

भाग ४ (ग)**अंतिम नियम****उच्च शिक्षा विभाग**

मंत्रालय, वल्लभ भवन, भोपाल

प्रथम परिनियम

भोपाल, दिनांक 21 मई 2018

क्रमांक आर-85-सीसी-2018-अड़तीस.—मध्यप्रदेश निजी विश्वविद्यालय (स्थापना एवं संचालन) अधिनियम-2007 की धारा 26 के अनुक्रम में रैनेसा निजी विश्वविद्यालय, इन्दौर के प्रथम परिनियम क्र. 1-52 राज्य शासन के निर्देशों के अनुसार अधिनियम, 2007 की धारा 35 अनुसार प्रकाशित किया जाता है. संस्था के उक्त परिनियम प्रकाशित होने की तारीख से प्रवृत्त होंगे.

प्रथम परिनियम क्र. 1-52

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,

जयश्री मिश्रा, अपर सचिव.

RENAISSANCE UNIVERSITY

SANWER ROAD, BEHIND AUROBINDO HOSPITAL,
GRAM REOTI, INDORE, MADHYA PRADESH 452 015

STATUTE-1**Short Title, Commencement and Jurisdiction**

1. The "Statutes" means the Statutes of the RENAISSANCE University, Indore, Madhya Pradesh. Hereafter, the University means RENAISSANCE University.
2. These Statutes shall come into force with effect from the date of notification in the state gazette by the State Government
3. These Statutes are prepared in the light of the provisions of the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhinium 2007 and the amendments thereafter. If there be any difference in the provisions of the Act, Statutes. Ordinances and Rules and Regulations, the provisions of the Act shall prevail.
4. Nothing in these Statutes shall debar the University from amending these Statutes and / or providing subsequent Statues according to the provision of Section 26 of the Act. The amended/subsequent statues, if any shall be applicable with immediate or retrospective or prospective effect, from such a date as prescribed in the notification.

The Jurisdiction for Legal Matters

All matters pertaining to any act/law shall be the subject of the Jurisdiction of Indore, Madhya Pradesh.

STATUTE-2

Definitions

In these Statutes unless the context otherwise requires:

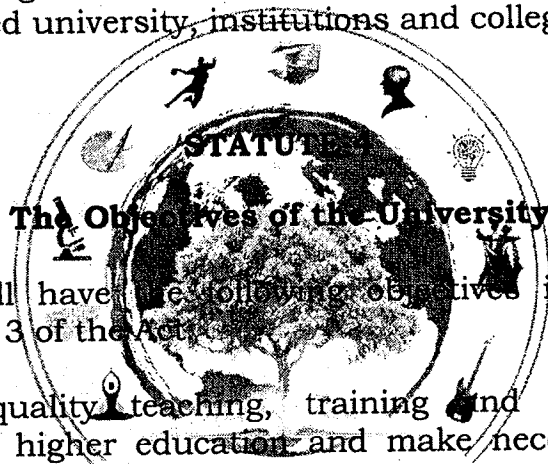
1. 'Act' means the "Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007", as amended from time to time.
2. 'Academic Council' means the Academic Council of RENAISSANCE University.
3. 'Academic Year' means a period of twelve months, devoted to completion of requirements specified in the scheme and curriculum of the concerned course(s) and apportioned into "terms" as stipulated in the Ordinance.
4. 'Administrative Officer'(AO) means an officer looking after the day-to-day administrative work of the RENAISSANCE University
5. 'Board' means, the Board of Management of the RENAISSANCE University.
6. 'Board of Studies' Means the Board of Studies of the School/Faculty/Department of University.
7. 'Chancellor' means Chancellor of RENAISSANCE University.
8. 'Pro Chancellor' means Pro Chancellor of RENAISSANCE University.
9. 'Chief Finance and Account Officer' means the Chief Finance and Account Officer of RENAISSANCE University.
10. 'Convocation' means the convocation of the University.
11. 'Corpus Fund' means Corpus fund of university an investment fund set up by University / Individual / Group of persons / Body for the purpose of establishing the Chair, award of fellowships etc. as laid down in the respective Statutes / Ordinances / Regulations.
12. 'Course(s)' means prescribed area(s) or course(s) of study or programme(s) and/or any other components(s) leading to the conferment or award of degree, diploma, certificate or any other academic distinction or title of the University.
13. Dean of Faculty means the academic head of the Faculty/School/Department of University.
14. Decided by the University / University may decide / Decision of the University' means as decided by the Vice-Chancellor with the approval of Chancellor.
15. Department' means Department of Studies / School of Studies of RENAISSANCE University.
16. 'Employee' means any person working on the payroll of the University.
17. 'Faculty' means the Faculty of the University headed by the Dean where course(s) of study of similar nature or program and / or any other component(s) are taught leading to the conferment or award of degree, diploma, certificate or any other academic distinction or title of the University.

18. Fee' means the collection made by RENAISSANCE University from the students by whatever means it may be called.
19. 'Governing Body' means the Governing Body of the RENAISSANCE University constituted as per act.
20. 'Higher Education' means study of curriculum or course for knowledge beyond 10+2 level.
21. 'National Assessment and Accreditation Council' means an statutory body of autonomous institution of the University Grants Commission, situated at Bangalore.
22. 'Officers of the university' includes Chancellor, Vice Chancellor, Registrar, Pro Chancellor, Pro Vice Chancellor, Chief Finance and Accounts Officer, and such other officers as may be appointed by the Vice Chancellor with the approval of Chancellor.
23. 'Ordinances' means Ordinances of RENAISSANCE University, Indore.
24. 'Other Backward Classes' means, the communities, castes and tribes notified by the State Government from time to time.
25. 'Pro-Vice-Chancellor' means, Pro-Vice-Chancellor of RENAISSANCE University.
26. Registrar' means the Registrar of RENAISSANCE University, Indore.
27. Regulatory Commission' means the Madhya Pradesh Private University Regulatory Commission established under the section 36 of the Madhya Pradesh Vishwavidyalaya Adhiniyam 2007.
28. Regulatory Council' means the All India Council of Technical Education established under the All India Council of Technical Education Act, 1987 (32 of 1987), the Bar Council of India constituted under Section 4 of the Advocates Act, 1961 (25 of 1961), the Council of Architects established under the Architects Act, 1972 (20 of 1972), the Pharmacy Council of India constituted under the Pharmacy Act, 1948 (8 of 1948), the National Council of Teacher's Education established under the National Council of Teachers Education Act, 1993 (3 of 1993) Government of India, the Indian Council of Agriculture Research established as a registered society under the Department of Agriculture, Research and Education, Ministry of Agriculture, Government of India or any other Central or State Government for laying down norms and conditions for ensuring standards of higher education from time to time as the case may be.
29. 'Regular Education' means and includes delivering instruction, 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.
30. Regulations' means the Regulations framed by the Chancellor of the University for its Governance.
31. Rules Means ,” MP Niji Vishwavidhyalay (Sthapana Avam Sanchalan) Rules 2008 “ as amended from time to time ...

32. Scheme and Curriculum' means and includes nature, duration, pedagogy, syllabus, eligibility and such other related details (by whatever name it may be called) for the concerned course(s) of the University.
33. 'Scheduled Caste' means the Scheduled Castes notified under Article 341 of the Constitution of India.
34. 'Scheduled Tribes' means the Scheduled Tribes notified under Article 342 of the Constitution of India.
35. 'School of Studies' means an institution maintained by RENAISSANCE University as a place of higher learning and research in the campus.
36. 'Sponsoring Body' in relation to RENAISSANCE University means Kautilya ChandraGupt Education Society, Indore, a Registered Society under Madhya Pradesh Societies Act, 1973.
37. 'State Government' shall mean, the Government of the State of Madhya Pradesh.
38. Teacher' means, teaching member of the University as defined by the UGC.
39. 'The Act' means, the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Act 2007 (Madhya Pradesh Act 17 of 2007) and as amended from time to time.
40. 'The University' means RENAISSANCE University established and incorporated by under State Act.
41. The terms 'he', 'him' and 'his' include the feminine gender also.
42. 'UGC' means University Grants Commission, a statutory body set up by the Government of India through an Act of Parliament for the coordination, determination and maintenance of standards of Higher education in India, established in November 1956.
43. 'Vice -Chancellor' means the Vice Chancellor of RENAISSANCE University.
44. 'Visitor' as prescribed in the -Act 2007, means the Visitor of RENAISSANCE University, i.e. His Excellency, the Governor of the State of Madhya Pradesh.
45. Words and expressions used but defined in the Statutes shall have the meaning assigned to them in the Act.
46. 'Officers of the university' includes Chancellor, Vice Chancellor, Registrar, Pro Chancellor, Pro Vice Chancellor, Chief Finance and Accounts Officer, and such other officers as may be appointed by the Vice Chancellor with the approval of Chancellor.

STATUTE -3**Seal of the University**

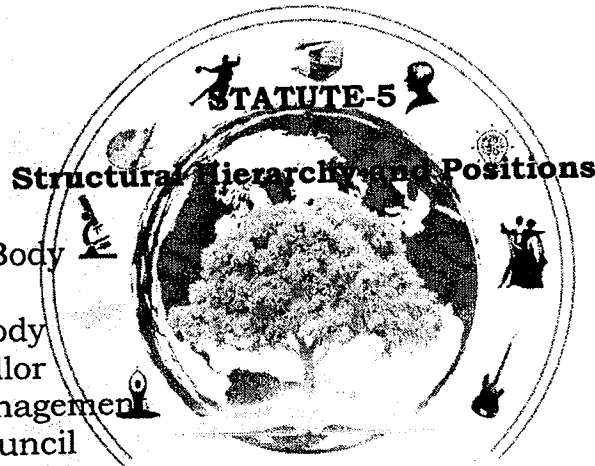
1. The University shall have a common seal to be used for the purpose of the University and the design of the seal shall be as decided by the University, subject to further change or amendment as deemed necessary from time to time.
2. The University shall have the right to adopt its Flag, Anthem, Emblem, Insignia, Vehicle Flag and other symbolic or graphic expressions, abbreviations or likewise, for such purposes as deemed necessary from time to time, provided these are not prohibited by the State or the Central Government.
3. It provides recognition to universities in India and disbursed fund to such recognized university, institutions and colleges.



The University shall have the following objectives in addition to those described in Section 3 of the Act.

1. To provide quality teaching, training and instructions in the perspective of higher education and make necessary provisions for advancements, research and dissemination of knowledge.
2. To create highest degree of intellectuals that contributes to the development through their skills and abilities.
3. To establish State of the Art facilities for high quality education and training.
4. To develop advanced and holistic environment for teaching and research.
5. To develop programs that offer continuous education for the inmate students, faculty, working professional and community at large.
6. To establish Schools of Excellence and, modern research centers in some selected new and emerging disciplines. To become a Centre of Excellence for higher education, research, consultancy and provide sharing of knowledge and applications.
7. To establish a pro-active and dynamic governing structure incorporating the best practices of the excellent Universities of the world and also the norms suggested by UGC / AICTE / State and Central Government and similar organizations.

8. To impart education at diploma, graduate, post graduate, doctoral and post-doctoral levels along with excellent certification and academic distinctions in the University.
9. To comply with regulations, acts and recommendations made by various authorities including that of State and Central Governments.
10. To provide opportunities in placement and entrepreneurial schemes proposed by other institutions, government sections and industries.
11. To collaborate with renowned Indian and Foreign Universities and facilitate student and faculty exchange programme.
12. To provide training for various skills in order to enhance employability
13. To provide coaching / tutorials to students to enhance their ability to face competitive exams
14. To establish 'Chair of Excellence' at least in five major discipline by bringing world's top scholars to the University.
15. To award 'RENAISSANCE prize' every year to the top most researcher
16. To establish school of learning with an objective to reach the unreached.



1. Sponsoring Body
2. Chancellor
3. Governing body
4. Vice Chancellor
5. Board of Management
6. Academic council
7. Finance committee
8. Standing committee
9. Registrar
10. Chief Finance and Account Officer
11. Dean of Faculty
12. Board of Studies
13. Dean Student Welfare
14. Director/ Head of Teaching department/School of studies

STATUTE-6**Appointment, Terms and Conditions and Powers of the Chancellor**

The Chancellor shall be the Head of the University and by virtue of his office shall be the Chairperson of the Governing Body. In the absence of the Visitor, the Chancellor shall preside over the convocation of the University for Conferring Degrees, Diplomas and other Academic Distinctions.

1. Appointment of the Chancellor

In accordance with the Act of the Private Universities, the Chancellor shall be appointed by the Sponsoring Body with the approval of the Visitor.

Resolution of appointment of Chancellor passed by Sponsoring Body shall be subject to approval by Visitor and same shall be submitted to State Government. Appointment of Chancellor shall be effective from the date of approval given by Visitor in writing.

2. The Powers and Functions

The Chancellor shall be the Head of the University and by virtue of his office shall be the Chairperson of the Governing Body and shall exercise powers as specified in Section 16 of the Act. Some of the important powers and functions are mentioned below:

- i. To appoint and remove the Vice - Chancellor.
- ii. To call for any information or record.
- iii. Such other powers as may be conferred by the Statutes.
- iv. All employee/staff shall be appointed in the university with approval and consent of Chancellor.

3. The Resignation

The Chancellor may submit his/her resignation to the Visitor in writing through the Sponsoring Body. In this case, the Sponsoring Body shall recommend to the Visitor, a new name for the office of the Chancellor as per clause (1) of this statute.

4. Tenure - Tenure of the Chancellor will be of 5 years from the date of appointment, however, sponsoring body may recommend the same name for reappointment.

Provided that the chancellor shall not withstanding the expiry of his term may continue to hold his office until he / she is reappointed or his/her successor enters upon his office provided that such period shall not exceed more than six months

STATUTE-7**Appointment, Terms and Conditions and Powers of the Vice - Chancellor**

The Vice - Chancellor shall be the Principal Executive and Academic Officer of the University and shall exercise general superintendence and control over the affairs of the University and shall execute the decisions of various authorities of the University.

1. Appointment of the Vice - Chancellor
 - i. The Vice - Chancellor shall be appointed by the Chancellor from the panel of at least three eminent persons (written in the alphabetical order) recommended by the Selection Committee constituted under Section 17 of the Act. The selected person should fulfill the norms as prescribed by the UGC from time to time.
 - ii. The Selection Committee, while preparing a panel shall give due considerations to the academic excellence, exposure to higher education system in the Country and abroad, and adequate experience in academic and administrative governance of the candidates.
 - iii. The Selection Committee shall be constituted by the Chancellor as per Section 17 (2) of the Act and the following shall be the members:
 1. Two eminent academicians nominated by the Sponsoring Body.
 2. One eminent person nominated by the State Government.
 3. The Chancellor shall appoint one of the members of the Selection Committee as Chairman.
 - iv. The Selection Committee shall submit a panel of at least three eminent persons for the appointment of the Vice -Chancellor.
 - v. If the Chancellor does not approve the recommendations of the Selection Committee, the Selection Committee shall be requested for fresh recommendations.
 - vi. Not with standing anything contained in the foregoing sub sections, the Chancellor may appoint the first Vice - Chancellor for a period of two years to conduct the affairs of the newly established University; provided that the appointed person fulfills the eligibility criterion as prescribed by the UGC.
2. The Tenure

The Tenure of the Founder Vice - Chancellor shall be of Two (2) years and that of the subsequent Vice - Chancellors shall be of Four (4) years as defined in the Section 17(6) of the Act. However, the Vice - Chancellor may continue to hold office for a period of additional six months or till a new Vice - Chancellor joins, whichever is earlier.
3. The conditions of service and age of retirement of the Vice-Chancellor shall be as prescribed in the Acts and in conformity with the Regulations of the UGC. Provided that, he shall not hold the office after attaining the age of 70 years.

4 The Powers and Functions of the Vice - Chancellor

The Vice - Chancellor shall be the ex-officio Chairman of the Board of Management, the Planning Board and the Finance Committee; and ex-officio Chairman of the Academic Council and the Board of Studies. It shall be the duty of the Vice - Chancellor to administer the University according to the Act, the Statutes, the Ordinances and the Regulations, for which following powers are vested with him to perform various functions.

- i. Shall preside over the convocation of the University in the absence of the Visitor and the Chancellor.
- ii. May be present at, and address, any meeting of any other authority or any other body of the University but shall not be entitled to vote there at unless he is a member of such authority or body.
- iii. If in the opinion of the Vice - Chancellor, the decision of any authority of the University is not in conformity with the powers conferred by the Act, Statutes. Ordinances or Regulations made there under or is likely to be prejudicial to the interests of the University, he shall request the concerned authority to revise such decisions wholly or partly or fails to take any decision within fifteen days, then such matters shall be decided by the Chancellor.
- iv. If in the opinion of the Vice - Chancellor it is necessary to take immediate action on any matter for which the powers are conferred on any other authority by or under the Act, he may take such action as he deems necessary, and shall at earliest opportunity thereafter report his action to such officer or authority as would have in the ordinary course dealt with the matter.
- v. Provided that if in the opinion of the concerned officer or authority, such action should not have been taken by the Vice - Chancellor, then case shall be referred to the Chancellor, whose decision thereon shall be final.
- vi. Provided further that where any action taken by the Vice-Chancellor affects any person in the service of the University, such person shall be entitled to prefer, within three months from the date on which such action was communicated to him, an appeal to the Chancellor and the decision of the Chancellor shall be communicated to the person concerned within three months from the date of appeal.

STATUTE-8**Appointment, Functions, Duties and Powers of the Registrar**

The Registrar shall be the Custodian of the University and shall carry out the orders/instructions given by the Vice - Chancellor and administer the University' as per rules and regulations.

1. Selection and Appointment of the Registrar

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. Subsequent Registrars shall be appointed by the Governing Body on the recommendation of the Expert Committee, consisting of the following:

- (i) The Chancellor -Chairperson;
- (ii) Any one per Nominated by the Chancellor;
- (iii) Vice Chancellor and
- (iv) Two expert members approved by the Board of Management

The University shall follow the following procedure for the selection of the Registrar:

- i. Shall invite applications in the prescribed form, for the post through the process of an advertisement which includes the web portal of the University.
- ii. A summary of the candidates applied for the post shall be prepared by the office of the Vice - Chancellor or by the person(s) deputed by him.
- iii. The date of meeting of the Expert Committee shall be fixed and a notice to this effect will be given to the short listed candidates, at least seven 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. However, the appointment shall be made after getting the approval of the Governing Body / the Chancellor.
- v. The Registrar shall receive pay and other allowances as decided by the Vice Chancellor. The age of retirement of the Registrar shall be seventy' (70) years or otherwise as decided by the Governing Body.
- vi. If a suitable candidate is not found in the first advertisement, subsequent advertisements shall be issued.

