

DEV BHOOMI UTTARAKHAND UNIVERSITY

FIRST STATUTES, 2021

In exercise of the power conferred by Section 33 of the DEV BHOOMI UTTARAKHAND UNIVERSITY ACT, 2021(Act No.17 of 2021), the Board of Governors is pleased to make the following First Statutes of the University for regulation and matter connected therewith incidental thereto.

CHAPTER I

(PRELIMINARY)

Short title and commencement (Section 33)	1.01	<p>(1) These Statutes may be called the Dev Bhoomi Uttarakhand University First Statutes, 2021.</p> <p>(2) They shall come into force from the date of approval by the State Government of Uttarakhand or on the expiry of three months from the date of submission to the State Government of Uttarakhand, whichever is earlier.</p> <p>(3) After First Statutes come into force, subsequent amendments, addition or replacing of the existing Statutes can be done by the Board of Governors, such amended Statutes shall be submitted to the State Government of Uttarakhand for its approval.</p> <p>These amended statutes shall come into force from the date of approval by the State Government of Uttarakhand or an expiry of three months from the date of submission to the State Government of Uttarakhand, whichever is earlier.</p>
Definitions	1.02	<p>(1) In these Statutes, unless there is anything repugnant to the subject or the context -</p> <p>(a) "Act" means Dev Bhoomi Uttarakhand University Act 2021.</p> <p>(b) "Section" means a Section of the Act; and University means Dev Bhoomi Uttarakhand University .</p> <p>(c) "Academic staff"</p> <p>(d) "Administrative staff"</p> <p>(e) "The Academic Council" means the Academic Council of the University.</p> <p>(f) "The Board" means the Board of Studies of the University.</p> <p>(g) "The Board of Trustees" means the Board of Trustees- Uttarakhand Uthan Samiti.</p> <p>(h) "The Chancellor", "Pro-Chancellor", "Vice Chancellor" and "Pro-Vice- Chancellor" means respectively the "Chancellor" the "Pro- Chancellor, the "Vice Chancellor" and the "Pro-Vice Chancellor" of the University.</p> <p>(i) "The Controller of Examinations", means a person appointed/ deputed for the conduct of University examination(s) and all the related issues.</p> <p>(j) "The Department" means the Department of Studies and includes a Centre of Studies and Research.</p>

		<p>(k) "School" means a School of Study created through a resolution of the Academic Council to undertake teaching and research in a particular field of specialization and is synonymous with "Faculty" wherever used in the Act.</p> <p>(l) "State Government" means the Government of Uttarakhand .</p> <p>(m) The "Statutes" mean the First Statutes of Dev Bhoomi Uttarakhand University framed under section 33 of the Act.</p> <p>(n) "University" means Dev Bhoomi Uttarakhand University, Dehradun established under this Act.</p>
	1.03	<p>(a) Words denoting singular shall include the plural and also vice versa.</p> <p>(b) Word denoting gender shall include both genders.</p> <p>(c) Words and expression used herein and not defined but defined in the Act, shall have the same meaning as assigned to them in the Act.</p>
	1.04	<p>SEAL, FLAG AND ANTHEM OF THE UNIVERSITY</p> <p>(a) 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 Board of Governors.</p> <p>(b) The University may decide to make and use such Flag, Anthem, and other symbolic or graphic expressions, abbreviations or likewise, for such purposes as deemed necessary from time to time, and which are not of such nature that are restricted or prohibited by the State or the Central Government.</p>
	1.05	<p>ACADEMIC CALENDAR OF THE UNIVERSITY</p> <p>(a) The Academic Calendar of the University shall be approved by the Board of Management and shall be in conformity with the guidelines issued by the State Government and other Regulatory Bodies from time to time, whenever applicable.</p> <p>(b) The University shall publish its Academic Calendar on its website.</p> <p>(c) In case of international students, the University may follow a different admission process and Academic Calendar as may be prescribed in the Ordinances.</p>

CHAPTER-II

OFFICERS OF THE UNIVERSITY

The Chancellor (Section 15)	2.01	<p>(1) The Chancellor shall by virtue of his office, be the head of the University and shall preside over the meetings of the Board of Governors and the Annual Convocation.</p> <p>(2) Subject to the provisions of the Act, the Sponsor Society shall determine the salary of Chancellor.</p> <p>(3) If the office of the Chancellor becomes vacant due to death, resignation or otherwise, or if there is temporary</p>
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	<p>vacancy because of absence due to illness or any other cause, the Pro-Chancellor if any shall be the officiating Chancellor until the new Chancellor is appointed or until the incumbent Chancellor resumes his office. If there is no Pro-Chancellor, the Promoting Society may, if required appoint an officiating Chancellor until the new Chancellor is appointed or until the incumbent Chancellor resumes his office. The officiating Chancellor shall take all decisions in consultation with the Board of Governors.</p> <p>(4) The Chancellor shall have the following powers namely-</p> <ul style="list-style-type: none">(i) The Chancellor while considering any matter referred to him or suo motto may call for such records or documents or information from any office or department or constituent college/school of the University, as he may deem necessary. <p>(5) The Chancellor may, after reviewing all facts and taking into consideration the recommendations of the Vice Chancellor suspend or modify any such resolution or order or proceedings of any authority of the University except that of the Board of Governors, which in his opinion is not in the interest of the University or not in conformity with the provisions of the Act, Statutes, Rules or Ordinances of the University, as the case may be.</p> <p>(6) The Chancellor shall have the right to conduct an inspection or cause an inspection to be made by such office or offices as he may so direct, of examinations, teaching, research, administration and finance, buildings, laboratories, records and equipment thereof and also of any other work conducted or done by the University or any of its faculties, constituent colleges/schools, departments, regional centers and study centers. The officer/officers, so deputed by the Chancellor to submit the report of the inspection/enquiry within such period as stipulated by the Chancellor. This report shall remain confidential and shall only be for review and appraisal of the Chancellor and shall not be disclosed either by the officer/officers deputed to conduct such inspection/enquiry or by any other officer of the University.</p>
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	<p>(7) The Chancellor shall communicate to the Vice Chancellor the result of such inspection or inquiry together with the recommended action to be taken thereon. The Vice Chancellor shall communicate the recommended action forthwith to the Board of Management for implementation.</p> <p>(8) Where the Board of Management, the other Authorities of the University or the officers of its University or the officers of its constituent colleges/schools, departments, regional centers or study centers , as the case may be, do not act upon the recommended action of the Chancellor to his satisfaction, he may after considering any explanation furnished or representation made by the Board of Management or the other Authorities of the University or the officers of constituent Colleges/ Schools, departments, regional centers or study centers, as the case may be, issue such directives as he may deem fit and the University, its schools/colleges, departments, regional centers and study centers, as the case may be shall comply with such directives.</p> <p>(9) When any exigency arises and the Chancellor is of the opinion that it is not possible under the prevailing circumstances, to convene a meeting of the Board of Governors at such short notice, he may take any appropriate decision or action as he may deem fit and necessary in the interest of the University. He shall have the power to issue any order of instruction to all or any of the authorities, officers, academic staff, administrative staff employees and/or students of the University and they shall be bound to comply with such orders/instruction forthwith. All such decision/actions shall be reported by him to Board of Governors in the next meeting for approval.</p> <p>(10) The Chancellor shall consider and approve all proposals relating to expenditures which are duly examined and forwarded by the Board of Management and have not been included in the budget and shall report to the Board of Governors in the next meeting for approval.</p> <p>(11) The Chancellor shall consider and approve all proposals forwarded by the Vice Chancellor relating the expenditures not included in the budget which are of any urgent nature, unavoidable and are in conformity</p>
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		<p>with the objectives of the University. The Chancellor shall report such proposals to the Board of Governors in the next meeting for approval.</p> <p>(12) In the event of conflict of interpretation with regard to statutes, rules and ordinances of the University, the decisions of the Chancellor shall be final.</p> <p>(13) The Chancellor may call for a fresh panel, if he does not agree with the recommendation of the committee constituted as per sub section (2) of section 17 of the Act for the selection of Vice Chancellor.</p> <p>(14) The Chancellor shall have the power to direct the bankers to stop payment on cheques which have already been issued.</p> <p>(15) In the absence of the Visitor, the Chancellor, if present shall preside at the convocation of the university.</p> <p>(16) If the Chancellor wishes to resign from his post, he shall submit signed letter of resignation in writing addressed to the manager of the promoting society. He shall continue in his position until the promoting society accepts his resignation in writing.</p>
<p>Pro Chancellor (Section 16)</p>	<p>2.02</p>	<p>(1) At the request of the Chancellor, a Pro Chancellor shall be appointed by the Chancellor for a period of three years and upon expiry of his term, shall be eligible for re-appointment.</p> <p>(2) Pro Chancellor of the University shall assist the Chancellor in discharging his duties and he shall exercise such powers as may be delegated to him by the Chancellor.</p> <p>(3) The Sponsoring Society shall determine the salary of the Pro-Chancellor.</p> <p>(4) In the absence of the Chancellor, the Pro-Chancellor shall discharge the duties and responsibilities associated with the office of the Chancellor.</p> <p>(5) A Pro Chancellor shall exercise such powers and performs such duties as assigned to him by the Board of Governors and the Chancellor from time to time.</p>

<p style="text-align: center;">The Vice Chancellor (Section 17)</p>	<p>2.03</p>	<p>(1)The Vice Chancellor shall be a whole time salaried officer of the University. The emoluments and other terms and conditions of service of the Vice Chancellor shall be as decided by the Board of Governors.</p> <p>(2)The Vice Chancellor shall be appointed by the Chancellor with the approval of the Board of Governors, based on the recommendations of a Search Committee, for a term of three (03) years and shall be eligible for re-appointment.</p> <p>(3)The Search Committee shall be constituted as per clause 17 of Dev Bhoomi Uttarakhand University Act (Act No. 17 of 2021).</p> <p>(4)The Search Committee shall recommend a panel of three names, in alphabetical order, to the Board of Governors within the period stipulated by the Chancellor in his order constituting the Search Committee.</p> <p>(5)The Board of Governors after receipt of recommendations of the Search Committee shall approve the panel of names and submit it to the Chancellor, along with its recommendations.</p> <p>(6)In case, none of the names so recommended is found suitable, the Chancellor may advise the Search Committee to draw a fresh panel of names.</p> <p>(7)The Chancellor may direct the Vice Chancellor, after his term has expired, to continue in office for such period until his successor assumes the office but for a period not exceeding 01 (one) year.</p> <p>(8) If the office of the Vice Chancellor becomes vacant due to death, resignation or otherwise or if there is temporary vacancy because of absence due to illness or any other cause, the Pro Vice Chancellor if any or the senior most Dean or if there is no Dean, the senior most Professor shall perform the duties of the Vice Chancellor until a new Vice Chancellor is appointed or until the incumbent Vice Chancellor resumes duties.</p> <p>Provided that such interim arrangement shall not exceed a period of one year from the date on which such an arrangement is made. Decisions taken by the officiating Vice Chancellor shall be subject to approval by the Board of Management.</p>
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	<p>(9) The Vice Chancellor may resign from his post by submitting his signed letter of resignation in writing addressed to the Chancellor and shall be guided by the terms of reference of issued Appointment Letter.</p> <p>Subject to the provisions of the Act & Statutes and control of the Board of Governors and the Chancellor, the Vice Chancellor shall have the following powers and duties, namely:</p> <p>(a) To be present at, and address any meeting of any authority or other board of the University under him;</p> <p>Provided that he shall not be entitled to vote there at unless he is member of such authority or body;</p> <p>(b) To provide leadership for maintaining excellence in teaching, training, research and assessments in the University and to take initiative for starting of new programs and courses as per local, national and global requirements;</p> <p>(c) To ensure that the Act, Statutes, Rules and Ordinances of the University are duly observed and implemented;</p> <p>(d) To maintain discipline amongst officers, academic staff, administrative staff, employees and students in the University or its constituent colleges/schools, departments, regional centers, study centers, etc., and to initiate disciplinary action against them as per the provisions of the Statutes, Rules and Ordinances made in this regard;</p> <p>(e) To convene or cause to be convened meetings of various authorities of the University except the Board of Governors.</p> <p>(f) To appoint various officers (except Registrar and Finance Officer), academic staff, administrative staff and other employees on the recommendation of duly-constituted Selection Committees;</p> <p>Provided that he may make short term appointments for a period not exceeding 01(one) year of such officers and teachers as he may consider necessary for the functioning of the University.</p> <p>(g) To grant leave to any officer or other employee of the</p>
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		<p>University as per provisions of the leave rules and to make necessary arrangements for discharging the responsibilities of such officer or employee during his absence;</p> <p>(h) To take any appropriate decision/action in the interest of the University when in any exigency and he is unable to convene a meeting of any Authority under him at short notice and to report such decisions/ action to the Authority concerned in the next meeting for approval;</p> <p>(i) To act as a vital link with the University Grants Commission(UGC), National & International Accreditation Bodies, State Government, other National & International agencies and other Regulatory Authorities as the case may be;</p> <p>(j) To take appropriate actions to get financial grants from various funding agencies such as UGC, DST, State Government, Central Government, NGO's National & International Agencies;</p> <p>(k) To direct the bankers to stop payment on cheques which have already been issued;</p> <p>(l) To keep abreast of the latest educational policies of both the State and Central Government and apprise various Faculties/ Departments for their proper implementation;</p> <p>(m) To assess & evaluate the performance of officer, academic staff, administrative staff and other employees of the University and its constituent colleges/schools, departments, regional centers, study centers, etc. and if deemed necessary to appoint a Committee of experts for this purpose and take appropriate action based on the report of such assessment & evaluation;</p> <p>(n) To constitute Committees as and when required for facilitating the day to day functioning of the University and to take appropriate action based on the recommendations of such committees; and</p> <p>(o) To exercise such other powers and perform such other duties as assigned to him by the Board of Governors and the Chancellor from time to time.</p>
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<p style="text-align: center;">The Pro Vice Chancellor (Section 18)</p>	<p>2.04</p>	<p>(1) The Pro Vice Chancellor shall be appointed by the Vice Chancellor with prior approval of the Chancellor, from amongst the professors of the University and shall discharge his duties in addition to his duties as a Professor of the University.</p> <p>Provided that in the interest of smooth discharge of the work assigned, the Vice Chancellor, may consider appointing more than one Pro- Vice Chancellor.</p> <p>(2) The Pro Vice Chancellor shall be appointed for a period of 03 (three) years or until expiry of the term of the Vice Chancellor whichever is earlier. He shall be eligible for re- appointment for a second term.</p> <p>(3) The eligibility criteria, emoluments and other terms and conditions of service of Pro Vice Chancellor shall be as laid down in the Ordinance.</p> <p>(4) The Pro Vice Chancellor shall assist the Vice Chancellor and shall exercise such powers and perform such duties as may be assigned to him by the Vice Chancellor and by the Board of Management from time to time.</p> <p>(5) In the absence of the Vice Chancellor, the Pro Vice Chancellor nominated by the Vice Chancellor shall discharge the day to day duties of the office of the Vice Chancellor, unless otherwise directed by the Chancellor.</p> <p>(6) If the Vice Chancellor is of the opinion that the Pro Vice Chancellor willfully abuses the powers delegated to him and/ or refuses to carry out the business of the University in accordance with the provisions of the Act and Statutes or if it appears to the Vice Chancellor that the continuance of the Pro Vice Chancellor in office is detrimental to the interests of the University, the Vice Chancellor may revert him to his substantive position and / or place him under suspension till completion of an inquiry.</p> <p>(7) The matter shall be reported to the Board of Governors in its next meeting and after due deliberations the Board of Governors shall either confirm or revoke the action or take an action as deemed fit.</p>
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<p style="text-align: center;">Dean of School (Section 19)</p>	<p>2.05</p>	<p>(1) There shall be Dean for each School in the University. He shall be a Principal Academic Officer of the School and shall work directly under the supervision, direction and control of the Vice Chancellor.</p> <p>(2) Dean of School shall be appointed by the Vice Chancellor and such appointment endorsed by the Board of Management, from amongst, the professors in the faculty, after taking into consideration seniority, ability and administrative experiences.</p> <p>(3) The Vice Chancellor may remove the Dean of School from his office, if he is found guilty of misconduct of any kind, or if he fails to perform the duties of his office to the satisfaction of Vice Chancellor.</p> <p>(4) The term of office of a Dean shall be for a period of 03(three) years or until his retirement, whichever is earlier. He shall be eligible for reappointment.</p> <p>Provided that when the office of the Dean is vacant or when the Dean, by reason of illness or absence or any other reason, is unable to perform his duties, the duties of the office of Dean may be performed by the Associate/ Assistant Dean, and if there is no Associate/Assistant Dean by such other Dean or Professor, as the Vice Chancellor may decide;</p> <p>(5) A teacher who is appointed as a Dean and shall act as Dean in addition to his assigned duties.</p> <p>(6) Subject to provisions of the Statutes and control of the Vice Chancellor and the Academic Council, a Dean shall have the following powers and duties, namely:</p> <p>(a) To implement academic policies approved by the authorities of the University in respect of academic development, maintenance of standards of teaching, training and research within his faculty.</p> <p>(b) To convince and preside over the meetings of the faculty as and when required with the prior approval of the Vice Chancellor.</p> <p>(c) To provide leadership in formulating the policies and development programs of the faculty and to present the same to appropriate authorities for their consideration.</p>
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		<p>(d) To resolve the grievances of the students regarding enrolment, eligibility, migration, scholarships or free-ships, grant of terms and admission to examinations.</p> <p>(e) To enquire into any malpractices related to any academic program in his School by a department and report the finding to the Vice Chancellor.</p> <p>(f) To prepare proposals for award of fellowships, scholarships and other distinctions in his faculty for submission to the Academic Council.</p> <p>(g) To exercise such other powers and perform such other duties as assigned to him by the Vice Chancellor and the Academic Council from time to time.</p> <p>Note: In schools having substantially higher number of students/administrative load, the Vice Chancellor, in consultation with the Dean of the School, may appoint a professor/senior faculty as Associate Dean, in addition to their existing duties as teacher of the University, to strengthen the academic administration of a School.</p>
<p>The Registrar (Section 20)</p>	<p>2.06</p>	<p>(1) The Registrar shall be a whole time salaried officer of the University and he shall be appointed by the Chancellor on recommendation of a Selection Committee consisting of the following.</p> <p>(a) Vice Chancellor – Chairman, (b) Pro Vice Chancellor; (c) One nominee of Chancellor; and (d) One nominee of Board of Governors nominated by Chancellor; (e) The Head, Human Resource Department shall be the convener of the Committee.</p> <p>(2) The Registrar shall be the Chief Operating Officer of the University and he shall work directly under the supervision, direction and control of the Vice Chancellor.</p> <p>(3) The term of office of the Registrar shall be for a period of three years, renewable for additional term(s) till the attainment of the age of superannuation, i.e., 65 years provided that in exceptional circumstances the Board of Governors may extend the term of Registrar beyond 65 years.</p>

