Indira Gandhi National Tribal University

Amarkantak (MP)

STATUTES

THE SCHEDULE

(See section 31)

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EXTRAORDINARY

PART-II Section-1

No.60

NEW DELHI, THURSDAY, DECEMBER 20, 2007 / AGRAHAYANA 29, 1929

Registered No. DL-(N)04/0007/200307

STATUTE – 1

THE CHANCELLOR

(1) The Chancellor shall be appointed by the Visitor from a panel of not less than three persons recommended by the Executive Council from amongst persons of eminence in the academic or public life of the country;

Provided that if the Visitor does not approve of any of the persons so recommended, he may call for fresh recommendation from the Executive Council.

(2) The Chancellor shall hold office for a term of five years and shall be eligible for re-appointment.

Provided that notwithstanding the expiry of his term of office, the Chancellor shall continue to hold office until his successor enters upon his office.

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STATUTE – 2

THE VICE-CHANCELLOR

(1) The Vice-Chancellor shall be appointed by the Visitor from a panel of not less than three persons who shall be recommended by a Committee as constituted under clause (2):

Provided that if the Visitor does not approve of any of the persons included in the panel, he may call for a fresh panel.

(2) The Committee referred to in clause (1) shall consist of three persons, out of whom two shall be nominated by the Executive Council and one by the Visitor and the nominee of the Visitor shall be the convener of the Committee.

Provided that none of whom shall be an employee of the University or a member of the Executive Council, Academic Council or member of any authority of the University or connected with an institution associated with the University.

(3) The Vice-Chancellor shall be a whole-time salaried officer of the University.

(4) The Vice-Chancellor shall hold office for a term of five years from the date on which he enters upon his office, or until he attains the age of Seventy years, whichever is earlier, and he shall be eligible for re-appointment[*]*.

[*] * Amended wide Ref. No. F-41-3/10-desk(U) dated 27th December, 2010

Provided that notwithstanding the expiry of the said period of five years, he shall continue in office until his successor is appointed and enters upon his office:

Provided further that the Visitor may direct any Vice-Chancellor after his term has expired, to continue in office for such period, not exceeding a total period of one year, as may be specified by him.

(5) The emoluments and other conditions of service of the Vice-Chancellor shall be as follows*:-

i. The Vice-Chancellor shall be paid a monthly salary and allowance other than house rent allowance, at the rates fixed by the Central Government from time to time, and he shall be entitled, without payment of rent, to use a furnished residence throughout his term of office and no charge shall fall on the Vice-Chancellor in respect of the maintenance of such residence. He would be entitled to free use of University Car;

ii. the Vice-Chancellor shall be entitled to such terminal benefits and allowances as may be fixed by the Executive Council with the approval of the Visitor from time to time:

Provided that where an employee of the University or a College or an Institution maintained by it, or of any other University or any Institution maintained by or affiliated to such other University, is appointed as the Vice-Chancellor, he may be allowed to continue to contribute to any provident fund of which he is a member and the University shall contribute to the ac†count of such person in that provident fund at the same rate at which the person had been

* Amended wide Ref. No. F-41-3/10-desk(U) dated 27th December, 2010

contributing immediately before his appointment as the Vice-Chancellor.

Provided further that where such employee had been a member of any pension scheme, the University shall make the necessary contribution to such scheme;

iii. The Vice-Chancellor shall be entitled to traveling allowances at such rates as may be fixed by the Executive Council;

iv. the Vice-Chancellor shall be entitled to leave on full pay at the rate of thirty days in a calendar year and the leave shall be credited to his account in advance in two half-yearly installments of fifteen days each on the first day of January and first day of July every year:

Provided that if the Vice-Chancellor assumes or relinquishes charge of the office of the Vice-Chancellor during the currency of a half year, the leave shall be credited proportionately at the rate of two and-a-half days for each completed month of service;

v. in addition to the leave referred to in sub-clause (iv), the Vice-Chancellor shall also be entitle to half pay leave at the rate of twenty days for each completed year of service and this half pay leave may also be availed of as commuted leave on full pay on medical certificate:

Provided that when commuted leave is availed of, twice the amount of half pay leave shall be debited against half pay leave due.

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(6) If the office of the Vice-Chancellor becomes vacant due to death, resignation or otherwise, or if he is unable to perform his duties due to ill health or any other cause, the senior-most Pro-Vice-Chancellor shall perform the duties of the Vice-Chancellor:

Provided that if the Pro-Vice-Chancellor is not available, the senior-most Professor shall perform the duties of the Vice-Chancellor until a new Vice-Chancellor assumes office or until the existing Vice-Chancellor resumes to the duties of his office, as the case may be.

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STATUTE – 3

POWERS AND DUTIES OF VICE-CHANCELLOR

(1) The Vice-Chancellor shall be ex officio Chairman of the Executive Council, the Academic Council, and the Finance Committee and shall, in the absence of the Chancellor, preside at the convocations held for conferring degrees, and at meetings of the Court.

(2) The Vice-Chancellor shall be entitle to be present at and address any meeting of any authority or other body of the University.

(3) It shall be the duty of the Vice-Chancellor to see that this Act, the Statutes, the Ordinances and the Regulations are duly observed and he shall have all the powers necessary to ensure such observance.

(4) The Vice-Chancellor shall exercise control over the affairs of the University and shall give effect to the decisions of all the authorities of the University.

(5) The Vice-Chancellor shall have all the powers necessary for the proper maintenance of discipline in the University and he may delegate any such powers to such person or persons as he deems fit.

(6) The Vice-Chancellor shall have the power to convene or cause to be convened the meetings of the Executive Council, the Academic Council, the Planning Board and the Finance Committee.

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STATUTE – 4

THE PRO-VICE CHANCELLOR

(1) Every Pro-Vice-Chancellor shall be appointed by the Executive Council on the recommendation of the Vice-Chancellor.

Provided that where the recommendation of the Vice-Chancellor is not accepted by the Executive Council, the matter shall be referred to the Visitor who may either appoint the person recommended by the Vice-Chancellor or ask the Vice-Chancellor to recommend another person to the Executive Council:

Provided further that the Executive Council may, on the recommendation of the Vice-Chancellor, appoint a Professor to discharge the duties of a Pro-Vice-Chancellor in addition to his own duties as a Professor.

