

**MANDATORY DISCLOSURE
2007-2008**

Mandatory Disclosure by Institutions running AICTE approved Engineering/Technology/Pharmacy programmes to be included in their respective Information Brochure, displayed on their website and to be submitted to AICTE every year.

The following information is to be given in the Information Brochure besides being hosted on the Institution's official Website.

“The information has been provided by the concerned institution and the onus of authenticity lies with the institution and not on AICTE.”

I. NAME OF THE INSTITUTION

- **Government College of Art,
Sector 10-C, Chandigarh (Union Territory)
Pin-160011
Phone: 0172-2740309, Fax: 0172-2744896**

II. NAME & ADDRESS OF THE PRINCIPAL

- **Mr. Brahm Prakash,
2185, Sector 27-C,
Chandigarh – 160027
Phone: 0172-2659627**

III. NAME OF THE AFFILIATING UNIVERSITY

- **Panjab University (PU),
Sector 14, Chandigarh, 160014**

IV. GOVERNANCE

- **The administrative control of the institution including its faculty and staff falls under the Chandigarh Administration. As the institution is affiliated with the Panjab University for the conduct of its BFA Degree and MFA Post-graduate Degree courses, the syllabus, rules and regulations as approved by the University for admission/imparting professional training/examinations etc are followed by the institution.**
- **The admissions to BFA courses and the Special Diploma in Fine Art [for Deaf & Dumb and mentally challenged persons] are done through Common Entrance Test, and to MFA Courses through Interview, which are conducted by the college in accordance with the rules and regulations of Panjab University.**
- **The Admission Calendar followed by the college is also approved by the Panjab University.**

❖ **Members of the Board and their brief background**

- **The Board of Studies in Fine Art of the Panjab University is headed by the Chairman, Department of Fine Arts, Panjab University, Chandigarh, with the Principal of this institution as one of its members.**

❖ **Members of Academic Advisory Body**

- **There are two separate College Advisory Councils for BFA and MFA courses consisting of the members of the respective Disciplines/Specializations for rendering aid and advice to the Principal on academic matters.**

CAC/BFA

Mr. Rajesh Kumar Sharma, Chairman
Mr. D.S. Kapoor, ViceChairman
Mr. Ravinder Sharma, Vice Chairman
Mr. Nirmal Parkash, Member
Mrs Anita Gupta, Member
Mr. Anand Kumar Sharma, Member
Mr. K.S. Sahi, Member

CAC/MFA

Dr Manish Arora, Chairman
Shri Gautam Kar, Vice Chairman
Ajay Pandey, Member
Shri Pankaj Saroj, Member

❖ **Frequency of the Board Meetings and Academic Advisory Body**

- **The meetings of the Board of Studies in Fine Arts are convened at the level of Panjab University at least once in two months. However, the recommendations of the Chairman on various academic matters are sought as required from time to time.**
- **The meetings of the College Advisory Council are held quite frequently during the year for making their recommendations on various academic matters.**

❖ **Organizational chart and processes**

- **Not Applicable**

❖ **Nature and Extent of involvement of faculty and students in academic affairs/improvements:**

- **Various committees like Discipline Committee, Cultural Affairs Committee, NSS Committee etc. are formed consisting of faculty members, who further involve the students to achieve the objectives of the said Committees.**

- ❖ **Mechanism/Norms & Procedure for democratic/good Governance**
 - **More and more faculty members are involved in the affairs of the institution by way of constituting various committees which in turn involve students, leading to good Governance**
- ❖ **Student Feedback on Institutional Governance/faculty performance:**
 - **Although no specific system/procedure for student feedback exists, but the student feedback continue to trickle in throughout the year through the respective Class Incharges/Subject teachers/sometimes directly to the Principal, which are given due consideration for institutional governance/faculty performance. Complaint/Suggestion box has been placed at conspicuous place. Performa for faculty performance is now under active process.**
- ❖ **Grievance redressal mechanism for faculty, staff and students:**
 - **In accordance with the Conduct Rules, every Government employee, i.e. faculty and staff, are required to approach the authorities concerned for the redressal of their grievances through proper channel, which is considered by the said authority under the rules and regulations with the help of official staff so provided and appropriate immediate action is taken for the redressal of the grievances, if deemed fit. Students are required to route their grievances through their respective Class Incharges, which are considered and appropriate action taken by the competent authority.**