	<p>(4) The Registrar may resign his office after serving notice as per terms of reference of issued appointment letter. He shall cease to hold his office from the date of his resignation duly accepted by the Chancellor, or on expiry of the notice period, whichever is earlier. The requirement of the notice period may be waived by the Chancellor at his discretion.</p> <p>(5) The eligibility criteria, emoluments and other terms and conditions of services of the Registrar shall be as laid down in the Ordinance.</p> <p>(6) If the office of the Registrar becomes vacant due to death, resignation or otherwise or if there is a temporary vacancy because of absence due to illness or any other cause, the Chancellor on recommendation of the Vice Chancellor, shall appoint a suitable person to perform the duties of the Registrar until a new Registrar is appointed or until the incumbent Registrar resumes duty.</p> <p>Provided that such interim arrangement shall not exceed a period of 01 (one) year from the date on which such an appointment is made.</p> <p>(7) Subject to the provisions of the Act & the Statutes, the Registrar shall have disciplinary control over the employees of the University other than the following namely-</p> <p>(a) Officers and Administrative Staff of the University;</p> <p>(b) Academic Staff, Invigilator and Examiners of the University;</p> <p>(c) Employees in the Finance, Accounts and Audit section; and</p> <p>(d) Employees of the Examination section.</p> <p>(8) The Registrar shall be Member Secretary of the Committees constituted by the Board of Management and Academic Council.</p> <p>(9) Subject to provisions of the Act & Statutes and control of the Vice Chancellor, the Registrar shall have the following powers and duties namely-</p> <p>(a) To conduct the official correspondence on behalf of</p>
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		<p>the University.</p> <p>(b) To maintain and secure the minutes of the meetings of all the Authorities of the University and of all the Committees constituted by any of these Authorities.</p> <p>(c) To forward a copy of the approved minutes of the meetings of the Board of Management, the Academic Council, and the Finance Committee to the Chancellor.</p> <p>(d) To make arrangements for conduct and supervision of all examinations conducted by the University.</p> <p>(e) To represent the University with prior approval of the Chancellor, Vice Chancellor or Board of Management in suits or proceedings by or against the University to sign power of attorney and other required documents.</p> <p>(f) To act as the custodian of all movable and immovable properties of the University unless otherwise provided by the Board of Management. He shall be responsible for proper maintenance and upkeep of properties and assets of the University.</p> <p>(g) To prepare and update the Handbook of Statutes, Rules and Ordinances framed by the Authorities from time to time and make them available to all respective members of the Authorities and officers of the University.</p> <p>(h) To prepare the Annual Report of all the activities of the University & place the same before the Board of Management.</p> <p>(i) To keep the Chancellor and Vice Chancellor apprised of all significant legal proceeding in respect of the University from time to time and be bound to place before the Board of Management all such information as may be necessary for transaction of its business.</p> <p>(j) To maintain records of students pertaining to admission, enrolment, migration, results of various examinations including entrance examination and award of degrees, diplomas, certificates etc.</p> <p>(k) To maintain personnel records of all officers,</p>
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		<p>academic staff, administrative staff and other employees of the University.</p> <p>(l) To superintend the task of all subordinate officers and to distribute the work amongst them with prior approval of the Vice Chancellor.</p> <p>(m) To facilitate any inquiry conducted by any Officer or Authority and to provide relevant information and documents in this regard.</p> <p>(n) To exercise such other powers and perform such other duties as assigned to him by the Board of Management and the Vice Chancellor from time to time.</p>
<p>The Finance Officer (Section 21)</p>	<p>2.07</p>	<p>(1) The Finance Officer shall be a whole time salaried officer of the University and he shall be appointed by the Chancellor on recommendation of a Selection Committee consisting of the following:-</p> <ol style="list-style-type: none"> a) The Vice Chancellor-Chairman b) The Pro Chancellor; c) One nominee of the Chancellor; d) One member of the Board of Management nominated by Chancellor; and e) The Registrar – Ex-officio Secretary <p>(2) The qualifications for appointment to the post of Finance Officer shall be a Post Graduate degree, preferably in Commerce, Economics or Financial Management or Chartered Accountant or equivalent, having a minimum of ten years of work experience at the level of Deputy/Assistant Finance Officer preferably in a University or an Educational Institution of repute.</p> <p>(3) The Finance Officer shall work directly under the supervision, direction and control of the Vice Chancellor.</p> <p>(4) The eligibility criteria, emoluments and other terms and conditions of service of the Finance Officer shall be as laid down in the ordinance.</p> <p>(5) The term of office of the Finance Officer shall be for a period of three years, renewable for additional term(s) till the attainment of the age of superannuation, i.e., 65 years provided that in exceptional circumstances the</p>

		<p>Board of Management may extend the term of Finance Officer beyond 65 years.</p> <p>(6) The Finance Officer shall be Member Secretary of the Committees constituted by the Finance Committee.</p> <p>(7) Subject to provisions of the Statutes and control of the Vice Chancellor, the Finance Officer shall have the following powers and duties, namely-</p> <p>(a) To prepare and maintain the minutes of the meeting of the Finance Committee and committees constituted by the Finance Committee.</p> <p>(b) To take part in the proceedings of the other authorities of the University and bodies constituted by the Authorities on matters which have financial implications, but he shall not be entitled to vote.</p> <p>(c) To maintain proper accounts and other relevant records of all the funds/receipts/transactions received by the University.</p> <p>(d) To prepare the Annual Budget and Annual Statement of Accounts and place the same along with the Audit Reports before the concerned Authorities of the University.</p> <p>(e) To supervise the funds of the University.</p> <p>(f) To advise the University in any financial matter either suo moto or on his advice being sought.</p> <p>(g) To maintain records of the funds, properties, investments, endowed properties and trust.</p> <p>(h) To ensure that the limits fixed in the Annual Budget of the University for recurring and non – recurring expenditure are not exceeded and that all allocations are utilized for the purposes for which they are granted.</p> <p>(i) To monitor cash flow, bank balances and investments.</p> <p>(j) To monitor the progress of revenue collection and advise the University on methods to be employed for collection.</p> <p>(k) To ensure that internal and statutory audits of the</p>
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		<p>accounts of the University are conducted as prescribed.</p> <p>(l) To collect the income, disburse the payments and maintain the accounts of the University.</p> <p>(m) To ensure that registers for all capital and fixed assets are prepared and maintained on a regular basis.</p> <p>(n) To ensure that physical verification of all fixed assets and consumables is carried out at regular intervals.</p> <p>(o) To propose to the Vice Chancellor that explanation be called for unauthorized expenditure or other financial irregularities, if any, from Committee or individual of the University and recommend appropriate disciplinary action.</p> <p>(p) To call from constituent colleges/schools, department, office or center of the University, for any information and return that he thinks is required for discharge of his financial responsibilities;</p> <p>(q) To superintend the task of all subordinate employees and to distribute work among them with the approval of the Vice Chancellor.</p> <p>(r) To exercise disciplinary control over all employees in the Audit and Finance Department of the University.</p> <p>(s) To exercise such other powers and perform such other duties as assigned to him by the Chancellor, Vice Chancellor and other Authorities of the University from time to time.</p>
<p>Chief Executive Officer (Section 22)</p>		<p>The eligibility criteria, emoluments and other terms and conditions of services of the Chief Executive Officer shall be as laid down in the Ordinance.</p>

CHAPTER-III

OTHER OFFICERS OF THE UNIVERSITY

<p>Other Officers of the University (Section 23)</p>	3.01	<p>In addition to the officers described in Section 13 of the Act, there shall be the following other officers of the University, namely –</p> <ul style="list-style-type: none">a) Controller of Examinationb) Dean - Students' Welfarec) Dean – Research & Developmentd) Chief Proctore) Dean - Academic Affairsf) Head of the Departmentg) The Librarianh) Law Officer.
<p>The Controller Of Examination (Section 23)</p>	3.02	<p>(1) The Controller of Examination shall be a whole time salaried officer of the University and he shall be appointed by the Vice Chancellor on recommendation of a Selection Committee consisting of the following :-</p> <ul style="list-style-type: none">(a) The Vice Chancellor – Chairman;(b) The Pro-Vice Chancellor;(c) One nominee of the Chancellor,(d) One member of the Board of Management nominated by Chancellor;(e) One Dean/Professor of the University nominated by the Vice Chancellor; and(f) Registrar –Ex-officio Secretary <p>(2) The term of office of the Controller of Examination shall be for a period of 03 (three) years or untill his retirement, whichever is earlier. He shall be eligible for reappointment.</p> <p>(3) A teacher with requisite institutional commitment and having a minimum of 10 year experience as a Professor in a reputed University/Institute with sound academic credentials, publications necessary in indexed Journals and preferably having administrative experience, will be eligible for as Controller of Examination.</p> <p>(4) The age of superannuation of the Controller of Examination shall be 65 years, provided that in exceptional circumstances the Board of Management may extend the term of Controller of Examination beyond 65 years.</p>