2. The Resignation/Removal

- i. When the office of the Registrar falls vacant on account of one reason or the other such as long illness or long absence or resignation, the Vice - Chancellor may appoint an officiating Registrar after taking the approval from the Chancellor for a period not exceeding six months or till the new registrar is appointed , whichever is earlier
- ii. 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 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. Before taking such action, the Registrar shall be given an opportunity of being heard. The Chancellor shall put up the matter for the consideration of the Governing Body whose decision shall be final.
3. Functions and Duties of the Registrar shall include the following:
- i. All documents shell as records etc. shall be authenticated by the Registrar on behalf of the University. Further, all contracts will also be signed by him.
 - ii. The Registrar will be responsible for answering in the Court of Laws in legal proceedings against the University or any of its Officers which relates to discharge of official duties in the University.
 - iii. Maintaining the records, the common property and any such other property of the University as the Governing Body may decide.
 - iv. To conduct the official correspondence of the Governing Body, Board of Management, Academic Council and of any other such bodies / committees. The Registrar shall be the Member - Secretary in all such bodies / committees but shall not have the right to vote.
 - v. The Registrar shall convene the meetings of the University Authorities by informing venue, date and time of the meeting to the members and related persons as directed by the Vice / Chancellor and make necessary arrangements for the same. Further, it shall be the duty of the Registrar to circulate agenda of the proposed meeting and the minutes of the previous meeting.
 - vi. Registrar shall send to Chancellor; agenda of the proposed meeting and minutes of the previous meeting to the authorities of the University as early as possible.
 - vii. The Registrar shall have the powers to take action against non-teaching employees in consultation with Vice Chancellor. However, if the act is of gross indiscipline or otherwise misconduct, the departmental enquiry may be constituted and if the serious action is warranted, the matter must be reported to the Board of Management in writing along with the charges labeled and detailed proceedings and findings of the Enquiry Officer.
 - viii. The Board of Management / the Vice - Chancellor may authorize the Registrar to participate in some other committees either as a Chairman or member. He will be required to keep the minutes of such meetings.

STATUTE-9**Appointment, Functions, Duties and Powers of the Chief Finance and Account Officer (CFAO)**

1. Appointment of Chief Finance and Accounts Officer(CFAO) shall be made by Chancellor. Application for the post of CFAO shall be initiated through advertisement or through manpower and recruitment consultants. Appointment of CFAO shall be made by The Chancellor on recommendation of a committee constituted as under

- a) Vice Chancellor / Chairman
- b) Chancellor Nominee
- c) Two Finance Experts approved by the Chancellor
- d) One Nominee of the sponsoring body

Terms and conditions of appointment of CFAO Consultants. Terms & conditions of appointment of CFAO, his pay & remuneration shall be decided by Chancellor. CFAO shall report directly to Vice Chancellor on financial and other matters pertaining to the university.

2. **The Resignation / Removal of the CFAO**

- i. When the office of the CFAO falls vacant on account of one reason or the other such as loss, as death, illness or long absence or resignation, the Vice Chancellor may appoint an officiating CFAO after taking the approval from the Chancellor.
- ii. 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. Before taking such action, the CFAO shall be given an opportunity of being heard. Decision of Chancellor shall be final.

3. **Functions and Duties of CFAO.**

The functions and duties of the CFAO shall include the following:

- i. To exercise general supervision over the funds of the University and advice about the financial policies. Further, CFAO shall be responsible to get the accounts audited regularly as instructed by the Chancellor from time to time.
- ii. To perform such other financial functions as may be assigned to him by the Board of Management or as may be prescribed by the Statutes or the Ordinances.
- iii. Subject to the control of the Chancellor and the Board of Management, the CFAO shall hold and manage the properties and

- investments of the University, including that of Trust and immovable properties, for fulfilling the objectives of the University.
- iv. To see that the limits fixed By the Finance Committee for recurring and nonrecurring expenditure for a year are not exceeded and the money is expended or spent for the purposes for which it was granted or allotted.
 - v. To be responsible for the preparation of the annual accounts and the budget of the University and their presentation to the Governing Body after due approval by the Finance Committee.
 - vi. To keep a constant watch on the cash and bank balances and investments.
 - vii. To watch the progress of collection of revenue and advice on the methods of collection applied.
 - viii. To ensure that the registers of properties of the University are maintained properly and that stock checking is conducted of the equipment and other material in the offices, Library, laboratories and University Departments / Institutions.
 - ix. To bring to the notice of the Chancellor/Vice - Chancellor any unauthorized expenditure or any other financial irregularity and suggest appropriate action against person at fault.
 - x. To call from any office of the University, including colleges and institutions maintained by the University, any information or report that he may consider necessary for the performance of his functions.

STATUTE-10**The Governing Body**

The Governing Body shall be the supreme authority of the University, and shall have the power to review the actions of the Board of Management and Academic Council, and shall exercise all the powers of the University not otherwise provided in the Act, the Statutes, and the Ordinances. It is the highest policy making body of the University and shall be responsible for the general supervision, direction and control of the work of the University so that the University fulfills its objectives.

1. Constitution

The Governing Body of the RENAISSANCE University shall consist of the following members, namely:

- i. The Chancellor an ex-officio Chairperson;
- ii. The Vice-Chancellor;
- iii. Three eminent persons nominated by the Sponsoring Body out of whom at least one shall be an eminent educationist;
- iv. Three distinguished persons nominated by the Visitor out of a panel of six names submitted by the State Government;
- v. One representative of the State Government not below the rank of Deputy Secretary and
- vi. The Registrar - Member Secretary.

The Registrar shall not take part in discussions and shall not participate in voting if required.

2. Tenure

The term of a nominated member of the Governing Body except those who are ex officio shall be of three (3) years and shall not hold the office for more than two consecutive terms.

3. Powers and Functions

The Governing Body shall be the supreme authority of the University and shall have full powers with regard to all movable and immovable properties of the University. Besides above, it shall have the following powers:

- i. To control functioning of the University by using all such powers as are provided by the Act, the Statutes, the Ordinances and the Regulations made there under.
- ii. To review the decision of other authorities of the University in case they are not in conformity with the provisions of the Acts, the Statutes, the Ordinances and the Regulations made there under.

- iii. To approve the budget and annual report of the University.
 - iv. To lay down the policies to be followed by the University;
 - v. To start new courses of Study/Faculty/Teaching department in accordance with provisions of Act.
 - vi. To recommend to the Sponsoring Body the liquidation of the University, provided a situation arises when the functioning of the University is not possible;
 - vii. Shall direct, supervise and control the 'endowment fund' and also general fund account and get them audited through CFAO, as per the Act.
 - viii. Shall be the final authority to approve the recommendation of the Board of Management for conferment of honorary, degree and other distinctions and awards.
 - ix. To create teaching and other academic posts and to define the functions and conditions of service of the Professors, Associate Professors, Assistant Professors, other teachers and the academic staff employed by the University after taking into consideration the recommendation of the Academic Council.
 - x. 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 thereof.
 - xi. Shall frame rules/regulations for the conduct of its business.
 - xii. Such other powers as may be prescribed by the Statutes, as per the provision of the Act 2007 amended from time to time.
4. Meetings and Quorum
- i. A meeting of the Governing Body shall ordinarily be called three times in a calendar year.
 - ii. Meeting of the Governing Body shall be called under the directions of the Chancellor and in his absence by the Vice - Chancellor.
 - iii. The Chancellor may, on his own or on the advice of the Sponsoring Body, call a Special Meeting as and when required in the interest of the University.
 - iv. At least seven (7) days clear notice shall be served to the members to conduct meetings. However, during emergency this period may be reduced by the Chairperson.
 - v. Five (5) members of the Governing Body shall form the Quorum. All decision of Governing Body shall be taken by simple majority of member's present in the meeting.
5. Vacancies
- Any member of the Governing Body may resign his office. The

- letter of resignation in writing shall be sent to the Chancellor. Such resignation shall take effect immediately on its acceptance and shall be communicated to the concerned member.
- ii. Any member of the Governing Body, who has been nominated to other body, shall not continue to be a member of that body after his removal or the acceptance of his resignation.
 - iii. A member of the Governing Body of the University shall automatically cease to be member on his being convicted by a Court of law for any offence including moral turpitude.
 - iv. Vacancy of a member arising by reason of death, resignation, and removal or otherwise shall be filled as soon as possible by the Sponsoring Body in case appointment of such member was done by Sponsoring body and By State Government in other cases . Further the new member so nominated by Sponsoring Body / State Government shall be a member for the un-expired portion of the term of departing member

STATUTE-11
The Board of Management

1. Constitution

There shall be a Board of Management of the University, duly constituted under Section 23(1) of the Act. It shall consist of the following:

- i. The Vice - Chancellor - Chairperson;
- ii. Two representatives nominated by the Sponsoring Body;
- iii. Two representatives nominated by the State Government;
- iv. Two senior most Professors of the University by rotation;
- v. Two senior most Teachers of the University other than Professors as mentioned above in clause (iv), by rotation;
- vi. Registrar - Member Secretary.

The Registrar shall not take part in discussion and shall not participate in voting.

2. Tenure

- i. The Members of the Board of Management, except those who are ex-officio, shall hold office for a period of three (3) years from the date of their nomination.
- ii. The Chairperson of the Board of Management, whose decision in the matter shall be the final, shall decide any dispute or question with regard to membership or tenure of a member.
- iii. The Vice - Chancellor and the Registrar shall be the ex-officio Chairperson and Member Secretary of the Board of Management, respectively.

3. Vacancies

- i. Any Member of the Board of Management may resign from his office. The letter of resignation in writing shall be sent to the Chairperson of the Board of Management. Such resignation shall take effect immediately on its acceptance and communicated to the member concerned.
- ii. Any member of the Board of Management, who is nominated to another Body in his capacity as a member of the Board shall not continue to be a member of that Body or hold the post after the acceptance of his resignation.
- iii. A member of the Board of Management of the University shall automatically cease to be member on his being convicted by a Court of law for any offence including moral turpitude.
- iv. Vacancy of a member arising by reason of death, resignation, and removal or otherwise shall be filled as soon as feasible, and the member so nominated shall be a Member for the un-expired portion of the term.

4. Meetings and Quorum

- i. The Board of Management shall meet at least once in every two months. The Vice - Chancellor may, in case of urgency, convene a special Meeting.
- ii. The meeting shall be convened under the direction of the Vice - Chancellor.
- iii. Five members shall constitute the quorum. decision shall be taken on the basis of simple majority of members present in the meeting.

5. Powers and Functions of the Board of Management

- i. The Board of Management shall be the Principal Executive Body of the University and have all the powers to manage and administer the University inclusive of the management of properties and revenues as per the Statutes and Ordinances. Further, it shall exercise all the powers of the University otherwise provided by the Act, Statutes, Ordinances or the Regulations for the fulfillment of the objectives of the University.
- ii. To prescribe qualifications and other conditions of eligibility for teachers and other academic staff after taking into account the recommendations of the Academic Council
- iii. To make appointments of Professors, Associate Professors, Assistant Professors, other teachers and such academic staff as may be necessary on the recommendations of the Selection Committees constituted for the purpose.
- iv. To specify the manner and appoint academic staff against the temporary vacancies.
- v. To follow and monitor the budget for expenditure as approved by the Governing Body.
- vi. To recommend the appointment of the Visiting Professors, Artists and Writers and determine the terms and conditions of such appointments to Chancellor.
- vii. To invest any money belonging to the University in such stocks, funds, shares or securities as it thinks fit or in the purchase of immovable property in India with the like power of varying such investment from time to time. However, no action under this Clause shall be taken without consulting the Finance Committee. Further, no such investment shall be done without the approval of the Sponsoring Body or Chancellor.
- viii. To make recommendations to the Governing Body to transfer or accept transfers of any immovable or movable property of the University.

- ix. To entertain, adjudicate upon or redress the grievances of the employees and the students of the University who may, for any reason, feel aggrieved.
- x. To consider the recommendations made by the Finance Committee about the remuneration to be paid to examiners and invigilators and to decide the same.
- xi. To delegate any of its powers to the Vice - Chancellor, and on the recommendations of the Vice - Chancellor to the Pro Vice - Chancellor, the Registrar, the CFAO or any other officer, employee or authority of the University or to a Committee appointed by it.
- xii. To institute and award fellowships, scholarships, studentships etc.
- xiii. To consider the recommendations of the Academic Council regarding the improvement in teaching-, research and development and enhancement in the facilities such as laboratories and equipment thereof library and other facilities.
- xiv. To exercise the power to create or designate Departments of the University or affiliated colleges or institutions as laid down by the Statutes/ Ordinances.
- xv. To consider the annual Internal Quality Assurance Cell (IQAC) report of all the University Departments, Centers and Cells and forwarding the same to the NAAC as per UGC guidelines.
- xvi. The Board of Management shall be the appellate authority in case of any question or dispute between a student or an employee on the one hand and any Authority or Officer -of the University / Faculty / Study Centre on the other hand.

STATUTE -12
The Academic Council

The Academic Council shall be the statutory body of the University on all academic matters.

It shall have the control and general supervision and be responsible for the maintenance of standards of instructions, research, education and examination within the University.

It shall exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Act, Statutes and Ordinances and shall have the right to advise the Board of Management on all academic matters.

1. **Constitution**

The Vice - Chancellor shall be the Chairperson of the Academic Council, The council shall consist of the following members, namely:

- i. The Vice -Chancellor Chairperson(Ex-officio);
- ii. Deans of the Faculties.
- iii. Chairman Board of Studies
- iv. Two experts, co-opted by the Academic Council who possesses special attainments in particular fields of study and are not employees of the University with approval of Chancellor
- v. The Registrar - Member Secretary, provided that the Registrar shall have no voting rights.

2. **Tenure**

The members of the Academic Council, other than the ex-officio members, shall hold office for a term of three years from the date of their appointment or co-option, as the case may be or as specified otherwise.

3. **Meetings and Quorum**

- i. As a routine, the Academic Council shall normally meet twice a year on the dates as fixed by the Vice - Chancellor. However, the Vice - Chancellor may call a special meeting of the Academic Council, if required. The Registrar shall, under the direction of the Vice - Chancellor, give not less than fifteen days clear notice for a routine meeting and seven days for a special meeting.
- ii. The agenda and proceedings of each meeting of the Academic Council shall be prepared by the Registrar and shall be approved by the Vice - Chancellor.
- iii. The Registrar shall send by electronic media or post, a copy of the proceedings of that meeting so signed by the Chairperson, to

each member of the Academic Council, the Governing Body, the Board of Management, the Finance Committee, the Dean of the Faculties and the Board of Studies within six weeks after a meeting.

- iv. A copy of the minutes shall be submitted to the Chancellor also.
- v. Approval of the resolutions shall be by simple majority of the Members present.
- vi. One third members of the Academic Council shall form the quorum for a meeting.

4. Powers and Functions of the Academic Council

Subject to the relevant provisions of the Act, the Statutes and the Ordinances, the Academic Council shall, in addition have the following powers:

- i. To exercise general supervision over the academic policies of the University and to give directions regarding methods of instruction, evaluation, research and improvement in academic standards.
 - ii. To consider matters of general academic interest either on its own initiative or on a reference from the Planning and Development Board or a Faculty of Studies or the Board of Management and to take appropriate action thereon.
 - iii. To frame such regulations as are consistent with the Statutes and the Ordinances regarding the academic functioning of the University including discipline, admissions, award of fellowships and studentships, fee and other academic requirements.
 - iv. To take measures for Quality Education and Accreditation of the University.
 - v. To make recommendations to the Governing Body for the conferment of degrees, honorary degrees or any such other distinctions or honor of the University.
 - vi. To recommend the new courses of studies.
 - vii. To recommend the Regulations for the methodology, schemes, and modalities of University Examinations and allotment of marks / credits for individual subjects in all the courses.
 - viii. To take up the matters for periodical review of functioning and co-ordination between all the constituent Institutions and /departments and recommend to the Board of Management, the ways and means of improvement.
 - ix. To consider other academic or student welfare matters referred to it.
 - x. Shall ensure that while framing rules, syllabus and curriculum norms of the Regulatory Councils from time to time, are adhered to.
5. Academic Council shall, in addition to all other powers vested in

Council, have the powers to make recommendations to the Board of Management keeping in view the guidelines of National Regulatory Bodies such as UGC, AICTE etc. with regard to the creation or abolition of teaching posts in the University.

In addition to above, the Council shall recommend to the Board of Management the following:

- i. The classification of the posts according to the requirements and their duties attached thereto.
- ii. Laying down qualifications and specializations for the recruitment of teachers in any subject and the emoluments to be paid to them.
- iii. To formulate and modify or revise the schemes for the organization of Faculties and to assign to such Faculties their respective subjects and also to report to the Governing Body as to the expediency of the abolition or sub-division of any Faculty or the combination / merger of one faculty with another.
- iv. To recommend the creation of New Departments, Cells and Centers.

STATUTE -13
The Finance Committee

The Finance Committee shall be one of the statutory bodies of the University to deal with all the financial matters. It shall have the control and general supervision and be responsible for the management of finances such as income, expenditure, budgets, auditing etc. of the University. It shall exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Act, Statutes, Ordinances and regulations and shall have the right to advise the Board of Management on all financial matters.

1. **Constitution**

The Finance Committee shall consist of the following:

- i. The Chancellor - Chairperson
- ii. The Vice Chancellor
- iii. The Registrar
- iv. Two persons to be nominated by the Chancellor
- v. The Chief Finance and Account. Officer (CFAO) - Member Secretary

2. **Tenure**

The tenure of the nominated members shall be three (3) years from the date of notification.

3. **Meetings and Quorum**

- i. Three members of the Finance Committee shall form a quorum for a meeting of the Committee.
- ii. The Finance Committee shall meet at least twice a year to present the budget, examine the accounts and scrutinize the expenditure statement prepared by the CFAO.

4. **Powers and Functions**

The Finance Committee shall perform the following functions namely:

- i. All proposals relating to revision of grades, up-gradation of the pay-scales and those items which are not included in the budget, shall be examined by the Finance Committee before they are considered by the Board of Management.
- ii. The annual accounts and the financial estimates of the University prepared by the CFAO shall be presented to the Finance Committee for approval and thereafter submitted to the Board of Management.
- iii. The Finance Committee shall fix the limits for the total recurring and

non-recurring expenditure for the year, based on income and resources of the University, and no expenditure shall be incurred by the University in excess of the limits so fixed, without the approval of the Finance Committee.

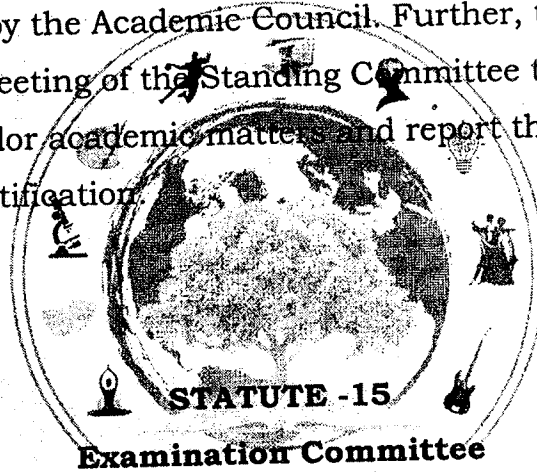
- iv. To conduct a scrutiny of Accounts of the University, whenever called upon by the Board of Management/Chancellor/Governing Body.
- v. To review the concurrent and the yearly Audit Reports and make recommendations there upon.
- vi. To approve the Regulations for the policies guidelines for purchase / procurements in the University.
- vii. In case of urgency, any expenditure in excess or absence of the budget provisions incurred by the Vice - Chancellor with the approval of the Chancellor for the reasons to be recorded in writing should be reported; in the next meeting of the Finance Committee.

STATUTE -14
Standing Committee

The Academic Council may constitute Standing Committee to look after the routine matters of academic nature on its behalf. The committee shall have the following constitution.