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(2) The term of office of a Pro-Vice-Chancellor shall be such as may be decided by the Executive Council but it shall not in any case exceed five years or until the expiration of the term of office of the Vice-Chancellor, whichever is earlier:

Provided that a Pro-Vice-Chancellor whose term of office has expired shall be eligible for reappointment:

Provided further that, in any case, a Pro-Vice-Chancellor shall retire on attaining the age of sixty-five years:

Provided also that the Pro-Vice-Chancellor shall, while discharging the duties of the Vice-Chancellor under clause (6) of Statute 2, continue in office notwithstanding the expiration of his term of office as Pro-Vice-Chancellor, until a new Vice-Chancellor

or the existing Vice-Chancellor, as the case may be, assumes office:

Provided also that when the office of the Vice-Chancellor becomes vacant and there is no Pro-Vice-Chancellor to perform the functions of the Vice-Chancellor, the Executive Council may appoint a Pro-Vice-Chancellor and the Pro-Vice-Chancellor so appointed, shall cease to hold office as such as soon as the Vice-Chancellor is appointed and enters upon his office.

(3) The emoluments and other terms and conditions of service of a Pro-Vice-Chancellor shall be such as may be prescribed by the Ordinances.

(4) A Pro-Vice-Chancellor shall assist the Vice-Chancellor in respect of such matters as may be specified by the Vice-Chancellor in this behalf, from time to time, and shall also exercise such powers and perform such duties as may be assigned or delegated to him by the Vice-Chancellor.

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STATUTE – 5

DEANS OF FACULTIES

(1) Every Dean of a Faculty shall be appointed by the Vice-Chancellor from amongst the Professors in the Faculty for a period of three years and he shall be eligible for reappointment:

Provided that a Dean on attaining the age of sixty-two years shall cease to hold office as such:

Provided further that if at any time there is no Professor in a Faculty, the Vice-Chancellor, or a Dean authorised by the Vice-Chancellor in this behalf, shall exercise the powers of the Dean of a Faculty.

(2) When the office of the Dean is vacant or when the Dean is, by reason of illness, absence or any other cause, unable to perform duties of his office, the duties of the office shall be performed by such person as the Vice-Chancellor may appoint for the purpose.

(3) The Dean shall be the Head of the Faculty and shall be responsible for the conduct and maintenance of the standards of teaching and research in the Faculty and shall have such other functions as may be prescribed by the Ordinances.

(4) The Dean shall have the right to be present and to speak at any meeting of the Committees of the Faculty, as the case may be, but shall not have the right to vote thereat unless he is a member thereof.

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STATUTE – 6

THE REGISTRAR

(1) The Registrar shall be appointed by the Executive Council on the recommendation of a Selection Committee constituted for the purpose and shall be a whole-time salaried officer of the University.

(2) He shall be appointed for a term of five years and shall be eligible for reappointment.

(3) The emoluments and other terms and conditions of service of the Registrar shall be such as may be prescribed by the Ordinances:

Provided that the Registrar shall retire on attaining the age of sixty-two years:

Provided further that a Registrar shall, notwithstanding his attaining the age of sixty-two years, continue in office until his successor is appointed and enters upon his office or until the expiry of a period of one year, whichever is earlier.

(4) When the office of the Registrar is vacant or when the Registrar is, by reason of illness, absence or any other cause unable to perform the duties of his office, the duties of the office shall be performed by such person as the Vice-Chancellor may appoint for the purpose.

(5) (a) The Registrar shall have power to take disciplinary action against such of the employees, excluding teachers and academic staff, as may be specified in the order of the Executive Council and to suspend them pending inquiry, to administer warnings to

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them or to impose upon them the penalty of censure or the withholding of increment:

Provided that no such penalty shall be imposed unless the person concerned has been given a reasonable opportunity of showing cause against the action proposed to be taken in regard to him.

(b) An appeal shall lie to the Vice-Chancellor against any order of the Registrar imposing any of the penalties specified in sub-clause (a)

(c) In a case where the inquiry discloses that a punishment beyond the power of the Registrar is called for, the Registrar shall, upon the conclusion of the inquiry, make a report to the Vice-Chancellor along with his recommendations:

Provided that an appeal shall lie to the Executive Council against an order of the Vice-Chancellor imposing any penalty.

(6) The Registrar shall be *ex officio* Secretary of the Court, the Executive Council and the Academic Council, but shall not be deemed to be a member of any of these authorities.

(7) It shall be the duty of the Registrar-

(a) to be the custodian of the records, the common seal and such other property of the University as the Executive Council shall commit to his charge;

(b) to issue all notices convening meetings of the Court, the Executive Council, the Academic Council and of any Committee appointed by those authorities;

(c) to keep the minutes of all the meetings of the Court, the Executive Council, the Academic Council and of any Committee appointed by those authorities;

(d) to conduct the official correspondence of the Court, the Executive Council and the Academic Council;

(e) to supply to the Visitor and the Chancellor copies of the agenda of the meetings of the authorities of the University as soon as they are issued and the minutes of such meetings;

(f) to 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; and

(g) to perform such other duties as may be specified in the Statutes, the Ordinances or the Regulations or as may be required from time to time, by the Executive Council or assigned to by the Vice-Chancellor.

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STATUTE – 7

THE FINANCE OFFICER

(1) The Finance Officer shall be appointed by the Executive Council on the recommendations of a Selection Committee constituted for the purpose and he shall be a whole-time salaried officer of the University

(2) The Finance Officer shall be appointed for a terms of five years and shall be eligible for reappointment.

(3) The emoluments and other terms and conditions of service of the Finance Officer shall be such as may be prescribed by the Ordinances:

Provided that a Finance Officer shall retire on attaining the age of sixty-two years:

Provided further that the Finance Officer shall, notwithstanding his attaining the age of sixty-two years, continue in office until his successor is appointed and enters upon his office or until the expiry of a period of one year, whichever is earlier.

(4) When the office of the Finance Officer is vacant or when the Finance Officer is by reason of illness, absence or any other cause unable to perform the duties of his office, the duties of the office shall be performed by such person as the Vice-Chancellor may appoint for the purpose.

(5) The Finance Office shall be *ex officio* Secretary of the Finance Committee but shall not be deemed to be a member of such Committee.