	<p>(5) The Controller of Examination shall be the Principal Officer for conduction of all examinations for the University and for declaring their results. He shall work directly under the supervision, direction and control of the Vice Chancellor.</p> <p>(6) The eligibility criteria, emoluments and other terms and conditions of service of the Controller of Examination shall be as laid down in the Ordinance.</p> <p>(7) The Controller of Examination shall be the Member Secretary of the Examination Committee and of bodies constituted by it.</p> <p>(8) The Vice Chancellor may remove the Controller of Examination from his office, if he is found guilty of misconduct of any kind, or if he fails to perform the duties of his office to the satisfaction of Vice Chancellor.</p> <p>(9) Subject to provisions of the Statutes and control of the Vice Chancellor, the Controller of Examination shall have the power of declaration of the results.</p> <p>(a) To make all necessary arrangements for free, fair, smooth, orderly and timely conduct of all examination of the University including entrance examinations and declaration of their results.</p> <p>(b) To prepare and announce in advance the scheme and calendar of examinations in consultation with the relevant Deans of Faculties/Schools.</p> <p>(c) To appoint paper setters, examiners, tabulators/collators, moderators, observers, flying squad, etc. with prior approval of the Vice Chancellor.</p> <p>(d) To decide the examination centers and appoint center superintendents with prior approval of the Vice Chancellor.</p> <p>(e) To arrange inspection of examination centers by a flying squad and observers.</p> <p>(f) To arrange for printing of question papers and to maintain secrecy.</p> <p>(g) To co-ordinate with Principals/Deans of constituent</p>
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		<p>colleges/schools and Head of Departments with regard to student enrolment and conduct of examinations.</p> <p>(h) To arrange for proper assessment of candidates appearing for examinations and to process result accordingly.</p> <p>(i) To notify result of examinations to the concerned college/school and department and also display the result in the public domain;</p> <p>(j) To maintain a database of student performance in examinations;</p> <p>(k) To forward names of candidates to the Registrar for conferment of degrees, diplomas, certificates, etc. except honorary degrees;</p> <p>(l) To act as custodian of all records related to conduct of examinations and declarations of results;</p> <p>(m) To postpone or cancel examinations with the prior approval of the Vice Chancellor in the event of malpractices or if the circumstances so warrant, and to take or recommend disciplinary action, as the case may be or recommend initiation of any civil or criminal proceedings against any person or a group of persons or a college or an institution alleged to have committed such malpractices;</p> <p>(n) To recommend disciplinary action where necessary, against candidates, paper setters, examiners, moderators or any other persons connected with examinations and found guilty of malpractices in relation to the examination;</p> <p>(o) To review and evaluate, from time to time, results of the University examinations and forward reports thereon to the Vice Chancellor.</p> <p>(p) To take necessary steps for continuous examination reforms so as to keep updating the existing Ordinances relating to University examinations and to propose new Ordinances in this regard;</p> <p>(q) To counter- sign and approve various TA/DA and remuneration bills in respect of the examiner, supervisor, invigilator, paper setter,</p>
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		<p>tabulator/collator, moderator, observer and any other person appointed for the purpose of confidential works related to the conduct of examinations;</p> <p>(r) To prepare and maintain accounts for secrecy funds, get the same checked and counter – signed from the concerned Authority and keep permanent records for all such confidential transactions or accounts;</p> <p>(s) To prepare and maintain minutes of meetings of the Examination Committee and other bodies constituted by it;</p> <p>(t) To ensure that decisions taken by the Authorities of the University and Committees constituted by them with regard to the examination system are promptly implemented;</p> <p>(u) To superintend the task of all subordinate employees and to distribute work among them with prior approval of the Vice Chancellor.</p>
<p>Dean - Students' Welfare (Section 23)</p>	<p>3.03</p>	<p>(1) Dean Students' Welfare shall be appointed by the Vice Chancellor from amongst the teachers of the University not below the rank of the Associate Professor and possessing teaching experience of not less than 10 years.</p> <p>(2) The Vice Chancellor may also appoint an Associate Dean Students' Welfare out of the Associate/Assistant Professors of the University to assist the Dean Students' Welfare.</p> <p>Provided that one such Associate/Assistant Dean, Students' Welfare shall be from amongst the women teachers of the University, in case the Dean is a male teacher, to look after the welfare of the girl students.</p> <p>(3) The Associate Dean shall report to the Dean Students' Welfare.</p> <p>(4) The term of office of the Dean as well as Associate Dean Students' Welfare shall be for a period of three years or as specified.</p> <p>(5) The Dean Students' Welfare shall be responsible for:</p> <p>(a) Organizing co-curricular, cultural, social, recreational and sports activity of the University;</p>

		<p>(b) Developing of leadership skills in the students;</p> <p>(c) Arranging medical assistance in case of emergency;</p> <p>(d) Counseling and personality building;</p> <p>(e) Maintenance of peace and harmony amongst various sections of students;</p> <p>(f) Any other activity related to students' welfare; and</p> <p>(g) Perform such other duties as may be assigned by the Vice Chancellor.</p> <p>(6) The Dean as well as Associate Dean Students' Welfare may communicate with the parents and guardians, as and when necessary.</p> <p>(7) The Vice Chancellor may remove the Dean- Students Welfare from his office, if he is found guilty of misconduct of any kind, or if he fails to perform the duties of his office to the satisfaction of Vice Chancellor, and revert him to his substantive post and/or place him under suspension till completion of an enquiry;</p> <p>Provided that the Vice-Chancellor shall be competent to take similar action against an Associate/Assistant Dean Students' Welfare.</p>
<p>The Dean - Research & Development (Section 23)</p>	<p>3.04</p>	<p>(1) Dean-Research and Development (R&D) shall be appointed by the Vice Chancellor on recommendation of the Selection Committee which shall comprise of – Vice Chancellor, Chancellor's nominee and 03 experts nominated by Board of Management (within or outside the University).</p> <p>(2) The term of office of the Dean - R&D shall be for a period of 03 (three) years or until his retirement, whichever is earlier. He shall be eligible for reappointment.</p> <p>(3) A teacher with requisite institutional commitment and having a minimum of 10 year experience as a Professor in a reputed University/Institute with sound academic credentials, publications necessary in indexed Journals and preferably having administrative experience, will be eligible for as Dean - Research and Development.</p> <p>(4) The Dean - R&D shall be the head of all research activities of the University and shall work directly under</p>

		<p>the supervision, direction and control of the Vice Chancellor.</p> <p>(5) The eligibility criteria emoluments and other terms and conditions of service of the Dean R&D shall be as laid down in the Ordinance.</p> <p>(6) A teacher who is appointed as the Dean R&D shall act as the Dean Research in addition to his assigned duties.</p> <p>(7) The Vice Chancellor may remove the Dean - Research & Development from his office, if he is found guilty of misconduct of any kind, or if he fails to perform the duties of his office to the satisfaction of Vice Chancellor.</p> <p>(8) Subject to provision of the Statutes and control of the Vice Chancellor, the Dean-R&D shall have the following powers and duties, namely:</p> <p>(a) Be the ex- officio secretary of the Research Advisory Board and as such will give effect to its decisions;</p> <p>(b) To convene the meeting of the Research Advisory Board of the University;</p> <p>(c) Be overall in charge of the Ph.D programme and shall ensure that the topic of research selected has relevance to the present day requirement;</p> <p>(d) Ensure quality of research work done by the students admitted to Ph.D programme and shall guide the younger faculty members in undertaking their own research;</p> <p>(e) Help the faculty members in formulation of research projects and submission of proposal for research grants to the Government as well as the Industry;</p> <p>(f) Mobilize funds for research;</p> <p>(g) To coordinate research activities conducted in the University and its faculties, constituent colleges/schools and departments;</p> <p>(h) To liaise with various Government and Non-Government, National and International agencies for research opportunities, grants and consultancies, to prepare and submit the necessary proposals and carry out the required follow-ups;</p>
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		<ul style="list-style-type: none"> (i) To ensure that research tie-ups and collaborations with various Governmental & Non-Governmental, National & International agencies, Educational Institutions and Research Organizations are established and maintained; (j) To monitor the progress of research activities and consultancy projects, to carry out overall coordination and to ensure that decision are implemented; (k) To prepare periodic progress reports of research activities and submit the same to the appropriate Authorities of the University; (l) To ensure that all records pertaining to research conducted by the University are properly achieved; (m) To ensure that research is conducted in the University as per the norms laid down by various regulatory authorities; (n) To coordinate with the Registrar, the Finance Officer and other Officers for smooth conduct of various research projects undertaken by the University; (o) To ensure that any new invention, discovery or other intellectual property of the University is protected by patents/ trademarks/ copyrights; (p) To ensure that the terms and conditions of various memoranda of understanding signed for research and development with various agencies are implemented and renewed as required; (q) To prepare the research budget of the University and submit the same to the Finance Officer and to ensure that the budget is utilized as intended; and (r) To exercise such other powers and perform such other duties as assigned by the Vice Chancellor and other Authorities of the University from time to time.
<p style="text-align: center;">Chief Proctor (Section 23)</p>	<p style="text-align: center;">3.05</p>	<p>(1) The Chief Proctor shall be appointed by the Board of Management, from amongst the teachers of the University not below the rank of Associate Professor for a term of three years or a term as specified.</p>

		<p>(2) The Chief Proctor shall exercise such powers and perform such duties with regard to maintenance of discipline amongst the students as may be prescribed in the Ordinances or as decided by the Vice Chancellor from the time to time.</p> <p>(3) The Vice Chancellor may appoint Associate/ Assistant Proctor(s), to strengthen the proctorial system from amongst the Associate/Assistant Professors of the University; preferably a female teacher.</p> <p>(4) There shall be a Proctorial Committee consisting of all the Proctors;</p> <p>Provided that the Vice Chancellor, in consultation with the Chief Proctor, may nominate a senior employee of the University to the proctorial committee for a period as may be specified.</p> <p>(5) Any violation of the Students' Code of Conduct and Ethics shall be treated as a misconduct and shall attract penal action as decided by the Vice Chancellor on the recommendation of the Chief Proctor/Proctorial Committee.</p> <p>(6) Any student indulging in an act of misconduct or indiscipline is liable to be suspended from the University by the Vice Chancellor on recommendations of the Chief Proctor pending an inquiry;</p> <p>Provided in exigencies of the situation, the Dean of the School may issue suspension order on specific recommendation of the Chief Proctor, after due ratification by the Vice Chancellor.</p> <p>(7) The Board of Management may remove the Chief Proctor from his office, if he is found guilty of misconduct of any kind, or if he fails to perform the duties of his office to its satisfaction, and revert him to his substantive post and or place him under suspension till completion of an inquiry;</p> <p>Provided further that the Vice Chancellor shall be the competent officer to take similar action against an Associate/ Assistant Proctor.</p>
<p>Dean, Academic Affairs (Section 23)</p>	<p>3.06</p>	<p>(1) The Dean, Academic Affairs shall be appointed on the recommendations of a committee constituted under the chairmanship of the Vice Chancellor and consisting of the Chancellor's nominee and three experts from within or</p>

		<p>outside the University, for a period of three years or a period as may be specified;</p> <p>Provided that the Dean, Academic Affairs may be re-appointed for further term(s) as decided by the Board of Management.</p> <p>(2) A teacher having a minimum of 10 years experience as a Professor and having sound academic credentials, publications in indexed journals and preferably having administrative experience, will be eligible for appointment as Dean, Academic Affairs.</p> <p>(3) The Dean, Academic Affairs shall:</p> <p>(a) Assist the Vice Chancellor in keeping a close watch on academic activities undertaken by the Schools of the University;</p> <p>(b) Ensure that the decisions of the Academic Council are followed in letter and spirit;</p> <p>(c) Advise the Vice Chancellor on the updation of curriculum, in accordance with the demand of the industry and at par with the one being followed by the Institutions of repute;</p> <p>(d) Scrutinize the academic proposals emanating from the schools before these are forwarded for consideration of the Vice-Chancellor or the Academic Council.</p> <p>(4) The Dean, Academic Affairs may submit his resignation to the Vice Chancellor and shall cease to hold his office on acceptance of his resignation.</p> <p>(5) If the Vice Chancellor, based upon a complaint received against the Dean Academic Affairs or on his own, arrives at a conclusion that continuance of the Dean, Academic Affairs is detrimental to the interests of the University, may recommend to the Board of Management the removal of Dean Academic Affairs from his office from such date as may be specified and after giving the Dean Academic Affairs an opportunity of being heard.</p>
<p>Head of Department (Section 23)</p>	<p>3.07</p>	<p>(1) Each of the Department in the constituent School of the University shall have a head who shall be appointed by the Vice Chancellor from a panel of three names of senior teachers of the Department received from the</p>