1. Constitution
 - i. The Vice - Chancellor - Chairperson
 - ii. All deans of faculty
 - iii. The Registrar - Member Secretary.
2. Powers and Functions

Standing Committee shall consider all those matters which have been assigned to it by the Academic Council. Further, the Vice - Chancellor may call the meeting of the Standing Committee to decide some of the Vice - Chancellor academic matters and report them to the Academic Council for rectification.



There shall be an Examination Committee for each department/school of study . This Committee shall consist of following:

- i. The Vice - Chancellor - Chairperson.
- ii. Dean of the Faculty concerned.
- iii. The Head of the Department-Convener.
- iv. Two teachers of the Department to be appointed by rotation.

STATUTE -16
Faculties of the University

1. RENAISSANCE University shall consist of following faculties:

1. Faculty of Engineering & Technology
2. Faculty of Management
3. Faculty of Science
4. Faculty of Commerce
5. Faculty of Arts, Humanities and Social Sciences
6. Faculty of Journalism & Mass Communication
7. Faculty of Design
8. Faculty of Agriculture
9. Faculty of Education
10. Faculty of Law & Legal Studies
11. Faculty of Library Science
12. Faculty of Hotel and Hospitality Management
13. Faculty of Performing Arts
14. Faculty of Paramedial Science
15. Faculty of Nursing

Two or more faculty may be grouped together to make one Faculty and / or new faculty may be constituted according to the need as and wherever required.

2. Faculties :

Following shall be the department of studies assigned to each faculty imparting diploma, graduate, post graduate and Ph.D. programs decided by the Academic Council:

S.No.	Faculties	Institute/Department/ School	Name of Degree/Diploma
1	Faculty of Engineering & Technology	School of Engineering & Technology	B. Tech./M. Tech./ M.Phil/Ph. D./ Dual Degree/ Integrated Program / Diploma/Ph.D. Core all Engineering subject areas will be covered however as per the recommendation of Academic Council integration of 2 or more subject areas of Engineering or new allied areas of Engineering subject will be included.
2	Faculty of Management	School of Management	B.B.A./ BBA Hons /M.B.A. / M.Phil/Ph. D./PGDM /PGP Diploma/Certificate Program/ Dual Degree /Integrated Program/ Following Major subjects & management areas will be covered however as per the recommendation of Academic Council integration of two or more subject areas or new areas will be included: Human Resource Management, Finance Management, Marketing Management, Production Management, Information Technology Management, Retail Management, Event Management Media &

			Mass Communication Management Health Care Management, Insurance & Investment Management, Hotel Management Cyber Law & Security Management, Foreign trade, Hospital Administration Digital Media Management, Aviation, Tour and Travel Management, Fashion Business Management, Construction Management Personal Management, E-Commerce Management, Brand Management Franchisee Management, Entrepreneurship Management, CSR Management Design and Communication Management, Catering Management, Corporate Finance Management, Personal Grooming Management, Beauty and Salon Management
3	Faculty of Science	School of Science and Computer Studies	B.Sc. (Hons) / B.Sc / BCA / MCA/ BCA+MCA (Intigrated) Master of Science/ M.Phil/Ph. D./ Diploma/Certificate Program/Following Major subjects areas will be covered more subject areas or new areas will be included: Chemistry and Applied Chemistry, Chemical Science, Physics and Applied Physics, Mathematics and Applied Mathematics, Micro Biology, Bio-Technology, Computers & Data Analytics, Bio Chemistry, Bioinformatics, Biotechnology, Botany, Earth Science, Electronic Media, Environmental Science, Geology Forensic Science, Neuroscience, , Forensic Science, Cyber Law, Cyber Security, Food Technology, Industrial Microbiology, Statistics, Zoology, police science,
4	Faculty of Commerce	School of Commerce	B.Com.(Hons) / B.Com. /B.Com (Computers)/M.Com/M.Phil / Ph.D. Diploma Courses Certificate courses Following Major subjects areas will be covered however as per the recommendation of Academic Council integration of two or more subject areas or new areas will be /included: Computers , Management , Economics , Foreign Trade , HR Commerce, Banking & Finance, Taxation,
5	Faculty of Arts, Humanities and Social Sciences	School of Arts Humanities and Social Sciences	B.A.(Hons)/ B.A. /M.A.(Hons)/MA / M.Phil /Ph.D. Following Major subjects areas will be covered however as per the recommendation of Academic Council integration of two or more subject areas or new areas will be included: Psychology, Public Admin, Social work, Geography, Hindi, Fine Arts, Sanskrit, English, Political Science, History, Sociology, Economics, Applied Economics, Vedic Science
6	Faculty of Journalism &	School of Journalism &	B.A. Hons /M.A.Hons / M.Phil/Ph. D./Diploma and Certificate Program/B.J./M.J.

	Mass Communication	Mass Communication	Following Major subjects areas will be covered however as per the recommendation of Academic Council integration of two or more subject areas or new areas will be included: Journalism & Mass Communication, Journalism Communication
7	Faculty of Design	School of Fashion Technology and Design	B.Des./M.Des./MFM / M.Phil/Ph. D./ Bsc Animation and Multimedia/ Diploma/Certificates Courses Following Major subjects areas will be covered however as per the recommendation of Academic Council integration of two or more subject areas or new areas will be included: Fashion Accessory Design, Fashion Design , Interior Design, Product Design, Textile Design Creative Design , Animation and Multimedia ,
8	Faculty of Agriculture	School of Agriculture Sciences	B.Sc. Agri /M.ScAgri . /B.Sc Seed Technology , MSc Seed Technology Diploma/Certificate / M.Phil/Ph. D., Following Major subjects areas will be covered however as per the recommendation of Academic Council integration of two or more subject areas or new areas will be included: Agriculture, Soil Science, Entomology , Crop Science, Post Harvest Technology, Irrigation, Technology, Horticulture, Agronomy , Floriculture Nursery Technology , Seed Technology
9	Faculty of Education	School of Education	D.Ed /B.Ed/ M.Ed./ M.P.Ed./ M.P.Ed/B.P.E/ M.P.E/ M.Phil/Ph. D. Following Major subjects areas will be covered however as per the recommendation of Academic Council integration of two or more subject areas or new areas will be included: Education, Sports Management, Physical Education, Yoga & Meditation
10	Faculty of Law & Legal Studies	School of Law	LLB , BA LLB , B.Com LLB , BBA LLB LLM/ Integrated LLM/ M.Phil/Ph. D.
11	Faculty of Library Science	School of Library Science	B. Lib. I. Sc. /M. Lib. Sc./ M.Phil/Ph. D.
12	Faculty of Hotel and Hospitality Management	School of Hotel & Hospitality Management	Bachelor of Hotel Management/B.Sc.in Hospitality and Hotel Administration/PG Degree/ M.Phil/Ph. D./ Diploma and Certificate Program Following Major subjects areas will be covered however as per the recommendation of Academic Council integration of two or more subject areas or new areas will be included: Hotel Management, Hospitality & Hotel Administration, Food Technology, Tourism, Catering Technology
13	Faculty of Performing Arts	School of Performing Arts	Bachelor of Performing Arts(B.P.A.)/ Master of Performing Arts (M.P.A.)/Bachelor of Visual Arts

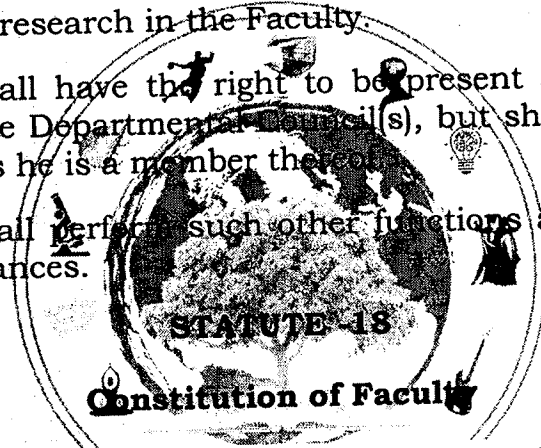
			(B.V.A.) Animation & VFX & film making/Master of Visual Arts (M.V.A.) Animation & VFX & Film making .B Dance / M Dance/B Music / M Music / Diploma / Certificate Courses/ M.Phil/Ph. D.
14	Faculty of Paramedial Science	School of Paramedical Sciences	BPT - Bachelor of Occupational Therapy, BPT - Bachelor of Physio / Physical Therapy, Prosthetic and Orthotic Engineering, BSc (Audiology and Speech Therapy), BSc (Ophthalmic Technology), Bachelor (Mental Rehabilitation) - BMR, BSc (Human Biology), BSc (Radiography), BSc (Radio Therapy), BSc (Nuclear Medicine), BSc (Respiratory Therapy Technology), BSc (Medical Technology X-Ray), BSc (Medical Secretarial Service), BSc (Operation Theatres), BSc (Medical Laboratory Technology), BSc (Allied Health Services), BSc (Bio - Medical Technique), Bachelor of Speach, Language, & Hearing (BSLH), Bachelor of Naturopathy & Yogic Science . / M.Phil/Ph. D
15	Faculty of Nursing	School of Nursing	Bsc (Nursing) , Msc (Nursing) Diploma/ Certificate/ M.Phil/Ph. D.

Some of the Departments may not offer some of the programmes further; new Departments may be established after the approval of the Academic Council, and other relevant bodies of the University. The Departments may offer a new Programme after the due approval of the Academic Council.

The curriculum of the programmes, minimum teaching hours, examination, evaluation, passing marks and award of divisions etc. shall be decided by the various competitive bodies of the University including that of Academic Council.

STATUTE -17**Dean of the Faculty****The Dean shall be the Head of a Faculty of Studies.**

- i. The Dean shall be appointed by the Vice - Chancellor in order of capabilities/experience amongst the Professors of the various Departments of the Faculty. The tenure of the Dean shall be for a period of three years or till the date of superannuation, whichever is earlier. However, he may be considered for reappointment but shall not serve more than six (6) years in continuation.
- ii. If at any time, there is no Professor in the department, the Vice - Chancellor may appoint Associate Professor / Dean of Sister Faculty as Dean for the period of absence of the Professor.
- iii. The Dean shall be the Head of the Faculty of Studies and shall be responsible for the conduct and maintenance of the standards of teaching and research in the Faculty.
- iv. The Dean shall have the right to be present and to speak in any meeting of the Departmental Council(s), but shall not have the right to vote unless he is a member thereof.
- v. The Dean shall perform such other functions as may be prescribed by the Ordinances.



The Faculty shall be the principal coordinating and administrative body amongst the departments/Schools of the Faculty and shall be constituted for each Faculty separately.

1. Each Faculty shall consist of the following members, namely:
 - i. The Dean of the Faculty who shall be the Chairperson.
 - ii. The nominee of the Vice - Chancellor.
 - iii. All Heads of the departments constituting the faculty.
 - iv. Chairman Board of Studies
 - v. Two experts, co-opted by the Faculty who possess, special attainments in particular fields of study and are not teachers of the University since last three years.
2. The members of the Faculty, other than ex-officio members, shall hold the office for a term of three years from the date of their appointment or co- option, as the case may be or as specified otherwise.

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STATUTE - 19**Powers and Functions of the Faculty**

1. The Faculty shall consider and approve such administrative matters which are common amongst constituent departments of the Faculty of Studies.
2. The Faculty shall have such powers and shall perform such duties as given in the Ordinances I Regulations.
3. The functions of the Faculty shall be as follows:
 - i. Subject to the control of the Academic Council, to organize teaching and research work in the department of studies assigned to the Faculty.
 - ii. To recommend to the Academic Council, the conditions for the award of degrees, diplomas and other academic distinctions.
 - iii. To coordinate work in subjects assigned to the Faculty.
 - iv. To secure coordination in research, whenever applicable.
 - v. The Faculty shall also consider and make such recommendations to the Academic Council on any question pertaining to their respective spheres of work as may appear to them necessary or on any matter referred to them by the Academic Council.
4. The Dean may call a joint meeting of the Board of Studies and Faculty to resolve the matter of academic and administrative nature.

STATUTE -20**Board of Studies**

The Board of Studies shall be the principal academic body of the School of study/ Teaching Departments and therefore, shall be constituted for each school. It shall be a statutory body and shall consider all the academic matters of the School and make the appropriate recommendations to the Faculty for its considerations and approval. Further, it shall have the control and general supervision and be responsible for the maintenance of academic standards inclusive of examinations in the departments of the concerned School.

1. Formation of the Board of Studies

The senior most Professor shall be the Chairperson of the first Board of Studies which will by rotation amongst other Professors (if any) and shall have the following as members, namely:

- i. Head of the teaching departments of the Subjects/department(s).
- ii. One Professor and the Associate Professors of the Subjects by rotation.
- iii. One Professor from the Faculty as a nominee of the Vice - Chancellor.
- iv. Two experts co-opted by the Board of Studies who possesses special attainments in particular fields of study and are not employees of the University.

The members of the Board of Studies, other than the ex-officio members, shall hold the office for a term of three years from the date of their appointment or co-option, as the case may be or as specified otherwise.

2. Meetings and Quorum

- i. As a routine, the Board of Studies shall normally meet once a year on the dates as fixed by the Dean of the Faculty. However, the Dean may call a special meeting of the Board of Studies if required, by serving at least three days clear notice for the same.
- ii. The agenda and proceedings of each meeting of the Board of Studies shall be prepared by the Chairperson in consultation of Vice

Chancellor and shall be sent to each member of the Board with a copy to the Vice - Chancellor for information and necessary action.

- iii. One third members of the Board of Studies shall form the quorum for a meeting.

3. Powers and Functions

Subject to the relevant provisions of the Act, the Statutes and the Ordinances, the Board of Studies shall consider all the academic matters of the faculty members and recommend to the Academic Council for approval. Powers and Functions include the following:

- i. To exercise general supervision over the academic policies of the Faculty members and to give directions regarding methods of instruction, evaluation, research and the improvement in the academic standards.
 - ii. To recommend to the Dean regarding the courses of studies and curricula for each examination after considering the recommendations of the Departmental Councils.
 - iii. To recommend to the Dean the combination and sub-division of the Departments or the Faculties, if required.
 - iv. To consider and make recommendations to the Dean on the matters of general academic interest either on its own initiative or on the directives received from the Planning and Development Board or the Board of Management.
 - v. To frame such regulations as are consistent with the Statutes and the Ordinances regarding the academic functioning of the Subjects, including discipline, admissions, award of fellowships and studentships, fee and other academic requirements concerning the Subjects.
 - vi. To take-measures for Quality Education and Accreditation of the Departments of Studies.
4. The Dean may call a joint meeting of the Boards of Studies and Faculty to resolve the matter of academic and administrative nature.

STATUTE -21**Students Council**

1. The Students Council shall mainly function as a forum of the students. This forum mainly gives the feedback and suggestions on the academic matters, environment and activities to be carried out by the University in order to improve students' employability, to the Dean of the Students Welfare . Student council shall be formed on the basis of merit.50% reservation to female candidates shall be given
2. Under the control of the Dean of Students Welfare , the Council may organize extension lectures of the renowned personalities and also extra-curricular activities in the University.
3. The University shall define other functions in the Rules and Regulations according to the guidelines of the University Grants Commission (UGC), New Delhi.

**Appointment of the Teachers in the University**

The Teachers (Faculty) in the University shall be appointed according to the rules, regulations and guidelines as prescribed by the UGC, AICTE and / or other Regulatory Councils for the courses offered by the University.

1. Eligibility for Appointment
 - i. A person will be appointed on an academic position according to the qualifications as prescribed by the UGC, AICTE and other competent bodies according to the courses offered by the University.
 - ii. However , the persons may be appointed from the industries, research laboratories, educational institutions or universities by relaxing the qualifications duly approved by the Board of Management/Chancellor/Vice Chancellor.
 - iii. Wide publicity will be given for the vacancies to be filled in through portal of the University.
2. Constitution of Selection Committee

- i. Selection committees shall be constituted for making recommendations to the Board of Management/Vice Chancellor/Chancellor for appointments or promotions to the posts of Professors, Associate Professors, Assistant Professors and other academic staff and Heads of Institutions / Centers maintained by the University.
- ii. The Selection Committee under the Chairmanship of the Vice - Chancellor or his nominee will constitute:
 1. One member of the Board of Management
 2. The Dean of the concerned Faculty of Studies
 3. Three experts not connected with the University to be nominated by the Chancellor.

Three members of the selection committee (who shall include at least two experts) shall form a quorum for a meeting of the selection committee constituted under clause (ii) above.

3. Screening Committee

A Screening Committee consisting of three members, appointed by the Vice -Chancellor shall screen all the applications received in response to wide publicity. The Committee will prepare a summary of candidates to be called for an interview taking into account the Academic Performance Indices (APIs) merit as per UGC prescribed guidelines. Also a list of candidates rejected and not to be called for the interview shall be made separately giving reasons for the rejection, including limiting the candidates up to certain cutoff APIs for interviews in case of excessive number of applications received.

4. Recommendations of Selection Committee

The Selection Committee shall recommend to the Chancellor the names arranged in order of merit, if any, of the persons who it considers suitable for the appointments and after the approval of the Chancellor, the appointment or promotion letters shall be issued to the candidate by the Registrar. The committee may reject all the candidates with justification.

5. Fixed period / Part-time / Contractual Faculty

In addition to full-time teachers, the Board of Management / the Vice - Chancellor with the approval of Chancellor may also decide to engage teachers for a fixed period, part time, or on contractual basis along

with terms and conditions such as honorarium, TA V DA,. if any, conveyance charges etc. of such engagements, from time to time.

6. Adjunct / Visiting Professors

- i. The Vice - Chancellor on the recommendations -of the Head of the Department and the Dean of the Faculty may appoint the Adjunct / Visiting Professor with the approval of the Chancellor. The tenure of all such appointments shall not exceed a period of three years.
- ii. For the appointment in these categories, the Vice - Chancellor may on his own consider and recommend appointment of distinguished scholars, scientists, writers or artists by relaxing qualifications and eligibility criterion, provided the Board of Management/Chancellor approves such appointments.

STATUTE -23

Categories of the Non-Teaching Employees

1. Following types of non-teaching employees will be employed by the University
 - i. Permanent / Probationary Employees
 - ii. Contractual Employees
 - iii. Casual Employees
2. Permanent employee shall be appointed against a clear vacancy and shall be kept on probation for a period of one year. The services could be terminated or the probation period be extended by serving notice, if the performance is found unsatisfactory in a working period of eleven (11) months or less.
3. Contractual employee means an employee who is appointed on contract basis for a specified period.
4. Casual Employee means an employee who is engaged on the basis of a Muster Roll.
5. The service conditions for aft the above types of employees shall be prescribed in Rules and Regulations.

STATUTE - 24**Other Officers of the University**

1. Following shall be the other Officers of the University:
 - i. The Controller of Examinations
 - ii. The Deputy and the Assistant Registrars
 - iii. The Chief, the Deputy and the Assistant Librarians
 - iv. The Director and the Assistant Director of Physical Education
 - v. The Director Corporate Relations
 - vi. Chief Proctor / Proctor
 - vii. Dean Student Welfare
 - viii. Hostel Warden
2. The Controller of Examinations
 - i. Shall be an officer of the University and shall be appointed by the Vice - Chancellor from the University / Administrative Officers having sufficient experience and well versed with the examination and evaluation procedures of the University.
 - ii. Shall be vested with all the powers and responsibilities as specified in the Regulations. Further, he shall be responsible to make all the necessary arrangements for the conduction of examinations as per the Ordinances and Regulations.