V. PROGRAMMES

- ❖ **Name of the Programmes approved by the AICTE**
 - **Bachelor of Fine Arts in the specializations of Applied Art, Painting, Graphics (Printmaking) and Sculpture.**
 - **Master of Fine Arts in the specializations of Applied Art, Painting, Graphics (Printmaking) and Sculpture.**
- ❖ **Name of the Programmes accredited by the AICTE**
 - **Application along with the requisite fee for accreditation of the BFA courses of this institution has already been submitted with the National Board of Accreditation, which is still awaited.**
- ❖ **For each Programme, the following details are to be given:**

I BFA

- **Name:**
Bachelor of Fine Arts in the specializations of Applied Art, Painting, Graphics (Printmaking) and Sculpture.

- **Number of seats:**
60 (15 seats in each specialization)
- **Duration:**
4 Years
- **Cut off mark/rank for admission during the last three years:**

The admission is done on the basis of the merit lists (UT Pool & General Pool) which is drawn by taking into account the marks obtained in the Common Aptitude Test (weightage 60%) conducted by the college and the marks in 10+2 (weightage 40%) taken together.

➤..... **Fee and other Charges :**

College Dues :			
1	Admission Fee		
	a) For BFA courses	500.00	Payable at the time of admission
	b) For MFA courses	750.00	Payable at the time of admission
2	Tuition Fee		
	a) For BFA courses	200.00	Per month
	b) For MFA courses	400.00	Per month
3.	College Security	1000.00	Payable at the time of admission refundable within three years after the student leaves the institution
4.	Students' Fund :		
	(a)Amalgamated Fund	1,500.00	Annual, payable in two equal instalments
	(b)Health Fund	100.00	Ditto
	(c)Stationery Fund	100.00	Ditto
	(d)Short Study Tour Fund	500.00	Ditto
	(e)Refreshment Fund	100.00	Ditto
	(f)Multi media Education Fund	100-00	Ditto
	(g)College Magazine Fund	50.00	Ditto
	(h) Parking Fee:		
	- Scooter	100.00	Ditto
	- Car	200.00	Ditto
	(i)Campus Maintenance Fund	100.00	Ditto
	(j) Smart Card Fee	200.00	As proposed to the Admn.
	University Fee :		

1	Late fee: - with the permission of the V.C.	1000.00	
2	Enrolment Fee (from those who are not regd. with P.U., Chandigarh earlier)	70.00	
3	Registration Fee :		
	(a) From those coming from other Universities/Boards/ Councils	70.00	
	(b) From Foreign/N.R.Is against seats in general category	US\$ 370.00	
4.	Migration Fee	320.00	
5	Continuation Fee	40.00	per annum
6.	P.U Alumni House and Scholarship Fund	10.00	per annum
7.	College Development Council Fee	25.00	per annum
8.	Foreign Students Welfare Fund (Foreign students only)	410.00	per annum
9	Student Holiday Home Fee	40.00	per annum
10	University Sports Dev. Fee	40.00	per annum
11	Sports Fee	30.00	per annum
12	World University Service Fund	10.00	per annum
13	Youth Welfare Fund	40.00	per annum
14	Multi-purpose Auditorium Fee	50.00	per annum

Fee Deposit/Admission Rules The dues are charged half-yearly and payable in full by the students by the 10th of the month in which they fall due. In the case of non-payment of the dues by the due date a fine of Rs. 10/- per day shall be imposed for a maximum period of 15 days and in case a student fails to pay the dues by that day his/her name will be removed from the College Rolls. He/she can only be re-admitted with the permission of the Principal and by paying the maximum fine of Rs. 500. In exceptional cases, Principal may allow late deposit of fees without fine. Should the due dates as specified chance to be a holiday the next working day will be treated as due date.

➤..... **Placement Facilities**

The placement cell of this institution has been constituted. The strength of students is very less. The requirements by any organization is placed on Notice Board. However, all the pass-out students are well settled in India and abroad in various Advertising agencies, Museums, Hospitals, Fashion industries, Film Industries, Production Houses, Technical Institutes, Schools/Colleges/Universities etc.

