

RAJYA VOKKALIGARA SANGHA

Visveswarapura Evening Pre-University College of Arts & Commerce (Bifurcated)

(Grant-in-aid), K.R.Road, V.V.Puram, Bengaluru.

DRAFT RULES

1. Title and Commencement:-

- (i) These Rules be called the Visveswarapura Evening Pre-University College of Arts & Commerce (Bifurcated) (Grant-in-aid), K.R.Road, Bengaluru (Cadre and Recruitment) Rules, 2019.
- (ii) They shall come into force on the date of their publication in the notice board of the Rajya Vokkaligara Sangha Head Office and that of the Visveswarapura Evening Pre-University College of Arts & Commerce (Bifurcated) (Grant-in-aid), K.R.Road, V.V.Puram, Bengaluru.

2. Application:-

- (1) These Rules shall apply only to the grant-in-aid employees appointed to the service of the Visveswarapura Evening Pre-University College of Arts & Commerce (Bifurcated) (Grant-in-aid), K.R.Road, Bengaluru on a regular basis.
- (2) They shall not apply to Persons appointed on Temporary basis.

3. Method of Recruitment, minimum qualification:

i) The establishment of Visveswarapura Evening Pre-University College of Arts & Commerce (Bifurcated) (Grant-in-aid), K.R.Road, V.V.Puram, Bengaluru shall consist of such category of posts as specified in Column-2 of the **Schedule-I** annexed, their number, the method of recruitment and minimum qualification shall be as indicated in Columns-3, 4 and 5 thereof respectively.

ii) The minimum qualification and age for recruitment/appointment and retirement for employees in Private Educational Institutions receiving Grant-in-aid from the State Government shall be the same as those applicable for the corresponding category of employees in the Government Educational Institutions.

4. Definition:- In these rules, unless the context otherwise requires;

- (1) "Act" means, the Karnataka Education Act, 1983, {Karnataka Act 1 of 1995}.
- (2) "Private aided Pre-University College" means Visveswarapura Evening Pre-University College of Arts & Commerce (Bifurcated) (Grant-in-aid), K.R.Road, Bengaluru, recognized by Government of Karnataka and getting Grant-in-aid partly or wholly from the State Government.

- (3) "Management" means the Executive Committee of Rajya Vokkaligara Sangha.
- (4) "Sangha" means Rajya Vokkaligara Sangha.
- (5) "Administrator" means the person appointed by the State Government as Administrator of Rajya Vokkaligara Sangha, under the Karnataka Societies Registration Act, 1960.
- (6) "CEO" means Chief Executive Officer of Rajya Vokkaligara Sangha.
- (7) "Year" means academic year or financial year as the context may imply.
- (8) "Appointing Authority in relation to teaching and non-teaching posts" means the Executive Committee of Rajya Vokkaligara Sangha.
- (9) "Permanent/Regular Employee" means an employee, teacher or otherwise appointed by the Management against permanent/substantive post in the institution and approved as Grant-in-aid post by the Director of Pre-University Education from time to time.
- (10) "Temporary Employee" means a person appointed temporarily against a sanctioned post in the exigencies of Visveswarapura Evening Pre-University College of Arts & Commerce (Bifurcated) (Grant-in-aid), K.R.Road, V.V.Puram, Bengaluru but not appointed regularly as per the rules of recruitment.
- (11) "Bank" means a Commercial or Co-operative Bank designated by the Director of Pre-University Education/ Rajya Vokkaligara Sangha as the case may be.
- (12) "Head of the Department" means Director of Evening Pre-University Education in Karnataka.
- (13) "Controlling Authority"/ "Competent Authority" means Director of Pre-University Education in Karnataka.
- (14) "Post/s in the Institute" means the posts specified in Schedule-I to these Rules.
- (15) "Board of Selection" means various Boards of Selection prescribed in these Rules for different category of posts.
- (16) "State" means the State of Karnataka.

Other terms not specifically defined in these Rules shall have the same meaning assigned to them as prevailing in the Karnataka Pre-University Education (Academic, Registration, Administration and Grant-in-aid etc.) Rules, 2006 and as are prescribed by the State Government from time to time and to the extent applicable to Visveswarapura Evening Pre-University College of Arts & Commerce (Bifurcated) (Grant-in-aid), K.R.Road, V.V.Puram, Bengaluru.

