

भाग ४ (ग)**प्रथम परिनियम****उच्च शिक्षा विभाग**

मंत्रालय, वल्लभ भवन, भोपाल

भोपाल, दिनांक 29 जुलाई 2021

क्रमांक आर-95-सीसी-2021-अड़तीस.—मध्यप्रदेश निजी विश्वविद्यालय (स्थापना एवं संचालन) अधिनियम, 2007 की धारा 26(1) के अनुक्रम में, श्री अरविन्दो निजी विश्वविद्यालय, इंदौर के प्रथम परिनियम क्र. 01 से 37 राज्य शासन के निर्देशों के अनुसार अधिनियम, 2007 की धारा 35 अनुसार प्रकाशित किया जाता है. संस्था के उक्त अध्यादेश प्रकाशित होने की तारीख से प्रवृत्त होंगे.

प्रथम परिनियम क्र. 01 से 37

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

STATUTE NO.-01**ESTABLISHMENT OF UNIVERSITY: VISION, MISSION, OBJECTIVES & FUNCTIONS****1. SHORT TITLE, SCOPE AND COMMENCEMENT:**

- 1.1 This Statute may be called Sri Aurobindo University, Indore, Madhya Pradesh, **Establishment of University: Vision, Mission, Objectives & Functions.**
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette of Madhya Pradesh.
- 1.3 Each Statute is in accordance with the provisions of the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam 2007 as amended in 2013 & 2016 If there be any difference in the provisions of the Adhinyam or the Rules and the Statutes, the provisions of the Adhinyam or the Rules shall have overriding effect.
- 1.4 Nothing in these Statutes shall be deemed to debar the University from amending the Statutes subsequently according to the provision of Section 27 of the Adhinyam, and the amended statutes, if any, shall come into force, from such a date as prescribed in the notification.

2. DEFINITIONS:

In this statute, unless the context otherwise requires-

- 2.1 "Constituent institution" means a hospital, health center, Medical, Dental, Nursing, Physiotherapy, Speech & Hearing, Occupational therapy, Allied and Paramedical Sciences, Law, Management colleges or such other Institutions notified by the MPPURC in accordance with the provisions laid down in the act as an constituent institution in which a person may undergo training, if any, required by a course of study before the award of any degree, diploma or other academic distinctions of the university;
- 2.2 "Authorities" means the authorities of the University as specified by or under this Act;

- 2.3 "Autonomy" means a privilege of the University conferred by Statutes permitting a constituent college, institution or a University department to conduct academic programs and examinations, develop syllabus for the respective subjects and issue certificates of passing the examinations, etc. A constituent college, institution or a University department which has been granted autonomy shall have full academic, administrative and financial autonomy to the provisions of this Act and Statutes;
- 2.4 "Bodies", means the bodies of the University formed by the respective authorities;
- 2.5 "Central Councils", means various Councils constituted by the Central / State Government;
- 2.6 "Chancellor", "Vice-Chancellor" means, respectively, the Chancellor, the Vice-Chancellor of the University;
- 2.7 "Collaboration" means collaborative academic activity of the University with other universities, academic institutions (local, regional, national or international), hospitals, research institutions and organizations;
- 2.8 "Constituent college" means a college maintained and managed by the University within the main and declared by MPPURC campus;
- 2.9 "Director" means a head of an institution including a center, or a school of the University as designated by the Board Of Management;
- 2.10 "Director of Medical Education", "Director of Health Services" means respectively, the Director of Medical Education, Madhya Pradesh State, the Director of Health Services, Madhya Pradesh State .
- 2.11 "Government" means the Government of Madhya Pradesh;
- 2.12 "Health Sciences" means modern scientific medicine in all its branches concerning preventive, promotive, curative and rehabilitative services in Medical and Dental science, Nursing, Physiotherapy, Occupational Therapy, Speech and Hearing ,Paramedical and other allied subjects including the Indian Systems of Medicine in all their branches;
- 2.13 "Hostel" means unit of residence for the students of the University maintained or recognized by the University in accordance with the provisions of this Act;