		<p>Dean of School;</p> <p>(2) The term of office of the Head of a Department shall normally be for 02 (two) years or as may be specified in Appointment letter. He shall be eligible for reappointment in case non-availability of eligible persons.</p> <p>(3) The Head of Department shall work under the overall control, supervision, direction and guidance of the Dean of the constituent School and shall preside over the meetings of Board of Studies.</p> <p>(4) A teacher who is appointed as the Head of a Department shall act as head in addition to his assigned duties.</p> <p>(5) The Vice Chancellor may remove the Head of Department, if he is found guilty of misconduct of any kind, or fails to perform his duties to the satisfaction of the Vice Chancellor and revert him to his substantive post and/or place him under suspension till completion of an inquiry;</p> <p>Provided that the Head of Department will be heard before taking such a decision.</p> <p>(6) Subject to provisions of the Statutes and control of the Dean of the constituent School, the Head of Department shall have the following powers and duties, namely:-</p> <p>(a) To maintain high standards of undergraduate and post graduate teaching and training as per guidelines of the University and respective Statutory Council;</p> <p>(b) To provide a suitable environment in the department for development of academic staff in teaching and research activities;</p> <p>(c) To lead and direct innovative research in the department for development by inducting, inspiring, motivating and guiding the academic staff;</p> <p>(d) To make facilities and resources of the department available to the academic staff and students for their overall development;</p> <p>(e) To nominate/ recommend the academic staff and other employees for training/award/felicitations/commendations etc. as per their merit, to higher</p>
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		<p>authorities as and when required;</p> <p>(f) To maintain discipline amongst academic staff, other employees and students in the department and to initiate appropriate disciplinary action in the consultation with the Dean of constituent School, as and when required;</p> <p>(g) To supervise the working of academic staff and other employees of the department and to assign responsibilities for smooth functioning of the department;</p> <p>(h) To upkeep and maintain the necessary record pertaining to activities and assets of the department;</p> <p>(i) To prepare the annual budget of the department with full justification and submit it to the Dean of School;</p> <p>(j) To prepare periodic and annual reports of the activities of his department and submit the same to the Dean of School;</p> <p>(k) To conduct monthly departmental meetings to discuss and resolve various issues of the department and submit the minutes to the Dean of School;</p> <p>(l) To ensure that necessary information/circulars are brought to the notice of academic staff and other employees of the department;</p> <p>(m) To look into the grievances of academic staff, other employees and student in all matters concerning the department and to redress appropriately;</p> <p>(n) To execute and implement orders, policies and other directives issued by the Authorities from time to time;</p> <p>(o) To co-ordinate/ collaborate inter-departmental activities in administration, academics and research towards the common institutional goal of excellence;</p> <p>(p) To provide innovative foresight for future growth of the department as per goals set by the constituent School and the University; and</p> <p>(q) To exercise such other powers and perform such other duties as assigned to him from time to time.</p>
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<p>The Librarian (Section 23)</p>	<p>3.08</p>	<p>(1) The Librarian shall be appointed by the Board of Management on the recommendation of the Selection Committee.</p> <p>(2) He shall be a full time salaried officer of the University and shall work directly under the supervision, direction and control of the Vice Chancellor.</p> <p>(3) The eligibility criteria, emoluments and other terms and conditions of service of the Librarian shall be as laid down in the Ordinance.</p> <p>(4) The Vice Chancellor may authorize any suitable person to exercise any or all of the duties of the Librarian in his absence.</p> <p>(5) Subject to provisions of the Statutes and control of the Vice Chancellor, the Librarian shall have the following powers and duties, namely:-</p> <p>(a) To supervise and maintain all the libraries of the University;</p> <p>(b) To prepare the annual budget for the Library in consultation with Deans of all Schools and other officers of the University and submit the same to the Finance Officer;</p> <p>(c) To ensure that the budget earmarked for the Library is utilized for the purposes specified and in a timely manner;</p> <p>(d) To maintain the records of research papers, theses, dissertations and publications by academic staff, scholars and students;</p> <p>(e) To ensure that subscriptions of journals are renewed on time;</p> <p>(f) To prepare a bi-annual University Library newsletter;</p> <p>(g) To remain updated with new technologies and concepts in the field of library science;</p> <p>(h) To coordinate with various Dean of Schools & officers of the University regarding their requirement of books, periodicals, journals etc;</p> <p>(i) To maintain discipline in the library and to recommend appropriate disciplinary action against</p>
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		<p>any academic staff, other employee or student of the University to the Vice Chancellor; and</p> <p>(j) To exercise such other powers & perform such others duties as assigned to him from time to time.</p>
Law Officer (Section 23)	3.09	<p>(1) The University may establish, with prior approval of the Board of Management, a Legal Cell for the following:-</p> <p>(a) To deal with all legal matters of the University;</p> <p>(b) To advise the University on legal matters based on the cases and judgment of various courts and announcements from various government bodies;</p> <p>(c) To provide opinion on matters pertaining to the interpretation of the Act, Statutes, Rules and Ordinances; and</p> <p>(d) To provide legal assistance for framing Statutes, Rules, Ordinance and Policies etc. as and when required.</p> <p>(2) Law Officer shall be appointed by Vice Chancellor on the recommendation of the Selection Committee.</p> <p>(3) A Law Officer shall work under the supervision, control and direction of the Vice Chancellor.</p> <p>(4) The remuneration and other terms & conditions of appointment of a Law Officer shall be as laid down in the Ordinance.</p> <p>(5) The eligibility criteria for appointment of the Law Officer shall be as follows:-</p> <p>(a) A law degree holder from any University established under the law in India or from any other recognized Institutions equivalent to University with minimum 05 (five) years of experience in the field of law; or</p> <p>(b) Has served in the Judicial Services not below the rank of Civil Judge (Senior Division).</p> <p>(6) A Law Officer shall perform such duties as assigned to him by the Vice Chancellor and the Registrar from time to time.</p>

CHAPTER –IV

AUTHORITIES OF THE UNIVERSITY

<p>The Board of Governors (Section 25)</p>	4.01	<p>(1) The composition of Board of Governors shall be same as specified in the Section 25 of the Dev Bhoomi Uttarakhand University Act.</p> <p>(2) The members shall be nominated for a period of three years or as decided. The ex-officio members shall continue to be the members of Board of Governors so long as they hold the office by virtue of which they are the members of Board of Governors.</p> <p>(3) The governing body of sponsoring society shall have powers to remove a member of Board of Governors.</p> <p>(4) A member nominated/ co-opted member of Board of Governors not attending three consecutive meetings without prior notice shall cease to be a member of the Board of Governors and vacancy will be duly filled in.</p> <p>(5) The other terms and conditions of nomination of the members to the Board of Governors, including remuneration, if any, shall be determined by the Chancellor from time to time and the decision thereon shall be final. The Board of Governors shall have the right to review and modify any of the nominations made by it.</p> <p>(6) Meetings of the BOG shall be convened by the Chancellor either on his own initiative or on a requisition from a minimum one fourth of its members.</p> <p>(7) The meeting of the Board of Governors shall be chaired by the Chancellor. In his absence, the Pro Chancellor shall preside over the meeting.</p> <p>Provided that in case both the Chancellor and Pro-Chancellor are not available, the Vice Chancellor shall preside the meeting.</p> <p>(8) The quorum for the meeting of the Board of Governors shall be 1/3 (one-third) of the total appointed membership of the Board.</p> <p>(9) Decisions on all the matters considered in the meetings shall be made through simple majority votes of the members present and in case of a tie, the matter shall be</p>
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		<p>decided by the casting vote of the Chairman.</p> <p>(10) The written notice of the meeting shall be issued by the Registrar at least fifteen days before the date of the meeting;</p> <p>Provided that the Chairman may call a special meeting of the Board of Governors at short notice to consider any urgent matter.</p> <p>(11) The notice of the meeting may be sent through email or delivered by hand or sent by registered post at the address of each member as recorded in the office of the Registrar and same shall be deemed to have been duly delivered within the time.</p> <p>(12) The agenda of the meeting shall be circulated by the registrar at least one week before the date of the meeting.</p> <p>(13) 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 may not have been received.</p> <p>(14) The ruling of the Chairman in regard to all the questions of procedure shall be final.</p> <p>(15) The minutes of the meetings drawn up by the Registrar and approved by the Chancellor, shall be circulated by the Registrar. The minutes along with amendments, if any, shall be placed for confirmation at the next meeting of the Board of Governors. After the minutes are confirmed, the same shall be recorded in the book of minutes which shall be kept open, for inspection during office hours by the members of the Board of Governors.</p>
<p>The Board of Management (Section 26)</p>	<p>4.02</p>	<p>(1) The constitution of the Board of Management shall be the same as described in section 26 of the Dev Bhoomi Uttarakhand University Act.</p> <p>(2) All members of the Board of Management other than Ex-Officio members shall be members for a period of 03 (three) years from the date of their appointment and shall be eligible for reappointment.</p> <p>(3) The Board of Management shall be the Principal Executive Body of the University and shall have the authority to take all necessary decisions for smooth and</p>

	<p>efficient functioning of the University.</p> <p>(4) The meeting of the Board of Management shall be convened and chaired by the Vice Chancellor. In his absence, the Board shall request one of its members to act as the Chairperson.</p> <p>(5) The meeting of the Board of Management shall take place at least 02 (two) times in a year and the interval between the previous meeting and the next meeting shall not exceed 06 (six) months.</p> <p>(6) The quorum for the meeting of the Board of Management shall be 1/3 (one-third) of the total appointed membership of the Board.</p> <p>(7) Notice of an ordinary meeting of the Board of Management shall be dispatched to all members of the Board at least fifteen days before the meeting. The Agenda of the meetings shall be dispatched at least seven days in advance of the meeting.</p> <p>(8) In case of an emergency, a special meeting of the Board of Management may be called by the Vice Chancellor at a short notice.</p> <p>(9) In arriving at a decision, if voting becomes necessary, it shall be done in a manner to be decided by the Chairperson. In case of a tie, the Chairperson shall have a casting vote.</p> <p>(10) The Chairperson of the Board of Management may, if situation so demands, take such action on behalf of the Board of Management as he deems appropriate and report it in the next meeting of Board of Management.</p> <p>(11) Subject to control of the Board of Governors and provisions of Statutes, the Board of Management shall have the following powers and functions namely:</p> <p>(a) To manage administrative affairs of University and for that purpose to appoint such persons or officers with such powers and duties as it may deem fit;</p> <p>(b) To make, amend or repeal Regulations to carry out the provisions of the Act, Statutes and Ordinances framed there under, for smooth functioning of the University;</p>
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		<p>recommendations of Selection Committees and to fix their emoluments in consultations with the Finance Committee;</p> <p>(n) To lay down the duties and condition of service of officers, academic staff, administrative staff and other employees of the University;</p> <p>(o) To lay down the eligibility criteria for appointment of officers, administrative staff and other employees;</p> <p>(p) To lay down the eligibility criteria for appointment of academic staff, paper setter and examiners in consultation with the Academic Council;</p> <p>(q) To avail services of various consultants, professionals, advisors and counsels on retainer basis or on such terms and conditions as mutually agreed upon;</p> <p>(r) To approve appointment of Visiting Fellows and Visiting Professors on such terms and conditions as mutually agreed upon;</p> <p>(s) To redress any grievances of the employees and students of the University;</p> <p>(t) To commence, suspend or abolish D.Sc., Ph.D., M.Phil., Post Graduates, Graduates, Diploma and Certificate Programs in the constituent colleges/schools and departments of the University on the recommendations of the Academic Council;</p> <p>(u) To recognize degrees and diplomas of other Universities and institutions and to determine their equivalence with the degrees and diplomas of the University in the Academic Council;</p> <p>(v) To submit the proposal before the Chancellor for determining the number of seats for various courses conducted by the University;</p> <p>(w) To create any School or Department and to allocate areas of study, teaching and research on the advice of the Academic Council and Finance Committee;</p> <p>(x) To abolish, merge or re-structure any Faculty or Department on the advice of the Academic Council;</p> <p>(y) To conduct examinations for all the courses</p>
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		<p>conducted by the University including the entrance examination for admission to these courses and to declare their results;</p> <p>(z) To confer, grant or award degrees, diplomas, certificates and other academic titles and distinctions and to withdraw the same on recommendation of the Academic Council;</p> <p>(aa) To recognize, maintain, control and supervise hostels owned and managed by other agencies for students of the University and to rescind such recognition;</p> <p>(ab) To create, abolish or modify salary structures and pay scales of various officers, academic staff, administrative staff and other employees of the University and its Academic Units, Departments, Regional Centre's and Study Centre's in consultation with the Finance Committee;</p> <p>(ac) To recommend to the Board of Governors the constitution of such pension, insurance, provident fund and gratuity schemes as required by law for the benefits of officers, academic staff, administrative staff and other employees;</p> <p>(ad) To provide, establish, manage and maintain all movable and immovable properties of the University;</p> <p>(ae) To advise the Board of Governors on matters related to acquisition, management and disposal of any immovable properties of the University;</p> <p>(af) To raise, collect, subscribe and borrow with prior approval of Board of Governors, whether on the security or the property of the University, money for the purposes of the University;</p> <p>(ag) To recommend to the Board of Governors, to request the Promoting Society for receiving donations and gifts of any kind and to acquire, hold, manage, maintain, transfer or dispose of any movable or immovable property for the purpose of the University or its constituent colleges/schools, regional centers and study centers;</p> <p>(ah) To recommend to the Board of Governors to</p>
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		<p>establish new colleges, schools and academic centers;</p> <p>(ai) To recommend to the Board of Governors, to establish and to recognize regional centers, study centers and research centers;</p> <p>(aj) To authorize any officer of the University for executing required documents for the purpose of raising loans and borrowing money on any properties and assets of the University or without any securities and upon such terms and conditions as it may deem fit;</p> <p>(ak) To pay out with prior approval of the Board of Governors from the funds of the University, all expenses, incidental to the raising or borrowing of money and to repay and redeem any money borrowed;</p> <p>(al) To recommend to the Board of Governors the establishment and support of Associations, Institutions, Funds, Trusts and conveyances calculated to benefit the staff and the students of the University;</p> <p>(am) To approve signing of Memoranda of Understanding with various National, International, Governmental and Non-Governmental Agencies, Institutions, Organizations, Universities and Societies and authorize any officer or employee of the University for the same;</p> <p>(an) To select an emblem, flag, insignia or motto for the University and to create a common seal for the University and to provide for the custody and use of the same;</p> <p>(ao) To institute or suspend or cancel fellowship, including travelling fellowships, scholarships, studentships, medals, prizes and other academic distinctions in consultation with the Academic Council;</p> <p>(ap) To authorize any officer or its representative to represent the University before any government / non-government agencies and other statutory authorities and bodies;</p>
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	<p>(aq) To recommend to the Board of Governors for investing any funds belonging to the University, in such investment vehicles as permitted by law;</p> <p>(ar) To determine, amend & collect fees and other charges for various courses conducted by the University in consultation with the Finance Committee.</p> <p>(as) To issue appeals for raising funds to carry out the objectives of the University;</p> <p>(at) To receive grants, donations, contributions gifts, prizes, scholarships, fees and other monies;</p> <p>(au) To review the Annual Statements of Accounts including the Balance Sheet for every previous Financial Year and place the same before the Board of Governors;</p> <p>(av) To review the Annual Budget of the University and place the same before the Board of Governors for approval;</p> <p>(aw) To review the Annual Report of the activities of the University and place the same before the Board of Governors for approval;</p> <p>(ax) To get the accounts of the University audited internally at such intervals, as it may deem fit;</p> <p>(ay) To fix emoluments, travelling and other allowances of examiners, moderators, tabulators and such other personnel appointed for examinations in consultation with the Finance Committee;</p> <p>(az) To fix travelling and other allowances for the officers and employees of the University for any journey undertaken for official purpose of the University;</p> <p>(ba) To make arrangements for instruction and examinations of students enrolled under distance education courses at approved centers;</p> <p>(bb) To regulate and determine all other matters concerning the University in accordance with the Act, Statutes and Ordinance.</p> <p>((bc) To exercise such other power and discharge such</p>
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		other functions as assigned by the Board of Governors from time to time or as required for efficient functioning of the University.
The Academic Council (Section 27)	4.03	<p>(1) The other members of the Academic Council shall be as follows:</p> <p>(a) The Pro-Vice Chancellor;</p> <p>(b) All Deans of Schools of Studies;</p> <p>(c) Dean, Academic Affairs;</p> <p>(d) Dean, Research & Development;</p> <p>(e) All Heads of Department;</p> <p>(f) Six distinguished professionals representing academia, trade, industry, science and technology, nominated by Chancellor</p> <p>(2) The meeting of the Academic Council shall be convened and chaired by the Vice Chancellor. In his absence, the Pro Vice Chancellor, if any, shall chair the meeting of the Council.</p> <p>(3) The Academic Council shall be the principal academic authority of the University and shall meet at least twice in each academic year, provided that the meeting of Academic Council may also be convened as and when necessary or on a requisition signed by not less than 25% members of Academic Council.</p> <p>(4) The quorum for the meeting of the Academic Council shall be 1/3 (one-third) of the total appointed membership of the Council.</p> <p>(5) The written notice of meetings shall be issued by the Registrar and sent through email or delivered by hand or through registered post to every member at least fifteen days before the date of meeting;</p> <p>(6) Provided that the Vice Chancellor may call a special meeting of the Academic Council at short notice.</p> <p>(7) The agenda of the meeting shall be issued by the Registrar at least one week before the meeting.</p> <p>(8) All questions considered at the meetings of the Academic Council shall be decided by a majority vote of the members presenting and voting; Provided that the Chairman shall have a casting vote in</p>