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(6) The Finance Officer shall-

(a) exercise general supervision over the funds of the University and shall advise it as regards its financial policy; and

(b) perform such other financial functions as may be assigned to him by the Executive Council or as may be prescribed by the Statutes, the Ordinances or the Regulations.

(7) Subject to the control of the Executive Council, the Finance Officer shall-

(a) hold and manage the property and investments of the University including trust and endowed property;

(b) ensure that the limits fixed by the Executive Council for recurring and non-recurring expenditure for a year are not exceeded and that all moneys are expended on the purpose for which they are granted or allotted;

(c) be responsible for the preparation of annual accounts and the budget of the University and for their presentation to the Executive Council;

(d) keep a constant watch on the state of the cash and balances and on the state of investment;

(e) watch the progress of the collection of revenue and advise on the methods of collection employed;

(f) ensure that the registers of buildings, land, furniture and equipment are maintained up-to-date and that stock-checking are conducted of equipment and other consumable materials in all

Offices, Centres, Specialised Laboratories, Colleges and Institutions maintained by the University;

(g) bring to the notice of the Vice-Chancellor unauthorised expenditure and other financial irregularities and suggest disciplinary action against persons at fault; and

(h) call for from any Office, Centre, Laboratory, College or Institution maintained by the University any information that he may consider necessary on the performance of his duties.

(8) Any receipt given by the Finance Officer or the person or person duly authorised in this behalf by the Executive Council for any money payable to the University shall be sufficient discharge for payment of such money.

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STATUTE – 8

THE CONTROLLER OF EXAMINATION

(1) The Controller of Examinations shall be appointed by the Executive Council on the recommendations of a Selection Committee constituted for the purpose and he shall be a whole-time salaried officer of the University.

(2) The Controller of Examinations shall be appointed for a term of five years and shall be eligible for re-appointment.

(3) The emoluments and other terms and conditions of service of the Controller of Examinations shall be such as may be prescribed by the Executive Council from time to time:

Provided that the Controller of Examinations shall retire on attaining the age of sixty-two years:

Provided further that the Controller of Examinations shall, notwithstanding his attaining the age of sixty-two years, continue in office until his successor is appointed and inters upon his office or until the expiry of a period of one year, whichever is earlier.

(4) When the office of the Controller of Examinations is vacant or when the Controller of Examinations, is by reason of illness, absence or any other cause unable to perform the duties of his office, the duties of the office shall be performed by such person as the Vice-Chancellor may appoint for the purpose.

(5) The Controller of Examinations shall arrange for and superintend the examinations of the University in the manner prescribed by the Ordinances.

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STATUTE – 9

THE LIBRARIAN

(1) The Librarian shall be appointed by the Executive Council on the recommendations of the Selection Committee constituted for the purpose and he shall be a whole-time officer of the University.

(2) The Librarian shall exercise such powers and perform such duties as may be assigned to him by the Executive Council.

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STATUTE – 10

UNIVERSITY COURT
(MEETING OF COURT)

(1) An annual meeting of the Court shall be held on a date to be fixed by the Executive Council unless some other date has been fixed by the Court in respect of any year.

(2) At an annual meeting of the Court, a report on the working of the University during the previous year, together with a statement of the receipts and expenditure, the balance-sheet as audited, and the financial estimates for the next year shall be presented.

(3) A copy of the statement of receipts and expenditure, the balance-sheet and the financial estimates referred to in clause (2) shall be sent to every member of the Court at least seven days before the date of the annual meeting.

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(4) Special meetings of the Court may be convened by the Executive Council or the Vice-Chancellor or if there is no Vice-Chancellor, the Pro-Vice-Chancellor or if there is no Pro-Vice-Chancellor, by the Registrar.

(5) The Court shall consist of following members*[‡]:

(a) Chancellor (Ex Officio)

(b) The Vice-Chancellor (Ex Officio)

(c) All the Members of the Executive Council.

(d) Two Directors of the Regional Campus.

[‡] * Amended wide Ref. No. F-41-3/10-desk(U) dated 27th December, 2010

(e) Three persons being Heads of Department appointed by rotation according to seniority.

(f) Two professors from the Departments of Studies of the University appointment by rotation according to seniority.

(g) Three elected persons form amongst the teachers, employees and the students other than Professors amongst the Scheduled Tribe of the University.

(h) Three representatives of the Members of Parliament, two of them to be nominated by the Speaker of Lok Sabha and one to be nominated by the Chairman of Rajya Sabha from amongst the Scheduled Tribes members.

(i) five persons nominated by the visitor from amongst the persons who are men of standing in public life or have special knowledge or practical experience in education or have rendered eminent services in the field of education.

(j) Registrar shall be Member Secretary of the Court.

One third members of the Court shall form quorum.

All members of the Court other than ex-officio members shall hold office for a term of three years.

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STATUTE – 11

EXECUTIVE COUNCIL

The Executive Council shall consist of following members [§]*:

a. The Vice-Chancellor (Ex-Officio)

b. The Rector (Ex-officio)

c. One Director of the Regional Campuses

d. One Dean by the rotation according to seniority

e. Two Professors by the rotation according to seniority.

f. Two elected members from the Court.

g. Two members nominated by the Visitor amongst them one should be woman.

h. Secretary of Higher Education, Government of India or his nominee.

i. One representative of Scheduled Tribe Commission, Government of India.

j. Secretary, Higher Education of the state.

k. Four members from Mother NGO's, Literary and Cultural Fields.

l. Registrar shall be Secretary.

One third members of the Executive Council will form the quorum.

The members of the Executive Council shall hold the office for a term of three years.

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[§] * Amended wide Ref. No. F-41-3/10-desk(U) dated 27th December, 2010

STATUTE – 12

POWER AND FUNCTIONS OF EXECUTIVE COUNCIL

(1) The Executive Council shall have the power of management and administration of the revenue and property of the University and the conduct of all administrative affairs of the University not otherwise provided for.