When the office of the Controller of Examination falls vacant by one reason or the other, the duties of the office shall be performed by such person as the Vice - Chancellor may appoint for the purpose.

3. Other officers as stated above from (1) (ii) to (1) (vi) shall be whole-time salaried officers appointed by the Chancellor on the recommendation of a selection committee constituted for the purpose, and exercise such powers to perform such duties, as may be determined by the Chancellor and provided in the Regulations of the University.
4. The appointment of officers mentioned at (1)(iii) and (1)(iv) above shall be made following the procedure as laid down in the Statute 22 for the appointment of Teachers and that of others mentioned at 1(ii), 1(v) and

l(vi) shall be made according to the procedure laid down for non-teaching staff.

5. The powers and responsibilities of other officers shall be as specified in the respective Regulations.

STATUTE - 25

Conferment of Honorary Degrees and Academic Distinctions

University may confer Honorary Degree of Ph.D. , D.Sc. or D. Lit. or other distinctions to the renowned and deserving personalities who have contributed in the areas of Education, Science, Fine Arts, Social Sciences, Technology, Drama, Games and Sports, Industries etc. in accordance with the following procedure:

1. All proposals for the conferment of Honorary Degrees shall be made by the Academic Council to the Board of Management and shall require the consent of the Governing Body before submission to the Chancellor for conferring the honours. However, in case of urgency, the Chancellor may act on the recommendation of the Board of Management and later on take the consent of the Governing Body.
2. If at the later stage, it is found that the honorary degree has been conferred to the non-deserving personality, the University, then the same may be withdrawn by the University through the resolution passed by the two - third majority of the members of the Governing Body and the approval of the Chancellor.

STATUTE -26

Provision Regarding Fee to be charged from the Students

1. The tuition fee payable by the student shall be such as may be fixed by the University from time to time subject to directive(s) as received from the Government of India / State Government / Regulatory Commission / UGC thereon. The fee structure and payment schedules shall be as declared in the Regulations after approval from regulatory commission.
2. Other charges and fee shall be payable by the student as decided by the University from time to time. It shall include the following:
 - i. Students' Alumni Association Fee
 - ii. Examination Fee for each semester

- iii. Internet Fee
 - iv. Library Fee
 - v. Sports Fee
 - vi. Training and Placement Fee
 - vii. Hostel and / or Bus Fee
 - viii. Caution Money
 - ix. Issue of duplicate documents such as mark sheets, migration certificate, degree certificates, character certificate etc. However, the duplicate. Certificates will be issued as per the regulations laid down by the University.
 - x. Fee for the Health Services
 - xi. Counseling Fee
 - xii. Cultural Activities Fee
 - xiii. Fee for attending additional classes for improvement of grades or additional courses
 - xiv. Transcripts Fee
 - xv. Innovation and -Invocation Cells, Skill Set/Aptitude and Personality Development etc.
 - xvi. Group Insurance Premium.
 - xvii. Degree verification Fee
 - xviii. Any other fee provided and approved by competent authorities of the University.
3. Tuition fee and other charges levied on the students shall be at the rates approved by the University from time to time, provided that where the statutory recognizing authority has prescribed a formula for determining the tuition fee and other charges, they shall be levied accordingly.
4. Other fee such as enrolment, migration transfer etc. shall be charged at the rates approved by the University from time to time as laid down in the concerned Regulation.

5. Policies and directives of Central/State Regulatory bodies as applicable for the Private Universities established under the Act regarding the provisions for the fee to be charged from the students of Below Poverty Line family, Scheduled Castes, Schedule Tribes, Other Backward Classes, Physically Handicapped and other categories shall be applicable to the University.

STATUTE -27

Administration of General Funds for the Award of Fellowships,

Scholarships, Medals and Prizes in the University

1. The Vice Chancellor/Board of Management may accept donations for creation of general fund in the University for the award of Fellowships, Scholarships, Stipends, Medals and Prizes of the recurring nature.
2. The Vice Chancellor /Board of Management shall administer all the donations / endowments received.
3. The award shall be made out of the annual income accruing from the endowment.
4. Organization or the individuals intending to sponsor a fellowship, Scholarship / stipend or award / prize in the name of organization / individual, will be required to deposit an endowment with the University, whose annual Income shall be utilized for the payment of fellowships, scholarships* awards /prizes etc.
5. The Vice Chancellor /Board of Management shall prescribe the conditions of depositing the general funds in secured instruments.
6. The value of endowment necessary for instituting an award shall be prescribed by the Board of Management.
7. The detailed terms and conditions for fellowships, scholarships, awards / prizes shall be laid down in the M.O.U. for each case.
8. In case, any endowment is accepted by the Vice Chancellor /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 purposes of the endowment etc.

9. Approval of awardees of fellowships, scholarships, medals and prizes as per the specific Regulation (s) / Ordinance (s).
10. Approval for carrying the literary, science, research, fine arts or similar activities can also be granted from the endowment fund and shall be as laid down in the Regulations.

STATUTE -28

Convocation

1. 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.
2. The University Convocation will be normally held every year for the award of the Degrees, Diplomas and other Distinctions.
3. The Convocation shall normally be held in the main campus of the University or at such other places as may be approved by the Chancellor.
4. The Academic Council shall frame University Regulations relating to the format of the Degree and Diploma, Documents, Certificates and Citations, their text, issuance of these documents in absentia, duplicate degree and the procedural details for conduct and holding the Convocation with approval of vice Chancellor.
5. In case of awarding Honorary D. Sc. / D.Litt. degree to a top international dignitary special convocation may be held following the same procedure maximum two times in an academic year.

STATUTE - 29**Admission of Students****A. Eligibility**

Eligibility criteria for admissions shall be based upon the merit of the qualifying examinations or equivalent examination / admission test(s) conducted at State / National level by the University or by the State / National Bodies as decided by the University from time to time.

"Qualifying Examination" means an examination the passing of which makes a student eligible for admission to a particular year in a course of study leading to Bachelor's or Post Graduate Degree or Diploma or other program offered by the University. "Equivalent Examination" means an examination, which has been conducted by : a) Any recognized Board of Secondary Education, or b) Any Indian university incorporated by any law in force for the time being, and recognized by this University as equivalent to its corresponding examination or c) Any foreign University / Board examination that have been recognized by Association of Indian Universities as equivalent to 10+2 stage qualification or Bachelor Degree Program as per the case may be. The Academic Council will consider the eligibility criterion, determination of the merit, concessions etc. and decide / approve as the case may be. The criterion will be advertised / published in the prospectus / information brochure / on the website of the University for that session, before the commencement of the admission procedure.

B. The Admission Committee

The Dean of the Faculty in consultations with the Head of the Departments of that Faculty shall appoint the admission committees duly approved by the Vice-Chancellor, for making the admissions in under graduate and post graduate courses, Diploma and Certificate Programs offered by the departments.

Each committee shall comprise of:

- I. The Head of the Department;
- II. Senior most Professor / Associate Professor / Assistant Professor in the Department; and
- III. One member from outside the Department nominated by the Vice-Chancellor.

B1 Powers and Duties of the Admission Committee

- I. Powers and duties of the Committee shall be to select the candidates for admission to the various Programs in accordance with the approved procedure.
- II. The detailed guidelines to be followed for the admission with regard to the dates of receiving the applications, holding the admission tests, criteria for admission, order of merit shall follow the respective ordinances and will be advertised separately.
- III. After verification of the original documents, if any information furnished by the candidate in admission form, on which the candidate got admission, is found to be wrong or mismatched, then his admission will be treated as cancelled and fee deposited by him

will not be refunded.

- IV. The list of admissions made, together with the waiting list, shall be put up on the notice boards / website in the stipulated period.
- V. Candidates with supplementary/ATKT in the qualifying examinations will get the admission provisionally and if they fail to pass the qualifying examination the admission will stand cancelled.
- C. No. of Seats :The intake offers for each program of study are approved by the Vice Chancellor on the recommendations of the Dean of the Faculty/ Schools concerned (Intake is the available seats to be offered for a program). Policies and directives of Central / State regulatory bodies as applicable for the Private Universities established under the Act regarding the provisions for number of seats in different subjects and courses shall be applicable to the University. Sponsoring Body being Minority Institution preference to Minority communities shall be given in admission however If the candidates belonging to minority community are not sufficient in numbers on the specified date for admissions, the vacant seats will be offered to the candidates in the general category according to the eligibility criterion.
- D. Transfer from other Institutions / Universities in Different Courses
The university shall entertain the request from students of other Institutions / Universities for transfer in the courses offered by various departments. These transfers shall only be allowed up to the pre-final year classes. It means if the duration of course is of 4 years then student may request for a transfer up to third year only.
- E. Duration of Course:-
The maximum period for the course shall be as specified in the respective Ordinances or Regulations. However, on the recommendations of the academic council, the Vice - Chancellor may allow the student to rejoin and continue his studies. There shall not be any time limit. The equivalent credits earned by the student shall be carry forwarded in the prevailing scheme. However, while choosing the subjects, the candidate shall be required to study the pre-requisite courses if any
- F. Criteria for Provisional Admission : The candidates whose results of qualifying exams are awaited can also apply, and they will be admitted provisionally. Such candidates, however, must produce the previous year's mark sheet, school/college certificate as a proof of fulfilling required eligibility criteria before the due date, failing which; the provisional admission cannot be granted. The candidates so admitted shall have to present mark sheet of the qualifying examination within two months of the due date of admission, failing which the provisional admission shall be cancelled. An candidate admitted provisionally as mentioned above fails has not obtained the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him/her will be cancelled.
- G. The application form may be rejected due to any of the following reasons:

- i. The candidate does not fulfill the eligibility conditions.
 - ii. The candidate has been debarred on disciplinary grounds from any colleges/ University/ Institution.
 - iii. The prescribed fees are not paid.
 - iv. The application form is not signed by the candidate and his/her parent/guardian, wherever required.
 - v. Required documents for admission are not enclosed.
- H. Enrollment will be assigned to the student by the University after verification submission of all required documents/fees Provided that the reservation of seats and relaxation in percentage of minimum marks wherever prescribed in respect of students belonging to scheduled Castes, Scheduled Tribes and OBC shall be as decided by Central/State Government from time to time.
- i. Reservation of Seats. Students below: Poverty Line. Scheduled Castes. Schedule Tribes. Other Backward Classes, Physically Handicapped and other Categories.
 1. Policies and directives of Central / State regulatory bodies as applicable for the Private Universities established under the Act regarding admission including the \ regulation of reservation of seats, especially for the students of Below Poverty line family, Scheduled Castes, Schedule Tribe, Other Back ward Classes, Physically Handicapped and other categories shall be applicable to the University
 2. Seats for admission in the university for the students belonging to Scheduled Castes, Scheduled Tribes, Other Backward Classes, Women, Physically Handicapped Students, Children of Defense Personnel and other specified categories shall be reserved primarily as per the policy of state government and as prescribed in the Act 2007 and as amended from time to time.
 3. If the candidates belonging to any reserved categories are not sufficient in numbers on the specified date for admissions, the vacant seats will be offered to the candidates in the general category according to the eligibility criterion.

J The Admissions in Medical , Dental and other courses related to health sciences shall be made according to the directions issued by Medical Education Department , Government of MP , MCI / DCI/INC/ AYUSH / PARAMEDICAL COUNCIL OF INDIA and other regulatory bodies from time to time

STATUTE -30**Annual Report**

1. The Annual Report of the University shall be prepared by the Registrar for the consideration and approval of the Board of Management.
2. The Annual Report shall consist of two (2) parts (i) Activity Report highlighting the steps taken by the University for the Fulfillment of its objectives for which the Registrar shall be responsible and (ii) the Chief Finance and Account Officer (CFAO) shall prepare the financial report for the financial year.
3. The Report along with Audited Accounts shall be placed for approval of the Governing body once approved by the Board of Management.
4. A copy of the Annual Report shall be presented to the Visitor, the Sponsoring Body, the Chancellor and the Regulatory Commission by the Registrar with University seal and signatures.

STATUTE -31**Resignation**

Any resignation rendered by any employee shall be processed as per the Regulations prescribed (Three months / One Month Prior Notice as decided by committee) for the purpose.

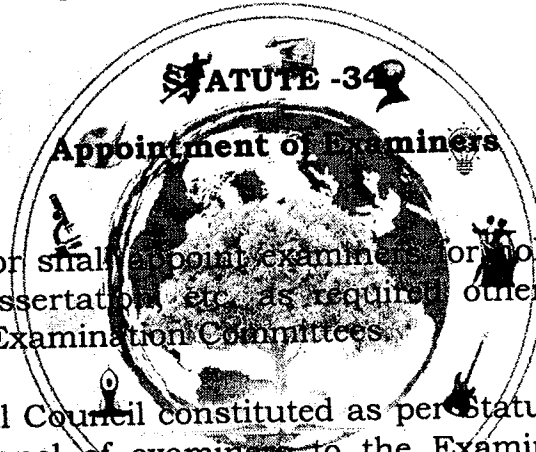
STATUTE -32**Action against Teachers**

Whenever, there is a complaint of misconduct against the Faculty member, the Vice- Chancellor shall constitute a fact finding committee and if necessary, based upon the recommendations of this committee, may institute an Enquiry Committee to enquire the whole matter.

1. Based upon the Enquiry Committee's report, the Vice - Chancellor may decide the course of action including suspension depending upon the severity of the misconduct. However, for taking action to the extent of termination of the teacher concerned, the Vice-Chancellor shall further report the matter to the Board of Management/Chancellor to do so.
2. An appeal against any action can be made to the Chancellor within 30 days from the date of receiving of the communication of such order.

STATUTE -33**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 fact finding Committee's recommendations, may institute an Enquiry Committee for the purpose.
2. Based on the Enquiry Committee's report, the Registrar may decide the course of action including suspension depending on the severity of the misconduct. However, for taking action to the extent of termination, Registrar shall report the matter to the Vice - Chancellor whose decision will be final.
3. An appeal against any action can be made to the Chancellor within 30 days from the date of passing such order.



The Vice - Chancellor shall appoint examiners for holding examinations in theory, practical, dissertation etc. as required other than Ph.D., on the recommendation of Examination Committees.

1. The Departmental Council constituted as per Statute - 37, shall prepare and submit a panel of examiners to the Examination Committee for theory papers, practical and dissertation examinations, to be held in different courses of study offered by the Department, during each semester.
2. Ordinarily no person will be appointed as an examiner in the University unless his name is approved and included in the panel of examiners by the Departmental Council.
3. The Departmental Council shall prescribe qualifications for the inclusion of names in the panel of examiners and other norms for appointment of examiners in the University.
4. Moderators when felt necessary will be appointed by the Vice - Chancellor.
5. The Vice - Chancellor will also approve the appointment of tabulators and checkers for each academic year.
6. The Vice - Chancellor shall declare results of various examinations conducted by the University on the advice of the Results Committee. The Committee shall consist of following members:

- i. Dean of the faculty
 - ii. Head of the department
 - iii. Chairman Board of studies
 - iv. One senior professor of the subject
 - v. One professor nominated by the Vice Chancellor
7. A separate ordinance shall provide the rules and regulations to examine the M.E. / M.Tech. Dissertations and Ph.D. Thesis, and also the rates of honorarium to be paid to the Examiners for the same.
8. Conditions of Appointment as Examiner
- i. No person shall act as paper setter or examiner either in the theory or viva-voce or practical examination if any of his relations is taking the examination.
 - ii. No person shall act as a moderator or tabulator for any examination if any of his relation is appearing / has appeared at that examination.

STATUTE - 35**The Proctorial Board**

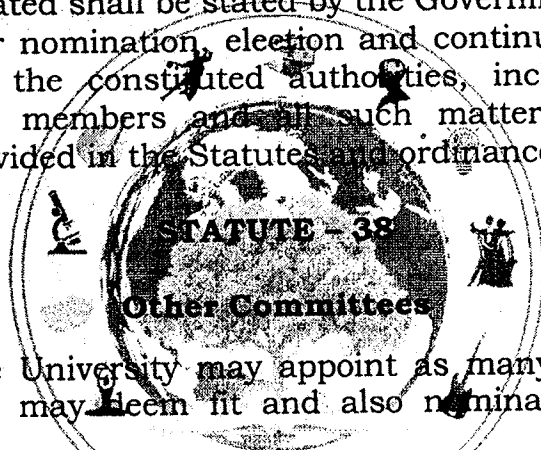
1. There shall be a Proctorial Board to maintain the discipline amongst the students of the University. The Board shall consist of the following members:
 - i. The Chief-Proctor Chairperson
 - ii. A Professor nominated by the Vice - Chancellor
 - iii. Dean Student Welfare convener
 - iv. All Proctors;
 - v. All Wardens of the Hostels and
 - vi. One student nominated by the Vice - Chancellor from the Students Council.
2. The Chief Proctor and the Proctors shall be appointed by the Vice - Chancellor from the list of the teachers of the University.
3. The number of Proctors shall be determined by the Vice - Chancellor depending upon the enrollment of the student in the University.
4. The term of above appointments shall be that of three (3) years. However, it could be reduced by the Vice - Chancellor if the duties performed by an individual are found unsatisfactory.
5. Following shall be the Powers of the Proctorial Board:
 - i. The Proctorial Board shall ensure that the students observe the Code of Conduct as laid down in the Rules and Regulations of the University.
 - ii. Any violation of the Code of Conduct or breach of Rules or Regulations of the University by the student shall be treated as indiscipline and shall make the student liable for disciplinary action against him.
 - iii. If a student commits a serious act of indiscipline, the Proctorial Board may recommend to the Vice - Chancellor for his suspension for a period of one or more semesters or the expulsion from the University
6. The Duties of Chief Proctor:
 - i. To bring all the matters in the notice of the Vice - Chancellor before the consideration of the Proctorial Board.
 - ii. To carry duties of maintaining the discipline among the students as laid down in the Regulations.

STATUTE -36**Dean of Students Welfare**

1. The Dean of Students Welfare (DSW) shall be appointed for a period of three (3) years by the Chancellor on the recommendation of the Vice - Chancellor.
2. The details of the Duties and Functions of Dean of Students Welfare (DSW) shall be as prescribed in the Regulations. However, if the performance of the so appointed Deans is not found satisfactory, his term may be reduced by the Vice - Chancellor.

STATUTE - 37**Creation of New Authorities**

1. Governing Body on recommendation of Vice Chancellor may create new authorities of university for smooth and efficient working of university.
2. The constitution, composition, powers and functions of the new authorities so created shall be stated by the Governing Body.
3. The procedure for nomination, election and continuance in the office of the members of the constituted authorities, including the filling of vacancies of the members and all such matters as may be deemed necessary, be provided in the Statutes and ordinances.



1. Chancellor of the University may appoint as many standing or special committees as it may deem fit and also nominate members of such committee.
2. Any committee appointed under clause (1) may deal with any subject delegated to it and before taking action, if any, shall seek confirmation of it from the Chancellor.

STATUTE -39**Departmental Council, Composition, Functions and Actions**

Each Department/School of study shall have a Departmental Council. The Departmental Council shall be a statutory authority.

1. Composition

The Departmental Council shall comprise of all Professors, Associate Professors and Assistant Professors of the Department.

2. Meetings

The Head of the Department shall preside over the meetings of the Departmental Council and in his absence the senior most Professor/ Associate Professor of the Department shall preside over the meetings.

