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मध्यप्रदेश राजपत्र

प्राधिकार से प्रकाशित

क्रमांक 52]

भोपाल, शुक्रवार, दिनांक 28 दिसम्बर 2012—पौष 7, शक 1934

भाग ४

विषय-सूची

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| (क) | (1) मध्यप्रदेश विधेयक, | (2) प्रवर समिति के प्रतिवेदन, | (3) संसद में पुरःस्थापित विधेयक. |
| (ख) | (1) अध्यादेश, | (2) मध्यप्रदेश अधिनियम, | (3) संसद् के अधिनियम. |
| (ग) | (1) प्रारूप नियम, | (2) अन्तिम नियम. | |

भाग ४ (क)—कुछ नहीं

भाग ४ (ख)—कुछ नहीं

भाग ४ (ग)

अन्तिम नियम

वित्त विभाग

मंत्रालय, वल्लभ भवन, भोपाल

भोपाल, दिनांक 19 दिसम्बर 2012

क्र. एफ-5-1-2012-नियम-चार.—भारत के संविधान के अनुच्छेद 309 के परन्तुक द्वारा प्रदत्त शक्तियों को प्रयोग में लाते हुए, मध्यप्रदेश के राज्यपाल, एतद्द्वारा, मध्यप्रदेश सामान्य भविष्य निधि नियमों में निम्नलिखित और संशोधन करते हैं, अर्थात् :—

उच्च शिक्षा विभाग

मंत्रालय, वल्लभ भवन, भोपाल

प्रथम परिनियम

Bhopal, the 21st December 2012

No. R-576-CC-2012-XXXVIII.—In exercise of powers conferred by sub-section (1) of Section 26 of the Madhya Pradesh Niji Vishwavidyalaya (Sthapna Avam Sanchalan) Adhiniyam, 2007, the State Government hereby makes, the first Statutes of the **Amity University Maharajpura Dang, Gwalior (M.P.)** is here by published in the ordinary gazette as per the provision of the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam, 2007 under section 35,. The first Statutes of the University shall come in to force from the date of notification.

THE FIRST STATUTES

By order and in the name of the Governor of Madhya Pradesh,
C. B. PADWAR, Dy. Secy.

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STATUTE NUMBER 01**SHORT TITLE, SCOPE AND COMMENCEMENT**

- (1) The "Statutes" means the Statutes of Amity University Madhya Pradesh, Maharajpura Dang, Gwalior.
- (2) These Statutes shall come into force with effect from the date of their notification in the State Gazette.
- (3) The Statutes are in conjunction with the provisions of the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Dwitiya Sanshodhan Adhinyam 2007-(no. 17 of 2007) as amended on December 30, 2010-(no. 27 of 2010) If there be any difference in the provisions of the Act or the Rules and the Statutes, the provisions of the Act or the Rules shall prevail.
- (4) Nothing in these Statutes shall be deemed to debar the University from amending the Statutes subsequently according to the provision of Section 27 of the Act, and the amended Statutes, if any, shall be applicable with immediate or retrospective or prospective effect, from such a date as prescribed in the notification.

STATUTE NUMBER 02**DEFINITIONS**

In these Statutes unless the context otherwise required: -

1. "Act" means the "Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam 2007 (no.17 of 2007) as amended on December 30, 2010 (no. 27 of 2010);
2. "Academic Year" means a period of nearly twelve months, devoted to completion of requirements specified in the scheme and curriculum of the concerned course (s) and apportioned into "terms" as stipulated in the Ordinances;
3. "Board of Studies" means the Board of Studies of the Departments/ Faculties/ Institutions/ Centres/ Schools of the University;
4. "Board of Management" means the Board of Management of the University;
5. "Chancellor" Means the Chancellor of the University;
6. "Chief Finance and Accounts Officer" means the chief finance and accounts officer of the University;
7. "Convocation" means the Convocation of the University;
8. "Course(s)" means prescribed area(s) of course(s) of study of programme (s) and of any other component(s) leading to the conferment or award of degree, diploma, certificate or any other academic distinction or title of the University;

9. "College" means an institution situated as a constituent unit in the main campus and maintained by the University under the provisions of these Statutes;
10. "Decided by the University/ University may decide/Decision of the University" means as decided by the Vice-Chancellor with the approval of the Chancellor;
11. "Employee" means any person appointed by the University and includes teachers and other staff of the University;
12. "Faculty" means Faculty of the University listed in the relevant Statutes;
13. "Governing Body" means the Governing Body of the University;
14. "Academic Council" means the Academic Council of the University;
15. "Head of University Department" means the faculty Head of any Department or Head of any Department or constituent Institutions situated in the main campus of the University;
16. "Principal" means the Head of a constituent College and includes, when there is no Principal, a person for the time being duly appointed to act as Principal;
17. "Regular Education" means delivering instructions, teaching, learning, education, and related activities directly by the teacher synchronously to students in the classes supported by teaching, learning and related activities on line from the campus to the regular students of the University;
18. "Regulations" means Regulations of the University;
19. "Regulatory Commission" means Regulatory Commission constituted by State Government under Section 36 of the Act.
20. "Rules" means Madhya Pradesh Niji Vishwavidhyalaya (Sthapna Avam Sanchalan) Rules 2008";
21. "Scheme and Curriculum" means and includes nature, duration, pedagogy, syllabus, eligibility, and such other related details (by whatever name they may be called) for the concerned course(s) of the University;
22. "Scheduled Castes" means the Scheduled Castes specified in relation to this State under Article 341 of the Constitution of India;
23. "Scheduled Tribes" means the Scheduled Tribes specified in relation to this State under Article 342 of the Constitution of India;
24. "School of Studies" means a constituent institution maintained by the University as a place for higher learning and research;
25. "Seal" means the common seal of the University;
26. "Sponsoring Body" means Ritnand Balved Education Foundation, registered under the Societies Registration Act 1860;

27. 'Statutes', 'Ordinances' and 'Regulations' means the Statutes, Ordinances and Regulations of the University as the case may be, in force for the time being;
28. "Subject" means the basic unit(s) of instruction; teaching; training; research etc., by whatever name they may be called, as under the scheme and curriculum;
29. "Teachers of the University" means Professors, Associate Professor, Assistant Professor and such other persons as may be appointed for imparting instructions or conducting research, with the approval of the Vice-Chancellor of the University or any constituent College or Institution in the campus maintained by the University;
30. "University" means Amity University Madhya Pradesh, Maharajpura Dang, Gwalior.
31. "Vice-Chancellor" means the Vice-Chancellor of the University;
32. "Visitor" means the Governor of the State.
33. Words and expression used but not defined in these Statutes shall have the same meaning as assigned to them in the Act.