(2) Subject to the provisions of this Act, the Statutes and the Ordinances, the Executive Council shall, in addition to all other powers, vested in it, have the following powers, namely:-

i. to create teaching and academic posts, to determine the number and emoluments of such posts and to define the duties and conditions of service of Professors, Associate Professors, Assistant Professors and other academic staff and Directors of Colleges and Institutions maintained by the University:

Provided that no action shall be taken by the Executive Council in respect of the number, qualifications and emoluments of teachers and academic staff otherwise than after consideration of the recommendations of the Academic Council;

ii. to appoint such Professors, Associate Professors, Assistant Professors and other academic staff, as may be necessary, and the Directors of Colleges and Institutions maintained by the University on the recommendation of the Selection Committee constituted for the purpose and to fill-up the temporary vacancies therein;

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iii. to create administrative, ministerial and other necessary posts and to make appointments thereto in the manner prescribed by the Ordinances;

iv. to grant leave of absence to any officer of the University other than the Chancellor and the Vice-Chancellor, and to make necessary arrangements for the discharge of the functions of such officer during his absence;

v. to regulate and enforce discipline among employees in accordance with the Statutes and the Ordinances;

vi. to manage and regulate the finances, accounts, investments, property, business and all other administrative affairs of the University, and for that purpose to appoint such agents as it may think fit;

vii. to fix limits on the total recurring and the total non-recurring expenditure for a year on the recommendations of the Finance Committee;

viii. to invest any money belonging to the University, including any unapplied income, in such stocks, funds, share or securities, from time to time, as it may think fit or in the purchase of immovable property in India, with the like powers of varying such investment from time to time;

ix. to transfer or accept transfers of any movable or immovable property on behalf of the University;

x. to provide buildings, premises, furniture and apparatus and other means needed for carrying on the work of the University;

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xi. to enter into, vary, carry out and cancel contracts on behalf of the University;

xii. to entertain, adjudicate upon, and if thought fit, to redress any grievances of the employees and students of the University who may, for any reason, feel aggrieved;

xiii. to appoint examiners and moderators and, if necessary, to remove them, and to fix their fees, emoluments and traveling and other allowances, after consulting the Academic Council;

xiv. to select a common seal for the University and provide for the custody and use of such seal;

xv. to make such special arrangements as may be necessary for the residence of women students;

xvi. to delegate any of its powers to the Vice-Chancellor, the Pro-Vice-Chancellor, the Directors, the Registrar or the Finance Officer or such other employee or authority of the University or to a committee appointed by it as it may deem fit;

xvii. to institute fellowships, scholarships, studentships, medals and prizes; and to receive donations from the members of the general public and institutions, with due acknowledgement for establishing a Chair by contributing at least rupees one crore, in the name of the donor or in memory of any person desired; for creating foundations, not below rupees one crore in the name of the donor or in memory of any person desired; and for bearing the cost of

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any building or complex to the tune of not below rupees one crore in the name of the donor or in memory of any person desired;

xviii. to provide for the appointment of Visiting Professors, Emeritus Professors; Consultants and Scholars and determine the terms and conditions of such appointments; and

xix. to exercise such other powers and perform such other duties as may be conferred or imposed on it by the Act or the Statutes.

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STATUTE – 13

ACADEMIC COUNCIL

The Academic Council shall consist of following members [**]*:

(a) The Vice-Chancellor

(b) The Rector

(c) The Deans of the Faculties

(d) The Directors of the Regional Campuses

(e) All the Heads of the Departments

(f) All Professors who are not heads of Teaching Departments

(g) The Dean of Students Welfare

(h) Two Associate Professors (nominated by the Vice-Chancellor)

(i) Four Assistant Professor (nominated by the Vice-Chancellor)

(j) Five persons Co-opted by the Academic Council for their specialized knowledge.

1/3 members of the existing members of Academic Council shall form the Quorum.

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[**] *Amended wide Ref. No. F-41-3/10-desk(U) dated 27th December, 2010

STATUTE – 14

POWER AND FUNCTIONS OF ACADEMIC COUNCIL

Subject to the provisions of the Act, the Statutes and the Ordinances, the Academic Council shall, in addition to all other powers vested in it, have the following powers, namely:-

(a) to report on any matter referred or delegated to it by the Court or the Executive Council;

(b) to make arrangements through Ordinances for the instruction and examination of persons other than those enrolled in the University

(c) to promote research within the University and require from time to time, reports on such research;

(d) to consider proposals submitted by the Faculties;

(e) to appoint committees for admission to the University;

(f) to recognise diplomas or degrees and other Universities and Institutions and to determine their equivalence in relation to the diplomas and degrees of the University;

(g) to fix, subject to any conditions accepted by the Executive Council, the time mode and conditions of competition for fellowship, scholarships and other prizes, and to award the same;

(h) to make recommendations to the Executive Council in regard to the appointment of examiners and if necessary, their removal and the fixation of their fees, emoluments and traveling and other expenses;

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(i) to make arrangements for the conduct of examinations and to fix dates for holding them;

(j) to declare result of the various examinations, or to appoint committees or officers to do so and to make recommendations regarding the conferment or grant of degrees, honours, diplomas, titles and marks of honour;

(k) to award stipends, scholarships, medals and prizes and to make other awards in accordance with the Regulations and such other conditions as may be attached to the awards;

(l) to publish lists of prescribed or recommended text books and to publish syllabus or the prescribed courses of study;

(m) to prepare such forms and registers as are, from time to time, prescribed by Regulations, and

(n) to perform, in relation to academic matters, all such duties and to do all such acts as may be necessary, for proper carrying out of the provisions of this Act and the Regulations.

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STATUTE – 15

FACULTIES AND DEPARTMENTS

(1) University shall have following faculties - ††*

i. Preparatory faculty

ii. Faculty of Social Science

iii. Faculty of Humanities and Philology

iv. Faculty of Commerce & Management

v. Faculty of Science

vi. Faculty of Computronics

vii. Faculty of Tribal Studies

viii. Faculty of Education

ix. Faculty of Mass Communication Journalism

x. Faculty of Law

xi. Faculty of Pharmacy

(2) Every Faculty shall have a Faculty Board and the members of the first Faculty Board shall be nominated by the Executive Council for a period of three years.

(3) The composition, powers and functions of a Faculty Board shall be prescribed by the Ordinances.

(4) the conduct of the meetings of a Faculty Board and the quorum required for such meetings shall be prescribed by the Ordinances.

†† * Amended wide Ref. No. F-41-3/10-desk(U) dated 27th December, 2010

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(5) (a) Every Faculty shall consist of such Departments as may be assigned to it by the Ordinances;

Provided that the Executive Council may, on the recommendation of the Academic Council, establish Centres of Studies to which may be assigned such teachers of the University as the Executive Council may consider necessary.