The Departmental Council shall meet at least twice in a year and one-third of the total members of the council shall constitute the quorum.

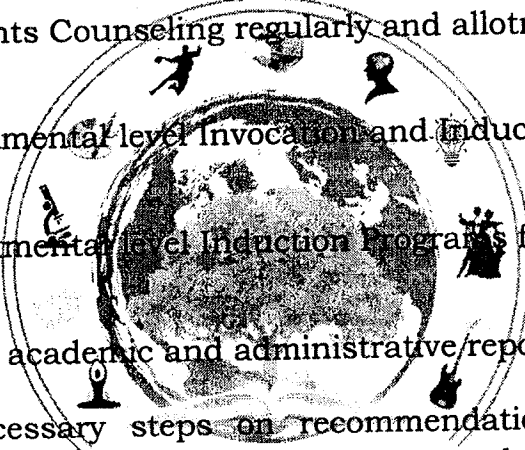
3. Duties and Functions

The Departmental Council without prejudice to the powers conferred on other authorities shall consider the matters concerning to teaching and research work in the Department. The function and duties of the council shall be as follows:

- i. Shall constitute an equivalence committee in the beginning of the academic year to consider the admission of the students of other institutions / Universities, who wish to take the admission in the second or higher years of the study of courses offered by the Departments. The members of the committee shall be as follows:
 - (a) The Head of the Department - Chairperson
 - (b) Two senior most teachers of the Department
 - (c) One nominee of the Dean of the Faculty
- ii. The recommendations of the equivalence committee shall be placed for the approval of the Dean and the Vice - Chancellor before such admissions.
- iii. Shall recommend to the Board of Studies the courses and curriculum for its consideration.
- iv. Shall prepare and submit the recommendations to the Examination Committee, a panel of examiners for appointment as examiners by the University.
- v. Shall recommend the purchase of books and journals for the Central and Departmental Library.
- vi. Shall submit a list of names of experts for consideration of the Academic Council to prepare a panel of experts as provided in the Statutes.
- vii. Shall submit such proposal as it may deem fit for the development of

teaching, opening of special papers, starting / strengthening the Research Laboratories and for creation of new teaching positions in the Department to the Academic Council.

viii. The Departmental Council shall assign and arrange the resources and Faculty to execute as per UGC / NBA / NAAC following guidelines:

1. Defining the Departmental Program Educational Objectives (PEOs), their monitoring and redefining after every 4 years.
 2. Defining the Departmental Program Outcomes (POs) and their monitoring and redefining at regular intervals.
 3. Defining the Course Objectives at the beginning of a course, and their monitoring and redefining after every 4 years through Monitoring Committees.
 4. Arranging Students Counseling regularly and allotment of Faculty counselors.
 5. Arranging departmental level Invocation and Induction Courses for Students.
 6. Arranging departmental level Induction Programs for New Faculty and Employees.
 7. Arranging yearly academic and administrative reports.
- 
- ix. Undertake necessary steps on recommendations of Departmental Research Committee set up as per UGC regulations related to PhD; other PG courses after B.Tech. / B.E. / and after M.Sc. / M.A.,
 - x. Prepare syllabi for Ph.D. course work as per the guidelines provided by the regulations
 - xi. Shall consider and recommend the posting of teachers in other Departments for teaching, to the Head of the Department.
 - xii. Shall give its opinion / frame guidelines on ensuring quality education and all other academic and administrative matters not already covered above and other matters referred to it by the Vice - Chancellor / the Dean of the Faculty concerned.
 - xiii. Shall appoint Departmental Internal Quality Audit Committee, and

other Committees, and also the in-charges / coordinators to help the Head of the Department in implementing the decisions on all policy matters as provided above.

The decision of the Council will be by majority. In case of tie, the presiding officer shall have the casting vote.

Where the Head of the Department finds difficulty in implementing the decisions of the Departmental Council, he shall refer the matter to the Vice - Chancellor with reasons, and the decision of the Vice - Chancellor shall be final.

STATUTE - 40

The Planning and Development Board

1. University may establish planning and Development Board.
2. The Planning and Development Board shall consist of the Vice - Chancellor and not more than four members to be nominated by the Board of Management/Chancellor. The Vice - Chancellor shall be the Chairperson of the Board.
3. All the members of the Planning Board, other than the Vice - Chancellor, shall hold office for a term of three years.
4. The Planning and Development Board shall formulate and recommend appropriate plans for the development and expansion of the University, and in addition, it shall have the right to advise the Board of Management and the Academic Council on any matter which it may deem necessary for the fulfillment of the objectives of the University.
5. The board may constitute such committees as may be necessary for planning and monitoring the programs of the University.
6. The Planning Board shall meet at such intervals as it deems fit to expedite the execution of the duly approved plans. However, It shall be necessary to meet at least twice in a year.

STATUTE - 41**The Board of Affiliation**

1. University may establish Board of Affiliation.
2. The Board of Affiliation shall consist of the Vice-Chancellor and not more than five members to be nominated by the Board of Management. The Vice-Chancellor shall be the Chairperson of the Board.
3. A member of the Board of Affiliation other than the Vice-Chancellor shall hold office for a term of three years from the date on which he / she becomes a member of the Board.
4. Three members, exclusive of the Vice-Chancellor shall form a quorum for a meeting of the Board.
5. The procedure for considering proposals for affiliation shall be such as specified in the Ordinances.


Recognition Committee, Constitution and Functions

The University shall constitute a Recognition Committee consisting of following members to consider and recognize the certificates, degrees and other academic distinctions awarded by other Universities.

1. Constitution
 - i. The Vice-Chancellor shall be the Chairperson
 - ii. All the Deans of the Faculties
 - iii. All the Head of Departments
 - iv. Two Professors of the Faculty of the University

2. Functions

The committee constituted to recognize other Universities shall consider the criterion as stated below:

- i. Normally, the University will recognize the Certificates, Diplomas, Degrees and Ph.D. awarded by other Universities which are being recognized by the UGC and are the members of the Association of the Universities. However, the requirement of recognition will not be applicable in case of the Degrees issued by the Institutes of the National Importance such as IITs, IIMs, NITs, IISc Bangalore etc.

- ii. In no case, any other University which does not satisfy above criterion shall be recognized including that of black listed Universities, by the UGC.
- iii. If any of the Universities does fall in one of the above categories and there is some doubt, the matter may be referred to the UGC. Such Universities shall not be recognized until and unless the UGC clearly states in writing the status of such doubtful Universities.

As far as the Foreign Universities are concerned, if not covered above, the guide lines issued by the UGC / Government of India shall be followed.

STATUTE - 43

Representation of Female Faculty in the Board of Management

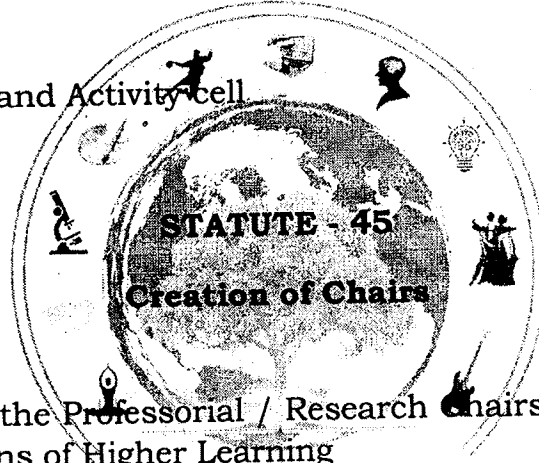
Board of Management may adopt one female Faculty member as representatives in the Management for a maximum period of three (3) years by rotation as per seniority who has served the University for period of 10 years or more.

Creation of Centers, Cells and Committees for Quality Education and Accreditation Processes

The University, for imparting the Quality Education and Accreditation shall create the following Boards, Cells, Centers, Committees as per UGC/NAAC/NBA Guidelines

1. Training, Placement and Industrial Interactions Cell
2. Collaborations and MOUs Development Cell
3. Research and Innovations Development and Promotional Centre.
4. Information Technology and Knowledge Management Centre
5. Values and Ethics Development Cell
6. NSS and Community Services Centre
7. Internal Quality Assurance Cell (JQ AC),
8. Environmental Consciousness and Green Audit Committee
9. University Academic and Administrative Yearly Audit Committee

10. University Academic Calendar Preparation and Monitoring Cell.
11. Publication Centre for Journal, Web and e-Contents, University magazine, Prospectus, Handbook, and Departmental wall magazines,
12. Equal Opportunity Cell
13. Gender Sensitization Cell
14. Health Centre
15. Daycare Centre
16. Women and Students Grievances Committee
17. Anti-Ragging Committee
18. Staff Welfare Committee
19. Entrepreneur Development Cell
20. Alumni cell
21. Sports Events and Activity cell

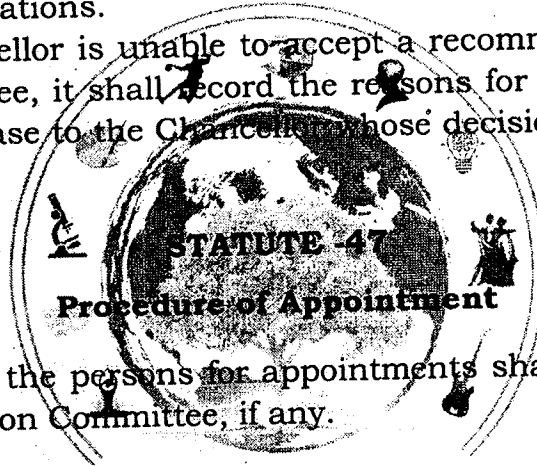


1. Establishment of the Professorial / Research Chairs for Creating Focused Seats / Institutions of Higher Learning
 - i. A Chair may be established by the Government, Public Sector Undertakings, Autonomous Organizations, Universities, Trusts, Societies, Memorial Committees or similar organizations or an individual or a group of individuals for the furtherance of the objectives of the University.
 - ii. The organizations or individual or group of individuals intending to establish the Chair may do so in the name of any person of eminence at the national and / or international level in the field of education, science, social sciences, arts, literature, religion, sports or any other field who has contributed to human progress and happiness.
 - iii. The establishment of the Chair and the name in which it is proposed to be established will require the approval of the Chancellor

2. In furtherance of the objective of the establishment of a Chair, the University
- i. Shall appoint a Professor in the appropriate discipline in the manner and terms and conditions laid in the M.O.U. approved while establishing the Chair.
 - ii. Provided further that the appointment of the professor occupying the Chair would be on the basis of a contract for a period to be specified at the time of appointment, but not exceeding three years in the first instance.
 - iii. May institute in the relevant areas of studies pertaining to the objectives of the establishment of the Chair, specified research fellowships, at the time of establishment of the Chair.
 - iv. May establish and / or augment laboratory and library facilities depending upon the requirements of research studies associated with the establishment of the Chair.
 - v. May also engage supporting staff essentially required for realizing the objectives of the establishment of the Chair.
 - vi. May also procure essential raw material and consumables in furtherance of the objectives of establishment of the Chair, provided that substantial funds are available for the purpose out of the interest earned from the donated amount up to the limit specified in this statute. The staff so appointed shall help the University in other activities such as teaching and other duties, as applicable, as per the decision of the Vice-Chancellor
 - vii. The establishment of the Chair shall require one time donation for amount or as decided by the Board of Management & by the donor, which can be supplemented subsequently at his / their discretion.
 - viii. The donation shall be deposited in the University Endowment Fund and the amount of interest earned annually shall be utilized to compensate the expenditure to be incurred to the extent possible as per provisions given in act 2007.

STATUTE - 46**Selection Committees for Non- Teaching Positions**

1. Each of the Selection Committee for appointment to the posts of various categories of staff other than the academic staff, shall consist of the following members:
 - i. The Registrar or his nominee- Chair
 - ii. Nominee of Chancellor
2. For the posts such as Deputy /Assistant Registrars, Librarian, Deputy / Assistant Librarian etc. or their equivalents, two outside experts may be nominated by the Chancellor.
3. The quorum for a meeting of a selection committee constituted under clause (2) shall be two.
4. The procedures to be followed by the selection committees constituted under this statute shall, in making recommendations, be such as laid down in the Regulations.
5. If the Vice Chancellor is unable to accept a recommendation made by a selection committee, it shall record the reasons for such non-acceptance and submit the case to the Chancellor whose decision in the matter shall be final.



1. The suitability of the persons for appointments shall be assessed by the Experts in Selection Committee, if any.
2. The committee shall regulate its own procedure and submit its recommendations to the Vice- Chancellor in a sealed envelope who will place it before the Chancellor.
3. Under the special mode of appointment, a person may be appointed on contract basis on terms and conditions to be specified by Chancellor in each case, or on regular basis or taken on deputation.
4. Subject to completion of the satisfactory service by the person, if taken on deputation in the University, the Vice-Chancellor, with the prior approval of the Chancellor may offer the person concerned regular appointment in the University.

STATUTE -48**Conditions of Service of Employees**

1. The University shall enter into a written contract of service with every employee of the University appointed on regular basis or otherwise and the terms and conditions of the contract shall be in consistent with the provisions of this Act, the Statutes and the Ordinances.
2. A copy of the contract referred to in the Clause (1) shall be lodged with the University and a copy thereof shall also be furnished to the employee concerned.

STATUTE - 49**Terms and Conditions of Service and Code of Ethics for the Teachers and Other Academic Staff of the University**

1. All the employees of the University shall be governed by the service rules and the code of conduct and ethics as specified by the Statutes, Ordinances and the Regulations.
2. Each Teacher when joining the University Service has also to sign a Code of Conduct and Ethics specified in the Regulations which includes the UGC regulations for the Code of Conduct and ethics for the University Teachers.

STATUTE - 50**Tribunal Arbitration**

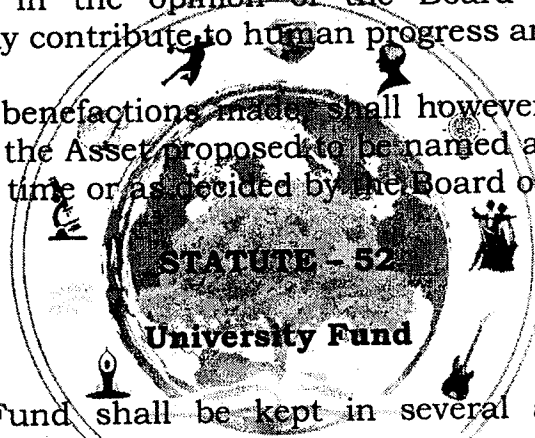
1. Any dispute arising out of a contract of employment referred to in Statute 49 and Regulations, between the University and the employee shall be referred to a Tribunal of Arbitration which shall consist of one member nominated by the Board of Management, one member nominated by the employee concerned and an umpire to be nominated by the Chancellor.
2. Every such reference shall be deemed to be a submission to arbitration on the terms of this section within the meaning of the Law of Arbitration as in force, and all the provisions of that Law shall apply accordingly.

3. The procedure for regulating the work of the Tribunal of Arbitration shall be such as may be prescribed in the Regulations of the University.
4. The decision of the Tribunal of Arbitration shall be final and binding on the parties, and no suit shall lie in any court in respect of any matter decided by the Tribunal.

STATUTE-51

Naming of the Institutions, Buildings or Academic Blocks etc.

1. The organizations or individual intending to name a laboratory, library, workshop or a computer centre etc. could propose the name of any person of eminence at the national and / or international levels in the field of education, science, social science, arts, literature, sports or any other field, who in the opinion of the Board of Management has contributed or may contribute to human progress and happiness.
2. The value of the benefactions made shall however commensurate with the total worth of the Asset proposed to be named and shall not be below Rs. 2.0 crore, one time or as decided by the Board of Management.



1. The University Fund shall be kept in several accounts as may be approved by the Chancellor.
2. The Chancellor shall nominate any person and / or the CFAO who shall have authority to operate the account of the University Fund with the permission of Chancellor.
3. All expenditure of University/Faculty/School of studies will be permitted by Chancellor subject to provisions of the Act and the Statutes.
4. There shall be detailed running audit or otherwise of the accounts of the University by the auditors appointed by the Chancellor in accordance with the provisions of the Act.
5. The Board of Management shall take all steps to submit the Annual Accounts and balance sheet of the University, duly audited in the manner prescribed by the Act and the Statutes, to the Governing Body and other bodies as required, at least one week before the date fixed for

the annual meeting of the Governing Body.

6. The Board of Management shall take all the steps to have the Annual Report without Annual Accounts as stated above in Section (e), of the University prepared under its directions as provided in the Act and the Statutes for submission to the required bodies at least one week before the date fixed for the annual meeting of the Governing Body.
7. After auditing, the accounts shall be printed in prescribed format. True copies of such accounts together with the copies of audit report shall be submitted by the Board of Management to the Governing Body.

8. Financial Estimates

The Board of Management shall prepare the financial estimates for the ensuing year at least four weeks before the date fixed for the annual meeting of the Governing Body and shall as soon as possible send a copy of the financial estimates thus prepared to the address of each member of the Governing Body and the Chancellor.

भोपाल, दिनांक 21 मई 2018

क्र. आर-122-सीसी-2018-अड़तीस.—मध्यप्रदेश निजी विश्वविद्यालय (स्थापना एवं संचालन) अधिनियम, 2007 की धारा 26 के अनुक्रम में भाभा निजी विश्वविद्यालय, भोपाल के प्रथम परिनियम क्र. 01-38 राज्य शासन के निर्देशों के अनुसार अधिनियम, 2007 की धारा 35 अनुसार प्रकाशित किया जाता है. संस्था के उक्त परिनियम प्रकाशित होने की तारीख से प्रवृत्त होंगे.

प्रथम परिनियम क्र. 01-38

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,
वीरन सिंह भलावी, अवर सचिव.

STATUTE – 01

SHORT TITLE, SCOPE AND COMMENCEMENT

- (1) The "Statutes" means the Statutes of Bhabha University (BU) Bhopal, Madhya Pradesh.
- (2) These Statutes shall come into force with effect from the date of the notification in the state Gazette by State Government.
- (3) The Statutes are in conjunction with the provisions of the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007, as amended from time to time. 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 statute subsequently according to the Provision of section 27 of the act, and the amended statutes, if any shall be applicable from the date of publication in the official Gazette of the M.P. State Government.