All words and expressions used herein and defined in the Statutes and the Rules shall have the meaning respectively as assigned to them in the Statutes and Rules;

STATUTE NUMBER 03

SEAL OF THE UNIVERSITY

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 decided by the University, subject to further change or amendment as deemed necessary from time to time. The University may also decided to make and use such Flag, Anthem, Insignia, Vehicle Flag 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 as are not permitted by the State or the Central Government.

STATUTE NUMBER 04

OBJECTS OF THE UNIVERSITY

Apart from the objectives of the University described in Section 3 of the Act, the University shall also have the following objectives;

- (1) Collaborate with other Universities, Research Institutions, Government and Non-Government Organisation towards fulfillment of the University objectives.
- (2) Run academic programmes in distance education mode and supplemented by Student Support Service.

- (3) Develop and maintain relationship with leading academic and other Institutions in India and abroad for education, training and research and distance learning programmes.
- (4) Make twinning arrangements with leading educational Institutions in other countries for collaborative education programmes.
- (5) Confer degrees, diplomas and other academic distinctions on the basis of examinations, evaluation, or any other method of testing as approved by the Academic Council, on persons who have pursued a course of study of the University.
- (6) Develop linkages with the industry, institutions and other organizations for fulfillment of the objects of the University.
- (7) Conduct innovative programmes and experiments in new methods and education technology in the field of higher education in order to achieve international standards of education, training and research.
- (8) Admit students laterally into selected programmes if they fulfill the academic requirements as described in the Regulations made on the recommendation of the Academic Council with the approval of the University Authorities

“Provided that the University shall ensure that lateral entries will not compromise the academic norms and standards required by Regulatory Bodies (UGC, AICTE, MCI, DCI, NCTE, etc.)”

STATUTE NUMBER 05

APPOINTMENT, TERMS AND CONDITIONS AND POWERS OF THE CHANCELLOR

- (1) In accordance with the Section 16 of the Act, the Chancellor shall be appointed by the Sponsoring Body for a period of five years with the approval of the Visitor. The Sponsoring Body shall finalize the name of the Chancellor. The Secretary/President of the Sponsoring Body shall send the name, along with the Bio-data of the proposed Chancellor, to the Visitor for approval. After Visitor's approval, the Chancellor shall be appointed by the Sponsoring Body.
- (2) The Chancellor shall exercise powers as specified in Section 16 of the Act.
- (3) The Chancellor shall hold office for a period of five years and shall be eligible for reappointment with the approval of the Visitor following the procedures laid down above under Clause (1) of this Statutes.

Provided that the Chancellor shall notwithstanding the expiry of his term, continue to hold his office until either he is reappointed or his successor takes over his charge.

- (4) In case of an emergency like illness, absence or death of the Chancellor, the Vice-Chancellor shall perform his duties till the Chancellor reassumes his office or the new Chancellor is appointed. However, this period shall not exceed six months.

- (5) It shall be the duty of the Chancellor to ensure that the Act, the Rules, the Statutes, the Ordinances and the Regulations are faithfully followed.
- (6) The Chancellor shall exercise general control over the affairs of the University.
- (7) In the interest of the University, the Chancellor may approve any matter requiring approval of the Governing Body but needing urgent action related to the University and place it in the next meeting of the Governing Body for ratification/ approval.
- (8) The Board of Trustees of the Sponsoring Body may consider a "No Confidence Motion" against the Chancellor and, if passed by two third majority in a special meeting, can recommend to the Visitor for the removal of the Chancellor.
- (9) The Chancellor may, by addressing a letter to the Visitor, resign from his office. The resignation letter shall be submitted to the Sponsoring Body. The Sponsoring Body shall forward the resignation to the Visitor and after Visitor's approval, shall accept his resignation and propose a new name to the Visitor vide Clause (1) of this Statutes.

STATUTE NUMBER 06

APPOINTMENT, TERMS AND CONDITIONS AND POWERS OF THE VICE-CHANCELLOR

- (1) The Vice-Chancellor shall be appointed by the Chancellor as laid down in Section 17 of the Act.
- (2) The Vice-Chancellor shall, hold office for a term of four years according to the provisions of Clause (6) of Section 17 of the Act.

Provided that, on the expiry of his term, the Vice-Chancellor shall be eligible for reappointment for one more term. The proposal for reappointment of the Vice-Chancellor shall be considered by the Governing Body at least three months before the expiry of his term, and if approved by the Governing Body, the proposal shall be sent to the Chancellor for his approval. After the Chancellor's approval, the Vice-Chancellor shall be reappointed by the Chancellor for another term.
- (3) The emoluments and other conditions of services of the Vice-Chancellor at the time of appointment shall be such as decided by the Governing Body and as amended from time to time, provided that pay, allowances and other conditions of service, shall not be less than or inferior to those specified by UGC.
- (4) The Vice-Chancellor shall be the principal executive and academic officer of University, and shall exercise general superintendence and control over the affairs of the University and shall execute the decisions made by various Authorities of the University.
- (5) It shall be the duty of the Vice-Chancellor to see that provisions of the Act, Statutes, Ordinances and the Regulations made by the University are duly

complied with and he shall have all the powers necessary to ensure their compliance. The Vice-Chancellor may constitute such Committees as he considers necessary to help him in the discharge of the duties entrusted to him by or under the Statutes and Ordinances.

- (6) The Vice-Chancellor shall have the power to convene the meetings of the different Bodies constituted by the University.
- (7) The Vice-Chancellor shall have the power to make short term appointments for a period not exceeding six months at a time of such number of persons as may be considered necessary for functioning of the University with the prior approval of the Chancellor.
- (8) The Vice-Chancellor shall have the powers necessary for proper maintenance of discipline in the University and he may delegate any such powers to such persons, as he may deem fit.
- (9) The Vice-Chancellor shall cause the budget to be made by the Board of Management of the University.
- (10) The Vice-Chancellor shall have the power to appoint persons as may be considered necessary and recommended by the Academic Council for the functioning of the University with the concurrence of the Board of Management.
- (11) The Vice-Chancellor, for smooth functioning of the University, shall also have the powers as specified in the Regulations.
- (12) The Vice-Chancellor, if he wants to relinquish his office before completing his tenure, may submit his resignation to the Chancellor.