(b) Each Department shall consist of the following members, namely:-

(i) Teachers of the Department;

(ii) Persons conducting research in the Department;

(iii) Dean of the School;

(iv) Honorary Professors, if any, attached to the Department; and

(v) Such other persons as may be members of the Department in accordance with the provisions of the Ordinances.[⌗⌗]

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* Amended wide Ref. No. F-41-3/10-desk(U) dated 27th December, 2010

STATUTE – 16

BOARD OF STUDIES

(1) Each Department shall have a Board of Studies

(2) The constitution of the Board of Studies and the term of office of its members shall be prescribed by the Ordinances.

(3) Subject to the overall control and supervision of the Academic Council, the functions of a Board of Studies shall be to approve subjects for research for various degrees and other requirements of research degrees and to recommend to the concerned School Board in the manner prescribed by the Ordinances-

(a) courses of studies and appointment of examiners for courses, but excluding research degrees;

(b) appointment of supervisors for research; and

(c) measures for the improvement of the standard of teaching and research:

Provided that the above functions of a Board of Studies shall, during the period of three years immediately after the commencement of the Act, be performed by the Department.

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STATUTE – 17

THE FINANCE COMMITTEE

(1) The Finance Committee shall consist of the following members, namely:-

i. the Vice-Chancellor;

ii. the Pro-Vice-Chancellor ;

iii. one person to be nominated by the Court;

iv. three persons to be nominated by the Executive Council, out of whom at least one shall be a member of the Executive Council; and

v. three persons to be nominated by the Visitor.

(2) Five members of the Finance Committee shall form the quorum for a meeting of the Finance Committee.

(3) All the members of the Finance Committee, other than *ex officio* members, shall hold office for a term of three years.

(4) A member of the Finance Committee shall have the right to record a minute of dissent if he does not agree with any decision of the Finance Committee.

(5) The Finance Committee shall meet at least thrice every year to examine the accounts and to scrutinise proposals for expenditure.

(6) All proposals relating to creation of posts, and those items which have not been included in the Budget, shall be examined by the

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Finance Committee before they are considered by the Executive Council.

(7) The annual accounts and the 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.

(8) 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 (which, in the case of productive works, may include the proceeds of loans).

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STATUTE – 18

THE SELECTION COMMITTEE

(1) There shall be Selection Committees for making recommendations to the Executive Council for appointment to the post of Professor, Associate Professor, Assistant Professor, Registrar, finance Officer, Librarian, Principal of Colleges and Institute and Director of the Regional Campus/Centres mentioned by the University[§§]*.

(2) The Selection Committee for appointment to the posts specified in column 1 of the Table below shall consist of the Vice-Chancellor, a nominee of the Visitor and the persons specified in the corresponding entry in column 2 of said Table:

TABLE

1	2
Professor	(i) The Dean of the Faculty. (ii) The Head of the Department, if he is a Professor. (iii) Three persons not in the service of the University, nominated by the Executive Council, out of a panel of names recommended by the Academic Council for their special knowledge of, or interest in, the subject with which the Professor is concerned.
Associate Professor/ Assistant Professor	(i) The Head of the Department. (ii) One Professor nominated by the Vice-Chancellor (iii) Two persons not in the service of the University nominated by the Executive Council, out of a panel of names

[§§] * Amended wide Ref. No. F-41-3/10-desk(U) dated 27th December, 2010

		recommended by the Academic Council for their special knowledge of, or interest in, the subject with which the Associate Professor/Assistant Professor is concerned.
Registrar/Finance Officer	(i)	Two members of the Executive Council nominated by it.
	(ii)	One person not in the service of the University nominated by the Executive Council.
Librarian	(i)	Two persons not in the service of the University who have special knowledge of the subject of Library Science/Library Administration, nominated by the Executive Council.
	(ii)	One person not in the service of the University, nominated by the Executive Council.
Principal of College of Institution/Director of Regional Campuses	Three persons not in the service of the University of whom two shall be nominated by the Executive Council and one by the Academic Council for their special knowledge of, or interest in, a subject in which instruction is being provided by the College or Institution.	

Note 1–Where the appointment is being made for an inter-disciplinary project, the head of the project shall be deemed to be the Head of the Department concerned.

Note. 2–The Professor to be nominated by the Vice-Chancellor shall be a Professor concerned with the speciality for which the selection is being made and the Vice-Chancellor shall consult the Head of the Department and the Dean of School before nominating the Professor.

* Amended wide Ref. No. F-41-3/10-desk(U) dated 27th December, 2010

(3) The Vice-Chancellor, or in his absence the Pro-Vice-Chancellor, shall convene and preside at the meeting of the Selection Committee:

Provided that the meeting of the Selection Committee shall be fixed after prior consultation with, and subject to the convenience of Visitor's nominee and the experts nominated by the Executive Council:

Provided further that the proceedings of the Selection Committee shall not be valid unless,-

(a) where the number of Visitor's nominee and the persons nominated by the Executive Council is four in all, at least three of them attend the meeting; and

(b) where the number of Visitor's nominee and the persons nominated by the Executive Council is three in all, at least two of them attend the meeting.

IndiaCode

(4) The procedure to be followed by the Selection Committee shall be laid down in the Ordinances.

(5) If the Executive Council is unable to accept the recommendations made by the Selection Committee, it shall record its reasons and submit the case to the Visitor for final orders.

(6) Appointments to temporary posts shall be made in the manner indicated below:

i. if the temporary vacancy is for duration longer than one academic session, it shall be filled on the advice of the Selection Committee in accordance with the procedure indicated in the foregoing clauses:

Provided that if the Vice-Chancellor is satisfied that in the interests of work it is necessary to fill the vacancy, the appointment may be made on a purely temporary basis on the advice of a local Selection Committee referred to in sub-clause (ii) for a period not exceeding six months;

ii. if the temporary vacancy is for a period less than a year, an appointment to such vacancy shall be made on the recommendation of a local Selection Committee consisting of the Dean of the Faculty concerned, the Head of the Department and a nominee of the Vice-Chancellor:

Provided that if the same person holds the offices of the Dean and the Head of the Department, the Selection Committee may contain two nominees of the Vice-Chancellor:

Provided further that in the case of sudden casual vacancies of teaching posts caused by death or any other reason, the Dean may, in consultation with the Head of the Department concerned, make a temporary appointment for a month and report to the Vice-Chancellor and the Registrar about such appointment;

iii. no teacher appointed temporarily shall, if he is not recommended by a regular Selection Committee for appointment under the Statutes, be continued in service on such temporary employment, unless he is subsequently selected by a local Selection Committee or a regular Selection Committee, for a temporary or permanent appointment, as the case may be.