II MFA

➤ **Name:**

Master of Fine Arts in the specializations of Applied Art, Painting, Graphics (Printmaking) and Sculpture

- **Number of seats:**
40 (10 in each specialization)

- **Duration:**
2 Years

- **Cut off mark/rank for admission during the last three years:**
The admissions to MFA courses during the last two years (2004-2005, 2005-2006, 2006-2007) one on the basis of the Interview held by the Admission Committee duly constituted for this purpose. No cut off mark/rank is relevant in this case.

- **Fee:**
The Fee Structure of MFA courses is same as that of BFA courses except for Admission Fee and Tuition Fee which are Rs 750/- (payable at the time of admission) and Rs 400/- per month respectively.

- **Placement Facilities**
The MFA courses have recently been started from the session 2004-2005 and the proposal of constituting a Placement Cell for the students of MFA courses shall be undertaken.

❖ **Name and duration of programme(s) having affiliation/collaboration with Foreign University(s)/Institution(s) and being run in the same Campus along with status of their AICTE approval.**

➤ **NIL**

❖ **If there is foreign collaboration, give the following details:**

<ul style="list-style-type: none"> • Name of University/Institution: • Address: • Website: • Is the Institution/University Accredited in its Home Country: • Ranking of the Institution/University in the Home Country: • Whether the degree offered is equivalent to an Indian Degree? If yes, the name of the agency which has approved equivalence. If no, implications for students in terms of pursuit of higher studies in India and abroad and job both within and outside the country. 	Not Applicable
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<ul style="list-style-type: none"> • Nature of Collaboration: • Conditions of Collaboration: • Complete details of payment a student has to make to get the full benefit of collaboration: 	
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❖ **For each Collaborative/affiliated Programme give the following:**

<ul style="list-style-type: none"> • Programme Focus • Number of seats • Admission Procedure • Fee • Placement Facility • Placement Records for last three years with minimum salary, maximum salary and average salary 	Not Applicable
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❖ **Whether the Collaborative Programme is approved by AICTE? If not whether the Domestic/Foreign Institution has applied to AICTE for approval as required under notification no. 37-3/Legal/2005 dated 16th May, 2005**

➤ **Not Applicable**

VI. FACULTY

❖ **Branch wise list of faculty members**

	BFA				MFA				Theory
	AA	PTG	GP	SP	AA	PTG	GP	SP	
Permanent Faculty	03	01	01	02	NIL	NIL	NIL	NIL	NIL
On Adhoc Basis	01	05	02	01	NIL	NIL	NIL	NIL	NIL
On Contract Basis	01	NIL	02	01	02	02	01	01	01
On deputation	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	01

❖ **Number of faculty employed and left during the last three years:**

- **MFA courses were first started from the session 2004-2005 and during that session 04 Assistant Professors and 04 Lecturers were employed. During the session 2005-2006, one Lecturer left the college & during the session 2006-2007, one Lecturer left the college.**

VII. PROFILE OF DIRECTOR/PRINCIPAL WITH QUALIFICATION, EXPERIENCE, AGE AND DURATION OF EMPLOYMENT AT THE INSTITUTE CONCERNED

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VIII. FEE

- ❖ **Details of fee, as approved by State Fee Committee, for the Institution.**
 - **The details of fee and other charges for BFA and MFA courses have been furnished above.**
- ❖ **Time schedule for payment of fee for the entire programme.**
 - **Six Monthly**
- ❖ **No. of fee waivers granted with amount and name of students.**
 - **NIL**
- ❖ **Number of scholarship offered by the Institute, duration and amount:**
 - **12 students of BFA 2nd Year, 3rd Year and 4th Year, who topped in their respective lower class examinations, are given Merit Scholarship of Rs 65/- per month.**
- ❖ **Criteria for fee waivers/scholarship**
 - **Not Applicable**

❖ **Estimated cost of Boarding and Lodging in Hostels**

1.	(B) BOYS Hostel Charges: (As proposed to the Administration.)			
	Hostel Security	-	Rs. 2000.00	Per Annum
	Mess Security		Rs. 2000.00	Per Annum
	Room Rent		Rs.	Per month