	<p>case of a tie.</p> <p>(9) The Academic Council may authorize the Vice Chancellor to exercise the powers vested in the academic Council in an emergent situation; Provided that the emergency decision(s) taken shall be placed in the next meeting of the Academic Council for ratification.</p> <p>(10) The minutes of the meeting drawn up by the Registrar and approved by the Vice Chancellor shall be circulated to the members. The minutes along with amendments, if any, shall be placed for confirmation at the next meeting of Academic Council and shall be recorded in the book of minutes which shall be kept open during the office hours for inspection by the members of the Academic Council.</p> <p>(11) The recommendations of the Academic Council in matters falling under the jurisdiction of the Board of Management shall be placed before the Board of Management for approval, in the next meeting.</p> <p>(12) Subject to control of the Board of Management and provisions of Statutes, the Academic Council shall have the following powers and functions, namely:</p> <ul style="list-style-type: none"> (a) To exercise general supervision over the academic & research activities of the University and to give direction regarding methods of instruction, evaluation, research or improvement in academic standards; (b) To maintain standards of education, teaching, training, research and examinations in the University; (c) To maintain coordination amongst constituent colleges/schools and departments with respect to teaching, training and research; (d) To promote research within the University and to obtain reports on such research from time to time; (e) To consider matters of academic interest either on its own initiative or on the directives of the Board of Management and to take proper action thereon;
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	<p>(f) To consider and approve the proposals received from the Board of Studies with respect to the course structures, credit details and syllabi and the programmes proposed to be offered by the School;</p> <p>(g) To exercise general control over the academic policies of the University, issue direction on methods of instruction, quality of question paper, co-ordination of teaching amongst various schools, maintenance and improvement of academic standards and evolution of research undertaken at the constituent Schools;</p> <p>(h) To review the conduct of examinations of the University;</p> <p>(i) To prescribe courses of study leading to degrees, diplomas, certificates and other academic distinctions of the University;</p> <p>(j) To make recommendations to the Board of Management on :-</p> <ol style="list-style-type: none"> i. Measures for improvement of standard of teaching, training and research. ii. Institution of Fellowships, Travelling Fellowships, Scholarships, Medals, Prizes etc. iii. Creating, abolishing, merging or re-structuring any Department of Schools and to allocate areas of study, teaching and research; iv. Creation of Academic and Research posts; v. Commencement of D.Sc., Ph.D, M.Phil., Post Graduate, Graduate, Diploma and Certificate Programs in the constituent colleges/schools and departments of the University. vi. Institution of degrees, diplomas, certificates and other academic distinctions; vii. Framing, amending and rescinding Ordinances on academic matters; viii. Stipulations regarding qualifications for various teachers and prescribing additional qualifications, if any;
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		<ul style="list-style-type: none"> ix. To make proposals for establishment of centers, institutions of higher learning, research and specialized studies and academic service units; x. To recognize degree & diplomas of other Universities and Institutions and to determine their equivalence with the degrees & diplomas of the University. xi. To recognize certificates issued by various Educational Boards and Bodies. xii. To prescribe eligibility criteria and procedures for admission into various courses conducted by the University. <p>(k) To undertake annual review of activities of the constituent colleges/schools, departments, regional centers and study centers and to take appropriate action for maintaining and improving the standards of instructions;</p> <p>(l) To prescribe qualifications and norms for appointment of paper setters, examiners, moderators and others concerned with conduct of examinations;</p> <p>(m) To conduct periodic review of existing courses of study and the desirability of modifying them in the light of new knowledge of changing societal requirements and to constitute committees for the same, if required;</p> <p>(n) To advise the University on all academic matters; and</p> <p>(o) To exercise such other powers and perform such other functions as assigned by the Board of Management or conducive for academic growth of the University.</p>
<p>The Finance Committee (Section 28)</p>	<p>4.04</p>	<ul style="list-style-type: none"> (1) The Finance Committee shall be the principal financial body of the University. (2) The other members of the Finance Committee shall be :- <ul style="list-style-type: none"> (a) One financial expert nominated by the Trust; (b) A nominee of the Chancellor; and (c) The Registrar. (3) The Vice Chancellor shall be authorized to invite an expert in financial matters, to any meeting of the Finance

	<p>Committee as the special invitees.</p> <p>(4) All the members of the Finance Committee other than the ex-officio members shall be members for a period of 02 (two) years from the date of their appointment and shall be eligible for reappointment. However, the term of the ex-officio members shall be coterminous with the office they hold and by virtue of which they are members of the Finance Committee.</p> <p>(5) The meeting of the Finance Committee shall be convened and chaired by the Vice Chancellor. In the absence of the Vice Chancellor, the Pro Vice Chancellor shall preside over the meetings. In case the Pro Vice Chancellor is also not available, a member from amongst the members present may preside over the meeting.</p> <p>(6) The Finance Committee shall meet at least twice in an academic year and shall be convened by the Chairman either on his own initiative or on a requisition signed by at least one-third of the members of the Finance Committee.</p> <p>(7) The quorum for the meeting of the Finance Committee shall be 1/3 (one-third) of the total appointed membership of the Finance Committee.</p> <p>(8) Decisions on all the matters considered in the meetings shall be made through majority votes of the members present and voting. In case of a tie, the matter shall be decided by the casting vote of the Chairman.</p> <p>(9) The notice of the meeting shall be sent by the Finance Officer at least fifteen days before the date of the meeting, through email or delivered by hand or sent by registered post.</p> <p>(10) The agenda of the meeting shall be circulated to the members at least one week before the date of the meeting.</p> <p>(11) The Vice Chancellor shall be authorized to exercise the power vested in the Finance Committee in case of an emergency. The emergency decision taken shall be placed before the next meeting of Finance Committee for ratification.</p>
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		<p>(12) The recommendations of the Finance Committee shall be implemented with the approval of the Board of Management.</p> <p>(13) Subject to control of the Board of Management and provisions of Statutes, the Finance Committee shall have the following powers and functions, namely:-</p> <p>(a) To prepare the annual budget of the University and to fix limits of total annual recurring & non-recurring expenditures based on the income and resources of the University;</p> <p>(b) To examine and review the annual accounts and audit reports of the University.</p> <p>(c) To ensure that no expenditure is incurred in excess of the limits so fixed.</p> <p>(d) To recommend to the Chancellor, the approval of expenditures others than that provided in the budget.</p> <p>(e) To advise the Board of Management on financial implications of newly proposed colleges, academic units, regional centers, study centers, departments and posts etc.</p> <p>(f) To assist the Fee Committee in deciding the fees to be charged by the University for various courses offered by it.</p> <p>(g) To assess the financial viability of various existing programs as well as proposed programs.</p> <p>(h) To monitor and assess financial management, financial compliance and financial viability of constituent colleges/schools, academic units, regional centers, study centers etc. and to suggest to the Board of Management, specific remedial measures as required.</p> <p>(i) To exercise such other powers and perform such other functions as assigned by the Board of Management or as required for efficient financial management of the University.</p>
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		(j) To give its views on any financial matter solicited by an 'Authority' or an 'Officer' of the University.
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CHAPTER-V

OTHER AUTHORITIES OF THE UNIVERSITY

<p>Other authorities of the University (Section 29)</p>	<p>5.01</p>	<p>In addition to the Authorities as defined in section 24 of the Act, there shall be following other authorities of the University namely-</p> <ul style="list-style-type: none"> (a) Examination Committee (b) Board of the Studies (c) The Research Advisory Board (d) Admission Committee (e) Internal Quality Assurance Cell (f) Student Council.
<p>Examination Committee (Section 29)</p>	<p>5.02</p>	<p>(1) The Examination Committee shall consist of the following members:-</p> <ul style="list-style-type: none"> (a) The Vice Chancellor –Chairperson (b) The Pro Vice Chancellor; (c) The Registrar (d) All Deans of Schools; (e) Dean Academic Affairs (f) Two members nominated by the Vice Chancellor; and (g) The Controller of Examinations- Member Secretary <p style="padding-left: 40px;">Provided that Deputy Controller or an Assistant Controller of Examinations appointed by the University, if any, attend the meetings and express his opinion, however, he will not be eligible to vote.</p> <p>(2) The Examination Committee shall meet at least twice in an academic year.</p> <p>(3) The quorum for the meeting of the Examination Committee shall be 1/3 (one-third) of total appointed membership of the Committee.</p> <p>(4) The Examination Committee shall be responsible to and shall report all actions to the Academic Council.</p>

	<p>(5) The Examination Committee shall also ensure maintenance of high quality question bank and its availability to the students.</p> <p>(6) The Committee shall be authorized to take action, including debarment, for any student found guilty of using unfair means at any examination; it may also take action against any paper setter, examiner, moderator or any other person connected with the conduct of an examination, found indulging in any malpractice.</p> <p>(7) The Examination Committee shall review and analyse the results of examination and submit its report to the Academic Council with its recommendations, as regards to the improvement in the examination system, if any.</p> <p>(8) The Committee shall also get an audit conducted and make suitable recommendations to the Academic Council on the action proposed to be taken on the findings of such audit.</p> <p>(9) The Examination Committee may appoint such other sub-committee(s) as it may deem fit, and may delegate to any one or more persons or sub-committees the powers for fair conduct of examination(s).</p> <p>(10) Subject to control of the Academic Council and provisions of Statutes, the Examination Committee shall have the following powers and functions namely;-</p> <p>(a) To regulate and ensure smooth and fair conduct of all examinations of the University including the entrance examinations for various courses offered by the University alongwith moderation and tabulation of the results;</p> <p>(b) To frame policies with regard to organizing and conducting of all examinations and improving the system of examinations;</p> <p>(c) To finalize the schedule of dates for holding examinations and for declaring the results;</p> <p>(d) To deal with all the complaints and malpractices pertaining to conduct of examinations, assessment evaluation and declaration of results;</p> <p>(e) To decide the quantum of punishment in case of</p>
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		<p>unfair means and malpractices as per the Ordinance;</p> <p>(f) To prepare the budget for conduct of various examinations and submit the same to the Finance Officer;</p> <p>(g) To make arrangements for strict vigilance during the conduct of examinations; and</p> <p>(h) To take all such other decisions with regard to conduct of examinations and issues related to examinations as it may deem fit.</p>
<p>Board of Studies (Section 29)</p>	<p>5.03</p>	<p>(1) The Board of Studies shall normally be constituted for each of the Department of a School. Provided the Dean of School, with the approval of Vice Chancellor may club two or more Departments to constitute their Board of Study. The Board of Studies shall be responsible to and shall report all actions to the respective Deans of School. Each Board of Studies shall consist of the following members, namely :</p> <p>a) The Head of the Department-Chairman;</p> <p>Provided that if the Board has been constituted by clubbing more than one Department, the senior-most Head of the Department or the senior most Professor/Associate Professor/Assistant Professor shall be nominated as Chairman of the Board of Studies by the Dean of School.</p> <p>b) Three members of the faculty, one each from the categories of Professor, Associate Professor and Assistant Professor of the Department;</p> <p>Provided that the teachers involved in designing a particular course shall also be the special invitee to the meeting;</p> <p>Provided further that if the number of teachers in a department or the departments clubbed together to form the Board of Studies is less than 9 (nine), the Vice Chancellor may nominate all the teachers of such Departments to the Board of Studies.</p> <p>c) One expert from another University/Institution, nominated by the Vice Chancellor;</p> <p>d) One expert with more than ten years of experience in</p>