IndiaCode

STATUTE – 19

SPECIAL MODE OF APPOINTMENT

(1) Notwithstanding anything contained in Statute 18, the Executive Council may invite a person of high academic distinction and professional attainments to accept a post of Professor or any other equivalent academic post in the University on such terms and conditions as it deems fit and on the person agreeing to do so appoint him to the post.

(2) The Executive Council may appoint a teacher or any other academic staff working in any other University or organisation for undertaking a joint project in accordance with the manner laid down in the Ordinances.

IndiaCode

STATUTE – 20

APPOINTMENT OF FIXED TENURE

The Executive Council may appoint a person selected in accordance with the Procedure laid down in Statute 18 for a fixed tenure on such terms and conditions as it deems fit.

IndiaCode

STATUTE – 21

RECOGNISED TEACHERS

(1) The qualifications of recognised teachers shall be such as may be prescribed by the Ordinances.

(2) All applications for the recognition of teachers shall be made in such manner as may be laid down by the Ordinances.

(3) No teacher shall be recognised as a teacher except on the recommendation of a Selection Committee constituted for the purpose in the manner laid down in the Ordinances.

(4) The period of recognition of a teacher shall be determined by the Ordinances made in the behalf.

(5) The Academic Council may, by a special resolution passed by a majority of not less than two-thirds of the members present and voting, withdraw recognition from a teacher:

Provided that no such resolution shall be passed until notice in writing has been given to the person concerned calling upon him to show cause, within such time as may be specified in the notice, why such resolution should not be passed and until his objections, if any, and any evidence he may produce in support of them have been considered by the Academic Council.

IndiaCode

STATUTE – 22

COMMITTEES

(1) An authority of the University may appoint as many standing or special Committees as it may deem fit, and may appoint to such Committees persons who are not members of such authority.

(2) A Committee appointed under clause (1) may deal with any subject delegated to it subject to subsequent confirmation by the authority appointing it.

IndiaCode

STATUTE – 23

TERMS AND CONDITIONS OF SERVICE AND CODE OF CONDUCT OF TEACHERS, ETC

(1) All the teachers and other academic staff of the University shall, in the absence of any agreement to the contrary, be governed by the terms and conditions of service and code of conduct as are specified in the Statutes, the Ordinances and the Regulations.

(2) The emoluments of members of the academic staff shall be such as may be prescribed by the Ordinances.

(3) Every teacher and member of the academic staff of the University shall be appointed on a written contract, the form of which shall be prescribed by the Ordinances.

(4) A copy of every contract referred to in clause (3) shall be deposited with the Registrar.

IndiaCode

STATUTE – 24

TERMS AND CONDITIONS OF SERVICE AND CODE OF CONDUCT OF OTHER EMPLOYEES.

(1) All the employees of the University, other than the teachers and other academic staff shall, in the absence of any contract to the contrary, be governed by the terms and conditions of service and code of conduct as are specified in the Statutes, the Ordinances and the Regulations.

(2) The manner of appointment and emoluments of employees, other than the teachers and other academic staff, shall be such as may be prescribed by the Ordinances.

IndiaCode

STATUTE – 25

SENIORITY LIST

(1) Whenever, in accordance with the Statutes, any person is to hold an office or be a member of an authority of the University by rotation according to seniority, such seniority shall be determined according to the length of continuous service of such person in his grade and in accordance with such other principles as the Executive Council may, from time to time, prescribe.

(2) It shall be the duty of the Registrar to prepare and maintain in respect of each class of persons to whom the provisions of these Statutes apply, a complete and up-to-date seniority list in accordance with the provisions of clause (1).

(3) If two or more persons have equal length of continuous service in a particular grade or the relative seniority of person or persons is otherwise in doubt, the Registrar may, on his own motion and shall, at the request of any such person, submit the matter to the Executive Council whose decision thereon shall be final.

IndiaCode

STATUTE – 26

REMOVAL OF EMPLOYEES OF UNIVERSITY

(1) Where there is an allegation of misconduct against a teacher, a member of the academic staff or other employee of the University, the Vice-Chancellor, in the case of the teacher or a member of the academic staff, and the authority competent to appoint (hereinafter referred to as the appointing authority) in the case of other employee may, by order in writing, place such teacher, member of the academic staff or other employee, as the case may be, under suspension and shall forthwith report to the Executive Council the circumstances in which the order was made:

Provided that the Executive Council may, if it is of the opinion, that the circumstances of the case do not warrant the suspension of the teacher or a member of the academic staff, revoke such order.

(2) Notwithstanding anything contained in the terms of the contract of appointment or of any other terms and conditions of service of the employees, the Executive Council in respect of teachers and other academic staff, and the appointing authority in respect of other employees, shall have the power to remove a teacher or a member of the academic staff or other employee, as the case may be, on grounds of misconduct.

(3) Save as aforesaid, the Executive Council, or as the case may be, the appointing authority, shall not be entitled to remove any teacher, member of the academic staff or other employees except for a good cause and after giving three months' notice or on payment of three months' salary in lieu thereof.

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(4) No teacher, member of the academic staff or other employee shall be removed under clause (2) or clause (3) unless he has been given a reasonable opportunity of showing cause against the action proposed to be taken in regard to him.

(5) The removal of a teacher, member of the academic staff or other employee shall take effect from the date on which the order of removal is made:

Provided that where the teacher, member of the academic staff or other employees is under suspension at the time of his removal, such removal shall take effect from the date on which he was placed under suspension.

(6) Notwithstanding anything contained in the foregoing provisions of this Statute, a teacher, member of the academic staff or other employee may resign,_

(a) if he is a permanent employee, only after giving three months' notice in writing to Executive Council or the appointing authority, as the case may be, or by paying three months' salary in lieu thereof.