		150.00	Per
		month	
	Hostel Fund (Amalgamated)	Rs. 100.00 -do-	-do-
	Hostel Service Charges	Rs. 40.00 -do-	-do-
	Mess Equipment/Welfare Fund	Rs. 100.00	-do-
	Campus Maintenance Fund	Rs. 20.00	-do-
	Entertainment Fund	Rs. 100.00	-do-
	Mess Advance	Rs. 2000.00 adjustable in last bill	Adjustable in last bill.
	Girls Hostel Charges will be as per the charges fixed by the hostel of Chandigarh College of Architecture, Sector-11, Chandigarh		

IX ADMISSION

❖ Number of seats sanctioned with the year of approval:

- **60 [15 seats in each specialization of BFA courses, i.e. Applied Art, Painting, Graphics (Printmaking) and Sculpture]. Year of AICTE approval - 1994**
- **40 [10 seats in each specialization of MFA courses, i.e. Applied Art, Painting, Graphics (Printmaking) and Sculpture]. Year of AICTE approval – 2005**
- **04 [01 seat in each specialization of Special Diploma in Fine Arts i.e. Applied Art, Painting, Graphics (Printmaking) and Sculpture]. Year of Approval of Chandigarh Administration – 2003; Year of Grant of Affiliation of Panjab University – 2003**

❖ **Number of students admitted under various categories each year in the last three years.**

Branch	Year	No. of students
BFA in Applied Art	2004-2005	15
	2005-2006	16
	2006-2007	16
BFA in Painting	2004-2005	15
	2005-2006	14
	2006-2007	15
BFA in Graphics (Printmaking)	2004-2005	15
	2005-2006	15
	2006-2007	15
BFA in Sculpture	2004-2005	15
	2005-2006	15
	2006-2007	15
MFA in Applied Art	2004-2005	09
	2005-2006	07
	2006-2007	07
MFA in Painting	2004-2005	10
	2005-2006	10
	2006-2007	10
MFA in Graphics (Printmaking)	2004-2005	10
	2005-2006	10
	2006-2007	02
MFA in Sculpture	2004-2005	10
	2005-2006	10
	2006-2007	04
Special Diploma [Applied Art]	2004-2005	01
	2005-2006	01
	2006-2007	01
Special Diploma [Painting]	2004-2005	01
	2005-2006	01
	2006-2007	01
Special Diploma [Graphics- Printmaking]	2004-2005	Nil
	2005-2006	01
	2006-2007	01
Special Diploma [Sculpture]	2004-2005	NIL
	2005-2006	NIL
	2006-2007	01

- ❖ **Number of applications received during the last two years for admission under Management Quota and number admitted:**

- **Nil**

X **ADMISSION PROCEDURE**

- ❖ **Mention the admission test being followed, name and address of the Test Agency and its URL (website)**

- **The Common Aptitude Test for admission to BFA courses/Special Diploma Courses is conducted by the Faculty of the College itself.**

- **Admission to MFA courses is done through an Interview conducted by the Admission Committee constituted by the College.**

- ❖ **Number of seats allotted to different Test Qualified candidates separately [AIEEE/CET (State conducted test/University tests)/Association conducted test] Calendar for admission against management/vacant seats:**

- **Not Applicable**

- **As per UT Administration Policies and Guidelines**

- Last date for request for applications. NIL
- Last date for submission of application. 20.06.2007
- Dates for announcing final results. 06.07.2007
- Release of admission list (main list and waiting list should be announced on the same day). NIL
- Date for acceptance by the candidate (time given should in no case be less than 15 days) NIL
- Last date for closing of admission. 12.07.2007
- Starting of the ~~Academic Session~~/Classes. 16.07.2007
- The waiting list should be activated only on the expiry of date of main list. N.A.
- The policy of refund of the fee, in case of withdrawal, should be clearly notified. N.A.

XI **CRITERIA AND WEIGHTAGES FOR ADMISSION**

- ❖ **Describe each criteria with its respective Weightages i.e. Admission Test, marks in qualifying examination etc.**
- ❖ **Mention the minimum level of acceptance, if any.**
- ❖ **Mention the cut-off levels of percentage & percentile scores of the candidates in the admission test for the last three years.**

- ❖ **Display marks scored in Test etc. and in aggregate for all candidates who were admitted.**

Eligibility Qualification/Weightage For BFA

Minimum eligibility qualifications for applying for admission: 10+2 (12th) Examination pass or its equivalent with a minimum of 40 per cent marks (35 per cent in case of SC/ST).