STATUTE -02**DEFINITIONS**

In this statutes unless the context otherwise required

1. "Act" means the "Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 (no.17 of 2007) as amended from time to time.
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 Ordinance.
3. All words and expressions used herein and defined in the statute and the Rules shall have the meaning respectively as assigned to them in the statute and Rules.
4. "Board of Studies" means the Board of Studies of the Bhabha University (BU) Teaching Departments/Faculties.
5. "Board of Management" means the Board of Management of Bhabha University (BU)
6. "Chancellor" Means the Chancellor of the Bhabha University (BU)
7. "Chief Finance and Accounts officer" means the chief finance and accounts officer of the Bhabha University (BU).
8. "Convocation" means the convocation of the Bhabha University (BU)
9. "Course(s) means prescribed area(s) of course(s) of study of programme (s) and /or any other component(s) leading to the conferment or award of degree, diploma, certificate or any other academic distinction or title of the Bhabha University (BU)
10. "College" means an institution situated as a constituent unit in the main campus and maintained by the Bhabha University (BU) under the provisions of these statutes.
11. "Decided, by the University/ University may decide/Decision of the University" means as decided by the Vice-Chancellor with approval of the chancellor.
12. "Employee" means any person appointed by the Bhabha University (BU) and includes teachers and other staff of the University.
13. "Faculty" means Faculty of the Bhabha University (BU) listed in relevant Statute.
14. "Governing Body" means Governing Body of Bhabha University(BU).
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 Bhabha University (BU).
16. "Principal" means the Head of a constituent College and includes, when there is no 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 Bhabha University (BU).
18. "Regulation" means regulation of the Bhabha University (BU).
 19. "Regulatory commission" means regulatory commission constituted by Stat Government under section 36 of the Act.
 20. "Rules" means Madhya Pradesh Niji Vishwavidyalaya (Sthapna Avam Sanchalan) Rules 2008", as amended from time to time.
 21. "Scheme and Curriculum" means and includes nature, duration, pedagogy syllabus, eligibility, and such other related details (by whatever name it may be called) for the concerned course(s) of the Bhabha University (BU).
 22. "Seal" means the common seal of the Bhabha University (BU).
 23. "Subject" means the basic unit(s) of instruction; teaching; training; research etc., by whatever name it may be called, as under the scheme and curriculum.
 24. "Scheduled Tribes" means the Scheduled Tribes specified in relation to this State under Article 342 of the Constitution of India.
 25. "Scheduled Castes" means the Scheduled castes specified in relation to this state under Article 341 of the Constitution of India.
 26. 'Statutes', 'Ordinances' and 'Regulations' means the Statutes, Ordinances and Regulations of the University as the case may be, in force for the time being.
 27. "School of Studies" means a constituent institution situated in the main campus & maintained by the Bhabha University (BU) as place for higher learning and research.
 28. "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 institution in the campus maintained by the University.
 29. "University" means Bhabha University (BU)
 30. "Vice-chancellor" means the Vice-Chancellor of University.
 31. "Visitor" means the Governor of state.
 32. Words and expression used but not defined in these Statutes shall have the same meaning as assigned to them in the Act.
 33. All words and expressions used herein and defined in the statute and the Rules shall have the meaning respectively as assigned to them in the statute and Rules.

STATUTE -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 changes or amendment as deemed necessary from time to time by the University. The University may also decide to make and use such Flag, Anthem, Insignia, Vehicle Flag and other symbols of Graphic expression, abbreviation of likewise, for such purposes as deemed necessary from time to time, and which are not of such nature that are not permitted by the State or the Central Government. The University may opt to register these under relevant rules and laws of the Land.

STATUTE - 04
OBJECTIVES OF THE UNIVERSITY

The following shall be objectives of the Bhabha University (B U):

- To offer right of education to all students, belonging to rural background or/& of different caste, sex or creed.
- To offer job oriented course to the youth of country, in order to promote self-efficiency.
- To create, state of Art facilities, for research in Technology & Medical Sciences.
- To create atmosphere of sharing & dissemination of knowledge, with individuals & at professional fronts.
- To create higher level of intellectual abilities in students, by creating Centre of excellence.
- To follow the standard of University Grants Commission & other Regulatory bodies for conducting Degree, Diploma, Certificate & other academic distinctions.
- To pursue, any other objectives, as may be approved by State Government, based on recommendations of Regulatory Commission, from time to time.
- To enlighten youth & promote socio-economic power of region, increasing Gross Enrollment Rate above National level, contributing in the growth of Country.

STATUTE -05

**APPOINTMENT, TERMS AND CONDITIONS, DUTIES AND POWERS OF THE
CHANCELLOR**

- (1) In accordance with the section no 16 of the Act, the Chancellor shall be appointed by the sponsoring body i.e. (Ayushmati Education & Social Society,) Bhopal for a period of five years with the approval of the Visitor. The Executive Committee of the sponsoring body shall, by simple majority, finalize the name of the Chancellor. The Secretary/President of the Sponsoring Body shall send the name, along with Bio-data of the proposed Chancellor, to the Visitor for approval. After Visitor's approval, Chancellor shall be appointed by the Sponsoring Body.
- (2) The Chancellor shall be the Head of the University.
- (3) The Chancellor shall preside over the meeting of the Governing Body and shall, when the Visitor is not present, preside over convocation of the University, for conferring degrees, diplomas or other academic distinctions.
- (4) The Chancellor shall exercise powers as specified in Section 15 clause 4 of the Act and powers provided in statute or Ordinance of University.
- (5) The Chancellor shall hold office for a period of five years and shall be eligible for reappointment with the approval of Visitor following the procedures laid down above under clause (1) of this statute. Provided that the Chancellor shall notwithstanding the expiry his term may, continue to hold his office until him/her is reappointed or his successor enter upon his office, provided that the period shall not exceed more than six months.
- (6) In case of any 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 more than six months.
- (7) It shall be the duty of the Chancellor to ensure that the provisions of the Act, the Rules, the Statutes, the Ordinances or the Regulations are faithfully complied by the University authorities.
- (8) The Chancellor shall exercise, supervise and have general control over the affairs of the University and Decision of the Chancellor shall be final for the university for all the Administrative, Financial, Academic matters and any other matters therewith.
- (9) The Chancellor shall be entitled to receive accommodation, vehicle facility, honorarium, expenses and allowances as may be decided by the Sponsoring Body.
- (10) The Chancellor shall have the following powers, also:
 - (a) To appoint and remove the Vice-Chancellor, as per provisions of section 17 of the Act;
 - (b) To call for any information or record of university.
 - (c) Such other powers as may be conferred by the Statutes & ordinance of university;

- (11) The chancellor wishes to relinquish his office he shall write a letter in his own hand writing addressing to the Visitor. The Sponsoring Body Chairman shall forward his resignation to the Visitor and after Visitor's approval; he shall accept his resignation and propose a new name to the Visitor as per clause (1) of this Statute.
- (12) In a special meeting called for the purpose, the executive committee of the sponsoring body may consider a "no confidence motion" against the chancellor and if passed by two third of majority, can recommend the visitor for the removal of chancellor.

STATUTE -06

APPOINTMENT, TERMS AND CONDITIONS, DUTIES AND POWERS OF THE PRO CHANCELLOR

- a) The Pro Chancellor shall be appointed by the Sponsoring body from amongst the members of the Sponsoring Body.
- b) He/she shall exercise all powers and functions as assigned by the Chancellor and / or Sponsoring Body from time to time.
- c) He/she shall assist the Chancellor in the efficient functioning and administration of the University.
- d) He/she shall report to the Chancellor and Sponsoring Body.
- e) He/she shall be the Chairperson of the Board of Finance and Administration and preside over the meeting of Board of Finance and Administration.
- f) He/she shall approve the appointment of all teaching and non-teaching staff of the University and recommend the same to the Sponsoring Body under his/her signature.
- g) He/she shall approve limits related to incurring of the expenditure of the University by any officer / authority and lay down policy/s for incurring of expenses.
- h) He/She shall exercise overall financial control over the university finances and shall advise the Governing Body, Board of Management, Sponsoring Body regarding the budget, expenses, future investments plants, creation of assets and related matters.
- i) Registrar and Chief Finance & Accounts Officers of the University shall exercise their powers in concurrence with the Pro Chancellor.
- j) Pro Chancellor shall constitute such other committees as may be required from time to time for smooth functioning of the University.

STATUTE -07

**APPOINTMENT, TERMS AND CONDITIONS, DUTIES AND POWERS OF THE
VICE CHANCELLOR**

- (1) The Vice-Chancellor shall be appointed by the Chancellor from the panel recommended by the selection committee constituted for the purpose as per Section 17 of the Act.
- (2) The Selection Committee, referred to in sub-section (I) shall consist of the following members, as per section 17 clause 2 of Act.
 - (i) Two eminent academicians nominated by the sponsoring body.
 - (ii) One eminent person nominated by the State Government member.
- (3) The Chancellor shall appoint one of the members of the selection committee as Chairman.
- (4) The selection committee shall submit a panel of at least three eminent persons for the appointment of Vice-Chancellor. Provided that if the Chancellor does not approve the recommendation of the selection committee, he may call for fresh recommendation from the selection committee.
- (5) Notwithstanding anything contained in the foregoing sub-section, the Chancellor may appoint the first Vice-Chancellor for a period of two years to conduct the affairs of University, as per the provisions of Section 17(5), of the act.
- (6) The Vice-Chancellor appointed under section (1) shall hold office for a term of four years and shall not be eligible for appointment for more than two terms. Provided that, notwithstanding the expiry of his term, he shall continue to hold office until his successor is appointed or enters office but in any case this period shall not exceed six months. Provided that he shall not hold the office after attaining the age of 70 years.
- (7) The Vice-Chancellor shall be a whole-time salaried officer of the University and his emoluments and other terms and conditions of service shall be such as decided by the Governing Body provided that the pay, allowance and other conditions of service shall not be less than what has been approved by U.G.C.
- (8) If at any time upon representation made or otherwise and after making such enquiries as may be deemed necessary, it appears to the Chancellor, that the Vice-Chancellor:-
 - (i) Has made default in performing any duty imposed on him, by under the statute or ordinance of University
 - (ii) Has acted in manner prejudicial to the interests of University or
 - (iii) Is incapable of managing the affairs of the University the Chancellor may, notwithstanding the fact that the term of office of the Vice-Chancellor has not expired, by an order in writing stating the reasons herein, require the Vice-Chancellor to relinquish his office as from such date as may be specified in the order.

- (iv) Provided that no such order shall be passed unless the particulars of the grounds on which such action is proposed to be taken are communicated to the Vice-Chancellor and he is given a reasonable opportunity of showing cause against the proposed order.
- (9) As from the date specified the Vice-Chancellor shall be deemed to have relinquished the office and the office of the Vice-Chancellor shall fall vacant.
- (10) In the event of the occurrence of any vacancy, including temporary vacancy in the office of the Vice-Chancellor by reason of his death, resignation, leave, illness or otherwise, the Vice-Chancellor for that purpose shall act as the Vice-Chancellor as authorized by Chancellor until the date on which Vice-Chancellor is as per provision act to fill such vacancy, enters upon his office provided that this period shall not exceed more than six months.
- (11) The Vice-Chancellor shall be the principal executive and academic officer of University and shall exercise general superintendence and control over the affairs of University and shall execute the decisions made by various authorities of University.
- In addition to the powers and duties prescribed in section 17 of the Act the Vice-Chancellor shall also exercise such other powers and perform such other function as given below:-
- (I) He shall be Ex-Officio Chairman of Board of Management, the Academic Council, and Finance Committee and All Bodies of the University. The Vice-Chancellor shall be entitled to be present in the meetings of all bodies of the University but shall not be entitled to vote at unless he is a member of such body.
- (II) It shall be duty of the Vice-Chancellor to see that provisions of the Act and the Statutes and Ordinance and 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 deems it necessary to help him in the discharge of the duties entrusted upon him by or under the statute and ordinance.
- (III) The Vice-Chancellor shall exercise control over the affairs of the University and shall give effect to the decisions, direction or orders of all authorities of the University.
- (IV) The Vice-Chancellor shall have the powers necessary for the proper maintenance of discipline in the University and he may delegate any such powers to such persons, as he may deem fit.
- (V) The Vice-Chancellor shall be competent to grant leave to any officer of the University in accordance with the rules and make necessary arrangement for the discharge of the functions of such officer during his absence.
- (VI) The Vice-Chancellor shall grant leave of absence to any employee of the University in accordance with the rules and if he so desire, delegate such powers to another officer of University.
- (VII) The Vice-Chancellor shall have the power to convene the meetings of the different Bodies constituted by University
- (VIII) The Vice-Chancellor shall have the power to appoint on the sanctioned and vacant posts of Professors, Associate Professor, Assistant Professor and other Teachers following the procedure of their appointment with the approval of the Chancellor.
- (IX) The Vice-Chancellor shall have the power to appoint persons as may be considered necessary by the Academic Council for the functioning of the University with the concurrence of the Board of Management.
- (X) 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 Chancellor.
- (12) In the absence of the Visitor and the Chancellor, the Vice Chancellor shall preside over at the convocation of the University, for conferring Degree, Diplomas or other Academic destinations.
- (13) The Vice-Chancellor may by writing addressed to the chancellor resign his office.

STATUTE - 08
APPOINTMENT TERMS & CONDITIONS AND POWERS, DUTIES OF THE
REGISTRAR

1. APPOINTMENT OF REGISTRAR

The first Registrar shall be appointed by the Sponsoring Body as per clause 18(1) of the Act. The subsequent Registrar, other than the first Registrar, 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
- (v) One Nominee of the Sponsoring Body

2. SELECTION OF REGISTRAR

The University will follow the following procedure for the selection of the Registrar.

- (1) The University would invite applications for the post through the process of an advertisement in important minimum two News Papers having wider circulation as decided by Vice Chancellor.
- (2) A Summary of the candidates applied for the post shall be prepared by the Committee constituted for the purpose as per clause 1 as above.
- (3) 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.
- (4) The Selection Committee shall interview and adjudge the merit of each candidate and send its final recommendation to the Governing Body.
- (6) If a suitable candidate is not found in the first advertisement, subsequent advertisement shall be issued. The Registrar shall receive pay and other allowances as decided by the Governing Body from time to time.
- (7) 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 shall be performed by such person as the Vice-Chancellor may appoint for the purpose with the prior approval of Chancellor.
- (8) The age of retirement of the Registrar shall be Sixty five years

TERMS AND CONDITIONS OF SERVICE, POWERS AND DUTIES OF THE REGISTRAR

- (1) 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.
- (2) The Registrar will 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.
- (3) The Registrar shall be the member-secretary of the Governing Body, Board of Management and Academic Council but he shall not have the right to vote.
- (4) The Registrar shall exercise such other powers and perform such other duties as may be prescribed by the Statutes or Ordinance of University.

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

DUTIES OF REGISTRAR

Duties Registrar shall include:

- (1) To be the custodian of the records, the common property, and such other property of the University as the Governing Body and Board of Management may decide.
- (2) To conduct the official correspondence of the Governing Body, Board of Management, Academic Council and of any other committee. The Registrar shall be the Member Secretary but shall not have a right to vote.
- (3) To issue notices conveying the dates of meeting of the University authorities to the members and to make necessary arrangements for the conduction of the meeting and also for other assigned duties by the Governing Body/Board of Management from time to time
- (4) The Registrar shall provide the copies of the Agenda of the meeting of the Governing Body, Academic Council, Board of Management and such other bodies which are formed under the direction of the Vice-Chancellor and shall record the minutes and send the same to the Vice-Chancellor and Chancellor. He shall also make available all such papers, documents and information as the Visitor M.P. State University Regulatory Commission /Chancellor/Vice-Chancellor may desire from time to time.
- (5) He shall discharge all such functions as assigned to him by the Chancellor of the University.
- (6) The Registrar shall have powers to take disciplinary action against the non-teaching employees working in the University and can suspend them, pending inquiry with the approval of the Chancellor.

- (7) To conduct official proceedings and correspondence of the University, the Governing Body, the Board of Management and the Academic Council and the committees appointed by such authorities from time to time.
- (8) To 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.
- (9) To keep the minutes of the meetings of the Governing Body, Board of Management, the Academic Council, and of the committees appointed by such authorities from time to time.
- (10) To arrange the examination of the University in case no controller of Examination is appointed in the University.
- (11) To collect the income, disburse the payments of the University, in case no Chief Finance Officer is appointed in the University.
- (12) To exercise all such powers as may be necessary or expedient for carrying into the orders of the Chancellor, Vice-Chancellor or various authorities or bodies of the University of which Acts as secretary.
- (13) To discharge such other functions as may be assigned to him from time to time by the Vice-Chancellor to whom he shall be responsible for the same.
- (14) To perform such other functions as may be specified in the Statutes, Ordinance or Regulations or as may be required from time to time by the Governing Body, Board of Management or the Vice-Chancellor.
- (15) To Order such assistance as may be desired by the Vice-Chancellor in the performance of his official duties.
- (16) To represent the University in suites and proceedings, by or against the University, sign powers of attorney, verify pleadings and depute his representative for the purpose.
- (17) Subject to the Control of the Vice-Chancellor, the Registrar shall have power to appoint on the sanctioned post, of the class III and class IV Ministerial & Academic Staff of the University and likewise shall exercise disciplinary control over them.
- (18) The Registrar shall have the powers to enter into and sign, agreement; and authenticate records on behalf of the University.
- (19) The Vice-Chancellor shall have power to take disciplinary action against Registrar required. However, an appeal could be made by the concerned Registrar to the Chancellor through Board of Management and the Vice-Chancellor. The Vice-Chancellor shall place the appeal before the Board of Management within a period of 30 days from the date of the receipt of the appeal by him with his comments and observations if any. The decision of the Chancellor shall be final.
- (20) An appeal shall be made to an officer so designated by the Board of Management against any order made by the Registrar. In cases where an inquiry discloses that a punishment beyond the powers of the concerned Registrar is called for, the Registrar shall, consequent to the enquiry, make a report to the Vice-Chancellor along with his recommendations for such action as the Vice-Chancellor may deem fit.
- (21) 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.
- (22) The Registrar may by writing under his hand addressed to the Chancellor, resign his office giving three month notice, Provided that the notice period of three month can be condoned by the Chancellor if three month salary is deposited by the such officer.

STATUTE - 09**APPOINTMENT, TERMS AND CONDITIONS, POWERS AND DUTIES OF THE CHIEF
FINANCE & ACCOUNTS OFFICER (CFAO)**

The CFAO will be a full time salaried officer of the University and shall discharge his duties under general superintendence and control of the Chancellor.

THE APPOINTMENT OF CHIEF FINANCE AND ACCOUNT OFFICER (CFAO)

The appointment of the CFAO shall be made by the Chancellor on the recommendation of the committee constituted for the purpose.

The Committee shall consists of

- (i) Vice Chancellor - Chairman
- (ii) Nominee of the Chancellor - Pro Vice Chancellor
- (iii) Two finance Expert member approved by the Governing Body
- (iv) One Observer nominated by the Chairman, M.P. University Regulatory Commission
- (v) Nominee of the Sponsoring Body

Provided that the first CFAO will be appointed by Chancellor for a period two years.

SELECTION OF CFAO

The University will follow the following procedure for the selection of the CFAO.

- (1) The University would invite applications for the post through the process of an advertisement in any two important News Papers having wider circulation as decided by Vice Chancellor
- (2) A summary of the candidates applied for the post shall be prepared by the Committee consisting of three Professors of the University approved by the Vice Chancellor for the purpose.
- (3) 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.
- (4) The selection committee shall interview and adjudge the merit of each candidate and send its final recommendation to the Chancellor. The committee shall consist of:
 - (i) Vice Chancellor - Chairman
 - (ii) Nominee of the Chancellor
 - (iii) Nominee of the Sponsoring Body
 - (iv) Two expert members approved by Governing Body
 - (v) One observer nominated by Chairman Regulatory Commission
- (5) If a suitable candidates is not found in the first advertisement subsequent advertisement shall be issued.