- 2.14 "Local Managing Committee" means a Committee constituted for a College under the provisions of this Act;
- 2.15 "Management" means the Members of the society, or the Managing or Governing body, of Sri Aurobindo Institute of Medical Sciences Society registered under the Madhya Pradesh Society registration Adhiniyam 1973, under the management of which one or more colleges or Constituent institutions or other institutions are conducted and admitted to the privileges of the University.
- 2.16 "Non-vocational academic staff" means such staff as the Government may classify to be non-vocational academic staff and includes all such staff which is complimentary to academic staff and shall not include the staff engaged purely in discharging administrative functions;
- 2.17 "Post-graduate department" means a department in a college or institution of higher learning, research or specialized studies, imparting postgraduate instruction or guidance for research recognized by the University;
- 2.18 "Principal or Dean" means head of a Institute, specialized educational Institution, post-graduate center or other Constituent Institutions duly approved by the University;
- 2.19 "Registrar" means the Registrar of the University appointed under section 18 and includes Deputy Registrar and Assistant Registrar;
- 2.20 "Registered graduate" means a graduate registered or deemed to be registered under this Act;
- 2.21 "School" means a school of studies maintained by or recognized as such by the University;
- 2.22 "Statutes", "Ordinances", "Rules" and "Regulations" means respectively, the Statutes, Ordinances, Rules and Regulations of the University made by or under this Act;
- 2.23 "Student of the University" means a person enrolled in the University for undergoing a course of study for a degree, diploma or other academic distinctions of the University;
- 2.24 "Teachers" means full time approved Demonstrators, Tutors, Assistant Professors, Lecturers, Readers, Associate Professors, Professors and other

- persons teaching or giving instructions on full time basis in constituent colleges of the University;
- 2.25 "University" means the Sri Aurobindo University, established under section 3 of this Act;
- 2.26 "University Grants Commission" means the Commission established under section 4 of the University Grants Commission Act, 1956;
- 2.27 "University institution" means a center, a school, or an institute established and maintained by the University;
- 2.28 "University teacher" means a teacher appointed by the University;
- 2.29 "Regulatory Commission" means the MP Private University Regulatory Commission established under the section 36 of the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam, 2007 (Madhya Pradesh Act 17 of 2007);
- 2.30 "State", 'State Government' and 'Government shall mean, the Government of the State of Madhya Pradesh.
- 2.31 "Adhiniyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam, 2007 (Madhya Pradesh Act 17 of 2007);
- 2.32 "Section, Sub-section' and 'Item' shall mean, Section of the Adhiniyam, Sub-section of the section and item of the Section or Sub-section respectively;
- 2.33 "Governing Body" means the Governing Body of Sri Aurobindo University, Indore;
- 2.34 "Council" means, the Academic Council of Sri Aurobindo University, Indore;
- 2.35 "Board" means, the Board of Management of Sri Aurobindo University, Indore;
- 2.36 "College" means, constituent Institution of Sri Aurobindo University, Indore;
- 2.37 "Other Backward Classes" mean, the communities, castes and tribes notified by the M.P. State Government from time to time under Article 15(4) and Article 16(4) of the Constitution;
- 2.38 "Scheduled Caste" means the Scheduled Castes notified under Article 341 of the Constitution of India;
- 2.39 "Scheduled Tribes" mean the Scheduled Tribes notified under Article 342 of the Constitution of India;

- 2.40 "School of Studies" means an institution maintained by Sri Aurobindo University as a place of higher learning and research;
- 2.41 "Visiting Faculty: means part time approved Assistant Professors, Associate Professors, Professors and other persons teaching or Imparting instructions on part time basis in constituent institutions of the University.

