Ashok kumar Paled		9900754320
11.	Music Performing Arts	Dr. Satish kumar Panchappa		9448414483
12.	Fashion Technology			

Faculty of Commerce & Management :				
13.	Commerce	Dr. Srinivas. K. T		6363587740
14.	Institute of Management Studies	Dr. Shashidhar . R		9008666889
Faculty of Science :				
15.	Biochemistry	Dr. V. Kumar		9480024337
16.	Biotechnology	Dr. Gopinath. S.M		8660793877
17.	Botany	Dr. Kotresh D		7338601980
18.	Chemistry	Dr. Nandeshwarappa B.P		9980845660
19.	Computer Science	Dr. Basavanna		9448536782
20.	Food Technology	Dr. Ravikumar Patil. H.S		9902422122
21.	Mathematics	Dr. Mahabaleshwar.U		9945307143
22.	Microbiology	Dr. Ramalingappa		9901120803
23.	Physics	Dr. M.N. Kalasad		7760211316
24.	Zoology	Dr. Renuka Khaple		9342047484
25.	Environmental Science	Dr. Gopinath. S.M		8660793877
26.	Yogic Science	Dr. Shivaveera kumar S.		9986636301
Faculty of Education :				
27.	M.Ed.	Dr. Venkatesh. K		9964065643
28.	B.P.Ed.			
29.	M.P.Ed.			

MANUAL 13
SECTION 4 (1 (b) (x))

Public Information Officers of the University
[as per Section 5(1)]

1.	The Registrar	Davangere University, Shiva Gangotri, Tholahunse, Davangere-577 007. (Ph:08192-208029) Mail. ID: registrar@davangereuniversity.ac.in
2.	The Registrar (Evaluation)	Davangere University, Shiva Gangotri, Tholahunse, Davangere-577 007 (Ph:08192-208420) Mail. ID: registrarevaluationdvg@gmail.com
3.	The Finance Officer	Davangere University, Shiva Gangotri, Tholahunse, Davangere-577 007. (Ph:08192-208030) Mail. ID: financeofficer.du@gmail.com
4.	All other Statutory Officers of the University:	(P.P. No:08192-208029)

FIRST APPELLATE AUTHORITY

The Vice-Chancellor

Davangere University,

Shiva Gangotri,

Thulahunse,

Davangere-577 007.

Phone No. 08192-208444

e-mail: vcdu_dvg@yahoo.in

MANUAL 14
Section 4(1) (b) (xiv)

MONTHLY REMUNERATION RECEIVED BY EACH EMPLOYEE

(A) TEACHING STAFF:

SL. NO.	DESIGNATION	NO. OF POSTS	PAY SCALE	MINIMUM GROSS SALARY
1	Professor	17	144200-218200	2,08,080/-
2	Associate Professor	41	131400-217100	1,89,584/-
3	Assistant Professor	101	57700 - 182400	83,232/-
4	University Librarian	02	57700 - 182400	83,232/-
5	Director of Physical Education	-	-	-

(B) NON - TEACHING STAFF:

SL. NO.	DESIGNATION	NO. OF POSTS	PAY SCALE	MINIMUM GROSS SALARY
1	Deputy Registrar	05	74400-109600	88,722/-
2	Assistant Registrar	05	52650-97100	62,785/-
3	Superintendent	16	43100-83900	51,522/-
4	Senior Assistant	02	37900-70850	45,396/-
5	First Division Assistants	18	30350-58250	33,309/-
6	Stenographer	02	30350-58250	33,309/-
7	Lab Technicians	-	-	-
8	Library Assistants	02	27650-52650	30,346/-
9	Junior Assistants/DEO	52	21400-42000	23,487/-
10	Drivers	-	-	-
11	Laboratory Attenders	-	-	-
12	Attenders	07	18600-32600	20,414/-
13	Peon Cum Watchman	21	17000-28950	18,658/-

The above Pay Scales of various teaching and non-teaching staff are as prescribed by the University Grants Commission, AICTE and Government of Karnataka.

MANUAL 15
SECTION 4(1)(b)(xv)

BUDGET ALLOCATED TO EACH AGENCY

The Financial Estimate/Budget are prepared by the Syndicate and approved by the Finance Committee. Thereafter, the same Financial Estimate/Budget will be placed before the Academic Council in the Printed Book Form. This is accessible to the public in the form of Book.

MANUAL 16
SECTION 4(1)(b)(xvi)

MANNER OF EXECUTION OF SUBSIDY PROGRAMMES

Not applicable to the University Sector.

MANUAL 17
Section 4 (1) (b) (xvii)

CONCESSIONS GRANTED BY THE UNIVERSITY

Various concessions that are available to various categories of students for admission to various Graduate/Post Graduate Courses are prescribed in the *prospectus*. Special concessions are given to the students belonging to SC/ST and Minority Categories as per the rules of the Government of Karnataka.

ADMISSIONS

The University adopted Centralized System of Admissions through Entrance Test and also Counselling to the various Post Graduate Courses of the University. Admissions to the different Post Graduate Courses in the University is guided by rules and regulations framed by the University. The following are some of the relevant rules and regulations.