		<p>Industry/Research Organizations/NGOs etc. nominated by the Vice Chancellor.</p> <p>(2) The meeting of the Board of Studies shall be convened by the Chairperson.</p> <p>(3) The meeting of the Board shall be held at least once in a year.</p> <p>Provided that the Chairperson may in consultation with the Dean of the concerned School and with prior approval of the Vice Chancellor, convene a meeting of the Board whenever required.</p> <p>(4) The quorum for the meeting of the Board of Studies shall be 1/3 (one-third) of the total appointed membership of the Board. The presence of 01 (one) external expert member shall be mandatory.</p> <p>(5) All the decisions of the Board of Studies shall be placed for the approval/recommendations of the Academic Council.</p> <p>(6) Subject to control of the concerned School and provisions of Statutes, the Board of Studies shall have the following powers and functions namely:</p> <p>(a) To examine and recommend, upon reference to it by the School, the courses of study, course structure, curriculum, credit details and methods of assessment in the subject or group of subjects within its purview.</p> <p>(b) To recommend books, including text-books, supplementary reading, reference books and other study material for such courses of study.</p> <p>(c) To advise the School or Schools concerned regarding improvements in the courses of study.</p> <p>(d) To recommend organization of orientation and refresher courses in the subject.</p> <p>(e) To ensure quality teaching and research undertaken by the Department.</p> <p>(f) To make suitable recommendations on any other matter referred to it by an 'Authority' or 'Officer' of the University.</p>
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<p>The Research Advisory Board (Section 29)</p>	<p>5.04</p>	<p>(1) The Research Advisory Board shall be principle research body of the University and shall provide the holistic vision for research to be undertaken including prioritization of the research areas and shall be responsible for overall development of research activities in the University.</p> <p>(2) The Research Advisory Board shall consist of the following members, namely;</p> <ul style="list-style-type: none"> (a) The Vice Chancellor – Chairman; (b) The Pro Vice Chancellor; (c) All the Deans of Schools; (d) Dean- Academic Affairs; (e) All the Professors Emeritus and Distinguished Professors of the University; (f) Outside experts, not exceeding two, nominated by the Chancellor; (g) Dean-Research & Development – Member Secretary <p>(3) All the members of the Research Advisory Board, other than the ex-officio members, shall hold membership for a term, of two years. The nominated members shall be eligible for reappointment.</p> <p>(4) The meeting of the Research Advisory Board shall be convened at least 02 (two) times in an academic year. The Board may devise its own procedure for the conduct of the meetings.</p> <p>Provided that the meeting of Research Advisory Board may be convened as and when required.</p> <p>(5) The quorum for the meeting of the Research Advisory Board shall be 1/3 (one-third) of its total members.</p> <p>(6) The Board will develop and house other knowledge capabilities that may include referral and participatory networks of scholars and industry experts.</p> <p>(7) The Board may select e- resources such as e-journals, e-books, online lectures reference material and reference websites for students and faculty.</p> <p>(8) The Board shall develop sustain and manage:</p> <ul style="list-style-type: none"> (a) Incubation/Innovation Centre, basic workshop for entrepreneurs;
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		<p>(b) Business models and field test products and services</p> <p>(c) Promotion of start- up ventures</p> <p>(9) The Board shall advise the Deans of Schools in matters relating to industry sponsored research and consultancy, also in facilitating the faculty in procuring equipment, necessary to conduct research/consultancy work and recruitment of project staff.</p> <p>(10) The Board shall suggest necessary steps to improve the quality benchmark in matter of research; also filing of research patents and registration of designs. It will also work towards protection of IPRs and its awareness.</p> <p>(11) The Board shall monitor the quality of research publications as also shall provide guidance for submission of research proposals for funding by external agencies.</p> <p>(12) The Board shall oversee all the issues related to bio-safety and ethics and help the Deans to develop necessary safeguards against scientific misconduct and plagiarism.</p> <p>(13) The Deans shall report every matter relating to plagiarism and scientific misconduct to the Board which will, after due consideration, make necessary recommendations to the competent authorities for appropriate penal action.</p> <p>(14) Subject to control of the Academic Council and provisions of the Statutes, the Research Advisory Board shall have the following powers and functions namely:</p> <p>(a) To exercise general supervision over the research work conducted within the University;</p> <p>(b) To consider all matters related to research on its own initiative or when referred by the various faculties, academic units and constituent colleges/schools of the University;</p> <p>(c) To promote inter-faculty and inter-departmental research in the University.</p> <p>(d) To frame and implement guidelines for conduction and monitoring research including, but not limited to the following;-</p>
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		<ul style="list-style-type: none"> i. Ethical conduct of laboratory, animal and clinical research; ii. Procedure for submission and funding of research proposals; iii. Reporting progress of research projects; iv. Dissemination of research findings through publications and presentations. v. Submission of research budget to the Finance Committee; vi. Monitoring of research expenditures; and vii. Documentation of all research activities of University. <p>(e) To undertake annual review of the research activities of departments, faculties, academic units and constituent colleges/schools of the University; and</p> <p>(f) To facilitate collaborative and multi-disciplinary research in conjunction with national, international, government & non-governmental institutions, universities, organizations and agencies.</p> <p>(g) The recommendations made by the Research Advisory Board shall be reported to Board of Management.</p>
<p>Admission Committee (Section 29)</p>	<p>5.05</p>	<p>(1) The Admission Committee shall be constituted as under:</p> <ul style="list-style-type: none"> (a) The Vice Chancellor- Chairman; (b) The Pro-Vice Chancellor; (c) The Registrar; (d) Dean-Academic Affairs; (e) All the Deans of Schools; (f) Finance Officer; (g) Two faculty members nominated by Vice Chancellor; (h) Head of the Admission Cell – Member Secretary. <p>(2) The Admission Committee may appoint such other sub-committee(s) as it may deem necessary.</p> <p>(3) Subject to the superintendence of the Academic Council, the Admission Committee shall lay down</p>

		<p>the minimum qualification, number of seats and the Fees to be charged for each of the programme of study and also the date(s) of the commencement and conclusion of the admission process.</p> <p>Provided that in Council based courses, the decision of the concerned Council shall be final and binding.</p> <p>(4) The admission made, each academic year, shall be reported to the Academic Council.</p>
<p>Internal Quality Assurance Cell (Section 29)</p>	<p>5.06</p>	<p>(1) The University shall constitute an Internal Quality Assurance Cell consisting of the following :</p> <ul style="list-style-type: none"> (a) The Vice Chancellor – Chairperson; (b) Teachers to represent all level (three to eight); (c) One member from Management; (d) Few senior administrative officers; (e) One nominee each from Local Society, Students and Alumni; (f) One nominee each from Employers/Industrialists/ Stakeholders; (g) One of the senior teachers as the coordinator /Director of the IQAC – Convener <p>(2) It is necessary for the members of the IQAC to shoulder the responsibilities of generating and promoting awareness in the institution and to devote time for working out the procedural details.</p> <p>(3) Role and functions of the IQAC:</p> <ul style="list-style-type: none"> (a) Development and application of quality benchmarks/parameters for various academic and administrative activities of University. (b) Facilitating the creation of the learner- centric environment conducive to quality education and faculty maturation to adopt required knowledge and technology for participatory teaching and learning process. (c) Arrangement for feedback, response from students, parents and other stakeholders on quality-related institutional processes and analysis thereof. (d) Dissemination of information on various quality parameters of higher education. (e) Organization of inter and intra institutional

		<p>workshops, seminars on quality related themes and promotions of quality circles.</p> <p>(f) Documentation of the various programmes/ activities leading to quality improvement.</p> <p>(g) Acting as an nodal agency of the University for quality related activities, including adoption and dissemination of best practices.</p> <p>(h) Development and maintenance of institutional database through MIS for the purpose of maintaining/enhancing the institutional quality.</p> <p>(i) Development of Quality Culture in the University.</p> <p>(j) Preparation of the Annual Quality Assurance Report for submission to NAAC.</p> <p>(4) The IQAC shall develop a mechanism for its robust functioning by optimizing on the strength and contribution by the members.</p> <p>(5) The IQAC shall meet quarterly in a year and shall periodically report the progress made to the Chancellor for his information and guidance.</p> <p>(6) Each member of the IQAC except the ex- officio members, shall have a term of two years; Provided the membership may be extended by another year to a maximum of total three years.</p>
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CHAPTER-VI

MODE OF RECRUITMENT AND THE CONDITIONS OF SERVICE OF THE OTHER OFFICERS, TEACHERS, FACULTY MEMBERS AND EMPLOYEES OF THE UNIVERSITY.

<p>Mode of Recruitment and the Conditions of Service of the Other Officers, Teachers, Faculty members and Employees of the University.</p> <p>(Section 32 (e))</p>	<p>6.01</p>	<p>(1) Eligibility criteria for appointment of officers, teachers, administrative staff and other employees shall be as laid down in the Ordinance.</p> <p>(2) All officers, teachers, administrative staff and employees of the University shall be governed by the terms and conditions of their appointment and by the Code of conduct of the University as laid down in the Ordinance.</p> <p>(3) Subject to the provisions of the Act and Statutes, there shall be a Selection Committee for making recommendations for appointment of officers, teachers, administrative staff and other employees of the</p>
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	<p>University.</p> <p>(4) The Selection Committee for academic staff shall consist of the following members, namely-</p> <ul style="list-style-type: none"> (a) The Vice Chancellor-Chairperson; (b) One nominee of the Chancellor; (c) One subject expert nominated by the Chancellor, out of a panel of names proposed by the Vice Chancellor; (d) Deans of the School; (e) One subject matter expert from within the University; to be nominated by the Vice Chancellor; <p>Provided if no subject expert is available within the University; the Vice Chancellor may nominate experts from outside;</p> <ul style="list-style-type: none"> (f) Head of the Department; <p>Provided that a Head not holding the rank of a Professor shall not be a member of the Selection Committee for selection of a Professor; and</p> <ul style="list-style-type: none"> (g) The Registrar- <i>ex-officio</i> secretary. <p>(5) The meeting of the Selection Committee shall be convened by the Registrar on the direction of the Vice Chancellor as and when required.</p> <p>(6) Quorum for the Selection Committee shall be ½ (half) of the total appointed members. The presence of at least one subject expert is mandatory.</p> <p>(7) The recommendation of the Selection Committee will be placed before the Board of Management for its approval;</p> <p>Provided that in case the Board of Management disagrees with the recommendations of the Selection Committee, the matter shall be referred to the Chancellor for decision;</p> <p>Provided further that the Board of Management may authorize the Vice Chancellor to approve the minutes of the Selection Committee and place them before the</p>
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	<p>Board of Management in its next meeting.</p> <p>(8) The University shall advertise it's vacancies on the University website and as per the norms prescribed by the UGC or any other regulatory body.</p> <p>(9) The University shall be authorized to appoint a selected person for a fixed tenure on such terms and conditions as may be determined by the University.</p> <p>(10) The selection process of non teaching positions, not included in these Statutes, shall be governed by the Recruitment Rules/Regulations for the non-teaching employees framed by the University and approved the Board of Governors.</p> <p>(11) Based on the recommendations of the Selection Committee and on approval of the Vice Chancellor, the Registrar of the University shall issue the appointment order containing terms and conditions of the appointment. All such appointments shall be placed before the Board of Management for endorsement.</p> <p>(12) The type & nature of appointment, emoluments, terms & conditions of appointment of all officers, academic staff, administrative staff and other employees of the University shall be as laid down in the Ordinance duly approved by the Board of Management.</p> <p>(13) The Ordinance may specify the conditions of service as would be applicable to an employee and would generally include, but not be restricted to following:</p> <ul style="list-style-type: none"> (a) Recruitment Rules (b) Faculty Development Policy (c) Consultancy Policy (d) Employee Welfare Policy (e) Employee Benefits (f) Career Progression Policy (g) SOP for creating New positions (h) Staff Development Policy (i) Performance Management (j) Pay & Allowances (k) Vacation, leave and holidays (l) Code of Conduct (m) Code of ethics (n) Exit Policy and Procedure (o) Superannuation Policy (p) Grievance Redressal Committee
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		<p>(q) Medical & Accidental Insurance (r) Entitlement to the Class of Travel (s) Policy relating to sexual harassment at workplace</p> <p>(14) Every salaried officer, teachers and other employees shall be appointed under a written contract on such terms and conditions as may be agreed to between the parties which shall be lodged with the University and copy thereof shall be made available to the officer, teacher or the employee concerned.</p> <p>(15) The age of superannuation of officers, academic staff administrative staff and other employees of the University shall be as laid in Ordinance.</p> <p>(16) The Board of Management, at its discretion, may extend the service of any officer, academic staff, administrative staff and other employee beyond the age of superannuation.</p> <p>(17) All officers, academic staff, administrative staff and other employees of the University shall for the purpose of their employment, be deemed to be under the contract of personal service. Therefore, continuation of the employment cannot be enforced in case of termination, expulsion, removal discharge on resignation or cessation of the employment for any reason whatsoever. All disputes regarding claims with respect to termination, expulsion, removal discharge on resignation or cessation of the employment as may be lodged by the University or by any officers, academic staff, administrative staff or other employee concerned shall be brought before the Arbitral Tribunal constituted under the provisions of the Statutes. The decision of the Arbitral Tribunal shall be final and binding on both parties.</p>
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CHAPTER-VII

**RESOLVING OF DISPUTES BETWEEN THE UNIVERSITY AND ITS OFFICERS,
ACADEMIC STAFF, ADMINISTRATIVE STAFF, OTHER EMPLOYEES AND STUDENTS**

Resolving Of Disputes Between The University	7.01	(1) Any officer, academic staff, administrative staff and other employee of the University or its constituent
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<p style="text-align: center;">And Its Officers, Academic Staff, Administrative Staff, Other Employees And Students</p> <p style="text-align: center;">(Section 32(f))</p>	<p>Schools, departments, regional centers shall have the right to appeal to the Appellate Authority as specified in Statute 8.01 (6(a)) against any punitive order within 30 (thirty) days of passing of punitive order. The decision of the Appellate Authority regarding the punitive order shall be final and binding.</p> <p>(2) Any student of the University or its constituent schools/ departments shall have the right to appeal to the Board of Management against any punitive order within 30 (thirty) days of passing of the punitive order. The decision of the Board of Management regarding the punitive order shall be final and binding.</p> <p>(3) Any dispute involving financial obligations/claims arising out of any disciplinary action taken by the University against its officers, academic staff, administrative staff and other employees may, on request of either party, be referred to an Arbitral Tribunal within 03 (three) months from passing of the final order. The Arbitral Tribunal shall be appointed by the Chancellor.</p> <p>(4) Either party desiring to resolve the dispute through the Arbitral Tribunal shall do so by submitting a request in writing to the Chancellor. Upon receipt of the written request, the Chancellor shall constitute the Arbitral Tribunal within 30 (thirty) days and refer the matter to it.</p> <p>(5) The Arbitration shall be conducted at the headquarters of the University at Chakrata Road, Manduwala, Naugaon, Dehradun, Uttarakhand-248007. All proceedings of the arbitration shall be conducted as per the provisions of the Arbitration & Conciliation Act, 1996 (as amended from time to time).</p> <p>(6) If, in any case, any officer, academic staff, administrative staff or employee after referring any dispute to the Arbitral Tribunal, fails to appear before the Tribunal for presenting his case, the Tribunal may proceed to hear the dispute ex-parte.</p> <p>(7) The decision of the Arbitral Tribunal shall be final and binding on both the parties as per the provision of Arbitration & Conciliation Act,1996 (as amended from time to time).</p>
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CHAPTER-VIII

