



**FIRST STATUTES UNDER SECTION 34 OF  
THE UTTAR PRADESH PRIVATE UNIVERSITIES ACT 2019**

**Notified on 12/09/2023**

***Established under Uttar Pradesh Private Universities***

***(Amendment) Act, 2023***

(UP ACT No. 10 of 2023)

## Index

Article	Page No	Description
<b>CHAPTER 1 – PRELIMINARY</b>		
1	1	Short Title, Scope and Commencement.
2	1	Definitions
3	3	Seal, Flag, Anthem, Insignia etc. of the University
4	3	Academic Calendar of the University.
5	3	Objects of the University.
<b>CHAPTER 2 – OFFICERS OF THE UNIVERSITY</b>		
6	5	Officers of the University
7	5	Appointment, Powers and Functions of the Chancellor.
8	7	Appointment, Powers and Functions of Pro Chancellor
9	8	Appointment, Powers and Functions of Vice Chancellor
10	10	Appointment, Powers and Functions of Pro Vice-Chancellor
11	11	Appointment, Powers and Functions of Registrar
12	13	Appointment, Powers and Functions of Deans of Faculty of Studies/Schools
13	15	Appointment, Powers and Functions of Dean of Students Welfare (DSW)
14	16	Appointment, Powers and Functions of Directors
15	16	Appointment, Powers and Functions of Controller of Examinations
16	18	Appointment, Powers and Functions of Chief Proctor
17	20	Appointment, Powers and Functions of Finance Officer
18	22	Appointment, Powers and Functions of Dean/Director Admissions and Academic Affairs.
19	22	Appointment, Powers and Functions of Dean/Director Planning and Research
20	22	Appointment, Powers and Functions of Head of Department (Academic)
21	23	Appointment, Powers and Functions of Dean Alumni
22	24	Appointment, Powers and Functions of Dean Human Resources & Development (HRD)
23	24	Dean of Academic Quality Control
24	25	Dean Career Guidance and Development
25	25	Dean of Distance Education

26	25	Chief Engineer
27	26	Chief Procurement & Inventory Officer
28	26	Chief Security Officer
29	26	Deputy Director Sports
<b>CHAPTER III: AUTHORITIES OF THE UNIVERSITY</b>		
30	27	Authorities of the University
31	27	The Governing Body
32	30	The Executive Council
33	33	The Academic Council
34	37	The Finance Committee
35	39	The Planning Board
36	40	Board of Faculties, Board of Studies, Admissions Committee, Examinations Committee and Other Authorities of the University
<b>CHAPTER IV : TEACHERS AND EMPLOYEES OF THE UNIVERSITY</b>		
37	45	Teachers
38	45	Non-teaching Employees of the University
<b>CHAPTER V: MISCELLANEOUS PROVISIONS</b>		
39	46	Disputes and Appeal
40	46	Conferment of Honorary Degree
41	46	Withdrawal of Degree, Diploma, Certificate and other Academic Distinctions
42	47	Institution of Fellowships, Scholarship, Studentships, Medals and Prizes
43	47	Maintenance of Discipline among the Students
44	47	The Establishment and Abolition of Faculties, Departments, Schools, Centre's etc.
45	48	Other Boards and Committees
46	48	The Delegation of Powers vested in the Authorities or officers of the University
47	49	All other Matters, which may be, by the Act, are to be or may be Prescribed

## CHAPTER 1 – PRELIMINARY

### Article 1: Short Title, Scope and Commencement.

1. These Statutes may be called the First Statutes of **T.S. MISHRA UNIVERSITY, 2023**, under Section 34 of the Uttar Pradesh Private Universities Act, 2019.
2. These First Statutes shall come into force with effect from the date of notification by the University.

### Article 2: Definitions.

1. In these Statutes, unless the context otherwise requires:
  - (a) “Act” means the Uttar Pradesh Private Universities Act, 2019; (U.P. Act 12 of 2019)
  - (b) “Academic Calendar”, means the calendar of academic activities of the University;
  - (c) “Academic Council” means the Academic Council of the University;
  - (d) “Admission Committee” means the Admission Committee of the University in terms of Section 29 of the Act;
  - (e) “Authorities” of the University shall mean all Authorities of the University stated in Chapter 3 of this Statutes;
  - (f) “Board” means the Faculty Board, the Board of Studies or the Planning Board, or any other Board of the University;
  - (g) “Chancellor” means the Chancellor of the University;
  - (h) “Vice Chancellor” means the Vice Chancellor of the University;
  - (i) “Finance Officer” means the Finance Officer of the University;
  - (j) “Controller of Examinations”, means the Controller of Examination of the University;
  - (k) “Deans of Faculty/Schools, Dean Academics, Dean Planning and Research, Dean Student Welfare” means the Deans of Faculty/Schools, Dean Academics, Dean Planning and Research, Dean Student Welfare of the University;
  - (l) “Degrees/Diploma” means the Degrees/Diplomas as specified by the UGC and/or any other regulatory body;

- (m) "Department" means a Department of Studies and includes a Centre of Studies and Research of the University;
- (n) "Director" means the Head of an "Institute", "Center" or "School" or "Function", or the person appointed for the purpose to act as such in his absence, of the University;
- (o) "Email" means communication methods that uses electronic devices to deliver messages across computer networks and shall include to mean other suitable IT enabled platforms used by the sender and the recipient of information.
- (p) "Employee" means Employee of the University, and shall include teaching and non-teaching staff of the University.
- (q) "Executive Council" means the Executive Council of the University
- (r) "Fee" means the fee charged by the University from the students, by whatever name it may be called.
- (s) "Governing Body" means a Committee constituted by the Sponsoring Body;
- (t) "Officers of the University" or "Officers" shall mean all Officers of the University stated in Chapter 2 of this Statutes.
- (u) "Prescribed" means prescribed by Statutes; Ordinance or Regulations of the University.
- (v) "Pro-Chancellor" means the "Pro-Chancellor" of the University.
- (w) "Pro-Vice-Chancellor" shall mean the "Pro-Vice-Chancellor" of the University.
- (x) "Registrar", "Controller of Examination", "Librarian" or the "Proctor" means respectively the Registrar, the Controller of Examinations, the Librarian or the Proctor of the University.
- (y) "Regulatory Body" means the statutory bodies as defined in Section 2 of the Act.
- (z) "School" means a School established by the University in accordance with the Act and approved by the Governing Body.
- (aa) "Sponsoring Body" in relation to the **"T.S. Mishra University, Amausi, Lucknow"** established under the Act means: - **Vedic and Futuristic Edutech.**
- (bb) "State Government" means the Government of Uttar Pradesh.
- (cc) "Statutes", "Ordinances" and "Regulations" means respectively, these Statutes, the Ordinances and the Regulations of the University for the time being in force;

- (dd) “University” means the “**T.S. Mishra University, Amausi, Lucknow**” incorporated under the Act;
- (ee) “UGC” means University Grants Commission established under Section 4 of the University Grant Commission Act, 1956; and
- (ff) “Words and Expressions” used but not defined in these Statutes, shall have the same meaning as assigned to them in the Act.

### **Article 3: Seal, Flag, Anthem, Insignia etc. of the University.**

1. The University shall have a common seal to be used for the purposes of the University and the design of the seal shall be as approved by the Executive Council, subject to further changes or amendments, as deemed necessary from time to time;
2. The University may decide to make and use such Flag, Anthem, and other symbolic or graphic expression, abbreviation or likewise, for such purposes as deemed necessary from time to time, and which are not of such nature that are restricted by the State or the Central Government.

### **Article 4: Academic Calendar of the University.**

1. Academic Calendar of the University shall be approved by the Executive Council and shall be in conformity with the guidelines, if any, issued by the State Government and other Regulatory Bodies from time to time.
2. The University shall publish its Academic Calendar on its website.
3. In case of international students, the University may follow a different admission process and Academic calendar as may be prescribed in the Ordinances of the University.

### **Article 5: Objects of the University.**

#### **The Objects of the University are:**

1. As provided in the Section 10 of the Uttar Pradesh Private Universities Act 2019.
2. To impart quality undergraduate and postgraduate education, inculcating in citizens knowledge and skills, that would enable them to make meaningful contributions to society, its economy and culture and effectively face global challenges.

3. Collaborate with Government, Universities, research Institutions, non-governmental organizations to achieve the Objects of the University.
4. To develop programs for continuing education and faculty development.
5. To achieve the Vision and Mission of the Sponsoring Body, which are as follows:

**“The University shall endeavor to harness the transformative powers of education to impart knowledge and wisdom and to create citizens who can effectively contribute to society, its economy and culture.”**

6. To take appropriate measures for promoting innovations in teaching-learning process and interdisciplinary studies and research;
7. To establish centers of excellence for research and development; creating knowledge and fostering innovation through application;
8. To bring in flexibility, transparency and reform as per best practices prevailing in areas of teaching, research, consultancy at the global level;
9. To undertake activities as are incidental, necessary or conducive to the attainment of all or any of the Objects of the University.

## **CHAPTER 2: OFFICERS OF THE UNIVERSITY**

### **Article 6: Officers of the University**

The following shall be the Officers of the University. The University may appoint all or any of the officers, as per the list below.

1. Chancellor
2. Pro-Chancellor
3. Vice-Chancellor
4. Pro-Vice Chancellor
5. Registrar;
6. Deans of Faculties/Schools;
7. Dean of Students' Welfare;
8. Director;
9. Controller of Examinations;
10. Chief Proctor;
11. Finance Officer;
12. Dean/s of Admission and Academic Affairs;
13. Dean/s of Planning and Research;
14. Head of Departments (Academic);
15. Such other Officers as may be declared by this Statutes, to be the Officers of the University.

### **Article 7: Appointment, Powers and Functions of the Chancellor.**

1. A person of eminence shall be appointed as the Chancellor by the Governing Body of the University for a period of five years, on such terms and conditions as decided by the Sponsoring Body.
2. The Chancellor shall be selected and appointed in the manner to be decided by the Sponsoring Body. The Sponsoring Body shall have sole and exclusive powers to reappoint the Chancellor for the second or successive terms, as it deems fit.
3. Subject to the provisions of the Act, the Sponsoring Body shall determine the salary, perquisites, and allowances of the Chancellor.