ELIGIBILITY FOR ADMISSION TO POST GRADUATE DEGREE PROGRAMMES

1. Candidates possessing three/four year's degree examinations of this University or any other University considered as equivalent thereto, with the required major/optional subjects at the degree level shall be eligible for admission to P.G. Courses, provided that they satisfy the requirements as per Academic Regulations of the University. The minimum percentage of marks in the cognate subjects (all the 3 years/4 years put together) shall be:
 - (a) 45% in the case of Candidates coming under General Merit, Children of Freedom Fighters, Children/Children of University Employees/ Dependents of Defense Personnel, Categories II-A, II-B, III-A, III-B, NCC and NSS.
 - (b) 40% in case of Candidates belonging to Sports Quota and also Physically Challenged persons.
 - (c) 40% in the case of Candidates belonging to SC & ST and Category-I.

NOTE:

1. The Eligibility criteria for admission to MBA, MCA & M.Tech Courses shall be as per the Eligibility criteria prescribed by the Vishweshwaraya Technical University of Karnataka, BELAGAVI.

2. In case of Candidates seeking admission to First year M.Com, only the percentage of marks obtained at the Final year B.Com. or B.B.M. Courses shall be considered for determining eligibility of the Candidates. Hence, the Candidates have to enclose the Statement of Marks of all the years of B.Com./B.B.M. Courses.
3. For Admission to M.A. in Kannada, English, Hindi, and Urdu shall be considered on the basis of marks obtained in the relevant Language Subjects. They shall have secured 10% more marks in corresponding Language Subjects other than the minimum prescribed for the category under which they are to be admitted.
4. The Domicile Candidates should have resided in the State of Karnataka for at least 10 years at any time prior to the date of submission of Application. This condition does not apply in respect of the following -
 - a) Children of Officers of All India Services of Karnataka Cadre.
 - b) Children of Employees of the Government of Karnataka and children of Employees of Davangere University.
 - c) Children of Central Government Employees serving in the State of Karnataka.
 - d) Students who have been graduated from Davangere University.
 - e) Students who come under certain categories of reservations as described in the para 4 (a) to (f).
 - f) Children from State of Jammu & Kashmir & North-Eastern States, Andaman & Nicobar Lakshadweep subject to certain conditions.
5. The intake for different Departments has been fixed as shown in the sections pertaining to individual Departments in the Prospectus. The seats thus made available in each Department are allotted to various categories as shown in the Prospectus. This has been done in accordance with the existing *Reservation Policy* of the Karnataka Government. However, the intake can be increased by the University Administration at its discretion at any time, depending upon the circumstances.

**RESERVATION OF SEATS FOR PG ADMISSIONS
IN VARIOUS CATEGORIES AS SHOWN BELOW**

- a) **MERIT CUM PAYMENT SEATS:** To facilitate the entry of more students to Universalise the teaching and Research of the University, a decision has taken by the University to provide certain seats under Merit cum Payment category. The seats under such category are indicated in the seat matrix. From the Academic year 2011-12, under Open Merit Scheme, the Candidates are admitted based on merit fixed as per seat matrix. Out of this, 50% seats are reserved for students of Davangere University, 40% seats for students belonging to other Universities in the State and 10% seats for students belonging to other States in India.
- b) **FOREIGN STUDENTS:** 15% supernumerary seats can be created in every Department of Studies to accommodate foreign students. Out of this 5% seats shall be earmarked for the students of Indian workers in the Gulf as per the direction of the Government of India subject approval by the Vice-Chancellor in consultation with the Selection Committee of the concerned Subject/Discipline.
- c) **DEFENSE PERSONNEL/DEPENDENTS:** One seat in each course for Defense personnel/Dependent the seat shall be allotted to candidates on priorities as shown below:
- (i) Widows/Wards of Defense personnel killed in action.
 - (ii) Wards serving personnel and ex-servicemen disabled in action.
 - (iii) Widows/Wards of Defense who died in peace time with death attributable to military service.
 - (iv) Wards of Ex-Servicemen personnel and serving personnel who are in receipt of Gallantry awards.
 - (v) Wards of Ex-Servicemen.
 - (vi) Wards of Serving personnel
- d) **CHILDREN OF FREEDOM FIGHTERS:** One seat in each course of Studies for the children of Freedom Fighters. Dependents of Freedom (except their children) Fighters are not eligible in this category.