5. Appointment of Staff:

(i) All posts whether permanent or on temporary basis shall be filled by the Executive Committee based only on the proposal from the Head of the Institution and after considering the necessity for the same, subject to the provisions of these rules and with the prior approval of the Competent Authority. No recruitment shall be made beyond the sanctioned cadre strength in Schedule-I of these Rules.

(ii) Any appointment against sanctioned/ additional or newly created posts shall be filled only as Grant-in-aid post/posts with the approval of the Competent Authority.

6. Teaching Faculty and Student Intake:

(i) Guidelines have been prescribed in the Karnataka Pre-University Education (Academic, Registration, Administration and Grant-in-aid etc.) Rules, 2006 for the Management of Aided Private Educational institutions and local authority institutions with regard to recruitment and other conditions of service for the employees. Further, in the Karnataka General Services (Pre-University Education) (Recruitment) Rules 2013, the method of recruitment and minimum qualification for the posts of Principal and Lecturers in Government Pre-University Colleges has been prescribed.

(ii) These rules shall be applicable to Visveswarapura Evening Pre-University College of Arts & Commerce (Bifurcated) (Grant-in-aid) Bengaluru. As per these Rules, staffing pattern is prescribed on the basis of student strength and number of Sections. The minimum and maximum Student strength for a Section shall be 15 & 80 respectively. Additional Section in any approved combination shall not be allowed unless the student strength in the existing Section exceeds 100.

(iii) Visveswarapura Evening Pre-University College of Arts & Commerce (Bifurcated) (Grant-in-aid) is offering HESP Course in Arts wing and GEBA & HEBA Courses in Commerce wing. The teaching faculty is prescribed considering the workload based on number of sections and student strength in each course. Similarly, the non-teaching staff are prescribed based on the total student strength in the college as per the pattern.

(iv) The Visveswarapura Evening Pre-University College of Arts & Commerce (Grant-in-aid) is bifurcated from the Visveswarapura Combined Evening College of Arts & Commerce with the approval of the Competent Authority. However, the Teaching & Non-Teaching posts have not been transferred to the bifurcated P.U.College from the Degree College. Therefore, the Management shall endeavor to get the posts transferred at the earliest from Visveswarapura Evening College of Arts & Commerce to Visveswarapura Evening Pre-University College of Arts & Commerce. Such of the transferred vacant posts shall be filled as Grant-in-aid posts with the approval of the Competent Authority.

7. Work Load:

(a) As per the Karnataka Pre-University Education (Academic, Registration, Administration and Grant-in-aid) Rules 2006, in a Pre-University College every Arts and Commerce subjects shall be taught for a minimum of 4 hours per week per section and every Science subject shall be taught for minimum of 5 hours per week per section including 2 hours practical. Every Pre-University College shall work for at least 220 days in an academic year.

(b) The direct teaching hours for the teaching faculty is prescribed as follows:-

| Faculty | Teaching Hours/Week |
|-----------|---------------------|
| Principal | 6 |
| Lecturer | 20 |

8. Direct Recruitment:

(i) The Management of the Institution(Appointing Authority) if found necessary to fill up any vacancy shall take necessary steps with the approval of the Competent Authority to invite application from the eligible candidates by advertising the existing vacancies in the newspapers and such other media of publication as deemed fit, by specifying the category of posts, number of vacancies, conditions of eligibility and method of selection etc.

(ii) In the event of any of the posts mentioned in Schedule-I remaining unaided may remain as such till the post becomes eligible for availing Grant-in-aid and the Management shall pay the salary and allowances for the incumbent from its own resources. The Management shall endeavor to get Grant-in-aid at the earliest in respect of such posts.

9. Board of Selection:

The following Boards of Selection are prescribed for the purpose of making selection of candidates eligible for appointment.

i) For Teaching Faculty:

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| (a) | The President, Rajya Vokkaligara Sangha. | Chairman |
| (b) | An expert in the subject from a Govt. PU College nominated by the Director, Pre-University Education Board. | Member |
| (c) | An expert in the subject from a Private PU College nominated by the Director, Pre-University Education Board. | Member |
| (d) | Representative of the Social Welfare Department/ Backward Classes Department. | Members |
| (e) | Chief Executive Officer, RV Sangha | Member |
| (f) | Principal, Visveswarapura Evening Pre-University College of Arts & Commerce (Bifurcated) (Grant-in-aid), Bengaluru. | Member-Secretary |