- (6) 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 office shall be performed by such person as the Chancellor may appoint for the purpose.
- (7) 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.
- (8) 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.
- Terms and conditions of CFAO

- (1) The Chief Finance and Accounts Officer shall receive a salary in the pay scale and other allowances as decided by Chancellor.
- (2) Term of CFAO will be of four years

DUTIES OF CFAO

The duties of the CFAO shall include:

- (1) The Chief Finance & Accounts Officer shall be responsible for managing the accounts and funds of the University, for maintaining the records property, and for regularly getting them audited.
- (2) The Chief Finance & Accounts Officer shall supervise, control and regulate the working of Accounts and Finance of the University.
- (3) Maintaining the Financial records and any such other finance related records of the University as the Governing Body may decide.
- (4) He shall discharge all such functions as assigned to him by the Chancellor /Vice-Chancellor of the University.
- (5) Exercise such duties, powers and perform other functions as may be prescribed by the Act, Statutes, Ordinance and Regulations and as directed by the Chancellor/Vice-Chancellor and Board of Management.
- (6) Exercise general supervision of the Fund of the University and advise it as regards its financial policies.
- (7) Perform such other financial function as may be assigned to him by the Governing Body and Board of Management or as may be prescribed by the Statutes or the Ordinance. Provided that Chief Finance & Accounts Officer shall not incur any expenditure or make any investments exceeding the limits as fixed by the Vice-Chancellor and the Board of Management and Governing Body.

Chief Finance & Accounts Officer Shall also perform following duties as directed by Chancellor, Vice-Chancellor and Board of Management

- 1) Collect the income, disburse the payments and maintain the accounts of the University.
- 2) Hold and manage the properties and investments of the University, including trust and immovable properties for fulfilling any of the objects of the University.
- 3) Ensure to the limits fixed by the finance committees for recurring and non-recurring expenditure for a year are not exceeded and money is used or spent for the purposes for which it was granted or allotted.
- (4) CAFO will be responsible for the preparation of the annual accounts and the budget, Audit Report & Action Taken Report of the University and for their presentation to the Board of Management after they have been considered by the Finance Committee.
- (5) Keep a constant watch on cash and bank balances and investments.
- (6) Ensure that the registers of properties of the University are maintained properly and that the stock checking of materials and equipments and other materials in the offices of the University maintained by the University.
- (7) Watch the progress of collection of revenue and advice on the methods of collection of revenue .
- (8) Bring to the notice of the Vice-Chancellor any unauthorized expenditure or other financial irregularities, and suggest appropriate action against persons at fault.
- (9) Call from any office of the University, any information or reports that he may consider necessary for the performance of his functions.
- (10) The CFAO shall supervise, control and regulate the working of accounts & finance of the University and ensure the receipt of funds and it's utilization as per section 12& 13 of Act.
- (11) The CFAO may by writing under his hand addressed to the Chancellor, resign his office giving three month notice or three month salary in lieu of notice.

STATUTE - 10**GOVERNING BODY OF THE UNIVERSITY**

Constitution of Governing Body

- (1) Constitution and functioning of the Governing Body shall be as laid down under section 22 of the Act.

The Governing Body of the University shall consist of the following members namely:-

- (i) The Chancellor - Chairman
 - (ii) The Vice-Chancellor
 - (iii) Three eminent persons nominated by the sponsoring body out of which at least one shall be an eminent educationist;
 - (iv) Three distinguished persons nominated by the Visitor out of a panel of six names submitted by the state Government;
 - (v) One representative of the State Government not below the rank of Deputy Secretary.
 - (vi) Registrar - Member Secretary
- (2) The terms of nominated members of the Governing Body will be for three years and individual can hold the membership not more than two consecutive terms.
- (3) The Chancellor shall be the Ex-Officer Chairman of the Governing Body.
- (4) The Governing Body shall be the principal authority of the University, and all Movable and immovable property of the University shall vest in the governing body and shall have the following powers namely:-
- (i) To control functioning of the University, by using all such powers as are provided by this Act or the Statutes, Ordinance or Regulations made there under.
 - (ii) To review the decisions of other authorities of the University, in case they are not in conformity with the provisions of the Act or the Statutes, Ordinances or regulations made there under;
 - (iii) To approve the budget and annual report of the University, from time to time.
 - (iv) To lay down the policies to be followed by the University.
 - (v) Such other powers as may be prescribed by the Statutes of the University.
 - (vi) The Governing Body shall meet at least three times in a calendar year.
 - (vii) The quorum for meeting of the governing body shall be of five members as per the act, with at least one member nominated by the State Government.
 - (viii) To make, review and approve, from time to time the broad policies plans and procedures and suggest measures for the improvement and development of the University.
 - (ix) To make recommendation on any matter referred to it by the Chancellor.
 - (x) In the interest of University, the Chancellor has the power to approve any matter related to University, subject to ratification in next Governing body meeting.
 - (xi) All the matter to be placed for Governing body meeting should be first approved by the Chancellor

STATUTE -11

BOARD OF MANAGEMENT

Constitution of Board of Management

- (1) Constitution and Functioning of Board of Management shall be as laid down under Section 23 of the Act.
- (2) The Board of Management shall consist of the following members, namely:-
 - i. The Vice-Chancellor - Chairman
 - ii. Two representative nominated by the sponsoring Body
 - iii. Two representative nominated by the State Government
 - iv. Two senior most Professors of the University, by rotation and
 - v. Two senior most Teachers of University, other than the Clause (IV), by rotation.
 - vi. Registrar - Member Secretary

The Board of Management shall be constituted with the approval of Chancellor.

- (3) The Vice-Chancellor shall be the Ex-officio Chairperson of the Board of Management.
- (4) The Board of Management shall meet at least once in every two months.
- (5) The term of the nominated members of the Board of Management will be of Three years.
- (6) No nominated member shall hold office for more than two consecutive terms.
- (7) The quorum for meeting of the Board of Management shall be at least five members with at least one member appointed by the State Govt.

POWERS AND FUNCTIONS OF THE BOARD OF MANAGEMENT

The Board of Management shall have the following powers and function.

- (1) Suggestion on Budget, Audit report and Annual Report of the University and to place it before the Governing Body for its approval.
- (2) To prepare the Annual/Supplementary Budget of the University and to place it before the Governing Body for its consideration and approval.
- (3) To follow the Budget for Expenditure as approved by the Governing Body.
- (4) To perform any other functions which may be assigned by the Governing Body and Chancellor
- (5) To recommend to Governing Body for creating the post of other officers of the University.
- (6) To get the approval of the Governing Body before the implementation of such decisions of the Board of Management which may be having bearing on the finances of the University.
- (7) To manage and administrate the revenue and property of the University and to conduct all administrative affairs of the University.
- (8) To create teaching and other academic posts.

- (9) . To prescribe qualifications for teachers and other academic staff in time with the norms set by the University Grant Commission or any statutory body which may be applicable to it.
- (10) To approve the appointment of such Officers, Professors, Associate Professor, Assistance Professor, Assistant Professor and other teachers and academic staff as may be necessary on the recommendations of selection committee constituted for the purpose.
- (11) To approve appointment of temporary contractual and daily honorarium basis vacancies of any Teaching, Administrative & Academic Staff.
- (12) To specify the manner of appointment to temporary vacancies of any staff.
- (13) To manage and regulate the finance, accounts, investments property of the University and all other affairs of the University and to appoint such other agents as may be considered fit.
- (14) To invest money belonging to the University including any unexpended income, in such stocks, funds, shares or securities as it thinks fit in the purchase of immovable properties in India with like power varying such investment from time to time. Provided that no action under this clause shall be taken without consulting the Finance Committee and approval of Chancellor.
- (15) 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.
- (16) To regulate and enforce discipline amongst the employees in accordance with the statutes and ordinance of University.
- (17) To transfer or accept transfers of any immovable or movable property on behalf of the University with provisions followed in statute or Ordinance after the approval of Chancellor.
- (18) To entertain, adjudicate upon or redress the grievances of the employees and the students of the University who may for any reason feel aggrieved.
- (19) To fix the remunerations payable to counselors examiners and invigilators and fix the traveling and other allowances payable to them, after consulting the Finance Committee.
- (20) To delegate any of its powers to the Vice-Chancellor, Pro-Vice-Chancellor, Chief Finance & Accounts Officers, Registrar or other Officers, employee of authorities of the University or to a Committees appointed by it.
- (21) To execute fellowship, scholarship, studentships, and other provisions in welfare of students.
- (22) The Board of Management shall exercise the powers of the University not otherwise provided by the Statute, Ordinance and the Regulations for the fulfillment of the objects of the University.
- (23) To exercise such powers and perform such other functions as may be conferred or imposed by the Act or the Statute, Ordinance and also directives of Chancellor of the University

STATUTE -12
ACADEMIC COUNCIL - POWER, DUTIES AND FUNCTION
CONSTITUTION, POWERS, DUTIES AND FUNCTION OF THE ACADEMIC
COUNCIL

The Academic Council shall be Principal Academic Body of the University which shall consist of not more than fifteen members and shall, subject to the provisions of the section 24 of Act,

- (1) The Academic Council shall be the principal academic body of the University
- (2) The Academic Council shall consist of the following members:
 - (a) Vice-Chancellor - Chairman;
 - (b) Registrar - Member Secretary
 - (c) Deans and Heads of Departments as per their Seniority - Member
 - (d) Three Senior most Professors of the University Teaching Departments nominated by Chancellor; - Member
 - (e) Two Professors from the State /Central Government Universities nominated by The Chairman Regulatory Commission; - Member
 - (f) Two representative from amongst the Scientist/Educationists/Technologists /Industrialist nominated by the Chancellor - Member Provided that the total membership of the Academic Council shall not exceed to fifteen members at any time.
- (3) The Vice-Chancellor, as the Chairman, shall preside over the meetings of the Academic Council, but he shall not have the right to vote and in his absence other person nominated by the Chancellor shall preside over the meeting.
- (4) The Registrar shall be the Member Secretary of the Academic Council and in the absence of the Registrar, any other member authorized by the Vice-Chancellor shall act as the Member - Secretary. The Registrar will have no voting rights.
- (5) Eight members of the Academic Council including the Chairperson shall form quorum at a meeting. Provided that no quorum shall be necessary for adjourned meetings.
- (6) The Term of the nominated members of the Academic Council shall be of three years.

POWERS, DUTIES & FUNCTIONS OF ACADEMIC COUNCIL

Subject to the provisions of the Act, the Academic Council shall have the following powers, duties and functions, namely:

- (1) To 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 in regard to the transaction of the business in relation to which they may be co-opted.
- (2) The Academic Council shall be the principal academic body of the University and shall, co-ordinate and exercise general supervision over the academic policies of the University.
 - (3) To promote research and related activities in the University.
 - (4) To make recommendation to the Governing Body on the proposals received from the different faculties of the University, for the conferment of degrees, honorary degrees or any such other distinction or honor of the University.
 - (5) To exercise general supervision over the academic policies of the University and to give directions regarding methods of instruction, teaching and evaluation of research or improvements in academic standards.
 - (6) To consider matters of general academic interest either on its own initiative or on a reference made by a faculty or the Board of Management and to take appropriate action thereon.
 - (7) To make proposals to the Governing Body for allocating departments to the faculties.
 - (8) To make proposals to the Governing Body for the institution of Fellowships, Scholarships, Studentships, Exhibition Medals and Prizes and to make rules for their award.
 - (9) To recognize persons of eminence in their subject to be associated as research guide in the subject as prescribed in the ordinance.
 - (10) To formulate, modify or revise schemes for the organization and assignment of subjects to the faculties, and to Governing Body as to the expediency of abolition, reconstitution or division of any faculty of the University.
 - (11) To recognize diplomas and Degrees of other universities and institutions and to determine their equivalence.
 - (12) To make special arrangements, if any, for the teaching of women or physically handicap students and for prescribing for them special courses of study.
 - (13) To consider academic related proposals submitted by the faculties/ departments of the University.
 - (14) To approve syllabus of the different courses/ subject submitted by the faculties / departments and to constitute examination committee for the conduct of examinations according to Ordinances made for the purpose.
 - (15) To award stipends, scholarship, medals and prizes and to make awards in accordance with the ordinance and such other conditions as may be attached to the award.
 - (16) To publish syllabus of various courses of study, lists of prescribed or recommended Text Book, Reference Books & Periodical, Journals for different subjects.
 - (17) To appoint committee for admission of students in different faculties of the University.
 - (18) To recommend to the Governing Body the rates of remuneration and allowances for the Examination work.
 - (19) To make recommendation in any matter referred to by Chancellor.
 - (20) To frame such regulations and rules consistent with the Statutes and the Ordinances regarding the Academic functioning of the University, including discipline, admissions, award of fellowships and studentships and other academic matters as mentioned in Act.
 - (21) The Academic Council shall exercise such other power and perform such other duties as may be prescribed from time to time by the Chancellor.

STATUTE -13**FINANCE COMMITTEE**

- (1) No decision involving financial implications shall be taken by any authority of the University without prior concurrence of the Finance Committee.
- (2) The Finance Committee shall consist of the following persons, namely:-
 - (i) The Chancellor or His Nominee : Chairman
 - (ii) The Vice-Chancellor : Member
 - (iii) The Registrar : Member
 - (iv) Chief Finance & Account Officer : Member Secretary
 - (v) One Member of Governing Body
To be nominated by the Chancellor : Member
 - (vi) One person to be nominated by
the Sportsing Body : Member
- (3) The tenure of the members of the finance committee, other than ex-officio members, shall be of three years.
- (4) The Finance Committee shall meet at least twice in each academic year.
- (5) Four member of the Finance Committee, including Chairman, shall constitute the quorum at the meetings provided that CFAO has to be amongst the present members.
- (6) The Finance Committee shall be control the all financial matter of the University.
- (7) The Finance Committee executes powers under the rules mentioned in Statutes, Ordinance, and Regulations of University.
- (8) The Finance Committee shall review the income and expenditure of the University in every financial year.
- (9) The Finance Committee shall approve the annual Budget before starting the every financial year and modified and sanctioned as from time to time as per requisition of the different authority or officers of the University after the approval of chancellor.
- (10) To provide Direction for compliance of audit rules, annual accounts and annual reports provisions & inspection from time to time.

FUNCTIONS AND POWERS OF THE FINANCE COMMITTEE

- (1) The Finance Committee shall consider the annual estimates of income and expenditure of the University prepared by the Board of Management and shall put up to the Governing Body for its consideration and approval.
- (2) The Finance Committee shall consider the annual accounts of the University suggested by the

- Board of Management and its recommendation thereon along with the annual budget, and shall put it to the Governing Body for its consideration and approval.
- (3) The Finance Committee may make its recommendations to the Governing Body to accept bequests and donation of property to University on such terms as it deems proper.
 - (4) The Finance Committee may recommend mechanism, ways and means to generate resources for the University.
 - (5) The Finance Committee may consider any other matter referred to it by the Governing Body and make its recommendations thereon.
 - (6) The Finance committee shall advise the Governing Body on any question affecting University finances.
 - (7) The Finance Committee shall be responsible for the compliance of Regulations relating to the maintenance of accounts of the income and expenditure of the University.

STATUTE - 14

STANDING COMMITTEE -FUNCTION & RESPONSIBILITIES

The Standing Committee of the University shall consist of following-

(i)	Vice-Chancellor	Chairperson
(ii)	Pro Vice Chancellor	Deputy Chairperson
(iii)	Registrar	Member Secretary
(iv)	Chief Finance Account Officer	Member
(v)	Deans of all Faculties of the University	Member
(vi)	Three senior Heads of Departments of the University by rotation (which will be for three years)	Member

The Vice-Chancellor may invite additional members to the standing committee as and when required. The meeting of the Committee shall be convened under the direction of the Vice-Chancellor.

Function and Responsibilities of Standing Committee

- (1) The Registrar shall act as Secretary of the Standing Committee.
- (2) 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 and Chairman shall constitute the Quorum.
- (3) Notice of 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.
- (4) To monitor functioning of the university as per the Act the Statutes and the Ordinance from time to time.
- (5) 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 before the Board of Management.

STATUTE -15
EXAMINATION AND RESULT COMMITTEE

- (1) The Examination and result committee which will be valid for three years for each department shall consist of the following members:
- | | |
|---|----------|
| (i) Dean of faculty (by Rotation) | Chairman |
| (ii) Head of the department | Member |
| (iii) Two Senior most teachers of the Department
(other than the head of the department) | Member |
- (2) Examination committee shall recommend to the Controller of Examination the names of Examination, Paper Setters, Moderator and Examiner of different subject. Vice-Chancellor shall reserve the right to add or delete name of any person in the proposed list
- (3) Examination and result committee shall approve the results of the concerned department before declaration.
- (4) If the committee is not satisfied with the result, it may recommend suitable corrective measures to the Vice Chancellor and shall implement after due approval from the Vice Chancellor.

STATUTE -16
FACULTIES

- (1) The University shall include the following faculties:
1. Faculty of Science
 2. Faculty of Education
 3. Faculty of Commerce
 4. Faculty of Management
 5. Faculty of Engineering and Technology
 6. Faculty of Computer Sciences & Application
 7. Faculty of Arts
 8. Faculty of Law
 9. Faculty of Dental
 10. Faculty of Medical Sciences
 11. Faculty of Ayush
 12. Faculty of Pharmacy
 13. Faculty of Vocational studies
 14. Faculty of Architecture & Planning
 15. Faculty of Agriculture
- (2) The faculties will organize under graduate and Post graduate Degree, Diploma and Vocational Courses
- (3) Provided that other Faculties as may be approved by the Chancellor on the recommendation of the Academic Council shall be added from time to time.
- (4) Each Faculty shall have such department as may be assigned to it by the Academic Council of the University.

STATUTE -17
DEANS OF FACULTIES

Dean of Faculty

There shall be a Dean for each Faculty. The Deans shall be appointed by the Chancellor on the recommendations of the Vice Chancellor from amongst the Professors in the University for three years and they shall be eligible for re-appointment.

Provided that:-

- (1) If there no Professor, Associate Professor/ Reader according to seniority may act as Dean. The Dean shall be the Chairman of the Faculty and shall be responsible for the compliance of the Statutes the Ordinance and the Regulations relating to the Faculty.
- (2) The Dean shall be responsible for overall supervision and control of the Faculty and the conduct of teaching and research work in the Departments comprised in the Faculty.
- (3) The Dean shall exercise such other powers and perform such other function and duties as may be assigned to him by the Governing Body or the Vice-Chancellor.
- (4) Professor or Associate Professor shall have the option to resign the Deanship at anytime during his tenure and also decline the offer of appointment in turn as Dean of the Faculty.

STATUTE -18
CONSTITUTION OF FACULTIES

Each Faculty shall consist of the following members namely:

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

STATUTE -19**POWER OF FACULTIES**

- (1) The Faculty shall have such power and shall perform such duties as given in the Ordinances and shall, from time to time, appoint such and so many Boards of Studies in different branches of studies as may be prescribed by the Ordinances,
- (2) The Faculty shall also consider and make such recommendations to the Academic Council on any question pertaining to their respective spheres of work as may appear to them or on any other matter referred to them by the Academic Council.

STATUTE - 20**BOARD OF STUDIES**

- (1) There shall be a Board of Studies for Subject comprising of all the teachers of the concerned subject and two members to be nominated and co-opted by the Department from outside university, form academia/Industries, after approval of Vice-Chancellor from amongst the panel of five persons.
- (2) The Head of the Department shall be the Chairman of the Board of Studies provided that the term of the Chairman shall be of three years. If there are more than one Subject in the department the senior most Professor/Associate Professor shall be the chairman of Board of Studies of 1 subject in accordance to with clause (1) above.
- (3) The term of the Co-opted members of the board of studies shall be of three years.
- (4) The Vice-Chancellor may constitute a Board of Studies for the subject to be introduced by the university as and when required.
- (5) Detailed Syllabus of the different courses of the department shall be prepared by Board of Studies.
- (6) Contents of the Syllabus shall be revised and updated by the Board of Studies from time to time and be submitted to the Academic Council for its approval.
- (7) Board of studies meeting shall be convened at least once in a year.