- e) **ONE SEAT EACH FOR NCC/NSS:** NCC/NSS seats shall be given to candidates who possess at least "B" certificate and have participated in recognised NCC activities. The merit list shall be prepared based on the participation of the candidate in various events of the NCC/NSS. Such Merit Lists shall be verified and approved by the NCC Commandant/NSS Program Coordinator with respect to the participation of the candidates in the enlisted programs.
- f) **RESERVATION OF SEATS FOR OUTSTANDING SPORTSMAN:** One seat for an outstanding Sportsman who has represented Davangere University or Karnataka State or India in any Inter University, Interstate or International sports or games/event during *his/her* graduation period as applicable. And such lists have to be verified and approved by the Director of Physical Education.
- g) **PHYSICALLY CHALLENGED PERSONS:** One seat will be reserved for an physical challenged person who suffers from any physical defect/disorder or deformity, significantly impaired functioning of bones, muscles and joints, to more than 50% of their normal capacity. A certificate in support of the handicap, shall be declared and signed by the District Surgeon should be enclosed with the application.
- h) **RESERVATION OF SEATS FOR SC/ST CANDIDATES:** Reservation of seats in favour of Scheduled castes and Scheduled tribes and other Socially and Educationally backward classes as notified by the Government of Karnataka under categories I, II-A, II-B, III-A, III-B in accordance with Government order number SWL 251 BCA 94 dated 31st Jan 1995 and as amended from time to time.
- i) **RESERVATION OF SEATS FOR KANNADA MEDIUM STUDENTS:** 05% of seats shall be reserved horizontally for allotment to candidates who have studied in Kannada medium in accordance with Government order number ED 91 URC 2002, Bangalore dated 31st July 2002 and as amended from time to time.
- j) **RESERVATION OF SEATS FOR J & K AND BHUTAN STUDENTS:** The students from the States of Jammu & Kashmir and Bhutan shall be considered for admission to PG programs based on the recommendations of the UGC/Government of India.

k) **ENCOURAGEMENT TO TALENT IN EXTRA CURRICULAR ACTIVITIES:** One seat in each department is earmarked over and above the *intake fixed*, for the outstanding students who have excelled in Extra Curricular Activities (ECA). The admission to this seat shall be as per guidelines finalised by the University and subject approval by the Vice-Chancellor.

Any candidate to be considered for admission under categories from (a) to (k) must have secured the minimum percentage of marks prescribed for the respective category at the qualifying examination in the concerned subject.

NOTE:

1. The above reservations may vary with any decision taken by the University or directions from the Government of Karnataka.
2. Details of such concessions are available in the admission brochures for respective courses of faculties/colleges.

CONCESSIONS AVAILED BY THE UNIVERSITY

The University avails concessions on Excise and Customs duties on the procurement of the Equipment's and Chemicals or any other materials required for the purpose of practical/research for Academic Projects and Laboratories as authorised by the competent authorities of the Government of India.

MANUAL - 18
Section 4 (1) (b) (xviii)

Information available in Electronic form:

All the manuals as well as the University Calendars and relevant rules of the University are available on the University website - **www.davangereuniversity.ac.in**

MANUAL 19
Section 4(1)(b)(xix)

**MEANS, METHODS AND FACILITIES AVAILABLE TO CITIZENS
FOR OBTAINING INFORMATION**

The Academic/Research/Examination information is available on the University website. It will also be displayed on the Notice Boards of the University as well as on the Notice Boards of the Affiliated Colleges. In case of emergency such information are published in media through National Dailies, Television and Radio.

However, certain information relating to General Administration/ Finance/Examination are available in the Printed Form at the University.

Some of the publications (University Calendar, Syllabus of various courses offered by the University/Colleges etc.) are printed and published by the University. However, it can be obtained from the University by paying the stipulated price.

Unpriced information is disseminated to the general public occasionally through press releases, advertisements etc. These are available on the University website – **[davangereuniversity.ac.in](http://www.davangereuniversity.ac.in)**

MANUAL 20
Section 4 (1) (b) (xx)

THE RATES OF FEES PAYABLE ARE SHOWN AS UNDER

The person seeking information may apply on a plain paper giving particulars of information being sought and his/her correct address for communication. Separate applications for seeking information on different subjects are required. The application has to be accompanied with the prescribed fee (at present a fee of Rs.10/-). The fee is payable with each application which is towards the cost of processing the request.

The schedule of fees can be obtained from the Public Information Officer of the Davangere University. For the time being the rates are as follows:-

- (i) Rs. 2/- per page of A-4 or A-5 size.
- (ii) Actual cost for sizes bigger than A-4 or A-5.
- (iii) In case of printed material, the printed copies could be had from the University sales counter/authorized sales agents on payment.
- (iv) In case of photo copies, the rate would be Rs. 2/- per page.
- (v) If information is needed on a disk or floppy subject to availability of information in soft form, the fee will be Rs. 50/- per disk/floppy.

A major portion of the information will be available from the University publications and other rules as applicable to the University from time to time and printed syllabi for various courses. Some of these are available on the website of the University.

Rule-14

Karnataka Right to Information (Amendment) Rules, 2008 Request relate only to single subject matter

Request relate only to single subject matter: A request in writing for information under section 6 of the Act shall relate to one subject matter and it shall not ordinarily exceed one hundred and fifty words. If an applicant wishes to seek information on more than one subject matter, he shall make separate applications.

Provided that in case, the request made relates to more than one subject matter, the Public Information Officer may respond to the request relating to the first subject matter only and may advise the applicant to make separate application for each of the other subject matters.