STATUTE NUMBER 07

APPOINTMENT, TERMS AND CONDITIONS AND POWERS OF THE REGISTRAR

- (1) The Registrar shall be a key Officer of the University. All contracts shall be signed and all documents and records shall be authenticated by the Registrar on behalf of the University.
- (2) The Registrar shall be a full time salaried Officer of the University and shall discharge his duties under general superintendence and control of the Vice-Chancellor.
- (3) The appointment of the Registrar shall be made by the Governing Body on the recommendation of the Expert Committee constituted for the purpose. However, the first Registrar shall be appointed by the Sponsoring Body as per Clause 18(1) of the Act. The subsequent Registrars, shall be appointed by the Governing Body on the recommendation of the Expert Committee constituted for the purpose. The Expert Committee shall consist of:

- (i) Vice-Chancellor – (Chairman)
- (ii) Nominee of the Chancellor
- (iii) Two expert members approved by the Governing Body.
- (iv) One observer nominated by the Chairman, Regulatory Commission.

(4) Selection of Registrar:

The University shall follow the procedure for the selection of the Registrar as given below:

- (i) The University would invite applications for the post through an open advertisement in important News papers having wide circulation.
- (ii) A summary of the candidates applying for the post shall be prepared by a Committee consisting of three Professors of the University approved by the Governing Body for the purpose.
- (iii) The date of the meeting of the Expert Committee for the selection of the Registrar shall be fixed and a notice to this effect shall be given at least 15 days in advance.
- (iv) The Expert Committee shall interview and adjudge the merit of each candidate and send its final recommendation to the Governing Body for approval.
- (v) If a suitable candidate is not found through the first advertisement, subsequent advertisements shall be issued.

(5) When the Office of the Registrar falls vacant or when the Registrar is, by reason of illness or long absence due to any other reason, unable to perform his duties of the office, the duties of the Registrar shall be performed by such person as the Chancellor may appoint for the purpose.

(6) If any time upon representation made or otherwise, and after making such inquiry as may be deemed necessary, the situation so warrants that the continuance of the Registrar is not in the interest of the University, the Vice-Chancellor may request the Chancellor, in writing stating the reasons therein, for the removal of the Registrar. The Chancellor shall put up the matter for the consideration of the Governing Body whose decision shall be final.

Provided that before taking such action of the removal, the Registrar shall be given an opportunity of being heard.

(7) The Registrar shall receive pay and other allowances as decided by the Governing Body from time to time.

(8) The age of retirement of Registrar shall be sixty five years.

(9) Duties of the Registrar shall include:

- (i) Maintain the records, the common property and any such other property of the University as the Governing Body may decide.
- (ii) Conduct the official correspondence of the Governing Body, Board of Management, Academic Council and of any other Committees Authorities created by the Statutes. The Registrar shall be the Secretary of these Authorities and shall not have a right to vote.

- (iii) Issue notices conveying the dates of meetings of the University Authorities to the members and to make necessary arrangements for the conduct of the meetings and carry out other assigned duties by the Governing Body / Board of Management from time to time.
 - (iv) Provide the copies of the Agenda of the meeting of the University Authorities, and bodies formed by the Vice Chancellor, and shall record the minutes, send them to the Vice-Chancellor and Chancellor for approval and circulate the approved minutes to the concerned members. He shall also make available all such papers, documents and information as the Visitor/ Chancellor/ Vice-Chancellor may desire.
 - (v) Represent the University in suits or proceedings, by or against the University, sign powers of attorney, verify pleadings and depute his representative for the purpose if necessary.
 - (vi) Enter into and sign agreements and authenticate records on behalf of the University.
 - (vii) Discharge all such functions as assigned to him by and carry out the orders of the Chancellor/ Vice-Chancellor of the University.
 - (viii) Take disciplinary action against the non-teaching employees working in the University and, if necessary, suspend them, pending inquiry with the approval of the Vice-Chancellor.
- (10) An appeal can be made to the Chancellor against any order of the Registrar. The Chancellor will be the final authority to take decision on the appeal.

STATUTE NUMBER 08

APPOINTMENT, TERMS AND CONDITIONS AND POWERS OF THE CHIEF FINANCE & ACCOUNTS OFFICER (CFAO)

- (1) The Chief Finance and Accounts Officer (CFAO) shall be a key officer of the University responsible for handling accounts and finances of the University.
- (2) The CFAO will be a full time salaried officer of the University and shall discharge his duties under general superintendence and control of the Vice Chancellor.
- (3) The appointment of the CFAO shall be made by the Chancellor on the recommendation of a Selection Committee constituted for the purpose.

The Committee shall comprise,

- (i) Vice-Chancellor -- Chairman
- (ii) Nominee of the Chancellor
- (iii) Two expert members approved by the Governing Body.
- (iv) One observer nominated by the Chairman, Regulatory Commission.

(4) Selection of CFAO

The University shall follow the procedure for the selection of the CFAO as given below:

- (i) The University shall invite applications for the post through open advertisement in important News papers having wider circulation.
- (ii) A summary of the candidates applying for the post shall be prepared by a Committee consisting of three Professors of the University approved by the Governing Body for the purpose.
- (iii) The date of meeting of the Selection Committee will be fixed and a notice to this effect shall be given at least 15 days in advance.
- (iv) The Selection Committee shall interview and adjudge the merit of each candidate and send its final recommendation to the Governing Body.
- (v) If a suitable candidate is not found through the first advertisement, subsequent advertisements shall be issued.

Provided that the first CFAO shall be appointed by the Sponsoring Body for a tenure of two years.

- (5) When the Office of the CFAO falls vacant or when the CFAO is, by reason of illness or long absence due to any other reason, unable to perform his duties of the office, the duties of the CFAO shall be performed by such person as the Chancellor may appoint for the purpose.
- (6) If at any time upon representation made or otherwise, and after making such inquiry as may be deemed necessary, the situation so warrants that the continuance of the CFAO is not in the interest of the University, the Vice-Chancellor may request the Chancellor, in writing stating the reasons therein for the removal of the CFAO.
- (7) The services of the CFAO can be terminated by the Chancellor on the recommendation of the Vice-Chancellor by giving him one month's notice or one month's salary in lieu of notice.
- (8) The CFAO shall receive pay and other allowances as decided by the Governing Body from time to time.
- (9) The age of retirement of CFAO shall be sixty five years.
- (10) Duties of the CFAO shall include:
 - (i) The Chief Finance & Accounts Officer shall be responsible for managing the Accounts and Funds of the University, for maintaining the records properly, and for regularly getting them audited.
 - (ii) He shall supervise, control and regulate the working of Accounts and Finance of the University.
 - (iii) He shall maintain the financial records and such other finance related records of the University as the Governing Body may decide.
 - (iv) He shall discharge all such functions as assigned to him by the Chancellor/Vice-Chancellor of the University.