4. The Chancellor shall have unrestricted powers to call for any information, record or any document from the University.
5. The Chancellor shall have powers to issue cheques and authorize payments or he/she may delegate this power to any other officer/officers of the University.
6. The Chancellor may delegate, subject to such terms and conditions as may be specified in writing, all or any of his powers to any Officer and /or Authority at his discretion and have the right to modify or recall his/her order of delegation of such power without assigning any reasons.
7. Notwithstanding anything contained in the Statutes to the contrary, the Chancellor may discharge all or any of the functions of the University for the purposes of carrying out the provisions of the Act and Statutes, when such Officer or Authority of the University is not available.
8. The Chancellor may resign from office by writing under his hand to the Pro Chancellor without assigning any reason. The Pro Chancellor shall within a period of fourteen days from date of receipt of such resignation have it placed before the Sponsoring Body for decision and inform the Governing Body.
9. Decisions taken by the Chancellor shall be placed before the Governing Body, for information.
10. The Chancellor shall be authorized to issue directions to any Officers/Authorities of the University from time to time, as necessary in the interest of the University, and such directions shall be complied with by the Officers/Authorities of the University.
11. In case a vacancy arises in the office of the Vice-Chancellor and till the appointment of a regular Vice Chancellor as per prescribed procedure, the Chancellor shall have the power to appoint a person as officiating Vice-Chancellor for a period of not beyond six months.
12. The Chancellor shall exercise such other powers as may be prescribed under the Act, and/or by any Regulatory Body, and/or recommended by any Authority of the University or by the Statutes or the Ordinance of the University or take any actions in the interest of the University.

13. Without prejudice to the foregoing provisions, Chancellor may by an order in writing annul, suspend or modify any resolution, order, or proceeding of any of the Officers or Authorities of the University not in conformity with the Act, the Statutes, or the Ordinance or not in the interest of the University.
14. The Chancellor shall consult and be advised by the Sponsoring Body on all matters of importance including decisions affecting the assets and liabilities of the University.
15. The Sponsoring Body can call from the Chancellor and/or any other Officer/Authority of the University any information or record relating to matters deemed important including decisions affecting the assets and liabilities of the University and can advise the Chancellor on such matters.

#### **Article 8: Appointment, Powers and Functions of Pro Chancellor**

1. The Pro-Chancellor shall be appointed in accordance with Section 16 of the Act by the Chancellor, with the approval of the Governing Body for a period of five years, and upon the expiry of the term he/she shall be eligible for re-appointment.
2. Pro-Chancellor shall assist the Chancellor in discharging his/her duties/exercise such powers as may be delegated to him/her in writing by the Chancellor and preside over the convocation in his/her absence.
3. The Pro-Chancellor may by writing under his/her hand addressed to the Chancellor, resign his/her office without assigning any reason.
4. If, at any time, upon representation made or otherwise, and after making such inquiry, as may be deemed necessary, the situation so warrants that the continuance of the Pro-Chancellor is not in the interest of the University, the Chancellor with the prior approval of the Governing Body, may, by an order in writing stating the reasons therefore, ask the Pro-Chancellor to relinquish his office before expiration of his tenure from such date as may be specified in the order. Provided that before taking an action under this sub-section, the Pro-Chancellor shall be given opportunity of being heard.
5. The Pro-Chancellor shall draw salary which shall be less than that of the Chancellor of the University.

## **Article 9: Appointment, Powers and Functions of Vice Chancellor**

1. The Vice Chancellor shall be appointed by the Chancellor with the prior approval of the Governing Body.
2. The Chancellor shall constitute a Search Committee to recommend a panel of name/names of person/persons suitable for appointment to the post of Vice Chancellor.
3. The Search Committee shall recommend a panel of name/names to the Chancellor within the period stipulated by the Chancellor in his order constituting the Search Committee. Provided that if the Search Committee recommends a single name, it shall be required to justify its recommendations. The Chancellor shall place before the Governing Body the panel of name/names with his/her observations if any.
4. In case none of the recommended names are found suitable, the Chancellor shall advise the search committee to suggest a fresh panel.
5. The Vice Chancellor shall be a full-time salaried officer of the University; the salary, allowances, and other conditions of services, shall be such as decided by the Chancellor and as amended from time to time, in writing.
6. The Vice-Chancellor shall hold office for a period of five years or until he/she attains the age of seventy years, whichever is earlier and shall be eligible for reappointment after the expiry of his/her term.
7. The Vice-Chancellor may by writing addressed to the Chancellor, resign from his office with three months' notice.
8. After the expiration of term of five years, the Vice Chancellor shall continue to hold his office for a period not exceeding six months or till a regularly appointed Vice-Chancellor assumes charge, whichever is earlier, provided further that if no Vice-Chancellor could be appointed during the aforesaid period of six months the Chancellor shall have the power to further extend the term of the incumbent Vice-Chancellor for a period not beyond three months.

9. Subject to the provisions of section 17(3) of the Act, the services of Vice-Chancellor can be terminated by the Chancellor with the prior approval of the Governing Body, by giving him three months' notice or three months' salary in lieu of notice. If, at any time, upon representation made or otherwise, and after making such inquiry, as may be deemed necessary, the situation so warrants that the continuance of the Vice-Chancellor is not in the interest of the University, the Chancellor, may, by an order in writing stating the reasons therefore, ask the Vice-Chancellor to relinquish his office before expiration of his tenure from such date as may be specified in the order: Provided that before taking an action under this sub-section, the Vice-Chancellor shall be given an opportunity of being heard.
10. The Vice-Chancellor shall be the principal executive and academic officer of the University and shall exercise general superintendence and control over the affairs of the University and shall be the chairperson of the Executive Council and execute the decisions of the Executive Council and other competent bodies and the State Government made under the provisions of the Act, Statutes, Ordinances and Regulations made thereunder.
11. During the temporary absence of the Vice-Chancellor by reason of leave, illness or any other cause, the Chancellor may make such arrangements as he deems fit for carrying on the duties of the Vice-Chancellor.
12. The Vice-Chancellor shall have the following additional powers and functions:
  - a. The Vice-Chancellor shall be entitled to be present at and to address any meeting of any authority of the University:
  - b. It shall be the duty of the Vice-Chancellor to see that the provisions of the Act, Rules, Statutes, Ordinances and Regulations of the University, as applicable to the University, are duly observed:
  - c. The Vice-Chancellor shall have power to grant leave to any officer, teacher, employee or student of the University, other than the Chancellor and Pro-Chancellor and make necessary arrangements for the discharge of the functions of such person during the period of his/her absence provided that the Vice-Chancellor may delegate such powers to any other Officers of the University.

- d. The Vice Chancellor shall have the power to convene or cause to be convened meetings of the various Authorities of the University other than the Governing Body, Finance Committee and the Planning Board.
- e. The Vice Chancellor shall have all the powers necessary for the proper maintenance of discipline in the University be it the faculty/staff or student.
- f. The Vice-Chancellor shall preside over the convocation of the University in the absence of the Chancellor and the Pro-Chancellor.
- g. The Vice-Chancellor shall have the powers to enter into agreements on behalf of the University, as approved by the respective and relevant statutes committees or as approved by the Chancellor.
- h. The Vice-Chancellor may delegate any of his powers to other Officers of the University with the prior written approval of the Chancellor.
- i. If in the opinion of the Vice Chancellor, it is necessary to take immediate action on any matter, in the interest of the University, for which powers are conferred on any other authority by or under this Act, he may take such action as he deems necessary, with prior consultation of the Chancellor, and shall at the earliest opportunity thereafter report his action to such officer or Authority as would have in the ordinary course dealt with the matter within a period of thirty days.
- j. Provided that if in the opinion of the concerned Officer or Authority such action should not have been taken by the Vice Chancellor, then such case shall be referred to the Chancellor, whose decision thereupon shall be final.

#### **Article 10: Appointment, Powers and Functions of Pro Vice-Chancellor**

1. The Vice Chancellor shall appoint the Pro Vice-Chancellor from amongst the professors at the University in consultation with and approval of the Chancellor who shall exercise such powers and perform such functions as may be prescribed in the Ordinances and Regulations in regard to the said appointment.
2. The Pro Vice Chancellor appointed under sub-section (1) of section 18 of the Act, shall discharge his duties in addition to his duties as a Professor.

3. The Pro-Vice-Chancellor shall assist the Vice-Chancellor in discharging day to day duties as and when required/assigned by the Vice Chancellor,
4. The Pro Vice-Chancellor shall discharge the routine duties of the office of the Vice-Chancellor in his/her absence, unless otherwise directed by the Vice-Chancellor and/or the Chancellor.
5. The appointment of Pro Vice-Chancellor shall be for a period of two years or until he/she attains the age of seventy years, whichever is earlier. His/her services as Pro Vice Chancellor can be terminated by the Vice-Chancellor with the approval of the Chancellor without assigning any reason.

### **Article 11: Appointment, Powers and Functions of Registrar**

1. The Registrar shall be appointed by the Chancellor of the University on the advice of the Vice Chancellor following procedures prescribed in the Ordinance.
2. The qualifications and procedure for selection to the post of Registrar shall be decided and approved by the Executive Council in accordance with law and/or as specified in the Ordinances of the University.
3. The terms of office and conditions of service of the Registrar shall be determined by the Governing Body.
4. The power, functions and responsibilities of the Registrar shall be as may be determined by the Chancellor/Governing Body and may include:
  - a. The Registrar shall be ex-officio secretary of the Governing Body, Executive Council, Academic Council, the Admission Committee, and such other Committee, as may be prescribed, but will not have the right to vote on any matter placed before any of the committees.
  - b. Registrar shall work directly under the superintendence, and direction of the Vice-Chancellor and/or the Chancellor.
  - c. The Registrar shall be the custodian of records and common seal of the University and have the power to authenticate records on behalf of the University,
  - d. Conduct the external official correspondence of the University on behalf of all or any of its Authorities.