DISCIPLINARY ACTION AGAINST OFFICERS, ACADEMIC STAFF, ADMINISTRATIVE STAFF & OTHER EMPLOYEES OF THE UNIVERSITY

<p>Disciplinary Action Against Officers, Academic Staff, Administrative Staff & Other Employees Of The University</p> <p>(Section 39 (2))</p>	8.01	<p>(1) The disciplinary authority for officers, academic staff, administrative staff and other employees of the University shall be as laid down in the Ordinance.</p> <p>(2) The disciplinary authority may take disciplinary action against any officer, academic staff, and administrative staff or employee of the University for any of the following reasons:</p> <ul style="list-style-type: none">(a) Willful neglect of duty;(b) Breach of any of the conditions of appointment;(c) Scandalous conduct or conviction for an offence involving moral turpitude;(d) Incompetence;(e) Violation of one or more clauses or provisions of Code of Conduct of the University;(f) Infringement of University IPR Policy;(g) Infringement of University IT Policy; <p>The Officers, academic staff, administrative staff and other employees of the University may also be removed or his services terminated on one or more of the following grounds:</p> <ul style="list-style-type: none">(a) Physical or mental unfitness;(b) Abolition of the post. <p>Suspension:</p> <ul style="list-style-type: none">(a) In case of any allegation of serious misconduct against any officer, academic staff, administrative staff or employee of the University, the disciplinary authority, by order in writing shall place such employee under suspension and shall forthwith report to the appointing authority the circumstances in which the order was made.(b) The disciplinary authority shall suspend an officer, academic staff, administrative staff or employee
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		<p>who has been accused in a Court of Law for any offence, involving moral turpitude until the disposal of the case.</p> <p>(c) An order of suspension shall be in writing and shall take effect from the date of the order or such date as may be specified.</p> <p>(d) An order of suspension shall remain in force until it is modified or revoked by the Disciplinary Authority, which made the order, or by the Higher Authority.</p> <p>(e) Leave will not be granted to any officer, academic staff, administrative staff or employee during his suspension period.</p> <p>(f) The officer, academic staff, administrative staff or employee under suspension shall mark his attendance everyday at the place and time mentioned in the order of suspension. If he fails to mark his attendance on any day, he shall not be entitled to receive subsistence allowance for that day.</p> <p>1) Subsistence allowance will be paid as follows:-</p> <ol style="list-style-type: none"> i. Where the enquiry/investigation contemplated or pending is departmental, the subsistence allowance for the first 90 (ninety) days from the date of suspension shall be equal to 50% of the gross emoluments drawn immediately prior to the date on which the officer, academic staff, administrative staff or employee was suspended. ii. If the departmental enquiry/investigation gets prolonged and the officer, academic staff or employee continues to be under suspension for a period exceeding 90 (ninety) days shall be equal to 75% of the gross emoluments drawn immediately prior to the date on which he was suspended. <p>Provided that where such an enquiry/investigation is prolonged beyond a period of 90 (ninety) days for reasons directly attributable to him, the subsistence allowance for the period exceeding 90 (ninety) days</p>
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		<p>shall be reduced to 25% of the gross emoluments drawn immediately prior to the date on which he was suspended.</p> <p>iii. Where the criminal proceedings against the officer, academic staff, administrative staff or employee are ongoing, the subsistence allowance for the first 180 (one hundred and eighty) days from the date of suspension shall be equal to 50% of the gross emoluments drawn immediately prior to the date on which he was suspended.</p> <p>iv. If the criminal proceedings gets prolonged and the officer, academic staff, administrative staff or employee continues to be under suspension for a period exceeding 180 (one hundred and eighty) days, the subsistence allowance for the period exceeding 180 (one hundred and eighty) days, shall be equal to 75% of the gross emoluments drawn immediately prior to the date on which he was suspended.</p> <p>Provided that where such criminal proceedings are prolonged beyond a period of 180 (one hundred and eighty) days for reasons directly attributable to him, the subsistence allowance for the period exceeding 180 (one hundred and eighty) days shall be reduced to 25% of the gross emoluments drawn immediately prior to the date on which he was suspended.</p> <p>2) On the conclusion of the enquiry/investigation or criminal proceedings as the case may be, if the officer, academic staff, administrative staff or employee is found guilty of the charges framed against him and an order of termination/dismissal is passed, he will be deemed to have been terminated/dismissal from the date of passing of order of suspension and shall not be entitled for any additional remuneration/allowances.</p> <p>3) On the conclusion of the enquiry/investigation or disposal of the criminal proceedings as the case may be, if the officer, academic staff,</p>
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		<p>administrative staff or employee is found to be not guilty of any of the charges framed against him, he will be deemed to have been on duty during the period of his suspension and shall be entitled to the same wages as he would have received; had he not been placed under suspension. He shall be paid his full wages for the suspension period after deducting the subsistence allowance already received by him during the period of his suspension.</p> <p>4) Penalties/punishment for misconduct:-</p> <p>i. Following an enquiry/investigation, officer, academic staff, administrative staff or employee who is adjudged to be guilty of misconduct, based on the gravity of the misconduct, is liable to be punished as follows:-</p> <p>a) Minor punishment:</p> <ol style="list-style-type: none"> 1. Warning; 2. Fine; and 3. Recovery of the amount of loss. <p>b) Major punishment:</p> <ol style="list-style-type: none"> 1. Withholding of increments for any specific period with or without cumulative effect; 2. Suspension without wages/salary; 3. Demotion to lower post, lower grade or lower place in the scale of pay; 4. Stoppage of increments; 5. Removal/Termination/Dismissal from service. <p>ii. The order of punishment shall be communicated to the concerned officer, academic staff, administrative staff or employee in writing.</p> <p>iii. Notwithstanding anything contained in terms of contract of service or appointment of any teachers, the Vice Chancellor shall have the power to remove him;</p> <p>Provided that the Vice Chancellor shall not remove a permanent officer or employee except for a reasonable & sufficient cause and after giving 03 (three) month's notice in</p>
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		<p>writing or payment of 03 (three) month's salary in lieu of notice thereof.</p> <p>iv. Notwithstanding anything contained in terms of contract of service of appointment of all other employees excluding teachers, the Vice Chancellor shall be entitled to remove them;</p> <p>Provided that the Vice Chancellor shall not be entitled to remove a permanent employee (other than a teacher) except for a reasonable & sufficient cause and after giving 03 (three) month's salary in lieu of notice thereof;</p> <p>5) Procedure for dealing with misconduct:</p> <p>(i) The Vice Chancellor shall appoint an enquiry officer to conduct an enquiry into the charges leveled against any officer, academic staff, administrative staff or employee. The enquiry officer may be an outsider or an officer, academic staff, administrative staff or employee of the University who shall not be lower in rank than the accused. If the Vice Chancellor is of the opinion that the enquiry/ investigation is not being conducted appropriately, he shall have the authority to appoint a new officer to conduct the enquiry/ investigation afresh.</p> <p>(ii) Before award of any of the punishments mentioned, a show cause notice/ charge sheet shall be served on him in writing at the last address or the electronic mail address so recorded in the records of the University. The show cause notice/ charge sheet will clearly set forth the charges against him indicating therein the nature of offence or misconduct with full particulars thereof.</p> <p>(iii) The show cause notice/ charge sheet shall be deemed to be delivered in 04 (four) business days after being dispatched by courier or 07 (seven) business days after being dispatched by the quickest mail available.</p> <p>(iv) If the officer, academic staff, administrative staff or employee refuses to accept the show</p>
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		<p>cause notice/ charge sheet served to him, it shall be recorded in the presence of two witnesses. In the event of refusal, the date, place and time of enquiry shall be displayed on the notice board of the University. If he refuses to attend or fails to attend at the specified date, place and time, the enquiry/ investigation shall be conducted in his absence;</p> <p>(v) During the enquiry the concerned officer, academic staff, administrative staff or employee shall be given all reasonable opportunities to defend himself. Except for reasons to be recorded in writing by the enquiry officer, he shall be permitted to produce witnesses in his defense.</p> <p>(vi) At the conclusion of the enquiry/ investigation, the enquiry officer shall compile the evidence and shall record his findings on each of the charges leveled and shall submit his report to the Vice Chancellor who shall place the enquiry report before the Appointing Authority. If the Vice Chancellor is not satisfied with the enquiry report, he shall have the power to order a reinvestigation/ further investigation in the matter.</p> <p>(vii) The Appointment Authority shall consider the report of the Enquiry Officer and shall decide to either exonerate the concerned officer, academic staff, administrative staff or employee or to award upon him any of the punishment mentioned in Statutes 8.01(2)(f)(4) above.</p> <p>(viii) While awarding the punishment, the Appointing Authority shall take into consideration the gravity of the misconduct of the officer, academic staff, administrative staff or employee. A copy of the order passed by the Appointing Authority shall be given to him.</p> <p>6) The decision of the Appointing Authority regarding awarded punishment shall be final, subject to the right to appeal by the aggrieved.</p> <p>(a) An aggrieved officer, academic staff,</p>
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		<p>administrative staff or employee shall have the right to appeal against the punitive order to the Appellate Authority defined below;</p> <p>(i) In case of the punitive order being passed by the Chancellor, the Appellate Authority shall be the Board of Governors.</p> <p>(ii) In case of the punitive order being passed by the Board of Management, the Appellate Authority shall be the Chancellor.</p> <p>(b) The decision of the Appellate Authority regarding punitive action shall be final binding.</p>
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CHAPTER IX

DISCIPLINARY ACTION AGAINST STUDENTS OF THE UNIVERSITY

<p>Disciplinary Action against students of the University</p> <p>(Section 39(2))</p>	<p>9.01</p>	<p>(1) All powers relating to discipline & disciplinary action in relation to students shall vest in the Vice Chancellor. The Vice Chancellor may delegate all or such of his powers, as he deems proper, except that of expulsion of a student from the University to the Chief Proctor and to such other persons as he may specify in this behalf.</p> <p>(2) Without prejudice to the generality of his power relating to the maintenance of discipline amongst the students of the University and taking desired action in the interest of maintaining discipline, the Vice Chancellor shall be guided by the recommendations of the Chief Proctor or the Proctorial Committee and provisions as laid down in the 'Student Code of Conduct and Ethics.'</p> <p>(3) Any act of indiscipline by a student shall be reported to the Vice Chancellor in writing through the Dean of the constituent School, the Controller of Examinations, the Head of Department, the Librarian or any other Officer designated by the Vice Chancellor.</p> <p>(4) At the time of admission, every student shall be required to sign a declaration that he shall abide by the rules and Ordinances of the University and shall</p>
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		<p>maintain discipline as per the norms of the University. During the term of his studies in the University or its constituent colleges/schools/departments, he shall not indulge in any act of indiscipline, failing which, appropriate disciplinary action shall be taken against him as per Statutes or Ordinances made in this regard.</p> <p>(5) Without prejudice to the general powers to enforce discipline under the Statutes, the following will amount to an act of gross indiscipline:-</p> <p>(a) Physical assault or threat to use physical force against any officer, academic staff, administrative staff, other employee or student of the University or its constituent Schools and academic units;</p> <p>(b) Carrying, or use of, or threat to use, any weapons or chemicals;</p> <p>(c) Any violation of provisions of the protection of Civil Rights Act,1955;</p> <p>(d) Violation of status, dignity and honor of the students belonging to Scheduled Castes and Scheduled Tribes;</p> <p>(e) Any gender related verbal or derogatory remarks etc.;</p> <p>(f) Sexual assault;</p> <p>(g) Creating ill-will or intolerance on religious or communal grounds;</p> <p>(h) Any act of bribery or corruption;</p> <p>(i) Any act of malpractice related to any examination conducted by the University or its constituent Schools, departments, regional centers, study centers, etc;</p> <p>(j) Willful damage to any property of the University and its constituent Schools, departments, regional centers, study centers, etc;</p> <p>(k) Causing disruption in any manner in the functioning of the University, its constituent Schools, departments, regional centers, study centers, etc;</p>
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		<p>(l) Possession and/or use of banned substances;</p> <p>(m) Ragging; and</p> <p>(n) Any other act of commission or omission which constitutes indiscipline in the view of the Disciplinary Authority.</p> <p>(6) Without prejudice to the generality of his powers relating to maintenance of discipline, the Vice Chancellor may, in exercise of his powers, order or direct that any student:-</p> <p>(a) Be suspended, for a stated period; or</p> <p>(b) Be fined monetarily with a specified amount; or</p> <p>(c) Be rusticated for a stated period; or</p> <p>(d) Be debarred from one or more examinations conducted by the University or its constituent Schools or departments; or</p> <p>(e) That the result of the concerned student in the examination, in which he has appeared be withheld for a stated period or cancelled; or</p> <p>(f) Be expelled from the University or its constituent School or department.</p> <p>(7) The decision of the Vice Chancellor regarding punishment shall be final, subject to the right to appeal by the aggrieved student.</p> <p>(8) Without prejudice to the powers of the Vice Chancellor and the Officers, the detailed Ordinance of Discipline and proper conduct shall be laid down.</p>
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CHAPTER X