STATUTE NUMBER 09**GOVERNING BODY**

- (1) Composition and functioning of the Governing Body shall be as laid down under Section 22 of the Act.
- (2) The term of the nominated members of the Governing Body shall be of three years and no nominated members shall hold office for more than two consecutive terms.
- (3) Apart from the powers vested in the Governing Body as provided under Section 22 of the Act, the Governing Body of the University shall have the following powers and duties.
 - (i) Review and approve, from time to time, the broad policies, plans and procedures and suggest measures for the improvement and development of the University.
 - (ii) Make recommendation on any matter referred to it by the Chancellor.
 - (iii) Make recommendation to the Sponsoring Body for the creation of new posts of officers of the University.
 - (iv) Exercise such other powers and duties as may be specified by the Sponsoring Body.

STATUTE NUMBER 10**BOARD OF MANAGEMENT**

- (1) Formation and Functioning of the Board of Management (BOM) shall be as laid down under Section 23 of the Act.
- (2) The term of the nominated members of the Board of Management shall be of three years and no nominated member shall hold office for more than two consecutive terms.
- (3) Powers and Functions of the Board of Management shall be:
 - (i) To prepare financial accounts together with audit report and Annual Report of the University to be placed before the Governing Body for its approval.
 - (ii) To prepare the Annual/ Supplementary Budget of the University to be placed before the Governing Body for its consideration and approval.
 - (iii) To follow the Budget for Expenditure as approved by the Governing Body.
 - (iv) To perform any other functions which may be assigned by the Governing Body and the Chancellor.
 - (v) To recommend to the Governing Body for creating the teaching and other academic posts and the posts of other Officers of the University.

- (vi) To prescribe the qualifications for teachers and other academic staff in line with the norms set by the University Grant Commission or any statutory body, as may be applicable.
- (vii) To approve the appointment of teaching and academic staff and the Officers, on the recommendations of the Selection Committees constituted for the purpose.
- (viii) To create administrative, ministerial and other necessary posts after taking into account the recommendations of the Finance Committee and to specify the manner of appointment there to.
- (ix) To approve appointments of temporary, contractual and daily-honorarium basis staff in the vacancies of any teaching, academic and administrative positions.
- (x) To specify the manner of appointment in temporary vacancies of any staff.
- (xi) To manage and administrate the revenue and property of the University and to conduct all administrative affairs of the University.
- (xii) To manage and regulate the finance, accounts of the University.
- (xiii) To recommend investment options for endowment fund, development fund and other funds of the University for the approval of the Chancellor.
- (xiv) To transfer or accept transfers of any immovable or movable property on behalf of the University with the approval of Chancellor.
- (xv) To execute Fellowships, Scholarships, Studentships, and other provisions for the welfare of students.
- (xvi) To fix the remunerations payable to paper setters, examiners and invigilators and fix the traveling and other allowances payable to them, after consulting the Finance Committee.
- (xvii) To delegate any of its powers to the Vice-Chancellor, Chief Finance & Accounts Officers, Registrar or other Officers, or to any duly appointed Committees.
- (xviii) To exercise the powers of the University not otherwise provided by the Statutes, Ordinances and the Regulations for the fulfillment of the objects of the University.
- (xix) To entertain, adjudicate upon or redress the grievances of the employees and the students of the University who may for any reason feel aggrieved.
- (xx) To exercise such powers and perform such other functions as may be conferred or imposed by the Act or the Statutes, Ordinances and also directives of the Chancellor of the University.

Provided that the approval of the Governing Body shall be taken before the implementation of the decisions of the Board of Management, which have bearing on the finances of the University.

STATUTE NUMBER 11**FORMATION, POWERS, DUTIES AND FUNCTIONS OF THE ACADEMIC COUNCIL**

- (1) The Academic Council shall comprise the following members:
 - (i) Vice-Chancellor (Chairman).
 - (ii) Dean (Academics)
 - (iii) All Deans of faculties
 - (iv) All the Heads of the Departments
 - (v) One Professor from each teaching Department nominated by the Vice Chancellor
 - (vi) Two Professors from State/Central Govt. Universities nominated by the Chancellor.
 - (vii) Two representatives from amongst the Scientists / Educationists/ Technologists/ Industries nominated by the Chancellor.
 - (viii) One representative nominated by the Chairman Regulatory Commission.
- (2) The Vice-Chancellor, as the Chairman, shall preside over the meetings of the Academic Council and in his absence, the Officiating Vice Chancellor shall preside over the meeting.
- (3) The Registrar, shall be the Secretary of the Academic Council (without voting rights) and in the absence of the Registrar, any other member authorized by the Vice-Chancellor shall act as the Secretary.
- (4) One third of the members the Academic Council including the Chairman shall form the quorum at a meeting. Provided that no quorum shall be necessary for adjourned meetings, ordinarily fifteen days notice shall be given for all meetings of the Academic Council.
- (5) The term of the nominated members of the Academic Council shall be of three years.
- (6) Subject to the provisions of the Act, the Academic Council shall have the following powers, duties and functions, namely:
 - (i) The Academic Council shall be the principal academic body of the University and shall, coordinate and exercise general supervision over the academic policies and programmes of the University.
 - (ii) Co-opt as members, persons having special knowledge or experience in the subject matter of any particular business which may come before the Council for consideration. The members so co-opted shall have all the rights of the members of the Council for the transaction of the business in relation to which they may be co-opted.
 - (iii) Promote research and related activities in the University.
 - (iv) Make recommendations to the Governing Body on the proposals received from different Faculties of the University, for the conferment of

- degrees and diplomas of the University.
- (v) Give directions regarding methods of instruction, teaching and of research or improvements in academic standards.
 - (vi) Consider matter of general academic interest either on its own initiative or in a reference made by a Faculty or the Board of Management to take appropriate action thereon.
 - (vii) Make proposals to the Governing Body for allocating Departments to the Faculties.
 - (viii) Make proposal to the Governing Body for the institution of fellowships, scholarships, studentship, medals and prizes and to make Regulations for their award.
 - (ix) Recognize persons of eminence in their subjects to be associated as research guides in those subjects as provided in the Ordinances.
 - (x) Formulate modify or revise schemes for the organization and assignment of subjects to the Faculties, and to report to the Governing Body regarding abolition, reconstitution or division of any Faculty of the University.
 - (xi) Recognize diplomas and degrees of other Universities and Institutions and to determine their equivalence.
 - (xii) Make special arrangement, if any, for the teaching of women students and for prescribing for them special courses of study.
 - (xiii) Consider academic proposals submitted by the Faculties / Departments of the University.
 - (xiv) Approve the syllabus of the different courses / subjects submitted by the Faculties / Departments and to arrange for the conduct of examinations according to Ordinances made for the purpose.
 - (xv) Award stipends, scholarships, medals and prizes and make awards in accordance with the Ordinances and such other conditions as may be attached to the award.
 - (xvi) Publish syllabi of various courses of study and lists of prescribed or recommended text books for different subjects.
 - (xvii) Appoint Committees for admission of students in different Faculties of the University.
 - (xviii) Recommend to the Governing Body the rates of remuneration and allowances for the examination work.
 - (xix) Delegate such of its powers, as it may deem fit, to the Chairman of the Academic Council.
 - (xx) Make recommendation on any matter referred to it by the Chancellor or the Governing Body, as the case may be.
- (7) The Academic Council shall exercise such other powers and perform such other duties as may be prescribed from time to time.