Quorum: The quorum for the meeting shall be 4 members of the above out of which one member shall be (d) and the other member shall be from (b) or (c).

ii) For Non-Teaching and other Staff:

| | | |
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| (a) | The President , Rajya Vokkaligara Sangha | Chairman |
| (b) | A nominee of Director of Pre-University Education Board in the rank of Deputy Director and above. | Member |
| (c) | An expert in the field of Administration in the rank of a retired Group-A Officer of Central Government/ State Government. | Member |
| (d) | A nominee of Registrar of Co-operative Societies in Karnataka. | Member |
| (e) | Representative of the Social Welfare Department/ Backward Classes Department. | Member |
| (f) | Chief Executive Officer, RV Sangha | Member |
| (g) | Principal, Visveswarapura Evening Pre-University College of Arts & Commerce (Bifurcated) (Grant-in-aid), Bengaluru. | Member |
| (h) | Administrative Officer, R.V.S. Head Office. | Convener |

Quorum: The quorum for the meeting shall be five members of the above out of which one member shall be (e) and the other two members shall be from either (b) or (c) or (d).

10. Selection of Eligible Candidates:

i) The Board of selection after adopting the prescribed procedure shall prepare a final select list from among the candidates who have applied for appointment and forward the same to the Appointing Authority.

ii) The method of selection should ensure selection of the best talent and selection procedure for Teaching Faculty shall include adoption of the procedure as specified in **Schedule-II.**

iii) In respect of Non-Teaching and all other posts, the selection procedure prescribed in the relevant rules/ guidelines issued by the Director of Evening Pre-University Education/ State Government shall be followed.

11. Appointment of Candidates:

i) The candidates whose names are included in the final select list made available by the Board Selection may be appointed by the Management of the Institution (Appointing Authority) with the approval of the Competent Authority and after conducting necessary medical examination and verification of Education qualification certificates of each such selected candidate as prescribed in the relevant rules.

ii) If a candidate, upon issue of the order of appointment, does not report for duty within the stipulated time limit, his/her appointment shall be treated as cancelled. The next candidate in the order of merit to be appointed against the vacancy. If the next candidate also does not report for duty, then the vacancy shall be notified as a fresh vacancy to be filled in the next or subsequent recruitment.

12. Probation:-

i) All employees appointed on regular basis to the service of Visveswarapura Evening Pre-University College of Arts & Commerce (Bifurcated) (Grant-in-aid), K.R.Road, V.V.Puram, Bengaluru, shall be on probation for a period of Two Years.

ii) The period of probation may for the reasons to be recorded in writing, be extended by the Appointing Authority for such period as it may deem fit.

iii) The Appointing Authority shall on the expiry of two years period/extended period, declare the probationary period to have been satisfactorily completed by the concerned employee on the basis of performance.

iv) An employee whose probationary period is not declared for unsatisfactory performance or for any other misconduct during the period of probation shall be liable for termination at any time without any prior notice.

13. Promotion :

i) The appointing authority if found necessary to fill up a vacancy in the promotion quota within the sanctioned cadre strength in the respective category of posts as per the C & R Rules shall consider promotion of eligible employee against such vacancy with the approval of the Competent Authority.

ii) The procedure prescribed by the Director, Pre-University Education Board/State Government shall be adopted for effecting promotion.

14. Seniority:

(i) The Management of the Institution shall prepare and maintain every year as on 1st January a seniority list of employees of each category of posts in the Institution.

(ii) The Management shall prepare and maintain a combined seniority list of employees of each category of posts in the Four Grant-in-aid Pre-University Colleges run by the Rajya Vokkaligara Sangha.

15. Application of other Rules:

The Karnataka Civil Service Rules, 1958 and all other rules governing service conditions of employees, made or deemed to have been made under Karnataka Civil Services Act 1978 (Karnataka Act 14 of 1990) shall apply only to the employees of Visveswarapura Evening Pre-University College of Arts & Commerce (Bifurcated) (Grant-in-aid), K.R.Road, V.V.Puram, Bengaluru, as modified from time to time to the extent applicable to the institution.

16. Interpretation:

In case of any doubt or difficulty in implementing any of the provisions of these rules, the Executive Committee shall consult the Competent Authority and decision of the Competent Authority shall be final and binding.

By Order and in the name of
the Administrator,


(K.H.Narasimha Murthy)

Chief Executive Officer,
Rajya Vokkaligara Sangha.