Minimum pass marks in Common Aptitude Test (Max. Marks-150): 40 per cent aggregate (in case of SC/ST, 35%)

Weightage for Merit List: Aptitude Test: 60%, Marks in 10+2: 40%

Eligibility Qualification/Weightage For Special Diploma Courses

Minimum qualifications for admission is a pass in the Secondary School Certificate (Class 10th) Examination with a minimum of 40 per cent marks or any other examination recognized by the Syndicate of the Panjab University as equivalent to.

Minimum pass marks in Common Aptitude Test (Max. Marks-150): 40 per cent aggregate.

Weightage for Merit List: Aptitude Test: 60%, Marks in 10th Class: 40%

Eligibility Qualification/Weightage For MFA

Minimum eligibility qualifications for applying for admission: BFA or its equivalent with 50% or more marks.

The candidate are required to be present for interview as per admission calendar with all their original certificates and a portfolio of their works before a Committee headed by the Principal. The decision of this Committee is final.

Weightage for Merit List: The selection is made strictly in order of merit in the following manner:

- Weightage of 60% marks will be given for portfolio of works and programme of study submitted by the candidate before the Admission Committee.
- Weightage of 40% marks will be given for marks secured by the candidates in the last qualifying examination.

Criteria [For BFA/Special Diploma/MFA]: Candidates securing equal marks will be bracketed together. Their *inter-se* merit is determined in accordance with the following criteria:-

- Candidate senior in age shall rank higher in order of merit.
- In the case of tie in age also, a candidate getting higher percentage of marks in the qualifying examination shall rank higher in order of merit.

Item No. I – XI must be given in information brochure and must be hosted as fixed content in the website of the Institution.

The Website must be dynamically updated with regard to XII-XV.

XII APPLICATION FORM

- ❖ **Downloadable application form, with online submission possibilities.**
 - **At present, the application form is available with the prospectus only which can be had in person or by post. Online submission possibility is under active consideration.**

XIII. LIST OF APPLICANTS

- ❖ List of candidates whose applications have been received alongwith percentile/ percentage score for each of the qualifying examination in separate categories for open seats.
 - The list of candidates who applied for admission to BFA/MFA courses is very long running into multiple pages as such not submitted herewith for the purpose of brevity. However, the said lists will be produced before the AICTE Committee as and when its visit takes place.
- ❖ List of candidates who have applied along with percentage and percentile score for Management quota seats.
 - Since there are no Management quota seats, hence 'Not Applicable'.

XIV RESULTS OF ADMISSION UNDER MANAGEMENT SEATS/VACANT SEATS



Not Applicable

- Composition of selection team for admission under Management Quota with the brief profiles of members (This information be made available in the public domain after the admission process is over)**
- ❖ Score of the individual candidates admitted arranged in order of merit.
 - ❖ List of candidates who have been offered admission.
 - ❖ Waiting list of the candidates in order of merit to be operative from the last date of joining of the first list candidates.

- ❖ **List of the candidates who joined with the date, vacancy position in each category before operation of waiting list.**

XV INFORMATION ON INFRASTRUCTURE AND OTHER RESOURCES AVAILABLE

❖ **LIBRARY:**

Number of Library books/Titles/Journals available (programme-wise)

S. No	Course(s)	Number of titles of the books	Number of volumes	Journals	
				National	International
1	Text Books	1013	1517	8	NIL
2	Reference Books	6040	6050	-	-

List of online National/International Journals subscribed. NIL

E-Library facilities: NIL



- Computer Labs - 2
[Equipped with 15/20 computers, printers, scanner, etc.]
- Photography Studios - 3 [one each for Applied Art,
Painting and Graphics]
[Equipped with Photoprocess, B/W Film and Print Processing System]

LABORATORY

For each Laboratory
List of Major Equipment/Facilities
List of Experimental Setup

❖ **COMPUTING FACILITIES:**

- 486 01 No.
- Pentium-II 03 Nos.
- Pentium-III 05 Nos.
- Pentium-IV 37 Nos.

Number and Configuration of Systems:

Work of LAN is in final stage.

Total number of systems connected by LAN:

in process

Total number of systems connected by WAN:

128 kbps

Internet bandwidth:

Corel Draw, Photoshop, 3D Max, MS Office etc.