STATUTE NUMBER 12**FINANCE COMMITTEE**

(UNDER SECTIONS 21(1)(d) and 25)

- (1) The Finance Committee shall comprise the following persons, namely:-
 - (i) The Chancellor or his nominee : Chairman
 - (ii) The Vice-Chancellor : Member
 - (iii) The Registrar : Member
 - (iv) Chief Finance and Account Officer : Member Secretary
 - (v) One member of the Governing Body to be nominated by the Chancellor : Member
 - (vi) One person to be nominated by the Sponsoring Body : Member
- (2) The tenure of the members of the Finance Committee, other than the ex-officio members, shall be of three years.
- (3) The Finance Committee shall meet at least twice in each academic year. A notice for the meeting of the Finance Committee shall be given so as to reach the Committee members at least fifteen days in advance of the meeting.
- (4) Four members of the Finance Committee, including the Chairman and CFAO, shall constitute the quorum at the meeting.
- (5) Functions and powers of the Finance Committee shall be as follows:
 - (i) The Finance Committee shall consider the annual estimates of income and expenditure of the University prepared by the BOM and shall put them up to the Governing Body for its consideration and approval.
 - (ii) The Finance Committee shall consider the annual accounts of the University prepared by the BOM and its recommendations thereon along with the Annual Budget, and shall put them up to the Governing Body for its consideration and approval.
 - (iii) The Finance Committee may make its recommendations to the Governing Body to accept bequests, and donations of property to the University on such terms as it deems proper.
 - (iv) The Finance Committee may recommend mechanisms and ways and means to generate resources for the University.
 - (v) The Finance Committee may consider any other matter referred to it by the Governing Body and make its recommendations thereon.
 - (vi) The Finance Committee shall advise the Governing Body on any question affecting the finances of the University.
 - (vii) The Finance Committee shall be responsible for the observance of Regulations relating to the maintenance of accounts of the income and expenditure of the University.

STATUTE NUMBER 13**STANDING COMMITTEE**

- (1) Standing Committee of the University shall be constituted as under :
 - (i) Vice-Chancellor (Chairperson)
 - (ii) Registrar
 - (iii) CFAO
 - (iv) Dean Academic
 - (v) Deans of all Faculties of the University
 - (vi) Three senior Heads of Departments of the University by rotation (their term being three years).

The Vice-Chancellor can invite additional members to the Standing Committee as and when required.

- (2) The Registrar shall act as the Secretary of the Standing Committee.
- (3) Meeting of the Standing Committee shall be convened, as and when required, under the directions of the Vice Chancellor. One half of the members of the Standing Committee, including the Vice-Chancellor, shall constitute the quorum.
- (4) Notice for the meeting of the Standing Committee along with the agenda will be served to the members at least 3 days in advance of the meeting. However, an emergency meeting of the Standing Committee can be called by the Vice Chancellor, as and when required, with one hour notice.
- (5) The following shall be the functions and the responsibilities of the Standing Committee.
 - (i) To monitor functioning of the University as per the Act; the Statutes and the Ordinances from time to time.
 - (ii) To examine any matter referred to it by the Chancellor/ Vice-Chancellor and to make suitable recommendations. The recommendations of the Standing Committee shall be put up to the Board of Management.

STATUTE NUMBER 14**EXAMINATION COMMITTEES**

- (1) The Examination Committee of each Department shall comprise the following members:
 - (i) Dean of the Faculty – Chairman
 - (ii) Head of the Department
 - (iii) One senior teacher from each Programmes of Studies in the Department (other than the Head of the Department).

- (2) The Examination Committee shall recommend to the Controller of Examination the names of Examination Paper Setters, Moderators and Examiners of different subjects. The Vice-Chancellor will have the right to add or delete names in the proposed list.
- (3) To discretely and rationally review the examination results and where necessary recommend corrective actions to the Vice-Chancellor for future. However, if some serious distortions are noticed in any subject, the matter may be brought to the notice of the Vice-Chancellor to resolve the distortions.

Provided that an external member shall be included in the Examination Committee for conducting the review of examination results.

STATUTE NUMBER 15

FACULTIES

- (1) The University shall have the following Faculties:
 - (i) Faculty of Science and Technology
 - (ii) Faculty of Life Sciences
 - (iii) Faculty of Social Sciences
 - (iv) Faculty of Computer Science & Information Technology
 - (v) Faculty of Engineering, Technology and Architecture
 - (vi) Faculty of Commerce
 - (vii) Faculty of Management
 - (viii) Faculty of Education and Physical Education
 - (ix) Faculty of Journalism and Mass Communication
 - (x) Faculty of Law

Such other Faculties, as may be approved by the Governing Body on the recommendation of the Academic Council, shall be added from time to time.

- (2) Each Faculty shall have such departments as may be assigned to it by the Academic Council with the approval of the Board of Management.

STATUTE NUMBER 16

DEANS OF FACULTIES

There shall be a Dean for each Faculty. A Professor within the Faculty shall act as the Dean of the Faculty.

Provided that:

- (1) If there is no Professor, an Associate Professor/ Assistant Professor shall act as Dean.
- (2) The Dean shall be the Chairman of the Faculty Committee and shall be responsible for the observance of the Statutes, the Ordinances and the Regulations relating to the Faculty.
- (3) The Dean shall be responsible for overall supervision and academic control of the Faculty and the conduct of teaching and research work in the Departments comprising the Faculty.
- (4) The Dean shall exercise such other powers and perform such other functions and duties as may be assigned to him by the Governing Body or the Vice-Chancellor.
- (5) The Faculty member appointed as Dean shall have the option to resign the Deanship at any time during his tenure and also decline the offer of appointment on his turn as Dean of the Faculty.

STATUTE NUMBER 17

CONSTITUTION OF FACULTY COMMITTEES

Each Faculty Committee shall comprise the following members, namely:

- (1) The Dean of the Faculty who shall be the Chairman.
- (2) The Heads of all Departments in the Faculty.
- (3) All Professors in the Departments of the Faculty.
- (4) One Associate Professor and one Assistant Professor, by rotation according to seniority, from each Department in the Faculty.

