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**Central University of Punjab**

A Central University established by an Act of Parliament

# Policy for Self-Financing Centre

# PREAMBLE

The vision document of NEP-2020, while advocating for a multidisciplinary higher education system, aims to transform the HEIs into hubs of skill-based training centres, and to grant them with the ‘graded autonomy’ to promote a self-financing model with the sole objective of giving a free hand for the corporate to get involved in trading with the institution. Self-financing model promotes self-financing centres which offer cost-based programmes that are conducted in a no-profit-no-loss manner while providing opportunities for implementation of skill development courses. These courses would not only bridge skill gaps in the locality/nation/ region, but in an important way can contribute to job creation, decent living, and inclusive growth.

# Objectives

- To cater to the skill demands relevant to the local, national, regional and global developmental needs.
- To promote cost-based professional programmes.
- To promote collaborative research by broadening industry-academia interface.
- To enable an individual to be self-reliant by developing entrepreneurship skills.

# Preparing the Design

Self-financing centre shall offer those academic programmes which generate sufficient revenue by way of tuition fees, admission fee so as to meet all expenses pertaining to staff, buildings, recurring expenses for electricity, water, stationery, course material, establishment and maintenance of laboratories, postage, TA/DA and all other incidental expenses as applicable to running the self-financing programmes.

## 1. Need Assessment

The teaching and research departments of the university shall carry out need assessment for establishing self-financing centre/programmes keeping in view the relevance of the same at local/national/regional/global levels. A concept note justifying the needs, objectives and outcomes of the proposed self-financing centre/programmes shall be prepared. While developing proposals for self-financing centre/programmes, the vision and mission of the university should be taken into consideration for attaining excellence in teaching-learning, research and placement.

## 2. Curriculum

The curriculum of self-financing programmes shall be directly linked with the industry. The objective is to make students employable. These programmes shall involve project-based and other modes of experiential learning. The curriculum of these programmes shall be framed in such a manner so as to accommodate the changing needs of the learners in tune with the advancements in the respective disciplines and also to meet the cutting-edged requirements of corporate world. This curriculum shall be able to align with the emerging policy objectives of State/Central Governments and/or that of other relevant governing /regulatory bodies. The students, faculty, industry experts and other stakeholders shall interact among themselves while developing the curriculum.

## 3. Fee Structure

The detailed proposal for establishing self-financing centre/programmes in the university shall include a proposed cost-based fee structure.

#### **4. Staffing**

The staff required for Self-financing Centre/programmes shall be recommended by the Standing Committee of the University. The essential qualifications for various teaching and non-teaching posts under Self-financed centre/programmes shall be similar to those prescribed by the UGC and/or other regulatory bodies.

Since the programmes proposed under the self-financing centre shall be purely temporary in nature and will continue as long as these are financially viable, the engagement / recruitment of staff/faculty would be purely contractual/ temporary. The employees under this centre shall have no right to demand regularization of their services. The staff shall be engaged for a period of full duration of the programme. However, if a teacher is engaged during the mid of the academic session for the first time, in that case, the contract period shall be co-terminus with the closure of the academic session. However, the total contract period would not exceed beyond the duration of the programme. A teacher/employee shall not be allowed to unilaterally terminate his/her contract during the mid of the academic session. However, if a teacher/employee is interested in getting his/her contract terminated, one month's notice shall be required in advance failing which salary of one month's notice period shall be deducted. All sorts of contractual engagements in teaching category shall be made on session to session basis excluding summer vacations.

The appointment shall not be in a regular pay scale with increments. The minimum of the pay scale is to be given as consolidated salary along with any other allowance deemed fit by the university on the basis of candidate's merit and experience etc. There shall be no increase/decrease in the total emoluments of a teacher/employee in the mid of the contract period.

The employees engaged on a temporary basis under contract in self-financing centre shall not be entitled to any other financial benefits over and above the contract amount e.g., NPS, Old Pension, Gratuity, Earned Leave or Medical reimbursement as are normally available to the regular employees of the university. However, they would be entitled to the casual leave as per the university rules.

The staff in the self-financing centre shall be engaged by way of national level open competition after inviting applications through advertisement. Advertisement shall clearly mention the self-financing policy and the salient terms and conditions of engagement. The appointments shall be made by the university through duly constituted Selection Committee(s).

In addition to the above, existing departments may also offer self-financing programmes with the existing staff and facilities. In such a scenario, the staff shall be paid honorarium as per UGC norms. However, the management of such programmes shall be under the ambit of the self-financing centre.

#### **5. Employability and Placement**

The detailed proposal for the self-financing programmes shall include the road map for providing employment opportunities to the students, and also the placement prospects. In order to meet this, the proposal shall also include tie-ups/arrangements with industry(s). A Training and Placement Officer shall be responsible for arranging trainings and placement.

## **Approval and Implementation**

In order to launch a self-financing programme, it is required that a detailed project report (DPR) shall be submitted to the competent authority for approval. Upon the receipt of the DPR, the Standing Committee shall evaluate its financial-academic viability. The Standing Committee shall comprise Dean Academics as the Chairperson, all Deans, Registrar, Finance Officer, Controller of Examinations as members and Deputy Registrar (Academics & Programme Development) as Member Secretary. The committee shall submit recommendation to the Vice-Chancellor for consideration of the Board of Studies, Academic Council and Executive Council.

## **Admission Process**

In self-financing programmes, the intake capacity shall be such that the revenue collection meets all the expenses. The admission of students in self-financing programmes shall be on All-India basis involving written test, group discussion and personal interview.

## **Stakeholders' Feedback, Periodic Assessment and Improvement**

The self-financing programmes need to be assessed regularly for bringing necessary improvements keeping in pace with the changing dynamics of the concerned discipline, corporate world, and the society at large. The role of stakeholders' Feedback for programme assessment and improvement is crucial. At the end of each semester, feedback should be collected from all the stakeholders – students, teachers, parents, alumni, and industry experts – about different aspects of the programmes/courses.

The Feedback report shall be placed before the Standing Committee, Board of Studies, and Academic Council for necessary improvements in the curriculum.

The University shall take decision with regard to continuity/ modification/closure of such programmes based on yearly assessments. However, no programme will be closed once the students have been admitted to the programme on the grounds of inadequate enrolment and the resultant lack of financial viability during a particular year. The decision regarding the closure of the programme(s) shall be taken in advance prior to the commencement of the new session.

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