(b) if he is not a permanent employee, only after giving one month's notice in writing to the Executive Council or, as the case may be, the appointing authority or by paying one month's salary in lieu thereof:

Provided that such resignation shall take effect only on the date on which the resignation is accepted by the Executive Council or the appointing authority, as the case may be.

IndiaCode

STATUTE – 27

HONORARY DEGREES

(1) The Executive Council may, on the recommendation of the Academic Council and by a resolution passed by a majority of not less than two-thirds of the members present and voting, make proposals to the Visitor for the conferment of honorary degrees:

Provided that in case of emergency, the Executive Council may, on its own motion, make such proposals.

(2) The Executive Council may, by a resolution passed by a majority of not less than two-thirds of the members present and voting, withdraw with the previous sanction of the Visitor, any honorary degree conferred by the University.

IndiaCode

STATUTE – 28

WITHDRAWAL OF DEGREE ETC

The Executive Council may, by a special resolution passed by a majority of not less than two-thirds 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:

Provided that no such resolution shall be passed until a notice in writing has been given to that person calling upon him to show cause within such time as may be specified in the notice why such a resolution should not be passed and until his objections, if any, and any evidence he may produce in support of them, have been considered by the Executive Council.

IndiaCode

STATUTE – 29

MAINTENANCE OF DISCIPLINE AMONG STUDENTS OF UNIVERSITY

(1) All powers relating to the maintenance of discipline and disciplinary action in relation to students of the University shall vest in the Vice-Chancellor.

(2) The Vice-Chancellor may delegate all or any of his powers referred to in clause (1), as he deems proper, to a Pro-Vice-Chancellor and to such other officers as he may specify in this behalf.

(3) Without prejudice to the generality of his powers relating to the maintenance of discipline and taking such action, as may seem to him appropriate for the maintenance of discipline, the Vice-Chancellor may, in exercise of his powers, by order, direct that any student or students be expelled, or rusticated, for a specified period or be not admitted to a course or courses of study in a College, Institution or Department or a Faculty of the University for a stated period, or be punished with fine for an amount to be specified in the order, or be debarred from taking an examination or examinations conducted by the University, College, Institution or Department or a Faculty for one or more years, or that the results of the student or students concerned in the examination or examinations in which he or they have appeared be cancelled.

(4) The Principals of Colleges and Institutions, Deans of Faculties and Heads of teaching Departments in the University shall have the authority to exercise all such disciplinary powers over the students in their respective Colleges, Institutions, Faculties and teaching

Departments in the University, as may be necessary for the proper conduct of such Colleges, Institutions, Faculties and teaching Department.

(5) Without prejudice to the powers of the Vice-Chancellor, the Principals and other persons specified in clause (4), detailed rules of discipline and proper conduct shall be made by the University. The Principals of Colleges, Institutions, Deans of Faculties and Heads of teaching Departments in the University may also make the supplementary rules as they deem necessary to the aforesaid purpose.

(6) At the time of admission, every student shall be required to sign a declaration to the effect that he submits himself to the disciplinary jurisdiction of the Vice-Chancellor and other authorities of the University.

IndiaCode

STATUTE – 30

MAINTENANCE OF DISCIPLINE AMONG STUDENTS OF COLLEGES, ETC

All powers relating to discipline and disciplinary action in relation to students of a College or an Institution not maintained by the University, shall vest in the Principal of the College or Institution, as the case may be, in accordance with the procedure prescribed by the Ordinances.

IndiaCode

STATUTE – 31

ADMISSION OF COLLEGES, ETC., TO PRIVILEGES OF UNIVERSITY

(1) Colleges and other Institutions situated within the jurisdiction of the University may be admitted to such privileges of the University as the Executive Council and the College Development Council may decide on the following conditions, namely:-

i. every such College or Institution shall have a regularly constituted Governing Body, consisting of not more than fifteen persons approved by the Executive Council and including among others, two teachers of the University to be nominated by the Executive Council and three representatives of the teaching staff of whom the Principal of the College or Institution shall be one. The procedure for appointment of members of the Governing Body and other matters affecting the management of a College or an Institution shall be prescribed by the Ordinance:

Provided that the said condition shall not apply in the case of Colleges and Institutions maintained by the Government which shall, however, have an Advisory Committee consisting of not more than fifteen persons which shall consist of among others, three teachers including the Principal of the College or Institution, and two teachers of the University nominated by the Executive Council;

ii. every such College or Institution shall satisfy the Executive Council and the College Development Council on the following matters, namely:-

a. the suitability and adequacy of its accommodation and equipment for teaching;

b. the qualifications and adequacy of its teaching staff and the conditions of their service;

c. the arrangements for the residence, welfare, discipline and supervision of students;

d. the adequacy of financial provision made for the continued maintenance of the College or Institution; and

e. such other matters as are essential for the maintenance of the standards of University education.

iii. no College or Institution shall be admitted to any privileges of the University except on the recommendation of the Academic Council made after considering the report of a Committee of Inspection appointed for the purpose by the Academic Council;

iv. Colleges and Institutions desirous of admission to any privileges of the University shall be required to intimate their intention to do so in writing so as to reach the Registrar not later than the 15th August, preceding the year from which permission applied for is to have effect;

v. a College or an Institution shall not, without the previous permission of the Executive Council, College Development Council and the Academic Council, suspend instruction in

any subject or course of study which it is authorised to teach and teaches.

(2) Appointment to the teaching staff and Principal of Colleges or Institutions admitted to the privileges of the University shall be made in the manner prescribed by the Ordinances;

Provided that nothing in this clause shall apply to Colleges and Institutions maintained by the Government.

(3) The service conditions of the administrative and other non-academic staff of every College of Institution referred to in clause (2) shall be such as may be laid down in the Ordinances;

Provided that nothing in this clause shall apply to Colleges and Institutions maintained by the Government.

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(4) Every College or Institution admitted to the privileges of the University shall be inspected at least once in every two academic years by a Committee appointed by the Academic Council, and the report of the Committee shall be submitted to the Academic Council, which shall forward the same to the College Development Council and Executive Council with such recommendations as it may deem fit to make.

(5) The College Development Council and the Executive Council, after considering the report and the recommendations, if any, of the Academic Council, shall forward a copy of the report to the Governing Body of the College or Institution with such remarks, if any, as they may deem fit for suitable action.