STATUTE -21**STUDENTS COUNCIL**

- (1) The students council shall mainly function as a forum for getting feedback on the students issues and their welfare.
- (2) The Vice-Chancellor shall appoint the Students' Council, one student from each Department/Faculty who shall be a regular student of the university and had secured 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 upon the need of students participation for the benefit of the University. Schedule cast and Schedule tribes and girls students will be given adequate representation in the students Council.

STATUTE -22

APPOINTMENT OF TEACHERS OF THE UNIVERSITY

- (1) For the teaching staff in the University namely the Professors, Associate Professor, and Assistant Professor, the Board of Management may recommend to the Governing Body for filling up the vacancies occurs in different Teaching department 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 selection process from time to time.
- (3) The post of teaching staff (Professor, Associate Professor and Assistant Professor) shall be advertised in the national daily News Papers which have wider circulation clearly mentioning the essential qualifications and pay scale for each advertised post as per norms prescribed by the University Grant Commission (UGC) or any other Regulatory Body.
- (4) There shall be a Screening Committee consisting of three members, appointed by the Vice-Chancellor and shall screen all the applications and prepare a summary of all the candidates fulfilling the essential qualifications and to be called for the interview. Also a list of candidates rejected and not to be summoned 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.
- (6) The Selection committee shall consist of the following members:

(i)	The Vice-Chancellor	Chairman
(ii)	One observer, not connected with the University in any manner, to be nominated By the Chairman, M.P. University Regulatory Commission.	Member
(iii)	Three subject expert nominated by the Vice-Chancellor after the approval of the Chancellor	Member
(iv)	Dean of concerned Faculty	Member
(v)	Head of the Department	Member
- (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 (i) mentioned above, are present in the meeting of Selection committee.
- (8) After the Selection committee's recommendation and approval by Governing Body, appointment letters will issued by the Registrar to the selected candidates.
- (9) In addition to full-time teachers, the Board of Management / Vice Chancellor may also decide

to engage teachers for a fixed, period part time / contractual basis. The terms and conditions (such as honorarium, TA/DA, conveyance charges etc) of such persons will be decided by the Chancellor of the University from time to time

- (10) Teachers already working (appointed by the sponsoring Body / institute)
- (i) Teachers (Professor/Associate Professor /Assistant Professor) who are already working and who have been are appointed on regular basis, following due procedure in the same institute/college, before its notification as university, shall be examined by the screening committee constituted as per the provision of section (6) of this statute.
- (ii) After examining each case, as per the norms/qualification laid down by the University Grant Commission /any other relevant Regulatory body the committee as (1) above, shall comply with the conditions mentioned in 7(1) of this statute, submit its recommendation to the Chancellor.
- (iii) The teachers found suitable for appointment in the university Teaching Department, as screened above may be absorbed as the regular teachers of the university after approval of Governing Body.
- (11) (i) For the Purpose of official work, the seniority of various categories of teachers shall be maintained by the University in accordance with length of continuous service in a cadre.
- (ii) It shall be the duty of the Registrar to prepare and maintain in respect of different categories and update seniority lists in accordance with procedure laid down in the clauses hereafter appearing provided that if:
- (a) If the length of service of two or more teachers in any cadre calculated in accordance with paragraph 2 above is equal, their seniority shall be determined in accordance with the length of continuous service in the cadre immediately below, if any
- (b) If after calculation in accordance with above the seniority of two or more teachers in any cadre is equal, their seniority shall be determined in accordance with the length of continuous service in the cadre, if any, immediate below the cadre considered under above.
- (c) If after calculation in accordance with the foregoing provisions to the extent possible, the seniority of two or more teacher in any cadre is equal, their seniority shall be determined by the total period of continuous service as a teacher in any cadre.
- (d) If after applying the foregoing provision to the extent possible, the seniority of two or more teachers is equal, their seniority shall be determined in accordance with seniority in age.
- (12) The retirement age of a teacher shall be as per Regulatory Bodies, UGC, AICTE, MCI, BCI etc. norms and no one shall withhold official position after retirement. However, they can continue for teaching purpose, as per norms of UGC other regulatory bodies.

STATUTE -23**CATEGORIES OF THE NON-TEACHING EMPLOYEES**

- (1) The following types of non-teaching employees shall be appointed by the University
 - (i) Permanent/Probationary employees
 - (ii) Contractual employees
 - (iii) Casual employees
- (2) Permanent employee means an employee who is appointed against 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 basis for a specified period.
- (4) Casual Employee means an employee who is employed on the basis of a muster Roll.
- (5) The terms of services conditions of all the above types of employees and their arbitration procedures shall be as prescribed by the Regulations of the University.

STATUTE -24**OTHER OFFICERS OF THE UNIVERSITY**

- (1) The following shall be the other Officers of the University:
 - (i) Controller of Examination:
 - (a) Controller of Examination shall be an officer of the University and shall be appointed by the Vice Chancellor from amongst the Teachers of the University.
 - (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 his office, the duties of the office shall be performed by such other person as the Vice chancellor may appoint for the purpose.
 - (c) The Controller of Examination shall control the conduct of examination and all other arrangements necessary therefore and execution of all processes connected therewith and ancillary thereto.
 - (ii) Librarian

The Librarian shall be a full time salaried officer of the University, and his appointment will be made following the procedure as decided by Board of Management.
- (2) The powers and responsibilities of the Controller of Examination and Librarian shall be as decided by the Board of Management of the University.

STATUTE - 25**CONFERMENT OF HONORARY DEGREES AND ACADEMIC DISTINCTIONS**

- (1) (i) Proposal for conferment of an Honorary Degree or Academic Distinction shall be made in writing through the Department of any faculty and member and Head of the Department/Institute will forward it through Dean of Faculty to the Vice Chancellor.
 - (ii) On receipt of the proposal the Vice-Chancellor, on being satisfied that the proposal is in conformity with the provision of the Act, shall summon special meeting of the Board of Management to consider the proposal.
 - (iii) At such special meeting of the Board of Management the Vice-Chancellor shall call upon the members to indicate their opinion on the proposal by a secret ballot. No speeches or comments shall be permitted on the proposal at such meeting;
 - (iii) The Vice-Chancellor shall ascertain the proposal from scrutiny of the ballot papers; if the Vice-chancellor finds that the proposal has the requisite support of the members, he shall declare that the proposal is worth approving and shall send it for final approval of the Chancellor.
 - (iv) Every proposal for conferment of an Honorary Degree or Academic Distinction shall be separately made and considered in respect of a proposed recipient.
- (2) (i) Any such proposal submitted for approval directly to Governing Body shall be decided by a secret ballot of the members of the Governing body; present and voting at the meeting.
 - (ii) No member of the Governing Body shall be permitted to discuss, comment or make any speech in respect of the proposal at such meeting.
 - (iii) The Vice Chancellor shall scrutinize the ballot papers in respect of the proposal.
 - (iv) On scrutiny, if the proposal is found to have the requisite support, the proposal shall be declared to be carried and in the absence of the requisite support, the proposal shall be declared to be dispersed with. However the Chancellor will have power to reject or approve any proposal without assigning any reason thereof.

STATUTE -26**PROVISION REGARDING FEE TO BE CHARGED FROM THE STUDENTS**

- (1) All the courses in the university shall be run on self-finance mode. The following type of fees may be charged from the students; subject to approval of the Regulatory Commission.
- I. Prospectus/ Registration form fee
 - II. Admission fee (Where applicable)
 - III. Tuition fee for the course
 - IV. Examination fee
 - V. Library fee
 - VI. Development/amalgamated fund
 - VII. Laboratory fee
 - VIII. Caution money

The University may introduce other heads of fees as per requirement of course from time to time

- (2) In addition, fee for duplicate mark sheets, Exam Admit Card, revaluation, issue of degree, Migration and such other examination or result fee may be charged from the students, as prescribed by the ordinance.
- (3) The components of fee may vary from course to course and shall be decided by the Board of Management for each course.
- (4) Direction of various regulatory Body viz; MIC, DCI, UGC will be the binding on the University
- (5) The fee structure of various courses and provision of exemption from tuition fee will be decided by the Board of Management from time to time and will be made available to the student along with the prospectus for conserving session.
- (6) All fee subject to approval of the Regulatory Commission as per provision of Section 36(10)(b) of the Act.

STATUTE -27**ENDOWMENTS: STUDENTS AWARDS**

1. The Board of Management may accept donations from any person, body, institution and NGO for the creation of an endowment for the award of fellowships, scholarships, studentships, exhibitions, bursaries, medals and other awards of a recurring character.
2. Subject to the provisions of Section 12& 13 of the Act, each endowment shall be secured by investment decided by the Board of Management in fixed deposits in a scheduled bank.
3. The Board of Management shall be the administrator of all endowments.
4. The award shall be made out of the income accruing from the endowment. Any part of the income which is not so utilized shall be added to the endowment.
5. The Academic council shall prescribe the condition of award after consulting the donor and effect shall be given to his/her wishes as far as possible.

In case of each endowment accepted by the Board of Management the Board of Management shall make a regulation giving the name of donor, the name, initial value and purpose of the endowment.

STATUTE - 28**CONVOCATION**

- (1) A Convocation for the award of the Degrees, Diploma and other Distinction 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 Regulation relating to the format of the Degree, Diploma Documents, Certificate and Citations, their text, issuance of these documents in absentia, duplicate degree and procedure for holding Convocation.
- (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 -29**ADMISSION OF STUDENTS AND COURSE FEES.**

- (1) Admission process and intake to various courses shall be as approved the Governing Body, which shall be in accordance with guidelines given by Regulatory Body. The number of seat in each course shall be in conformity of relevant Regulatory Body such as AICTE,PCI, UGC, MCI, BCI, INC,NCTE etc.
- (2) The University will conduct its own entrance test for all the programs or utilize the list of result of such examination/ test conducted by different State/ National/ Professional Bodies. Admission in the university shall be made strictly on the basis of merit or by the order of dean.
- (3) Policies and directives of central/State/Regulatory Body regarding admission including regulation of reservation for SC/ST/OBC students below poverty line family/ physically handicapped and other categories shall be applicable to the University.
- (4) The admissions in Medical, Dental & other courses related to Health Sciences shall be made according to the directions issued by Medical Education Department, Government of MP/MCI/DCI /INC & other Regulatory Bodies from time to time. .
- (5) The course fees will be decided by board of Management as per provision of the Act & guidelines/recommendations of regulatory body/state governments/any other agency appointed for the purpose, subject to the provision of section 36(10b) of the act.

STATUTE NO - 30**ANNUAL REPORT AND THE BALANCE SHEET**

- (1) The Annual Report of the University and the balance sheet along with Income and Expenditure accounts of the University, duly audited by the Chartered Accountant appointed by the University, and shall get the approval of the finance committee.
- (2) The Report shall be placed before the Governing Body for approval.
- (3) A copy of the Annual Report and the annual accounts prepared under Sub-section (1) shall be presented to the Visitor and to the M.P. State University Regulatory Commission after its approval by the Governing Body.

STATUTE - 31
RESIGNATION

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

STATUTE -32
ACTION AGAINST TEACHERS

If there in an allegation of misconduct against a teacher, the Vice Chancellor shall constitute a fact finding committee and if necessary based on the basis fact finding committee recommendations, may institute an inquiry committee for the purpose:

- (1) Based on the inquiry committee report, the Vice Chancellor may decide course of action including suspension depending on the gravity of misconduct, however for taking actions to the extent of termination of the teacher concerned, the Vice Chancellor shall report the matter to Governing Body whose decision will be final.
- (2) Any person aggrieved by the action mention in clause (1) may prefer an appeal against any action can be made to the Chancellor within 30 days from the date of receiving of the communication of such order and the Chancellor may refer the case back to the Governing Body with his comments to review the case .

STATUTE - 33
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 fact finding committee recommendations, may institute an inquiry committee for the purpose.
- (2) Based on the inquiry committee report, the Registrar may decide course of action including suspension depending on the severity of the misconduct.

However, for taking action to the extent of termination of non-teaching employee concerned, the Registrar shall report the matter to the Vice Chancellor whose decision will be final. An appeal against any action can be made to the Chancellor within 30 days from the date passing such order and the decision of Chancellor will be final.

STATUTE -34

APPOINTMENT OF EXAMINERS

- (1) In this Statute:
 - (i) "Internal Examiner" means in case of a theory paper, an examiner including a paper setter who is a teacher in a University Teaching Department/School of Studies/Department of the University.
 - (ii) "External examiner" means an examiner other than "internal examiner" from outside the University.
 - (iii) "Co-examiner" means an examiner in a written paper other than the paper-setter.
- (2) The office of the Registrar/Controller examination shall prepare subject wise list of names of Teachers/ scientist from Various Universities /Scientific organizations qualified for appointment as examiners.
- (3) The list shall contain, as far as possible, information relating to the persons included therein on the following points, namely:-
 - (i) The academic qualification and teaching experience at degree and post graduate levels.
 - (ii) The field of specialization
 - (iii) Experience as examiners.
- (4) The Registrar's/Controller of examination's office shall also give the Examination committee the approximate number of candidates expected to appear at each.
- (5) The list so prepared shall be made available to the Examination committee which shall make the following Recommendations:-
 - (i) A panel of three names for the appointment of the paper setter of each written paper.
 - (ii) A list of name of persons of appointment as co-examiners where necessary, the number of names including in the list being at least fifty percent in excess of the number to the appointment.
 - (iii) A list of names of persons for appointment as examiners in each practical/Viva-voce examination, the number of names included in the list being sufficient for the conduct of Practical/Viva-voce examination in each subject.
- (6) The Vice- Chancellor shall appoint paper setter, co examiners, practical /Viva-voce examiners ordinarily from amongst persons recommended by the examination committee. He may, however, appoint a person whose name is not included in the list of names recommended by the Examination Committee, if he is satisfied that the person in question possesses the minimum required qualification.
- (7) The other terms and conditions for the appointment of examiners shall be as per decision of Board of Management on the recommendation of Board of Examination.
- (8) The qualification of the paper setter and Co-examiners shall be as per the norms laid down by the related regulatory bodies viz; UGC, MCI, NCTE, DCI, BCI, INC, PCI, AICTE etc.

STATUTE - 35**THE PROCTORIAL BOARD**

- (1) There shall be a Proctorial Board to maintain the discipline amongst the students of the University. It shall consist of the following members:
 - (i) A Professor nominated by Vice-Chancellor (Chairman)
 - (ii) The Chief Proctor (Convener)
 - (iii) Dean Student welfare
 - (iv) All Proctor(s)
 - (v) All Wardens of the Hostels
 - (vi) One of the two students nominated by the Vice-chancellor from amongst the student members of the Board Of Studies
- (2) The Proctorial Board shall prepare a Code of Conduct to be followed by the students and shall place it before the board of Management for its approval.
- (3) Any violation of the Code of conduct or breach of any rule or regulation of the University by any students shall be records as indiscipline and shall make the student liable for disciplinary action against him/her.
- (4) The Chief Proctor and Proctors shall be appointed by the Vice Chancellor from amongst the teacher of the University. The number of Proctors shall be determined by the Vice-Chancellor depending upon the enrollment of the students in the University.
- (5) The Chief Proctors so appointed by the Vice Chancellor for a period not exceeding three years provided that Vice Chancellor may remove Chief Proctor or the Proctor before the completion of his/her tenure if he/she fail to discharge the duties well or if his/her activities are prejudicial to the interest of the University
- (6) The Power and duties of Chief Proctor:
 - (i) The Chief Proctor shall get a Proctorial form filled by students and keep it for the record in his/her office.
 - (ii) He/she will issue identity Card to each students under his/her seal and signature
 - (iii) He/she shall be authorized by the university to issue rail and air travel concession orders to the bonafide students of the university
 - (iv) He/she will place all the matter brought to his/her notice before the Proctorial Board on being approved by the Vice Chancellor.

STATUTE -36**DEAN STUDENT WELFARE**

- (1) The first Dean Student welfare affairs officer of the University may be appointed by the chancellor for a period of two years.
- (2) The subsequent Dean Student welfare shall be appointed for a term of three years by the Board of Management on the recommendation of Vice-Chancellor.
- (3) The Dean Students Welfare shall be a full time salaried officer.
- (4) The Qualification, salary and mode of appointment shall be prescribed by the Board of Management of the University.
- (5) The Dean Student Welfare shall be governed by the service rules prescribed by the University for the employees of the university.
- (6) The Dean Student Welfare shall be advisor of the university Student Association and the Head of the Information Bureau and Employment Bureau of the university.
- (7) The Dean Student Welfare shall, if required by the Board of Management and Academic Council, be present at any meeting of the authority as directed from time to time.
- (8) Subject to the control of Vice Chancellor and Board of Management, the Dean Student Welfare shall,
 - a. Make arrangement to ensure suitable lodging and boarding facilities to the students, who desire to live in hostel.
 - b. Arrange for employment of student in accordance with plans approved by the Vice Chancellor and the Board of Management.
 - c. Assist the students in obtaining scholarship, by furnishing them the information in relation to these.
 - d. Communicate with the guardians of the students concerning the welfare of the students.
 - e. Perform such other duties as may be assigned to him for the time to time by the Vice Chancellor and the Board of Management.

STATUTE -37**APPOINTMENT, TERMS AND CONDITIONS, DUTIES AND POWERS OF THE
PRO VICE CHANCELLOR.**

1. The Pro- Vice Chancellor will be appointed by Chancellor with the approval of Governing body for the term of 4 years. Pro- Vice Chancellor will assist Vice Chancellor in day today functioning.
2. The Pro Vice- Chancellor shall be a whole-time salaried officer of the University and his emoluments and other terms and conditions of service shall be such as decided by the Governing Body.
3. Pro- vice chancellor shall discharge such duties and perform such function as per provision of act and entrusted upon by the chancellor or vice- chancellor of the University.
4. He/ She shall be holding the post till chancellor so desires.
5. If at any point of time it appears to the chancellor that the Pro-vice chancellor
 - i. Has made default in performing any duty imposed on him.
 - ii. Has acted in a manner pre judicial to the entire of University.
 - iii. Is incapable of managing the affairs of the University.

The chancellor may ask by order: no. writing to relinquish his/her office as from such a date as may be specified in the order.

The Pro-vice chancellor may resign from his/her office by submitting resignation in writing addressed to the chancellor.

STATUTE -38**MISCELLANEOUS****I) Creation of new Department and abolition or restructuring of Existing Department:-**

On the receipt of proposal for creation of new Department/abolition/restructuring of existing department, the academic council will discuss & send its recommendation to Chancellor for approval. After the approval of proposal by the Chancellor the Vice Chancellor will issue the order & will implement accordingly, provided that before addition of any Department/ Course/ Programme, interests of students already enrolled in that curriculum shall be taken care of & a report of this effect shall be sent to the Regulatory Commission.

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

The number of seats in different course of University will be decided by academic Council & proposal shall be send to Chancellor for its approval. The similar procedure will be followed for alteration of member seats in different course. It would, however, be in conformity of the Regulatory Body such as AICTE, NCTE, DCI, MCI, INC etc.

III) Creation of Post & procedure for its abolition:-

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