- e. As Secretary to the said Authorities, as above, he shall issue notices conveying the dates of meeting of the University Authorities to the members and make necessary arrangements for the conduct of such meetings. Further, he shall make available to the Chancellor or Chairman of various Authorities/Statutory Committees, copies of the agenda and minutes of meetings, as soon as they are issued:
- f. In an emergency, when the Vice-Chancellor is not able to act, call a meeting of the Executive Council forthwith, and take its directions for carrying on the work of the University.
- g. Represent the University in suits or proceedings by or against the University, sign powers of attorney and verify pleadings or depute his representative for the purpose.
- h. Responsible for implementation of admission/scholarship policies of the University, issue of admission offers to the candidates and registration of all new and returning students as per academic calendar and announced schedule:
- i. Shall be key coordinator for conduct of Convocation, obtaining approvals for award of degrees, preparation and maintaining scroll of degrees:
- j. Maintaining academic archives/records and issue of academic credentials/certificates or relevant documents etc. to the students,
- k. Arranging the issue of medals and prizes to the students as per defined policies:
- l. Update the Handbook of the Statutes, Ordinances and Regulations approved by the relevant Authorities, bodies or committees, from time to time, and make them available to all members of the Authorities and Officers of the University.
- m. Shall be responsible for preparation of Annual Report of the University.
- n. Have the power to seek information in regard to any matter of the University, from the Deans, Director of Schools/Institutes/Centers, Finance Officer and any other officers of the University for submission to the State Government and other external agencies/Regulatory Bodies:
- o. Perform such other duties and functions as may be specified in the Statutes or prescribed by the Ordinances or as may be required, from time to time, by the Chancellor, Executive Council or the Vice Chancellor.

- p. The Registrar may, by writing addressed to the Vice Chancellor, resign his office, and his resignation shall be effective from the date of acceptance by the Executive Council.
- q. The services of the Registrar can be terminated by the Chancellor without assigning any reason in the manner as prescribed.
- r. Provided that if, at any time, upon representation made or otherwise, and after making such inquiry, as deemed necessary, the situation so warrants that the continuance of the Registrar is not in the interest of the University, the Chancellor may, by an order in writing stating the reasons, ask the Registrar to relinquish his office from such date as may be specified in the order. Provided that before taking such action, the Registrar shall be given an opportunity of being heard.
- s. The Registrar shall have the powers to enter into agreements on behalf of the University, as approved by the respective and relevant Statutory Committees or as approved by the Chancellor.
- t. Shall be responsible for liaison with the district administration in matters related to law and order and other incidental matters relating to the campus.
- u. The Registrar in his/her work may be assisted by such numbers of other officers including Additional, Deputy and Assistant Registrars as may be prescribed. Their work and conduct shall be supervised by the Registrar.

## **Article 12: Appointment, Powers and Functions of Deans of Faculty of Studies/Schools**

1. Dean of every Faculty of Studies/School shall be appointed by the Executive Council from amongst the Professors of the concerned Faculty or as direct recruitment if deemed necessary following procedures specified in the Ordinances of the University, subject to fulfilling the eligibility criteria as a Professor of the said Faculty.
2. The Executive Council shall have the power to remove the Dean if he/she is found guilty of any misconduct or if he fails to perform the duties of his/her office.
3. The Dean shall preside over the meeting of the Faculty Board/Board of Studies of Schools and be a special invitee to other Board of Studies of the Departments of the Schools.



4. The Dean shall exercise such other powers and discharge such other functions as may be laid down by the Ordinances or Regulations. Further, the Dean shall have following functions, roles/ powers:
- a) He/she shall work directly under the superintendence, direction and control of the Vice-Chancellor.
  - b) Be responsible for academic planning, conduct of the programs and implementation of academic policies approved by the Academic Council in respect of academic development, maintenance of quality of education, standards of teaching and research and training of teachers within his/her Faculty.
  - c) Co-ordinate quality-related activities, including adoption and dissemination of good practices, development and maintenance of institutional database, through Management Information System (MIS) platforms for the purposes of maintaining or enhancing the institutional quality/efficiency.
  - d) recommend to the Academic Council proposal for new programs or discontinuation of existing ones.
  - e) facilitate the creation of a learner-centric environment conducive for quality education.
  - f) ensure implementations of measures decided, based on feedback from students or take remedial measures to address the points given by Internal Quality Assurance Cell (IQAC)
  - g) organize inter-alia inter-institutional and intra-institutional workshops, seminars, conferences on quality related themes and promotion of quality circles:
  - h) be responsible for fostering quality culture in the Faculty.
  - i) control, regulate and co-ordinate research activities.
  - j) be empowered to ask Controller of Examination to withhold the Hall Tickets of student for examination for valid reasons as per policy.
  - k) render necessary assistance for redressal of grievances /address academic queries of the students/parents/stakeholders in the faculty/school; and
  - l) exercise such other powers and perform such other functions, as may be delegated or assigned to him by the Vice-Chancellor.

5. The appointment of Dean can be terminated by the Executive Council or Chancellor on recommendation of the Vice Chancellor without assigning any reason in the manner as prescribed.
6. If the Dean is an internal person, and if his appointment as Dean is terminated, he/she shall continue as departmental Professor.

**Article 13: Appointment, Powers and Functions of Dean of Students Welfare (DSW)**

1. Dean of Student Welfare (DSW) shall be appointed by the Executive Council based on the recommendations of the Vice Chancellor from amongst the Faculty members not below the rank of Associate Professor and as specified in the Ordinances of the University. The DSW shall discharge his duties in addition to his duties as a teacher of the University.
2. DSW will be overall in-charge of the welfare of students. His domain would include non-academic aspects of student activities on campus; with a view to ensuring convergence between intellectual and social life of the students.
3. He will coordinate the activities of various Halls/Hostels of Residence and have power of shifting a resident student from one Hall/Hostel to another, if deemed necessary.
4. Make arrangements with the Railway and Airlines for the issuance of concessional tickets to students during vacations, for educational tours and for student participation in extracurricular activities and sports.
5. Maintain the Register of Alumni and foster communications with the same.
6. Perform such other duties and discharge such other responsibilities, as may be assigned to him/her by the Academic Council/Vice Chancellor from time to time;
7. DSW shall hold office for a period of two years from the date of appointment and may be re-appointed at the end of term.
8. DSW may delegate any part of the duties/responsibilities to Student Welfare Officer or any other person, with approval of the Vice Chancellor.
9. The appointment of DSW can be terminated by the Executive Council/ Chancellor in consultation with the Vice Chancellor without assigning any reason in the manner as prescribed.

## **Article 14: Appointment, Powers and Functions of Directors**

1. The Director shall be appointed by the Executive Council from amongst the Professors of the concerned School/Centre or as direct recruitment as per the procedure laid down by the Executive Council and/or as specified by the Ordinances of the University.
2. The qualifications, term of office, conditions of service and procedure of appointment of the Director/(s), shall be determined by the Executive Council.

## **Article 15: Appointment, Powers and Functions of Controller of Examinations**

1. The Controller of Examination shall be appointed by the Chancellor on the recommendations of a selection committee constituted as given below:
  - (i) The Vice Chancellor Chairman
  - (ii) One member of the Executive Council nominated by the Chancellor Member.
  - (iii) One member of the Governing Body nominated by the Chancellor Member.
  - (iv) Registrar Secretary.
2. The qualifications, terms of office, conditions of service and procedure of appointment of the Controller of Examinations shall be determined by the Executive Council and/or as specified by the Ordinances of the University.
3. The Controller of Examination shall be the Principal Officer in charge and, without prejudice to the generality of the provisions of the Ordinances, shall be responsible for making all arrangements necessary for holding free and fair examinations maintaining highest integrity and ensuring compliance of the rules and procedures as per Ordinances related to examinations, besides declaration of results.
4. He/she shall be the Member-Secretary of the "University Examination Committee" and perform all such functions as part of the committee as specified in the Ordinances and evolve and implement processes for proper and smooth conduct of examinations and evaluation;
5. He/she shall discharge his functions under the direction and guidance of the Vice-Chancellor.

6. The Controller of Examination shall be ex-officio member in the meetings of the Academic Council, in case not included as Professor or other designation.
7. The Controller of Examination shall perform such other functions as prescribed by the Ordinances and approved by the Executive Council. The functions shall include but not restricted to:
  - a) Monitor examination schedule as per the announced Academic Calendar of the University. He may postpone or cancel examinations in part or in whole, in the event, where such need arises, with prior approval from the Vice Chancellor.
  - b) Issue suitable guidelines and notices to all concerned, on pending examinations of all nature including supplementary examination or examination of additional semesters or internships and other related processes.
  - c) Issue of Data Sheets for conducting different programs, theory as well as practical examinations based on academic calendar.
  - d) Coordination of paper-setting work, including printing, sealing and safe custody,
  - e) Issue invigilation plan and duties of examiner's etc.
  - f) Preparation of seating plan/hall preparation.
  - g) Finalize the students eligible to take examinations in coordination with Colleges/Schools/ERP system; announce the list and where required declare list of students who shall not be provided hall ticket due to shortage of attendance or any disciplinary action.
  - h) Nomination of flying squads or such like committees to ensure smooth and fair conduct of exams, it may involve appointing external agencies/observers for conducting and monitoring the examinations.
  - i) To arrange for the answer books and their safe custody.
  - j) Manage conduct of examinations on daily basis.
  - k) To arrange for evaluation and to process the timely publication of results and their declaration to the students.
  - l) In case of reported incident of unfair means initiate necessary action including calling for meeting of UFM (Unfair Means) Committee to investigate the incidents as per the rules on UFM and promulgate orders based on the report/findings.