STATUTE NUMBER 18

POWERS OF THE FACULTIES

- (1) The Faculty shall have such powers and shall perform such duties as given in the Ordinances and shall constitute a Board of Studies in each Department of the Faculty.
- (2) The Faculties shall also consider and make such recommendations to the Academic Council on any matter pertaining to their respective spheres of work as may appear to them necessary or on any matter referred to them by the Academic Council.

STATUTE NUMBER 19

BOARD OF STUDIES

- (1) There shall be a Board of Studies for each Department comprising:
 - (i) Head of the Department and all the Professors of the Department.

- (ii) One Associate Professor and one Assistant Professor from each Programme of Studies in the Department.
- (iii) Two members, from a panel of five, to be nominated and co-opted by the Department, from outside the University, from Academia/Industries, with the approval of Vice-Chancellor.
- (2) The Head of the Department shall be the Chairman of the Board of Studies.
- (3) The term of the co-opted members of the Board of Studies shall be three years.
- (4) Detailed syllabi of the different Programmes of Studies of the Department shall be prepared by the Board of Studies and shall be submitted to the Academic Council for its approval and publication.
- (5) Contents of the syllabi shall be revised and updated by the Board of Studies from time to time and shall be submitted to Academic Council for its approval.
- (6) Meeting of the Board of Studies shall be arranged at least once in a year.

STATUTE NUMBER 20

STUDENTS' COUNCIL

- (1) The Students' Council shall mainly function as a forum for providing feedback on the issues of students and their welfare.
- (2) The Vice-Chancellor shall appoint on the Students' Council one student from each Department/Faculty who should be a full time student in the University and has secured the first position in order of merit in the preceding Examination.
- (3) The Vice-Chancellor can also decide to involve other categories of students in the Students' Council depending on the need of students participation for the benefit of the University. SC/ST and girl students will be given adequate representation in the Students' Council.

STATUTE NUMBER 21

APPOINTMENT OF TEACHERS OF THE UNIVERSITY

- (1) For the teaching positions in the University, namely the Professors, Associate Professors, and Assistant Professors, the Board of Management may recommend to the Governing Body for filling up the vacancies available in different Departments of the University.
- (2) The Governing Body shall assess the recommendations of the Board of Management and approve filling up of teaching vacancies through an open advertisement and proper selection process.
- (3) Teaching positions (Professors, Associate Professors and Assistant Professors) shall be advertised in the national News Papers of wide circulation clearly mentioning the required essential qualifications and experience and the pay scale for each advertised post as per norms

prescribed by the University Grant Commission (UGC) or any other Regulatory Body.

- (4) A Screening Committee comprising three members, appointed by the Vice-Chancellor shall screen all the applications and prepare a summary of all the candidates satisfying the required essential qualifications and experience and to be called for the interview. Also, a list of candidates rejected and not to be called for the interview shall be made separately giving reasons for their rejection.
- (5) Summary of all the screened applications shall be made available to the Selection Committee at the time of interview.
- (6) The Selection Committee shall comprise the following members:
 - (i) The Vice-Chancellor -- Chairman
 - (ii) Dean of the concerned Faculty
 - (iii) Head of the concerned Department
 - (iv) Three subject experts nominated by the Vice-Chancellor from a panel of five experts approved by the Chancellor.
 - (v) One Observer, not connected with the University in any manner, to be nominated by the Chairman, Regulatory Commission.
- (7) The Selection Committee shall recommend to the Governing Body the names, arranged in order of merit, if any, of the persons who it considers suitable for the appointment.
 Provided that no recommendation shall be made unless at least two subject experts and the Observer under clause (6) mentioned above, are present in the Selection Committee meeting.
- (8) After the approval of the recommendations of the Selection Committee by the Governing Body, appointment letters shall be issued by the Registrar.
- (9) The retirement age of teachers shall be according to the norms of Regulatory Bodies, UGC, AICTE, MCI, etc.
- (10) In addition to full-time teachers, the Board of Management / Vice-Chancellor may also decide to engage teachers for a fixed period/ on part time or on contractual basis. The terms and conditions (such as honorarium, TA/DA, conveyance charges, etc.) of persons on such engagements shall be decided by the Governing Body of the University, from time to time.
- (11) Seniority of various categories of teachers shall be maintained by the University in accordance with the length of continuous service in a cadre.

STATUTE NUMBER 22

CATEGORIES OF THE NON-TEACHING EMPLOYEES

- (1) The following categories of non-teaching employees shall be employed by the University:
 - (i) Regular/ Probationary Employees

- (ii) Contractual Employees
- (iii) Casual Employees
- (2) The Regular employee is an employee who is appointed in a clear vacancy. The probationary period for such employees will be of two years.
- (3) Contractual employee means an employee who is appointed on contract for a specified period.
- (4) Casual Employee means an employee who is engaged on the basis of a Muster Roll.
- (5) The terms and service conditions of all the above categories of employees shall be as provided in the Regulations.

STATUTE NUMBER 23

OTHER OFFICERS OF THE UNIVERSITY

- (1) The following shall be other Officers of the University:
 - (i) Pro-Vice-Chancellor(s)

The Pro-Vice-Chancellor(s) shall be appointed by the Vice-Chancellor from among the Professors of the University for a tenure of three years.

 - (a) The Pro-Vice-Chancellor shall hold office at the pleasure of the Vice-Chancellor.
 - (b) The Pro-Vice-Chancellor shall get a monthly honorarium and such facilities as may be decided by the Board of Management.
 - (c) The Pro-Vice-Chancellor shall assist the Vice-Chancellor in such manner as may be specified by the Vice-Chancellor, exercise such powers and perform such duties as may be assigned or delegated to him by the Vice-Chancellor and in the absence of the Vice-Chancellor, perform the duties of the Vice-Chancellor
 - (ii) Controller of Examination:
 - (a) The Controller of Examination, who is a full time Officer, shall be appointed following the procedure for appointment of the Registrar.
 - (b) When the office of the Controller of Examination is vacant or when the Controller of Examination is, by reason of illness or absence for any other cause, unable to perform the duties of the Controller, his duties shall be performed by such person as the Vice-Chancellor may appoint for the purpose.
 - (c) The Controller of Examination shall control the conduct of examinations, all other arrangements necessary therefor and execution of all processes connected therewith.
 - (iii) Librarian:

The Librarian shall be a full time salaried Officer of the University, and his appointment will be made following the procedure as laid down in the Statute No. (21), through the clause (3) to (8) for the Teachers.