(6) The Executive Council may, after consulting the College Development Council and Academic Council, withdraw any

privileges granted to a College or an Institution, at any time it considers that the College or Institution does not satisfy any of the conditions on the fulfillment of which the College or Institution was admitted to such privileges:

Provided that before any privileges are so withdrawn, the Governing Body of the College or Institution concerned shall be given an opportunity to represent to the Executive Council as to why such action should not be taken.

(7) Subject to the conditions set forth in clause (1), the Ordinances may prescribe-

i. such other conditions as may be considered necessary; and

ii. the procedure for the admission of Colleges and Institution to the privileges of the University and for the withdrawal of those privileges.

IndiaCode

STATUTE – 32

CONVOCATIONS

Convocations of the University for the conferring of degrees or for other purposes shall be held in such manner as may be prescribed by the Ordinances.

IndiaCode

STATUTE – 33

ACTING CHAIRMAN OF MEETINGS

Where no provision is made for a President or Chairman to preside over a meeting of any authority of the University or any Committee of such authority or when the President or Chairman so provided for is absent, the members present shall elect one from among themselves to preside at such meeting.

IndiaCode

STATUTE – 34

RESIGNATION

Any member, other than an *ex officio* member, of the Court, the Executive Council, the Academic Council or any other authority of the University or any Committee of such authority may resign by letter addressed to the Registrar and the resignation shall take effect as soon as such letter is received by the Registrar.

IndiaCode

STATUTE – 35

DISQUALIFICATION

(1) A Person shall be disqualified for being chosen as, and for being, a member of any of the authorities of the University,-

i. if he is of unsound mind; or

ii. if he is an undischarged insolvent; or

iii. if he has been convicted by a court of law of an offence involving moral turpitude and sentenced in respect thereof to imprisonment for not less than six months.

(2) If any question arises as to whether a person is or had been subjected to any of the disqualifications mentioned in clause (1), the question shall be referred to the Visitor and his decision shall be final and no other proceedings shall lie in any civil court against such decision

IndiaCode

STATUTE – 36

RESIDENCE CONDITION FOR

MEMBERSHIP AND OFFICE

Notwithstanding anything contained in the Statutes, a person who is not ordinarily resident in India shall not be eligible to be an officer of the University or a member of any authority of the University

IndiaCode

STATUTE – 37

MEMBERSHIP OF AUTHORITIES BY VIRTUE OF MEMBERSHIP OF OTHER BODIES

Notwithstanding anything contained in the Statutes, a person who holds any post in the University or is a member of any authority or body of the University in his capacity as a member of a particular authority or body or as the holder of a particular appointment shall hold such office or membership only for so long as he continues to be a member of that particular authority or body or the holder of that particular appointment, as the case may be.

IndiaCode

STATUTE – 38

STUDENTS' COUNCIL

(1) There shall be constituted in the University, a Students' Council for every academic year, consisting of-

i. the Dean of Students' Welfare who shall be the Chairman of the Students' Council;

ii. twenty students to be nominated by the Academic Council on the basis of merit in studies, sports and extra-curricular activities; and

iii. such number of elected representatives of students as may be specified by the Academic Council:

Provided that any student of the University shall have the right to bring up any matter concerning the University before the Students' Council if so permitted by the Chairman, and he shall have the right to participate in the discussions at any meeting when the matter is taken up for consideration.

(2) The functions of the Students' Council shall be to make suggestions to the appropriate authorities of the University in regard to the programmes of studies, students' welfare and other matters of importance, in regard to the working of the University in general and such suggestion shall be made on the basis of consensus of opinion.

(3) The Students' Council shall meet at least once in an academic year preferably in the beginning of that year.

IndiaCode

STATURE – 39

ORDINANCES HOW MADE

(1) The first Ordinance made under sub-section (2) of section 32 may be amended, repealed or added to at any time by the Executive Council in the manner specified below.

(2) No Ordinance in respect of the matters enumerated in sub-section (1) of section 32 shall be made by the Executive Council unless a draft of such Ordinance has been proposed by the Academic Council.

(3) The Executive Council shall not have power to amend any draft of any Ordinance proposed by the Academic Council under clause (2), but may reject the proposal or return the draft to the Academic Council for re-consideration, either in whole or in part, together with any amendment which the Executive Council may suggest.

(4) Where the Executive Council has rejected or returned the draft of an Ordinance proposed by the Academic Council, the Academic Council may consider the question afresh and in case the original draft is reaffirmed by a majority of not less than two-thirds of the members present and voting and more than half the total number of members of the Academic Council, the draft may be sent back to the Executive Council which shall either adopt it or refer it to the Visitor whose decision shall be final.

(5) Every Ordinance made by the Executive Council shall come into effect immediately.

Indiacode

(6) Every Ordinance made by the Executive Council shall be submitted to the Visitor within two weeks from the date of its adoption.

(7) The Visitor shall have the power to direct the University within four weeks of the receipt of the Ordinance to suspend the operation of any such Ordinance and he shall, as soon as possible, inform the Executive Council about his objection to the proposed Ordinance,

(8) The Visitor may, after receiving the comments of the University, either withdraw the order suspending the Ordinance or disallow the Ordinance, and his decision shall be final.

IndiaCode

STATUTE – 40

REGULATIONS

(1) The authorities of the University may make Regulations consistent with the Act, the Statutes and the Ordinances for the following matters, namely:-

i. laying down the procedure to be observed at their meetings and the number of members required to form a quorum;

ii. providing for all matters which are required by the Act, the Statutes or the Ordinances to be prescribed by Regulations;

iii. Providing for all other matters solely concerning such authorities or committees appointed by them and not provided for by the Act, the Statutes or the Ordinances.

(2) Every authority of the University shall make Regulations providing for the giving of notice to the members of such authority of the dates of meetings and of the business to be considered at meetings and for the keeping of a record of the proceedings of meetings.

(3) The Executive Council may direct the amendments in such manner as it may specify, of any Regulation made under the Statutes or the annulment of any such Regulation.

IndiaCode

STATUTE – 41

DELEGATION OF POWERS

Subject to the provisions of the Act and the Statutes, any officer or authority of the University may delegate his or its powers to any other officer or authority or person under his or its respective control and subject to the condition that overall responsibility for the exercise of the powers so delegated shall continue to vest in the officer or authority delegating such powers.

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