MISCELLANEOUS

<p style="text-align: center;">Establishment, Abolition or Restructuring Of Departments And Schools</p> <p style="text-align: center;">(Section 32(g))</p>	<p style="text-align: center;">10.01</p>	<p>(1) The Board of Management, on the recommendation of the Academic Council may approve establishment of a School, Department or a Special Centre of the University;</p> <p>(2) The University shall be authorized to offer such programmes, through its Schools and Departments, as Board of Management may decide from time to time and as recommended by the Academic Council;</p>
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		<p>Provided that programmes offered have no conflict with the guidelines issued by UGC;</p> <p>Provided further that the Council based courses, the guidelines/decision of the relevant Councils shall prevail;</p> <p>(3) The Board of Management shall be authorized to reconstitute a School, a Department or a Special Centre on the recommendations of the Academic Council.</p> <p>(4) The Board of Management, based on the recommendations of the Academic Council, may discontinue a School, a Department or a Special Centre when;</p> <p>(a) The programmes offered become obsolete;</p> <p>(b) The programmes offered become untenable to continue; or</p> <p>(c) Alternate and better programmes become available.</p> <p>Provided that while approving such discontinuation, the Board of Management shall ensure that existing registered students in the programme are allowed to complete the requirements for award of the corresponding degree.</p>
<p>Manner Of Co-Operation And Collaboration With Other Universities Or Institutions Of Higher Learning</p> <p>(Section 32(h))</p>	10.02	<p>On the recommendation of the Academic Council and with prior approval of the Board of Governors, the Board of Management shall have the power to establish co-operation and collaboration with either institutions, organizations, universities, individuals, industries and societies in India and abroad for promoting excellence in teaching, academic, training and research based on mutually agreeable terms and conditions.</p>
<p>Conferment of honorary degrees or the academic distinctions</p> <p>(Section 32(i))</p>	10.03	<p>On the recommendation of the Academic Council the Board of Management may make proposals to the Board of Governors for conferment of honorary degrees or any other academic distinctions upon eminent persons who are distinguished and have made noteworthy contributions in their respective field of specializations to the State Government for approval before granting such honorary degrees and distinctions;</p> <p>Provided that in case no approval is received from the State Government within a period of one month from the date of submission of the proposal, the Board of Management after approval of Board of Governors may on its own recommend</p>

		<p>to the Chancellor the grant of such honorary degrees;</p> <p>Provided further that members of any Authority of the University shall not be entitled for an honorary degree or such other academic distinctions.</p>
<p>Number of Seats In Different Courses Of Studies And The Procedure For Admission Of Students To Such Courses Including Reservation Of Seats For Students Of Uttarakhand</p> <p>(Section 32(k))</p>	10.04	<p>(1) The total number of seats in different courses/programs of the University shall be proposed by the Board of Management and approved by the Chancellor.</p> <p>(2) The number of seats in different courses/programs of the University may be increased or decreased by the Board of Management subject to the approval of the Chancellor or the Statutory Council, as the case may be.</p> <p>(3) The distribution of seats in different courses/programs of the University shall be sanctioned by the Statutory Council or as decided by the Board of Management and approved by the Chancellor.</p> <p>(4) The eligibility criteria for admission in various courses/programs run by the University shall be laid down in the Ordinance.</p> <p>(5) Admission to all the courses/programs shall be made on the basis of merit/rank in the entrance examinations conducted by the University or any other examining body/board recognized and approved by the Board of Management.</p> <p>Provided that where it is not mandatory to conduct an entrance examination, the admission shall be made based on the merit in the qualifying exams.</p> <p>(6) The reservation of seats for students of Uttarakhand in all Programmes/Courses shall be as per the provisions of the Act.</p> <p>(7) If the seats reserved for the students of Uttarakhand remain vacant by the date decided by the University, then the University may admit other students on the said vacant seats.</p>
<p>Institution Of Fellowships, Scholarships, Studentships, Freeships, Medals And Prizes</p> <p>(Section 32 (l))</p>	10.05	<p>(1) In consultation with the Academic Council, the Board of Management shall have the power for institution of fellowships, scholarships, studentships, freeships, medals and prizes in various faculties in accordance with the rules made in the regard.</p>

		<p>(2) It shall be responsibility of each Dean of the constituent School and Dean-Academic Affairs to recommend to the Finance Committee the allocation of sufficient funds for such schemes.</p> <p>(3) The Board of Management shall have full powers to award, suspend, withdraw or cancel any fellowships, scholarships, studentships, freeships, medals and prizes approved by it.</p>
Vacancies (Section 32(m))	10.06	<p>(1) When a vacancy occurs in any authority of the University due to death, resignation or any other reason, the Secretary of the Authority shall immediately take necessary steps for filling the vacancy.</p> <p>(2) The Secretary of the Authority shall initiate the process nomination of member 03 (three) months before the term of the incumbents is to expire.</p>
Convocation (Section 32 (n))	10.07	<p>(1) Convocation for conferring degrees, diplomas and other academic distinction may be held by the University annually. The date and time for convocation shall be fixed by the Board of Management with the prior approval of the Chancellor.</p> <p>(2) A special convocation may be held by the University with approval of the Chancellor.</p> <p>(3) The procedures and protocols of the convocation shall be as laid down in the Ordinance.</p> <p>(4) In absence of the Visitor, the Chancellor shall preside over the convocation of the University. In absence of both the Visitor and the Chancellor, the Pro Chancellor, if any, shall preside over the convocation. In the absence of all three (the Visitor, the Chancellor and the Pro Chancellor) the Vice Chancellor shall preside over the Convocation.</p> <p>(5) If the University is unable to hold the convocation, the degrees, diplomas, and other academic distinctions may be handed over personally or dispatched to the candidates concerned by registered post.</p>
Withdrawal of Degrees, Diploma and Certificates (Section 32 (n))	10.08	<p>(1) The Board of Management on the recommendation of the Academic Council and by a special resolution passed by not less than two-third of the members present and voting, may consider withdrawal of an Academic distinction conferred by the University, or</p>

		<p>any Certificate, Diploma or a Degree awarded by it on the following grounds:</p> <ul style="list-style-type: none"> (a) Submission of information, suppression of facts, fraudulent alteration of facts while seeking admission to any course/ program of the University; (b) Irreproducible result or plagiarization in thesis/ dissertation; (c) Confirmed act of ragging. (d) Willful default in payment of University dues; and (e) Any other reason as determined by the Academic Council. <p>Provided that the Academic Council shall not make such a recommendation until a show cause notice has been issued calling upon the charged person to show cause, within such time as may be specified in the notice, and until his reply and the evidence produced by him in his defence has been duly considered by the Academic Council;</p> <p>Provided further that in case no reply is received within the time specified, the Academic Council may make its recommendations, based on the available material.</p> <ul style="list-style-type: none"> (2) The decision stating the reasons shall be communicated to the person concerned. (3) Any person aggrieved by the decision taken by the Board of Management may appeal to the Chancellor within thirty days from the date of such decision.
<p>Seniority list (Section 32(n))</p>	<p>10.09</p>	<ul style="list-style-type: none"> (1) Whenever as per provisions of the Act and Statutes, any person is to hold an office or to 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 services of such persons in the grade of the University and in accordance with such other criteria as decided by the Board of Management, from time to time. (2) It shall be the duty of the Registrar to maintain in respect of each category of employees, a complete and up-to-date seniority list in accordance with the provisions of the foregoing clause.

		(3) If two or more persons have equal length of continuous service in a particular category, or the relative seniority of any person or persons is in doubt, the Registrar may, on his own initiative or at the request of any such person, submit the matter to the Board of Management whose decision shall be final.
Business by Circulation (Section 32(n))	10.10	If the situation so requires, a business of the Authority of the University may, with prior approval of the Chairman of the concerned Authority, be transacted by circulating all relevant papers and an appropriate resolution thereon, among its members. Any resolution so circulated and approved by a simple majority shall be as effective and binding as if such resolution had been passed at the meeting of the Authority. The resolution so passed shall be placed before the next meeting of the Authority for Approval.
Procedure for Taking Decisions at the meeting of the Authority (Section 32(n))	10.11	Each member of an Authority of the University including the Chairperson shall have one vote. Decisions at the meeting of the Authority shall be taken by simple majority. In case of a tie, Chairperson shall have the casting vote.
Proceedings of meeting of an Authority (Section 32(n))	10.12	(1) Proceedings of meeting of Authority of the University shall be recorded by the Secretary of the meeting of the Authority and shall be signed by the Secretary and Chairperson of the meeting. (2) If the Secretary of the Authority is unable to attend the meeting of the Authority, the Chairperson shall appoint a member of the Authority to act as Secretary for that particular meeting. (3) A signed copy of the minutes of each meeting of the Board of Management, Academic Council and the Finance Committee shall be sent to the Chancellor by the Registrar.
Notice and Agenda for meeting of an Authority (Section 32(n))	10.13	(1) The notice for the meeting of an Authority of the University shall be sent by the Secretary of the Authority at least fifteen days prior to the meeting through email or delivered by hand or sent by registered post. (2) The Agenda of the meeting along with minutes of the previous meeting shall be circulated so as to reach the members at least 07 (seven) days prior to the meeting.

<p>Quorum and Procedure when quorum is not fulfilled (Section 32(n))</p>	<p>10.14</p>	<p>(1) The quorum for holding the meetings of various authorities of the University shall be as laid down in the Statutes.</p> <p>(2) The quorum for other committees and sub-committees appointed by any ‘Authority’ or the ‘Officer’ of the University shall be one-third of their total strength.</p> <p>Provided that fraction of a number shall be rounded off to the next whole number.</p> <p>(3) If the requirement of quorum for a meeting of an Authority is not fulfilled, the meeting shall be adjourned and reconvened at the same venue after 30 minutes. The decisions taken in the reconvened meeting shall be valid for all purposes. An item or business that has not been included in the agenda circulated to the member cannot be taken up at such a reconvened meeting.</p>
<p>Delegation of powers (Section 32(n))</p>	<p>10.15</p>	<p>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 under his or its respective control;</p> <p>Provided that overall responsibility for exercise of powers so delegated shall continue to vest in the officer or authority delegating such powers.</p>
<p>Membership, disputes, resignation, disqualifications and acting chairman (Section 32(n))</p>	<p>10.16</p>	<p>(1) If any question arises as to whether any person has been duly nominated or is entitled to be a member of any authority or any body of the University, then the matter shall be referred to the Chancellor through proper channel, whose decision thereon shall be final.</p> <p>(2) Any member other than an ex-officio member of any authority of the University may resign by writing a letter addressed to the Chairman of that Authority and the resignation shall take effect as soon as it is accepted by the Chancellor or Vice Chancellor, as the case may be.</p> <p>(3) A person shall be disqualified from serving as a member of any the authority of the University on the following grounds:-</p> <p>(a) If he is of unsound mind or insane;</p>

		<p>(b) If he is any un-discharged insolvent;</p> <p>(c) If he has been convicted by a court of law for any offence and</p> <p>(d) If he is medically unfit.</p> <p>(4) If any dispute arises regarding disqualification of any person as per clause (3) above, the matter shall be referred by the Vice Chancellor to the Chancellor whose decision shall be final and no suit proceeding shall lie in any civil court against such decision,</p> <p>(5) Where no provision is made for a Chairman to preside over a meeting of an Authority or Body of the University so provided is absent, the attending members shall select one from amongst themselves to preside at such meeting.</p>
Special Invitee (Section 32(n))	10.17	Any Authority or Body of the University shall have the power to invite an expert to attend the meeting of the Authority or Body to give his expert opinion on the subject matter and shall leave the meeting. Thereafter such a special invitee shall not have the power to vote.
Jurisdiction (Section 32(n))	10.18	All disputes pertaining to affairs of the University shall be in jurisdiction of the hon'ble High Court of the State of Uttarakhand.
Ragging (Section 35(i))	10.19	<p>(1) Ragging in any form within or outside the premises of the University or its constituent Schools, departments, regional centers, study centers, etc. shall be strictly prohibited.</p> <p>(2) For the purpose of the Statute, abetment of ragging whether by way of any act, behavior or incitement of ragging shall also amount to ragging.</p> <p>(3) Ragging for the purposes of this Statute ordinarily means any act, conduct or practice, individual or collective by which dominance of senior students is brought to bear on newly enrolled students or junior students. Any of the following acts, conduct or practice shall be considered acts of Ragging:-</p> <p>(b) Physical assault or threat to use physical force;</p> <p>(c) Violation of the status, dignity and honour of</p>

		<p>students;</p> <p>(d) Violation of the status, dignity and honour of students belonging to the Scheduled Castes and Tribes;</p> <p>(e) Exposing students to ridicule and contempt and damaging their self – esteem; and</p> <p>(f) Using aggressive and indecent language, gestures and behavior.</p> <p>(4) Any individual/ collective act or practice of ragging shall amount to gross indiscipline and shall be severely dealt with under this Statute.</p> <p>(5) Deans of constituent Schools, Heads of Departments, Wardens, the Librarian and other Officers designated by the Vice Chancellor shall take immediate action on any information of the occurrence of ragging.</p> <p>(6) Notwithstanding anything provided in clause 10.19 (5) of this Statute, the officer so delegated may also enquire into any incident of ragging and make any initial report to the Vice Chancellor establishing the identity of those who indulged in ragging and the nature of the incident.</p> <p>(7) If the Dean of a constituent School, Head of the Department, Warden, the Librarian or other officer designated by the Vice Chancellor is of the opinion that for some reason to be recorded in writing, it is not appropriate or practical to hold such an enquiry, he may so advise the Vice Chancellor accordingly. If the Vice Chancellor is convinced that it is not desirable to hold such an enquiry, his decision thereon shall be final.</p> <p>(8) On receipt of the findings of an incident of ragging, the Vice Chancellor shall take strict disciplinary action as laid down in the Ordinance against the guilty. Criminal proceedings shall also be initiated against a student involved in ragging.</p> <p>(9) In case of a student who has obtained a Degree/ Diploma/Certificate of the University and is found guilty under this Statute, appropriate action for withdrawal of such a Degree/ Diploma/Certificate shall be initiated by the University.</p>
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		(10) All officers, academic staff, administrative staff & other employees of the University and its constituent Schools and departments shall be obligated to carry out instructions/ directions, issued under this Statute. They shall assist the Vice Chancellor for effective implementation of the same.
Dissolution Of University (Section 54)	10.20	<p>(1) On receipt of the proposal for dissolution of the University as per the provisions of sub-section 1 of Section 54 of the Act, the State Government shall fix the date of dissolution.</p> <p>(2) From the date of dissolution so fixed by the State Government no further admission shall be made to any of the programs/courses of the University.</p> <p>(3) The authorities and officers of the University shall continue to function till the last student has passed out from the University.</p> <p>(4) The fees collected from the students enrolled in the University, and amounts received from other sources shall continue to be deposited in the account of the University.</p> <p>(5) From the date of passing out of the last student of the University, the University shall be considered dissolved and subject to provisions of the Act, the assets, movable and immovable properties assigned by the Promoting Society to the University shall be reverted back to the Promoting Society.</p> <p>(6) Subject to provisions of the Act, on dissolution the assets, movable and immovable properties created by the University shall stand transferred to and vests in the Promoting Society.</p>