(iv) Dean of Students Welfare (DSW):

The Dean of Students Welfare shall be an Officer of the University and shall be appointed by the Vice-Chancellor from amongst the Teachers of the University.

(2) The powers and responsibilities of the Controller of Examination, the Librarian and the Dean of Students Welfare (DSW) shall be as specified in the Statutes/ Ordinances/ Regulations.

STATUTE NUMBER 24

CONFERMENT OF HONORARY DEGREES AND ACADEMIC DISTINCTIONS

- (1) Proposals for conferment of an Honorary Degree and Academic Distinction shall be made in writing through the Department by any Faculty Member and Head of the Department will forward it to the Vice-Chancellor.
- (2) The Board of Management shall constitute a Committee with the following composition to consider the proposals for conferment of Honorary Degrees and Academic Distinction and make recommendations for the conferments.
 - (i) Vice Chancellor, Chairman
 - (ii) Two nominees of the Board of Management
 - (iii) One nominee of the Sponsoring Body
- (3) The recommendations of the Committee shall be considered by the Governing Body for ratification.

STATUTE NUMBER 25

PROVISION REGARDING FEE AND OTHER CHARGES PAYABLE BY THE STUDENTS

- (1) All the Programmes of Studies in the University shall be run on self finance mode. The following types of fees and charges may be charged from the students;
 - (a) Fees
 - (i) Admission fee
 - (ii) Tuition fee for the Programmes of Studies
 - (iii) Library fee
 - (iv) Laboratory fee
 - (b) Charges
 - (i) Prospectus/ Registration form
 - (ii) Development charges
 - (iii) Examination charges
 - (iv) Cultural and students activity charges

- (v) Sports and games charges
- (vi) Medical Insurance charges
- (vii) Caution money

The University can from time to time introduce other heads of fees and charges in accordance with the requirements of the programmes of study.

- (2) In addition, fees for duplicate mark sheets, revaluation, issuance of degree and such others examination or result related fee may be realised from the students.
- (3) The components of fee may vary from course to course and shall be decided by the Board of Management for each course.
- (4) The fee structure of various Programmes of Studies and provision of exemption from tuition fee will be decided by the Board of Management from time to time and the information will be made available to the students along with the prospectus for the concerned session.
- (5) The fee for the various Programmes of Studies will be declared in their respective Admission Brochures.
- (6) The University shall at the end of the Academic Year before June 30, pay to the Regulatory Commission 1% of the Fees collected during the Year by Bank Transfer.

STATUTE NUMBER 26

ADMINISTRATION OF ENDOWMENT FOR THE AWARD OF FELLOWSHIPS, SCHOLARSHIPS, MEDALS AND PRIZES IN THE UNIVERSITY

- (1) The Board of Management may accept donations for creation of endowment fund for the award of Fellowships, Scholarships, Stipends, Medals and Prizes of the recurring nature.
- (2) The Board of Management shall administer all the endowments.
- (3) The award shall be made out of the annual income accruing from the endowment. Any part of the income which is not so utilized shall be added to the endowment.
- (4) (i) The Board of Management shall make decisions for gainful investment of the component of the income from the endowment, which is earmarked for the awards, in a Nationalized/ Schedule Bank.
(ii) The value of endowment necessary for instituting an award shall be decided by the Board of Management.
- (5) Endowment shall be accepted consistent with the profile of the award, and effect shall be given to the wishes of the donor as far as possible.
- (6) In case any endowment is accepted by the Board of Management, the Board shall make a Regulation for it, giving such details as the name of the donor, name of endowment, initial value and the purpose of the endowment, etc.

- (7) Approval of awardees of Fellowships, Scholarships, Medals and Prizes according to specific Regulation (s) / Ordinance (s) belonging to the specific endowment will be given by the Board of Management.

STATUTE NUMBER 27

CONVOCAATION

- (1) The Convocation for the award of the Degrees, Diplomas and other Distinctions of the University shall normally be held annually in the main campus of the University or at such other place as may be approved by the Governing Body.
- (2) The Academic Council shall frame Regulations relating to the format of the Degree and Diploma documents, Certificates and Citations, their text, issuance of these documents in absentia, duplicate documents and the procedure for holding Convocations.
- (3) The Visitor and in his absence the Chancellor shall preside over the Convocation function of the University. In the absence of both, the Vice-Chancellor shall preside over the Convocation function.

STATUTE NUMBER 28

ADMISSION OF STUDENTS

- (1) Admission to various Programmes of Studies shall be governed by the Ordinances framed for the purpose.
- (2) The University may conduct its own entrance test, if necessary, or may utilize the merit lists of such examinations/ tests conducted by different State/ National/ Professional Bodies.
- (3) The admission in Medical, Dental and other courses related to Health Sciences shall be made according to the directions issued by the Medical Education Department, Government of M.P./ MCI/ DCI and other Regulatory Bodies from time to time.

STATUTE NUMBER 29

ANNUAL REPORT

- (1) The Annual Report of the University along with the audited income and expenditure account and the balance sheet, shall be prepared by the Board of Management.
- (2) The report shall be placed before the Governing Body for approval.
- (3) A copy of the Annual Report prepared under Sub-section (1) shall be presented to the Visitor and to the Regulatory Commission after approval by the Governing Body.

STATUTE NUMBER 30**RESIGNATION**

Any resignation tendered by any employee shall be processed as per the Regulations made for the purpose.

STATUTE NUMBER 31**ACTION AGAINST TEACHERS**

Where there is an allegation of misconduct against a teacher, the Vice-Chancellor shall constitute a Fact Finding Committee and if necessary, based on the report of Fact Finding Committee, may institute an Inquiry Committee for the purpose.

- (1) Based on the report of Inquiry Committee, the Vice-Chancellor may decide the course of action including suspension depending on the severity of the misconduct. However, for taking actions to the extent of termination of the Teacher concerned, the Vice-Chancellor shall report the matter to the Governing Body who shall decide the case on merits.

Provided that an opportunity shall be given to the charged teacher to present his case.

- (2) An appeal against any action ordered can be made to the Chancellor within 30 days from the date of receiving such order; and the Chancellor may after due considerations refer the case back to the Governing Body with his comments for consideration. The decision of the Governing Body after the due consideration shall be final.

STATUTE NUMBER 32**ACTION AGAINST NON-TEACHING EMPLOYEES**

- (1) Where there is an allegation of misconduct against a non-teaching employee, the Registrar shall constitute a Fact Finding Committee and if necessary, based on the report of the Fact Finding Committee, may institute an Inquiry Committee for the purpose.
- (2) Based on the report of the Inquiry Committee, the Registrar may decide the course of action including suspension depending on the severity of the misconduct. However, for taking actions to the extent of termination of the non-teaching employee concerned, the Registrar shall report the matter to the Vice-Chancellor who shall decide the case on merits.