- m) Recommend disciplinary action where necessary, against the students, paper setters, examiners, moderators, or any other persons connected with examinations and evaluation, found guilty of malpractices in relation thereto.
  - n) Ensure innovative and effective use of information and communication technology in the entire process of the conduct of examinations and evaluation.
  - o) Provide Registrar hard copies of signed results after uploading/locking the data on the ERP system to enable issuance of grade sheets and Transcripts.
  - p) To submit report regarding examinations and results review to the Vice-Chancellor and to the University Examination Committee.
  - q) The Controller of Examination may initiate proposals to the Vice Chancellor to carry out suitable changes in the Ordinance of the University dealing with examinations and related processes.
  - r) To carry out all other duties and functions assigned to him by the University Examination Committee, undertake any other task assigned to him/her by the University authorities to carry out the objectives of the Examinations and Evaluation, and to ensure that the objectives of the University are accomplished.
  - s) Exercise such other powers and perform such other duties as prescribed by the Act or assigned to him by the Vice Chancellor, from time to time.
8. The appointment of COE can be terminated by the Executive Council/ Chancellor without assigning any reason in the manner as prescribed.

### **Article 16: Appointment, Powers and Functions of Chief Proctor**

1. The Chief Proctor shall be appointed by the Executive Council and/or as specified by the Ordinances of the University from the Professors of the University. The Chief Proctor shall discharge his duties in addition to his duties as a Professor.
2. The Chief Proctor shall hold office for a period of two years from the date of appointment and may be reappointed at the end of the term.
3. The Chief Proctor shall assist the Vice-Chancellor in maintaining discipline among the students of the University
4. The Vice-Chancellor may nominate as many Deputy Proctors and Assistant Proctors as he deems proper to assist the Chief Proctor. Further Vice-Chancellor may constitute a Proctorial Board to assist the Chief Proctor in fulfilling his assigned responsibilities.

5. The Chief Proctor shall exercise such powers as may be delegated/assigned to him/her by the Executive Council. In addition, in consultation with Registrar and Vice Chancellor, the Chief Proctor shall:
  - a. Formulate, update, and implement the discipline rules and orders as per Ordinances or Rules of the University.
  - b. Monitor the disciplinary status prevailing in the student community.
  - c. Take preventive steps such as issuance of notices, warnings, instructions regulating certain acts and other arrangements for the purpose of forestalling acts of individual or collective indiscipline:
  - d. Collect relevant facts about incidents of indiscipline, evaluate evidence decide/recommend the quantum of punishment to be imposed on erring students. Whenever considered necessary and in case of serious breach of discipline, the Chief Proctor shall place the relevant information before the Vice-Chancellor for his decision and
  - e. Provide all relevant details like investigation reports and directions on the same, to the Registrar for issuance of orders relating to disciplinary proceedings against students.
  
6. The Chief Proctor shall have the power to take cognizance of any breach of discipline, and if circumstances so require, to take immediate disciplinary action in case of minor offences or in case of serious breach of discipline refer the case to a proctorial committee, for investigation and/or seek directions from the Vice Chancellor, Further, he/she may
  - a) institute proceedings, in cases of breach of discipline, referred to him/her by the Vice- Chancellor or reported to him/her by any other person or noticed by himself/herself.
  - b) suspend any student up to a maximum period of one week; suspension beyond which shall be approved by the Vice Chancellor.
  - c) Impose a monetary fine as prescribed, beyond which approval of Vice Chancellor shall be required
  - d) In all cases of disciplinary action, where the Chief Proctor considers that a punishment higher than that he/she is authorized to impose; he/she shall report the same to the Vice Chancellor for suitable action.

7. The appointment of Chief Proctor can be terminated by the Executive Council/Chancellor without assigning any reason.

### **Article 17: Appointment, Powers and Functions of Finance Officer**

1. The Finance Officer shall be appointed by the Executive Council.
2. Provided that subject to Article 7(14) and Article 7(15), the prior approval of the Chancellor shall be required.
3. The qualification for selection for the post of Finance Officer shall be as determined by the Governing Body.
4. The Finance Officer shall be a whole-time salaried officer of the University. The term of office and conditions of service of the Finance Officer shall be determined by the Governing Body.
5. The power and functions of the Finance Officer shall be as may be determined by the Governing Body.
6. The Finance Officer shall:
  - (a) Exercise general supervision of the Funds of the University and advise the Authorities and Officers of the University on all matters/issues having financial implications.
  - (b) Supervise and manage the assets, properties and investments of the University, including endowments for furthering the Objects of the University.
  - (c) Subject to the powers of the Officers of the University, see that the limits fixed by the Finance Committee for recurring and non-recurring expenditure for one year are not exceeded and that all moneys are expended on the purposes for which they are granted or allotted.
  - (d) Be responsible for the preparation of the Annual Accounts and the Budget of the University for the next financial year and for their presentation to the Finance Committee.
  - (e) Monitor the cash and bank balances and investments, to ensure optimum levels and returns.
  - (f) Watch the progress of revenue received and advise on improving the efficiency of collection/recoveries.

- (g) Have the accounts of the University regularly audited by the auditors as may be appointed for the purpose.
  - (h) Call for from any office under the University any information or returns that he/she may consider necessary to discharge his/her financial responsibilities.
  - (i) The Finance Officer shall be the ex-officio secretary of the Finance Committee without any voting rights.
  - (j) The Finance Officer shall have the right to speak and take part in the proceedings of the Executive Council but shall not be entitled to vote.
  - (k) The Finance Officer shall be responsible for all regulatory compliances, with all authorities, related to Accounts, Taxes and any other finance-related matter.
7. The Finance Officer may, by writing under his hand addressed to the Vice-Chancellor, resign without assigning any reason. The resignation shall be forwarded to the Chancellor with specific recommendations by the Vice-Chancellor for appropriate decision.
  8. The services of the Finance Officer can be terminated by the Chancellor on his/her own judgement or as advised by the Vice-Chancellor without assigning any reason in the manner as prescribed.
  9. Provided that if, at any time, upon representation made or otherwise, and after making such inquiry, as may be deemed necessary, the situation so warrants that the continuance of the Finance Officer is not in the interest of the University, the Executive Council may, on advice of the Chancellor, by an order in writing stating the reasons thereof, ask the Finance Officer to relinquish his office from such date as may be specified in the order.
  10. Provided that before taking action, the Finance Officer shall be given an opportunity of being heard.
  11. When the office of the Finance Officer falls vacant or when the Chief Finance Officer, by reason of illness or long absence or due to any other reason, is unable to perform his duties, the same shall be performed by such person nominated by the Vice Chancellor with the approval of the Chancellor.



**Article 18: Appointment, Powers and Functions of Dean/Director Admissions and Academic Affairs.**

The roles and responsibilities, qualifications, term of office, conditions of service and procedure of appointment of the Dean/Director of Admissions and Academic Affairs shall be determined and approved by the Executive Council and/or as specified by the Ordinances of the University.

**Article 19: Appointment, Powers and Functions of Dean/Director Planning and Research**

1. The Dean/Director Planning and Research (P&R) may be appointed when deemed necessary by the Executive Council.
2. The roles and responsibilities, qualifications, terms of office, conditions of service and procedure of appointment of the Dean Planning and Research (Dean P&R) shall be as determined and approved by the Executive Council or as specified by the Ordinances of the University.

**Article 20: Appointment, Powers and Functions of Head of Department (Academic)**

1. Head of Department (Academic) shall be appointed by the Executive Council, based on recommendations of the Vice Chancellor, from amongst the Professors of the concerned Department or as direct recruitment as per procedures laid down by the Executive Council and/or as specified by the Ordinances of the University, and in addition he/she shall continue to perform his/her teaching duties.
2. The Executive Council shall have power to remove the Head of Department, if he is found guilty of any misconduct or if he fails to perform the duties of his office, based on the report of the Vice Chancellor.
3. The appointment of Head of Department shall be for a period of three years from the date of such appointment and on the satisfactory completion of the term of office, he/she shall be eligible for re-appointment.
4. The Head of Department shall preside over the meetings of the Board of Studies.
5. The Head of Department shall exercise such other powers and discharge such other functions as may be laid down by the Ordinances and Regulations and may include:

- a) Shall convene and preside over the meetings of the faculty in the Department and the Board of Studies.
  - b) Maintain discipline in the classrooms and laboratories through teachers of the Department.
  - c) Assign to the teachers in the Department such duties as may be necessary for the proper functioning of the Department:
  - d) Be responsible for the coordination and supervision of teaching and research in the Department both for students and faculty.
  - e) Be responsible for monitoring and mentoring the academic progression and learning of the students, including identifying weak students and providing requisite guidance.
  - f) Ensure that the academic rules are fully implemented and complied with by the faculty and students of the department in all spheres of academics; from conduct of classes, evaluation and assessment.
  - g) Inculcate good academic practices.
  - h) Recommend /approve leave application of members and other staff of the Department to the Dean of the Faculty of Studies/School according to the Rules framed for the purpose.
  - i) Be responsible for the records, and equipment of the Department and the books of the Departmental Library.
  - j) Operate the Budget of the Department in consultation with the Dean of School; and
  - k) Have such other powers and perform such other functions, as may be assigned to him by the Academic Council, the Vice Chancellor or the Dean of the Faculty of Studies/School concerned.
6. The appointment of Head of Department (Academic) can be withdrawn by the Chancellor, without assigning any reason.

### **Article 21: Appointment, Powers and Functions of Dean Alumni**

1. The Dean Alumni may be appointed when deemed necessary by the Executive Council.

2. The roles and responsibilities, qualifications, term of office, conditions of service and procedure of appointment of the Dean Alumni shall be as determined and approved by the Executive Council and/or as specified by the Ordinances of the University.

**These may include:**

- a. Plan high-quality, accessible programs and events that represent University, its Mission, Vision to the International/National community/society through the Alumni Networks.
- b. Encourage diverse Alumni attendance at University events.
- c. Provide opportunities for Alumni to reconnect with each other and the University and to generate institutional support through admissions, internship and placement, module reviews, guest speakers, strengthening Academia-Industry network and convocation/annual programs.
- d. Build Alumni involvement and commitment to the University.
- e. Encourage Alumni to make financial support towards the endeavors of the University.