Major software packages available:

NIL

Special purpose facilities available:



Photoprocess - 1; Lith – 1; Etching – 1;
Etching Workshops for Printmaking – 3;
Printmaking Workshop for Painting – 1;
Metal Casting Workshop for Sculpture – 1;
Ceramics Workshop (to start from next session) – 1;

WORKSHOPS

List of facilities available

Basket Ball, Volley Ball, Badminton, Table Tennis, Carrom, Chess, etc.

Games and Sports Facilities

Youth Welfare Activities, NSS activities, Art Competitions, Quiz, etc.

Extra Curriculum Activities

NIL

Soft Skill Development Facilities

15 Classrooms of the size of 88.28 sqm each

Number of Classrooms and size of each

02 Tutorial rooms of the size of 88.44 sqm each

Number of Tutorial rooms and size of each

Computer Labs – 2 [size 88.28 sqm and 30.67 sqm]

Photography Studios – 3 [size 30.67 sqm each]

Number of laboratories and size of each

1. Auditorium of size 315 sqm with capacity of 200 persons

2. Exhibition Hall of size 315 sqm

Number of drawing halls and size of each

Two computer labs with the capacity of 15 computers each

Number of Computer Centres with capacity of each

Central Examination Facility, Number of rooms and capacity of each.

The examinations are held within the available area, i.e. Classrooms and Workshops etc.

Each faculty members is required to attend Refresher Course and Orientation Course for consideration for placement in the Selection Scale/Senior Grade.

Teaching Learning process

Curricula and syllabi for each of the programmes as approved by the University.

The syllabus/Scheme of Examinations of BFA/MFA courses is available in the College Library.

The admissions are made in the month of July and the regular classes also start at the same time. Summer vacations span from mid May to mid July and Winter Vacations from 2nd Week of December to 1st Week of January every year. Regular classes end on 28th February and the Examinations are held from mid March to mid May.

Academic Calendar of the University

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Academic Time Table

Approx. 35 hours per week

Teaching Load of each Faculty

Only annual exams

Internal Continuous Evaluation System in place:

Performa for faculty performance is now under active process

Students' assessment of Faculty, System in place.

For each Post Graduate programme give the following:

- | | | |
|----|--|---|
| i | Title of the programme | Master of Fine Arts (MFA) in Applied Art
Master of Fine Arts (MFA) in Painting
Master of Fine Arts (MFA) in Graphics
(Printmaking)
Master of Fine Arts (MFA) in Sculpture |
| ii | Curricular and Syllabi
Examination of | Copy of the Syllabus and Scheme of |

MFA Courses is available in the College Library.

S. No.	Name	Designation	Subject
1.	Dr. Manish Arora	Assistant Professor	Applied Art
2.	Shri Kaushal Kumar	Assistant Professor	Painting
3.	Shri Gautam Kar	Assistant Professor	Graphics (Printmaking)
5.	Mrs Navneet Dhillon	Lecturer	Applied Art
6.	Shri Pankaj Saroj	Lecturer	Painting
7.	Shri Ajay Pandey	Lecturer	Sculpture

Brief Profile of each faculty: -

Laboratory facilities exclusive to the PG programme: Computer Lab

Special Purpose

NIL

Software, all design tools in case

Corel Draw, Adobe Photoshop, Illustrator, 3D Max etc.

Academic Calendar and frame work

As above

Research focus

Fine Art courses are in itself research oriented.

Industry Linkage

Advertising Agency/Corporate Houses/ CITCO/Hotels/Govt. Departments

Publications (if any) out of research in last three years out of masters projects NIL

Placement status

Placement Cell . 1st batch will pass out only in July/August 2006.

Admission procedure:

INTERVIEW

Fee Structure:
that of

The Fee Structure of MFA courses is same as

BFA courses as mentioned above except for Admission Fee and Tuition Fee which are Rs 750/- (payable at the time of admission) and Rs 400/- per month respectively.

Hostel Facilities

Hostel facilities for Boys and Girls available.

Contact address of co-ordinator of the PG programme

Name: Brahm Prakash

Address: 2185, Sector 27-C, Chandigarh.

Telephone:2659627

E-mail:brahmprakash@hotmail.com

Certified that no information has been suppressed and there is no misrepresentation.

(Brahm Prakash)
Principal,
Govt. College of Art,
Chandigarh.