Provided that an opportunity shall be given to the charged employee to present his case.

- (3) An appeal against any action ordered can be made to the Chancellor within 30 days from the date of receiving such order; the decision of the Chancellor shall be final.

STATUTE NUMBER 33**SETTLEMENT OF DISPUTES**

Any dispute between the University and its officers, faculty members, other employees and students shall be resolved in accordance with the provisions made in the University Ordinances, taking into consideration the Arbitration and Conciliation Act, 1996 of the Government of India.

STATUTE NUMBER 34**EXAMINATIONS**

The Academic Council shall frame comprehensive Regulations on Examinations with the approval of the Board of Management.

These Regulations shall include:

1. Academic structure of Programmes of Studies and corresponding Schemes of Examinations
2. Grading system and Criteria for passing the courses
3. Appointment of Paper Setters, Examiners and Co-examiners
4. Continuous Evaluation
5. Evaluation and Re-evaluation of theory examinations
6. Procedure for preparation of examination question papers
7. Conduct of Examination
8. Appointment of Amanuensis for writing examination
9. Disciplinary control during examination
10. Review of Results
11. Declaration of results
12. Supplementary examinations

STATUTE NUMBER 35**THE PROCTORIAL BOARD**

(UNDER SECTIONS 21 (1)(d) and 25)

- (1) There shall be a Proctorial Board to maintain discipline among the students of the University. It shall comprise the following members:
 - (i) A Professor nominated by Vice-Chancellor (Chairman)
 - (ii) The Chief Proctor (Convener)
 - (iii) Dean of Students Welfare
 - (iv) All Proctor (s)
 - (v) All Wardens of the Hostels
 - (vi) Two students nominated by the Vice-Chancellor.
- (2) The Proctorial Board shall prepare a Code of Conduct and a document for disciplinary action for the students and shall place them before the Board of

Management for its approval.

- (3) Any violation of the Code of Conduct or breach of any Regulation of the University by any student shall be regarded as an act of indiscipline and shall make the student liable for disciplinary action to be initiated by the Chief Proctor.
- (4) The Chief Proctor and Proctors shall be appointed by the Vice-Chancellor from amongst the teachers of the University, the number of Proctors will be determined by the Vice-Chancellor depending on the enrollment of students in the University.
- (5) The Chief Proctor and Proctors shall be appointed by the Vice-Chancellor for a period not exceeding three years.

Provided that the Vice-Chancellor may remove the Chief Proctor or any Proctor before the completion of his tenure if he fails to discharge the duties well or if his activities are prejudicial to the interest of the University.

- (6) The Powers and duties of Chief Proctor:
 - (i) The Chief Proctor and all Proctors shall be responsible for maintaining discipline of students in the University.
 - (ii) He shall get a Proctorial Form filled by every student and keep it for the record in his office.
 - (iii) He shall issue Identity Card to every student under his seal and signature.
 - (iv) He shall place all the matters approved by the Vice-Chancellor, which are brought to his notice, before the Proctorial Board.

STATUTE NUMBER 36

DEAN OF STUDENTS WELFARE

- (1) The Dean of Students Welfare shall be appointed from amongst the Professors of the University on the recommendation of the Vice Chancellor.
 - (i) The first Dean of Students Welfare shall be an Officer of the University. He shall be appointed by the Chancellor for a period of two years.
 - (ii) The subsequent Dean of Students Welfare shall be appointed for a term of three years by the Board of Management on the recommendation of Vice-Chancellor.
- (2) The Honorarium of the Dean of Students Welfare shall be decided by the Board of Management.
- (3) The Dean of Students Welfare shall, if required by the Board of Management, Academic Council or other Authorities, shall be present at any meeting of the University Authority concerned where matters relating to students welfare come up for consideration by the Authorities.
- (4) Subject to the control of the Vice-Chancellor and the Board of Management, the Dean of Students Welfare shall:
 - (i) make arrangement to ensure suitable lodging and boarding facilities to the

students, who desire to live in hostels.

- (ii) arrange for employment of students in accordance with plans approved by the Vice-Chancellor and the Board of Management.
- (iii) assist the students in obtaining scholarship, studentships, etc. by furnishing them the information relation to these.
- (iv) communicate with the guardians of the students on matters concerning the welfare of the students.
- (v) perform such other duties as may be assigned to him from time to time by the Vice-Chancellor and the Board of Management.

STATUTE NUMBER 37

ENDOWMENT FUND AND ITS INCOME

An Endowment Fund of Rs. 5.00 Crores shall be invested and reinvested in accordance with Section 11(1) of the Act in such a manner and for such periods as decided by the Finance Committee to optimize the return on the investment. Upto 50% of the annual income from the investment may be returned to the Sponsoring Body every year. The remaining income shall be earmarked for the development of infrastructure of the University.

The forfeiture of the Endowment Fund by the State Government in the event of noncompliance of the provisions of the Act, Statutes and Ordinances, shall be in accordance with the provisions of Section 11(2) of the Act. The State Government shall give due consideration to the response of the Sponsoring Body to the notice of forfeiture given by the Government, before forfeiture. The forfeited amount shall be returned to the Sponsoring Body after removal of the noncompliance and submitting documentary evidence thereof, for crediting the returned amount back in the Endowment Fund.

STATUTE NUMBER 38

MISCELLANEOUS

- 1) Creation of a new Department and abolition or restructuring of an Existing Department :-

On the receipt of a proposal for creation of a new Department/ abolition/ restructuring of an existing department, the Academic Council will discuss and send its recommendation to the Chancellor for approval. After the approval of the recommendation by the Chancellor, the Vice-Chancellor will issue an order and will implement it accordingly.

In case of abolishing a Department, the interest of the students shall be safeguarded so that they complete their Courses of Study. The Regulatory Commission shall be

duly informed when a new Department is created and when an existing Department is abolished or restructured.

2) Alteration of the number of seats in different courses of study in the University :-

The number of seats in different course of study will be decided by the Academic Council and a proposal shall be sent to the Chancellor for his approval. A similar procedure will be followed for alteration of the number of seats in different course of study. It would, however, be in conformity with the Regulatory Bodies such as AICTE, NCTE, etc.

3) Creation of posts and procedure for its abolition :-

In the initial stage the Governing Body will propose the number of posts to be created as per the Statutes. The Chancellor shall approve the number of posts required for the establishment of the University as per the Statutes. After creation of the Board of Management, the proposal for creation of posts or procedure for their abolition will be submitted to the Board of Management for its approval. After the approval of the Board of Management, the proposal shall be sent to the Chancellor for final approval.