**Article 22: Appointment, Powers, and Functions of Dean Human Resources & Development (HRD)**

1. The Dean Human Resources & Development may be appointed when deemed necessary by the Executive Council.
2. The roles and responsibilities, qualifications, term of office, conditions of service and procedure of appointment of the Dean (HRD) shall be as determined and approved by the Executive Council and/or as specified by the Ordinances of the University.

**Article 23: Dean of Academic Quality Control**

1. The Dean Academic Quality Control may be appointed when deemed necessary by the Executive Council.

2. The roles and responsibilities, qualifications, term of office, conditions of service and procedure of appointment of the Dean Academic Quality Control shall be as determined and approved by the Executive Council and/or as specified by the Ordinances of the University.

#### **Article 24: Dean Career Guidance and Development**

1. The Dean Career Guidance and Development may be appointed when deemed necessary by the Executive Council.
2. The roles and responsibilities, qualifications, term of office, conditions of service and procedure of appointment of the Dean Academic Quality Control shall be as determined and approved by the Executive Council and/or as specified by the Ordinances of the University.

#### **Article 25: Dean of Distance Education**

1. The Dean of Distance Education may be appointed when deemed necessary by the Executive Council.
2. The roles and responsibilities, qualifications, term of office, conditions of service and procedure of appointment of the Dean of Distance Education shall be as determined and approved by the Executive Council and/or as specified by the Ordinances of the University.

#### **Article 26: Chief Engineer**

1. The Chief Engineer may be appointed when deemed necessary by the Executive Council.
2. The roles and responsibilities, qualifications, term of office, conditions of service and procedure of appointment of the Chief Engineer shall be as determined and approved by the Executive Council and/or as specified by the Ordinances of the University.

**Article 27: Chief Procurement & Inventory Officer**

1. The Procurement and Inventory Officer may be appointed when deemed necessary by the Executive Council.
2. The roles and responsibilities, qualifications, term of office, conditions of service and procedure of appointment of the Chief Procurement & Inventory Officer shall be as determined and approved by the Executive Council and/or as specified by the Ordinances of the University.

**Article 28: Chief Security Officer**

1. The Chief Security Officer may be appointed when deemed necessary by the Executive Council.
2. The roles and responsibilities, qualifications, term of office, conditions of service and procedure of appointment of the Chief Security Officer shall be as determined and approved by the Executive Council and/or as specified by the Ordinances of the University.

**Article 29: Deputy Director Sports**

1. The Dy. Director Sports may be appointed when deemed necessary by the Executive Council.
2. The roles and responsibilities, qualifications, term of office, conditions of service and procedure of appointment of the Dy Director Sports shall be as determined and approved by the Executive Council and/or as specified by the Ordinances of the University.

## **CHAPTER III: AUTHORITIES OF THE UNIVERSITY**

### **Article 30: Authorities of the University**

**The following shall be Authorities of the University.**

- (i) Governing Body
- (ii) Executive Council
- (iii) Academic Council
- (iv) Finance Committee,
- (v) Planning Board
- (vi) Board of Faculties
- (vii) Board of Studies
- (viii) Admissions Committee;
- (ix) Examinations Committee; and
- (x) such other authorities as may be required in the interest of the University, as advised by Governing Body, in consultation and advice from the Sponsoring Body.

### **Article 31: The Governing Body**

1. The Governing Body shall consist of following members
  - a) Chancellor/Chairman;
  - b) Pro-Chancellor
  - c) Vice-Chancellor;
  - d) One member to be nominated by the Sponsoring Body;
  - e) One eminent educationist to be nominated by the Sponsoring Body;
  - f) One member from Industry/Corporate to be nominated by the Sponsoring Body;
  - g) One legal expert to be nominated by the Sponsoring Body;
  - h) One financial expert to be nominated by the Sponsoring Body;
  - i) Registrar as ex-officio Secretary who shall have the right to speak at the meeting, but not the right to vote,
  - j) The Sponsoring body shall have the power to nominate up to six additional persons as members to the Governing Body. Provided that the number of members of the Governing body shall not be less than nine and more than fifteen.

2. The term of nominated members shall be three years or till they hold their office, unless the nomination is withdrawn by the Sponsoring body.
3. The term of office of ex officio members shall continue so long as they hold the office by virtue of which they are members
4. The Sponsoring Body shall have powers to remove any member of the Governing Body for reasons to be recorded in writing.
5. The other terms and conditions of nomination of the members to the Governing Body including their remuneration, if any, shall be determined by the Sponsoring Body from time to time and its decision thereupon shall be final. The Sponsoring Body shall have the right to review and modify nominations made by it.
6. The Governing Body shall meet as many times as required but shall at least meet once a year on the date to be fixed by the Chancellor and such meeting shall be called the Annual Meeting of the Governing Body.
7. Meetings of the Governing Body shall be convened by the Chairman (Chancellor) either on his/her own initiative or on a requisition signed by not less than four members of the Governing Body.
8. The quorum for the meetings of the Governing Body shall be six members.
9. Provided that the Governing Body shall not take any decisions decide any matters relating to or having implications as regards sale, transfer, lease of any properties movable or immovable, tangible or intangible or creation of, directly or indirectly, any encumbrance by way of mortgage, collateral or other instruments whatsoever, changes in Assets and Liabilities of the University, without the prior approval of the Sponsoring Body to be conveyed in writing through the Chancellor.
10. All decisions, recommendations or advise of the Governing Body relating to or affecting the financial powers or limits of financial powers of the Officers and Authorities of the University; or its Teachers and Employees shall require approval of the Sponsoring Body.
11. All decisions, recommendations or advice of the Governing Body relating to such matters which have not been specifically conferred on any Officer or Authority of the University shall require the approval of the Sponsoring Body.
12. The presence of the Chancellor shall be necessary to constitute a valid quorum for all meetings of the Governing Body, unless if the Chancellor is unable to attend any

meeting of the Governing Body, the Chancellor shall nominate another member, if he so desires, to be the Chairman of that particular dated meeting only and not for any other meeting.

13. Decisions on all issues considered in the meetings of the Governing Body shall be taken by majority votes of the members present and voting including the Chairman; if the votes be equally divided. the Chairman shall have a second or casting vote.
14. The Chancellor shall preside over the meetings of the Governing Body and in his absence, the Chancellor may nominate the Pro Chancellor or a member of the Governing Body to preside over the meeting.
15. In case of non-availability of the Chancellor and the Pro Chancellor, and further if the Chancellor has not nominated any member to preside over the meeting and it is essential to conduct such meeting of the Governing Body in the interest of the University, the members present shall elect one from amongst themselves to preside over the said meeting.
16. A written notice of every meeting shall be sent by the Registrar to every member at least two weeks before the date of the meeting.
17. Provided that the Chairman/Chancellor may call for a special meeting of the Governing body at short notice to consider any urgent mater.
18. The notice may be delivered either by hand or email/other suitable IT enabled platforms or sent by Registered post at the address of each member as recorded in the office and if so sent, the same shall be deemed to have been duly delivered within the time when the same ought to have been delivered in ordinary course.
19. Agenda shall be circulated by the Registrar to the members at least 10 days before the meeting except in cases of emergent meetings.
20. Notices of motions for inclusion of any item on the agenda must reach the Registrar at least fifteen days before the meeting. The Chairman may, however, permit inclusion of any item for which due notice has not been received.
21. The ruling of the Chairman regarding all the questions of procedure shall be final.
22. The minutes of the proceedings of the Governing body shall be drawn up by the Registrar with the approval of the Chairman and circulated to all members of the Governing Body. The minutes along with amendments, if any, shall be placed for confirmation at the next meeting of the Governing Body. After the minutes are



confirmed and signed by the Chairman, the same shall be recorded in a Book of Minutes which shall be kept open for inspection during office hours by the members of the Governing Body.

23. If a member of the Governing Body fails to attend three consecutive meetings without due notice, he shall cease to be a member of the Governing Body unless the Chairman desires otherwise.
24. Subject to the provisions of the Act, the Governing Body shall act as an Advisory Body of the University, and have the powers and functions, as defined under Section 24(3) of the Act.
25. The Governing Body may, in accordance with the provisions of clause (d) to sub-section (3) of Section 24 of the Act create such other posts of Officers, Teachers and Employees of the University to perform such functions or give directions to the Officers or Authorities of the University, as it deems necessary.
26. All orders and decisions of the Governing Body shall be authenticated by the signature of the Registrar or any other person authorized by the Governing Body on its behalf.
27. The minutes of the Executive Council shall be reported in the meeting of the Governing Body.
28. The Chancellor may nominate any person for a particular dated meeting. Such person shall not have voting rights.
29. The Chancellor may also invite an expert as an invitee for a particular dated meeting. The invitee shall not have voting rights.

### **Article 32: The Executive Council**

1. The Executive Council shall be the principal executive body of the University. The administration, management and control of the University shall be vested with the Executive Council
2. The Vice Chancellor shall be the Chairman of the Executive Council which shall consist of the following other members, namely
  - i) Three members to be nominated by the Governing Body
  - ii) Two eminent educationists nominated by the Chancellor.
  - iii) One officer of the State Government not below the rank of joint Secretary to the Government of Uttar Pradesh.

- iv) One Professor and one Associate Professor of the University in order of seniority on rotation basis for a period of one year.
  - v) One educationist not below the rank of Associate Professor from a panel of three names to be approved by the State Government, for which the University shall submit a list of three names of eminent educationists.
  - vi) The Registrar who shall be ex-officio Member Secretary.
  - vii) The Finance Officer who shall have the right to speak in and otherwise to take part in the proceedings of the Executive Council but shall not be entitled to vote.
3. The term of office of an ex-officio member shall continue so long as he/she holds the ex-officio office.
  4. The term of office of a nominated member shall be for so long as they are specified in the notification of nomination or unless the nomination is withdrawn by the nominating body.
  5. The Executive Council shall meet as often as may be necessary but not less than twice during an Academic Year.
  6. Meetings of the Executive Council shall be convened by the Vice-Chancellor suo-moto or on requisition signed by not less than four members of the Executive Council.
  7. A written notice of every meeting shall be sent by the Registrar to every member of the Executive Council at least one week before the date of the meeting. The notice shall state the place, date and time of the meeting: Provided that the Chairman may call a special meeting of the Executive Council at short notice to consider urgent/special matters. Quorum of the meeting of the Executive Council shall not be less than six members, Decisions at any meeting of the Executive Council shall be taken by majority of the members present at such meeting and shall have affirmative vote of one member nominated by the Governing Body, provided that, in case of tie in any proposal the proposal having support of the Vice Chancellor shall prevail.
  8. The notice may be delivered either by email/other suitable IT enabled platforms or by hand or sent by registered post at the address of each member as recorded in

the office and if so sent, the same shall be deemed to have been duly delivered within the time when it ought to have been delivered in the ordinary course.

9. The agenda shall be circulated by the Registrar to the members at least one week before the meeting. Requests for inclusion of any item on the agenda must reach the Registrar at least 10 days before the meeting. The Chairman may, however, permit inclusion of any item for which due notice has not been received.
10. The ruling of the Chairman regarding all questions of procedure shall be final.
11. The minutes of the proceedings of the meetings of the Executive Council shall be drawn up by the Registrar with the approval of the Chairman and circulated to all members of the Executive Council within two weeks of the meeting. The minutes along with amendments, if any, shall be placed for confirmation at the next meeting of the Executive Council. After the minutes are confirmed and signed by the Chairman, the same shall be recorded in a book of minutes which shall be kept open for inspection during the office hours by the members of the Executive Council.
12. The minutes of the Executive Council shall be placed before the Governing Body.
13. If a member of the Executive Council fails to attend three consecutive meetings without due notice, he shall cease to be a member of the Executive Council, unless the Chancellor desires otherwise.
14. The Executive Council may delegate such powers to the Chancellor, Pro-Chancellor and Vice-Chancellor or Pro Vice-Chancellor, deemed appropriate. However, the decisions taken under delegated powers shall be reported to the Executive Council in its next meeting.
15. In emergent cases, the Chairman, Executive Council may exercise the powers of the Executive Council, after seeking approval of the Chancellor. Further, in case of Chairman, exercising any of the powers at the Executive council, the members shall be informed through email, post facto, and the decision put up in next meeting of the Executive Council for ratification.
16. The Registrar, an ex-officio member secretary does not have a right to vote on any matter placed before the Executive Council for consideration.

### **Article 33: The Academic Council**

1. The Academic Council shall be the principal academic body of the University and shall subject to the provisions of the Statutes and the Ordinances, exercise general supervision over the academic policies of the University and to give directions regarding method of instruction, co-ordination of teaching among the schools, departments and centers, research, and improvement of academic standards.
2. It shall aim to bring about and promote inter-school/center co-ordination and to establish or appoint such committees or boards as may be deemed necessary for the purpose.
3. It shall consider matters of general academic interest either on its own initiative, or on a reference by a School Centre, Department, or the Executive Council, and to take appropriate action thereon; and
4. It shall frame such Regulations and Rules consistent with the Act, Statutes and the Ordinances regarding the academic functioning of the University, discipline, residence, admissions, award of fellowships and studentships, fees, concessions, and attendance.
5. The Academic Councils shall consist of the following members namely-
  - (a) The Vice-Chancellor – Chairman
  - (b) The Pro-Vice-Chancellor- Member
  - (c) All Deans- Member
  - (d) Controller of Examination-Member
  - (e) Heads of all the institutes/colleges- Member
  - (f) One Professor from each college/Institution/school by rotation in order of the seniority for two years. - Member
  - (g) Two distinguished academicians from outside the University to be nominated as members by the Chancellor.
  - (h) The Registrar -Secretary (Ex-officio).
  - (i) Special Invitee as deemed necessary by the Vice Chancellor.
6. The term of office of the ex-officio members shall continue so long as they hold the office by virtue of which they are members. All members of the Academic Council, other than the ex officio members, shall hold office for a term of two years.
7. The procedure for the meetings of the Academic Council shall be as follows:

- a) The Academic Council shall meet as often as may be necessary but not less than twice during an academic year. Meetings of the Academic Council shall be convened by the Chairman either suo-moto or on a requisition signed by not less than one-fifths of the members of the Academic Council.
  - b) A written notice of every meeting shall be sent by the Registrar to every member at least two weeks before the date of the meeting: Provided that the Chairman may call a special meeting of the Academic Council at short notice to consider urgent matters.
  - c) Agenda shall be circulated by the Registrar to the members at least one week before the meeting.
  - d) The quorum shall be 7 members.
  - e) All questions considered at the meetings of which the Academic Council shall be decided by a majority of the votes of the members present and voting including the Chairman. If the votes be equally divided, the Chairman shall have a second or casting vote.
  - f) The Vice Chancellor or in his absence Pro Vice Chancellor shall form quorum for a meeting of the Academic Council.
8. In emergent cases, the Chairman of the Academic Council may exercise the powers of the Academic Council, in case, the Chairman exercises any of the powers of the Academic Council, the members shall be informed through email, ex-post facto, and such decision of the Chairman shall be placed at the next meeting of the Academic Council for ratification.
9. The minutes of the proceedings of the meetings of the Academic Council shall be drawn up by the Registrar with the approval of the Chairman and circulated to all members of the Academic Council. The minutes along with amendments, if any, shall be placed for confirmation at the next meeting of the Academic Council. After the minutes are confirmed and signed by the Chairman, they shall be recorded in a book of minutes which shall be kept open for inspection during the office hours by the members of the Academic Council.

10. The minutes of every meeting of the Academic Council shall be reported to the Executive Council
11. The recommendations of the Academic Council shall be placed before the Executive Council for its approval.
12. Subject to the provisions of the Act and the Statutes, the Academic Council shall have the following powers and functions, in the interest of the University.
  - a) To recommend the establishment of new schools, colleges, research facilities and specialized laboratories necessary for the furtherance of the Objects of the University.
  - b) To recommend creating a new faculty or department, as required.
  - c) To advise the Admission Committee regarding new programs and eligibility criteria for admissions.
  - d) To maintain the standards of teaching, education and research in the University and ensure its conformity with the guidelines of the Regulatory Authority.
  - e) To report on any matter referred to by the Chancellor or Governing body or Executive Council, as the case may be.
  - f) Frame and revise curricula and syllabi for the courses of studies for various Departments
  - g) To promote research within the University and to requisition reports on such research,
  - h) To recommend to the Executive Council the recognition of degrees and diplomas of other Universities and Institutions and to determine their equivalent degree and diplomas in the University.
  - i) Appoint Advisory Committees or Expert Committees or both for the Departments and the Academic Centers of the University; to make recommendation on academic matters connected with the working of the Department/Academic Centers: The Head of the Department concerned shall act as convener of such Committees.
  - j) To perform all such duties and functions relating to academic matters as may be necessary for carrying out the provisions of the Act, the Statutes, and Ordinances.

- k) To publish lists of prescribed or recommended textbooks and to publish the syllabi of prescribed courses of study.
- l) To make such arrangements for instruction and examination of persons not being members of the University as may be necessary.
- m) To recommend to the Management, the draft Ordinances regarding examinations of the University and the conditions under which student should be admitted to such examinations.
- n) To make recommendations to the Management regarding recommendations of the Examination Committee relating to the appointment of examiners and, if necessary, their removal and the fixation of their fees, emoluments and travelling and other expenses.
- o) To make recommendations for conferment of honorary degrees and to confer degrees, academic distinction, honors, diplomas, licenses, title and marks of honor.
- p) To make proposals to the Governing Body for institutions of fellowships, assistantship, studentships medals and prizes and to award the same.
- q) To supervise the working of the Library
- r) Provide for inspection of classes and the Halls of Residence/Hostels in respect of the instructions and discipline therein, supervise the co-curricular activities of the students of the institute and submit reports thereupon to the Management.
- s) To promote the health and welfare of students and frame rules/constitute committees consisting of such number of teachers and students as may be necessary to advise the Academic Council on matters relating to the welfare of the students.
- t) To ensure that the academic calendar of the University for the subsequent academic semester/ year is as per the guidelines from the University Grants Commission and the State Government.
- u) To determine and ensure compliance with the standards, conditions, and regulations of all the competent Regulatory Bodies of the State Government, Central Government in respect of admissions, examination, evaluation or any other method of testing.

## **Article 34: The Finance Committee**

1. The Finance Committee shall be the principal financial body of the University to take care of all financial matters of the University. It shall consist of the following members:
  - a) The Pro Chancellor or his nominee shall be the Chairman of the Finance Committee.
  - b) The Vice-Chancellor ex-officio member,
  - c) One Member nominated by the Governing Body
  - d) One Member nominated by the Executive Council.
  - e) Pro-Vice-Chancellor ex-officio member.
  - f) One Financial Expert nominated by the Sponsoring Body
  - g) The Finance Officer shall be ex-officio Secretary without voting right.
  - h) Any special invitees whom the Chancellor deems fit.
2. The term of office of ex-officio members shall continue if they hold the office by virtue of which they are members.
3. The tenure of nomination for a nominated member shall be specified in the notification of nomination. However, the nominating body can withdraw the nomination of a member before completion of tenure without assigning any reason.
4. The quorum for the Finance Committee shall be four members; in which the presence of the Chairman, the Financial Expert nominated by the Sponsoring Body and the Finance Officer is mandatory. The minutes recording the decision or recommendation of the Finance Committee shall be approved and signed by the Chairman and the Financial Expert nominated by the Sponsoring Body and issued by the Finance Officer.
5. In the event of absence of the Chairman, one financial expert nominated by the Sponsoring Body will preside over the meeting. The procedure for the meetings of the Finance Committee shall be as follows:
  - a) The Finance Committee shall meet as often as may be necessary but not less than twice during an academic year. Meetings of the Finance Committee shall be convened by the Chairman on his own initiative or on a requisition signed by not less than three members of the Finance Committee.
  - b) A written notice of every meeting shall be sent by the Finance Officer to every member at least two weeks before the date of the meeting: Provided that the



- Chairman may call a special meeting of the Finance Committee at short notice to consider urgent matters.
- c) Agenda shall be circulated by the Finance Officer to the members at least one week before the meeting.
  - d) All questions considered at the meetings of the Finance Committee shall be decided by a majority of the votes of the members present and voting including the Chairman, if the votes be equally divided, the Chairman shall have a second or casting vote.
  - e) Provided that every recommendation of the Finance Committee shall be placed before the Executive Council for its decision.
  - f) A copy of the minutes of every meeting of the Finance Committee shall be sent to the Executive Council.
6. In emergent cases, the Chairman of the Finance Committee may exercise the powers of the Finance Committee: In case, the Chairman exercises any of the powers of the Finance Committee, the members shall be informed through email, ex-post facto, and such decision shall be placed at the next meeting of the Finance Committee for ratification. However, the Chairman of the Finance Committee and/or Finance Officer shall inform the Chancellor of such decisions taken through such exercise of powers in case the financial implication exceeds Rs twenty lakhs.
7. The Finance Committee shall have the following powers and functions:
- a) Examine, scrutinize, and recommend the annual budget of the University. The Finance Committee shall recommend limits for the total recurring expenditure and the total non- recurring expenditure for the year, based on the income and resources of the University and send its recommendation to the Executive Council, which shall then get the same approved from the Governing Body:
  - b) To examine and recommend the budget for any purchase or construction exceeding rupees 10 lakhs.
  - c) To give its views on any financial matter solicited from it by any Officer or Authority of the University, including ways and means to further augment the resources for the development of the University.

- d) Give its views and make its recommendations to the Executive Council, either on the initiative of the Executive Council or on its own initiative on any financial question affecting the University.
- e) The annual accounts and financial estimates of the University prepared by the Finance Officer shall be laid before the Finance Committee for consideration and comments and thereafter submitted to the Executive Council for approval with or without amendments.
- f) Consider and make recommendations to the Executive Council on all such matters connected with the University, which have financial implications; and
- g) Report to the Executive Council any lapse or irregularity in financial matters which comes to its notice.

### **Article 35: The Planning Board**

1. The Planning Board shall be the principal planning body of the University. The Board shall ensure that the infrastructure and academic support system meets the norms of the University Grants Commission or the respective regulatory bodies and shall be an Authority of the University.
2. The Planning Board shall consist of the following:
  - a) The Chancellor-Chairman
  - b) Pro Chancellor- shall be the Chairman in the absence of the Chancellor.
  - c) Vice Chancellor, ex-officio
  - d) The Chief Advisor, ex-officio
  - e) Pro Vice Chancellor, ex-officio
  - f) The Registrar, ex-officio
  - g) One Architect/Engineer to be nominated by the Sponsoring Body
  - h) Any special invitees deemed fit by the Chancellor.
  - i) The Finance Officer, ex-officio
  - j) The Director Planning shall be ex-officio, Secretary.
3. The term of office of an ex-officio member shall continue so long as he/she holds the office by virtue of which he/she is a member.

4. The term of a nominated member shall be for so long as they are specified by the nominating body while nominating such member, or unless the nomination is withdrawn by the nominating body.
5. The quorum for the meeting of the Planning Board shall comprise of four members; in which the presence of the Chairman, and the member nominated by the Sponsoring Body is mandatory. The minutes recording the decision or recommendation of the Planning Board shall be approved and signed by the Chairman and the member nominated by the Sponsoring Body and issued by the Director Planning.
6. The Planning Board shall advise the Executive Council to ensure that the necessary Infrastructure and academic support systems are available to the University as per the norms of the Regulatory Bodies; Provided that the Planning Board shall provide the estimate of the expenditure likely to be incurred for such infrastructure or the Academic Support systems together with its advice tendered to the Executive Council.
7. The Planning Board shall meet as and when needed and be free to adopt its own procedure for such meetings.
8. In the event of absence of the Chairman or if the existing Chairman is unable to attend any meeting of the Planning Board, the existing Chairman shall be entitled to nominate another member, if he so desires to be the Chairman of that particular dated meeting only and not for any other meeting.

**Article 36: Board of Faculties, Board of Studies, Admissions Committee, Examinations Committee and Other Authorities of the University**

1. The constitution, powers and functions of the Board of Faculties, the Board of Studies, the Admissions Committee, the Examinations Committee being the authorities of the University are laid down as hereunder in the Statutes.
2. **Board of Faculties-**
  - a) The Board of Faculties shall consist of the following members: -
    - i. Dean of Faculty- Chairperson
    - ii. Heads of the Institute/College-Member
    - iii. Professors of all the Departments-Members.

- iv. If there is no Professor in the Department, two senior most teachers will be the members of the Board of Faculty.
  - v. The Dean of Faculty may invite one expert from an outside University as and when required with prior approval of the Vice Chancellor. Such members will give their suggestions but will not be entitled to vote.
- b) Generally, it shall function as: -
- i. The faculty board will frequently review the academic activities in the School, College, Center, etc.
  - ii. The quorum for meetings shall be one third of the members of Board, ex-officio, nominated and co-opted.
  - iii. shall carry out internal audit and take corrective measures where needed.
  - iv. The Faculty Board shall also discuss points from individual faculty members or those received from Dean or reverted for consideration by Academic Council/Board of studies.
  - v. Review the existing curricula and suggest changes which can then be taken up with the Board of Studies or implement the same, if no approvals are needed.
  - vi. It shall also consider and recommend research schemes; appoint research supervisors for various PhD students, Propose and constitute Research Advisory Committee in the school and get an approval of same from Dean (R&C)
  - vii. Review, propose and organize Lectures, Seminars Symposia, conferences etc. from time to time.

### **3. Board of Studies-**

- a) Every School/Centre/Department shall have a Board of Studies approved by the Vice Chancellor, consisting of the following members, namely:
  - i. Head of Department will be Chairperson of the Board of Studies.

- ii. In case of Colleges/Centers/Institute having one Department, the Principal of the College, Dean of the School and the Director of the Institute/Centers, as the case may, be shall be the Chairperson.
  - iii. All the Professors of the Department as Members
  - iv. All the Associate Professor of the Department as Members
  - v. Senior Most Assistant Professor of the Department as Member.
  - vi. One Co-opted member of any other department in consultation with Dean of Faculty
  - vii. One Expert member (external) from other college/university of the same subject/department.
  
- b) All members of Boards of Studies, other than ex-officio members shall be members for a term of three years. Term of members shall commence from such date as may be notified.
  
- c) Every Board shall have such powers and shall perform such duties as:
  - i. organize instructions and research in the subjects under the general supervision of the Dean and the Academic Council.
  - ii. The quorum for meetings shall be half of the members of the Board; ex-officio, nominated and co-opted.
  - iii. consider and make recommendations to the Dean of Faculty and the Academic Council on any academic matter pertaining to its sphere of work, as may appear to be necessary or on any matter referred to it by the Dean, or the Academic Council.
  - iv. To incorporate into the syllabi and teaching requirements of industry and the society so as to impart relevant skills and knowledge.
  - v. recommend introduction, alteration and modification of courses in the program.
  - vi. recommend introduction of new degree or diploma programs or discontinuation of existing ones in the Schools/Department:
  - vii. to suggest to the Dean of the faculty concerned, organization of orientation and refresher courses in the subject; and
  - viii. recommend creation, abolition and upgrading of research posts in the Department in accordance with its needs.

#### **4. Admission Committee**

- a) The University shall have an Admission Committee which shall be responsible to plan, organize and control the admissions to various programs conducted by the University
- b) The Admission Committee shall comprise
  - (i) Vice-Chancellor (Chairman)
  - (ii) Two members nominated by the Governing Body.
  - (iii) Dean of the Faculty/School concerned (ex officio)
  - (iv) Dean, Academic Affairs- Ex-officio member.
  - (v) Registrar (ex-officio, non-voting member)-Member Secretary
- c) The Admission Committee shall also be responsible for ensuring
  - i. Compliance with all regulatory requirements in respect of admissions to various programs.
  - ii. Review and dispose of any representations from candidates.
  - iii. Ensure that admission policies, if any, approved by the Executive Council are complied with.

The quorum for the meetings of the Admission Committee shall be four members in which the presence of the Chairman, a person nominated by the Governing Body, the Registrar and Dean Academic Affairs shall be mandatory. The minutes recording the decisions/recommendations of the Admission Committee shall be approved and signed by the Chairman and a member nominated by the Governing Body and shall be issued by the Registrar.

#### **5. Examination Committee**

- 1) The Examination Committee shall be the authority to deal with all matters relating to examinations and evaluation and shall be assisted by Controller of Examination.
- 2) It shall comprise of:
  - i. The Vice-Chancellor-Chairperson
  - ii. The Pro-Vice-Chancellor,
  - iii. The Deans of Faculties/Schools
  - iv. One expert in the field of IT enabled evaluation using computerized platforms, nominated by the Vice-Chancellor/Head IT

- v. Registrar; and
  - vi. Controller of Examination (Member Secretary)
- 3) The Examinations committee shall meet at least twice in an academic year.
- 4) It shall have following roles and powers:
- i. To formulate policies, mechanisms and operational strategies to perform tasks relating to timely and efficient assessment of students performance
  - ii. To ensure proper organization and conduct of examinations and tests of the University, including moderation, tabulation, evaluation, and timely declaration of results.
  - iii. To prepare the financial estimates relating to examinations and evaluation for incorporation in the annual financial estimates (budget) of the University and shall submit the same to the Finance Committee.
  - iv. To arrange for strict vigilance during the conduct of examinations to avoid use of unfair means by the students, teachers, invigilators, supervisor:
  - v. To undertake examination and evaluation reforms in order to make examination and evaluation system more efficient.
  - vi. To review the results of University examinations and
  - vii. To hear and decide the complaints relating to conduct of examinations and evaluation.
  - viii. The quorum for the meetings shall be one third of the members of the Committee: ex-officio, nominated and co-opted.

## **CHAPTER IV**

### **TEACHERS AND EMPLOYEES OF THE UNIVERSITY**

#### **Article 37: Teachers**

- a) The following shall be the teachers of the University:
  - Professor,
  - Associate Professor,
  - Assistant Professor,
  - Tutor
  - Or any other post/person specified by the Executive Council to be a teacher of the University.
- b) Qualifications for appointment as teachers of different categories shall be as per norms of the UGG/NMC/DCI/AICTE/BCI/INC/PCI or any other Statutory or Regulatory Body as the case may be and where not so specified by any Statutory Body, as may be approved by the Executive Council.
- c) The terms and conditions of their services shall be as may be prescribed by way of Ordinances/Rules/Regulations of the University.

#### **Article 38: Non-teaching Employees of the University**

- a) Every employee shall be appointed/engaged as per provisions of the Statutes or Ordinances and wherever not specified, as decided by the Vice Chancellor with the approval of the Chancellor.
- b) The terms and conditions of their services shall be as may be prescribed by way of Ordinances/Rules/Regulations of the University.



## **CHAPTER V**

### **MISCELLANEOUS PROVISIONS**

#### **Article 39: Disputes and Appeal**

- a) Any dispute arising between the University and any of the regular teachers or employees shall be referred to the Vice Chancellor who shall decide the dispute within three months from the date of receipt of its reference after giving an opportunity to the employee to be heard.
- b) Any dispute in respect of any temporary employee or on ad hoc or part time or on casual basis shall be heard by and decided by the Vice Chancellor.
- c) If any dispute is not resolved at the level of the Vice Chancellor, an appeal can be filed to the Chancellor, as notified.

#### **Article 40: Conferment of Honorary Degree**

Subject to the provision of sub-section (e) of section 11 of the Act, the Executive Council, after approval of the Governing Body, shall send recommendations to the State Government for approving the granting of honorary degrees and other distinctions. All proposals for the conferment of honorary degrees shall be made by the Academic Council and require the consent of the Executive Council and the Governing Body, before submission to the State Government.

#### **Article 41: Withdrawal of Degree, Diploma, Certificate and other Academic Distinctions**

1. The Executive Council may on the recommendation of the Academic Council by a special resolution passed by a majority of not less than two-third of the members present and voting withdraw any Degree or academic distinction conferred on, or any Certificate or Diploma granted to, any person by the University for good and sufficient cause.

2. Provided that no such resolution shall be passed until a notice in writing has been given, calling upon him to show cause within such time as may be specified in the notice as to why such resolution should not be passed and until his objections, if any, and any evidence he produces in support of them, have been considered by the Academic Council.
3. The decision stating the reasons shall be communicated to the person concerned.
4. Any person aggrieved by the decision taken by the Executive Council may appeal to the Chancellor within thirty days from the date of such decision.

**Article 42: Institution of Fellowships, Scholarship, Studentships, Medals and Prizes**

The Rules as provided for in the Ordinances of the University shall be applicable.

**Article 43: Maintenance of Discipline among the Students**

1. All powers relating to discipline and disciplinary action in relation to the students shall vest in the Vice Chancellor.
2. Without prejudice to the generality of his powers relating to the maintenance of discipline and taking such action in the interest of maintaining discipline as may seem appropriate, the Vice-Chancellor may in the exercise of his powers aforesaid, order that any student be expelled from the University, or be fined a sum that may be prescribed or be debarred from taking an examination or examinations for one or more years or that the results of the examination or examinations in which he has appeared be cancelled.
3. The Vice-chancellor may delegate all or such of his powers, as he deems proper, to the Chief Proctor, and to such other persons as he may specify in this behalf.

**Article 44: The Establishment and Abolition of Faculties, Departments, Schools, Centre's etc.**

1. The Executive Council based on the advice of the Academic Council, and with prior approval of the Governing Body, may establish Faculties, Departments, Schools, Centers in the Campus of the University.

2. The University shall offer such programs in the Faculties, Departments, Institutes, Schools, Centers as the Executive Council may approve on the recommendation of the Academic Council, through an ordinance.
3. The Executive Council may reconstitute a Faculty, Department, Centre or School on the recommendation of the Academic Council. Provided that if such reconstitution requires creation of posts, incurring of capital and recurring expenditures, the proposal shall require the approval of the Chancellor.
4. The Executive Council based on the advice of the Academic Council may phase out any Faculty, Department, School or Centre based on the following:
  - a) When the courses offered by the Department become obsolete/irrelevant
  - b) When the subscription to such courses becomes untenable/unviable to continue.
  - c) When alternate and better programs become available.
  - d) Before approving such discontinuation, the Executive Council shall ensure that the existing students in the Programs are allowed to complete their courses in which they are registered.

#### **Article 45: Other Boards and Committees**

1. The Governing Body may establish such other Boards for such functions as deemed appropriate to achieve the Objects of the University.
2. The Executive Council may establish such Committees for such functions as deemed necessary to achieve the Objects of the University.

#### **Article 46: The Delegation of Powers vested in the Authorities or officers of the University**

1. Subject to the provisions of the Act and Statutes, any Officer or Authority of the University, may delegate his/her or its powers to any other Officer or Authority or person under his/her or its respective control; subject to the condition that overall responsibility for the exercise of the power so delegated shall continue to vest in the delegating Officer or Authority. Delegating such powers would require prior approval of the Vice Chancellor.
2. Such delegation of power shall not exceed the powers and authorities of the original Authority/Officer.

3. Such delegation of powers can be modified or withdrawn by the delegating Authority/officer without assigning any reason.

**Article 47: All other Matters, which may be, by the Act, are to be or may be Prescribed**

**1. Provision Regarding Fee to be charged from the Students.**

Subject to the provisions of the Act, the fee to be charged by the University in respect to different courses shall be as prescribed and determined from time to time by the Executive Council which shall be notified by the University for each Academic Year before commencement of the Admission Process.

- a) All Programs of the University will be run in self-finance mode.
- b) The types of fees which may be charged from the students shall be as decided by the Executive Council.
- c) The University can introduce any other heads of fees from time to time. In addition, charges for duplicate mark sheets, certificates, issuance of degree, penalties and such other fee related to examinations or result, may be charged from the students, as prescribed, and notified by the University.

**2. Administration of Endowments for award of Fellowships, Scholarships, Medals, Prizes etc.**

Administration of Endowments for the award of fellowships, Scholarships, Medals, Prizes etc. in the University in addition to regular Scholarships/Fellowships/ Assistantships for Ph.D., MTech. Chancellor Medals, Vice-Chancellor Medals shall be as follows:

- a) The Executive Council may accept donations for creation of endowment fund for the award of Fellowship, Scholarship, Stipend, Medals, and Prizes etc.
- b) The Executive Council shall administer all such endowments.
- c) The awards shall be borne out of the annualized income accruing from the Endowment. Any part of the income which is not so utilized shall be added to the endowment.
- d) The Executive Council shall prescribe the conditions of depositing the endowment in a bank.

- e) The value of endowment necessary for instituting an award shall be prescribed by the Executive Council.
- f) In case any endowment is accepted by the Executive Council, the Executive Council shall make a regulation for it, giving such details as the name of the donor, name of endowment, initial value and the purpose of the endowment, etc. The Annual Report of the University shall furnish details regarding the Endowment Funds.

### **3. Annual Report and the Annual Balance Sheet**

- a) The Annual Report of University shall be prepared under the direction of the Executive Council and shall be submitted to the Governing Body on such date as may be prescribed and the Governing Body shall consider the report in its annual meeting The Governing Body shall submit its comments on the Annual Report to the Executive Council for its considerations.
- b) The Annual report shall cover the period of Academic Year i.e. 01 July of preceding year and 30<sup>th</sup> June of the reporting year.
- c) Submit a copy of the Annual Balance Sheet along with its observations to the Governing Body/ Sponsoring Body.
- d) The Annual Audited Accounts shall be for financial year (April to March)
- e) A copy of the Annual Report and the Annual Accounts prepared under Sub-section (1) above shall be presented to the Sponsoring Body, after approval by the Governing Body.

### **4. Resignation**

Resignation tendered by an employee shall be processed as per the regulations prescribed for the purpose and defined in the terms and conditions of service;

- a) Any member, other than ex- officio member of the Governing Body, the Executive Council, the Academic Council or any other Authority of the University or Committee, may resign through a letter addressed in writing to the Chairman of the Respective Authority. The resignation, once accepted shall take effect as soon as the letter is received by the Vice Chancellor or the Respective authority.
- b) Any Officer of the University, (whether salaried or otherwise) may resign his office by a letter addressed in writing to the Vice Chancellor, unless otherwise

specified in these statutes, provided that such resignation shall take effect only on the date from which the same is accepted by the Authority competent to fill the vacancy.

**5. Rules and Regulations:**

Subject to the provisions of the Act, Statutes and Ordinances, the Executive Council shall frame Rules and Regulations for effective functioning of the University.

**6. Disputes as to Membership**

If any question arises, whether any person has been duly nominated or appointed or is entitled to be a member of any Authority or any committee of the University, the matter shall be referred to the Governing Body/Sponsoring Body, whose decision thereupon shall be final.

**7. Validation of Certain Acts, Decisions**

No action or proceedings of any authority or anybody or any committee of the University shall be invalid merely by reason of any vacancy or defect in the constitution thereof.

**8. Elected Chairman to preside where no provision is made in the Statutes**

Where by the Act, or by the Statute or by the Ordinances, where no provision is made for a Chairman of respective Authorities of the University to preside over a meeting of any University Authority, Board or Committee or when the Chairman so provided for is absent, the members present shall elect the Chairman of the meeting in accordance with the Statute.

**9. Decision by Circulation**

In case of urgent matters or where a regular meeting is not possible due to any reason, decision can be taken by circulation by any committee with prior approval of the Chairperson of the Committee.

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