3. ESTABLISHMENT AND INCORPORATION OF UNIVERSITY: –

- 3.1 Whereas the Government of Madhya Pradesh has enacted Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007.
- 3.2 Whereas the Sponsoring Body Sri Aurobindo Institute of Medical Sciences applied to the Government of Madhya Pradesh through MPPURC for sanction to establish a Private University.
- 3.3 The University shall be a body corporate, by the name specified and shall have perpetual succession and a common seal and shall sue and be sued by the said name.
- 3.4 The University shall be competent to acquire and hold property, both movable and immovable, to lease, sell or otherwise transfer or dispose of any movable or immovable property, which may vest in or be acquired by it for the purposes of the University, and to contract and do all other things necessary for the purposes of this Act:
Provided that, no such lease, sale or transfer of such property shall be made without the valuation made thereof by the approved valuer appointed by the University.
- 3.5 In all suits and other legal proceedings by or against the University, shall be signed and verified by the Registrar or any other person authorized in his behalf, and all process in suits and proceedings shall be issued to and served on the Registrar.

4. VISION AND MISSION OF THE UNIVERISTY:

- 4.1 To envisage a new revolution in the field of education at Sri Aurobindo University through implementation of education policy. This will contribute to the vision to

- become a leader in the field of medical science and technology and other faculties.
- 4.2 To be marked by aspiring candidates in the country as one of the most favored universities to begin teaching and research careers or their student lives.
 - 4.3 To propel Sri Aurobindo University upwards in ranking at national and international level through an outstanding student placement record, International standard of higher education and research publications, and creation of state of the art facilities on the campus (such as e learning facilities, e-library, sophisticated laboratories, sponsored research and industrial consultancy, modernization of hostels and sports facilities, create entrepreneurship park etc.).
 - 4.4 To raise standard of excellence for development of various facilities on the campus, establish national awards in various disciplines and provide support to students from weaker section of society.
 - 4.5 To cultivate an active, technology-enhanced, learning environment where each individual can grow and thrive.
 - 4.6 To be widely recognized as a destination for world-class talent from around the globe.
 - 4.7 To inculcate basic principles which should guide Sri Aurobindo University to be our research, education characterized by a quest for high quality; our standpoints and decisions based on a clear responsibility for the development of society; our work guided by a global engagement that constantly reminds us of our role in the world; and an inspiring work environment.
 - 4.8 To ensure that this university should create a transformative educational experience for students focused on deep disciplinary knowledge; problem solving; leadership, communication, and interpersonal skills; and personal health and well-being.
 - 4.9 To plan that the campus community should pursue strategic partnerships and focuses on solving societal challenges. Sri Aurobindo University should be a Quality driven university, to be characterized by innovative multidisciplinary research. All education should be research based; as part of their studies,

students should be put in contact with active researchers and highly advanced research.

- 4.10 To cultivate a transformative university community committed to (a) attracting and retaining diverse, world-class talent; (b) creating a collaborative environment open to the free exchange of ideas, where research, creativity, innovation, and entrepreneurship can flourish; and (c) ensuring individuals can achieve their full potential.
- 4.11 In the coming years, the research at the Sri Aurobindo University should be characterized by global perspectives and should attract leading researchers from around the world. All programs should offer international outlooks and student exchange opportunities.
- 4.12 To impact society in a transformative way — regionally, nationally, and globally — by engaging with partners outside the traditional borders of the university campus.
- 4.13 Sri Aurobindo University should be characterized by a stimulating and dynamic work environment where respect for everybody's equal value is completely natural. The University should be an attractive employer and the study environment should provide optimal work conditions for students. The organization should be characterized by effective information provision and qualified support functions.

5. OBJECTIVES OF UNIVERSITY:

The objectives of the University shall be to disseminate, create and preserve knowledge and understanding by teaching, research, extension and service and by effective demonstration and influence of its corporate life on society, in general, and in particular the objectives shall be:-

- 5.1 To carry out its responsibility of creation, preservation and dissemination of knowledge;
- 5.2 To promote discipline and the spirit of intellectual inquiry and to dedicate itself as a fearless academic community to the sustained pursuit of excellence;
- 5.3 To encourage individuality and diversity within a climate of tolerance and mutual understanding;

- 5.4 To promote freedom, secularism, equality and social justice as enshrined in the Constitution of India and to be catalyst in socio-economic transformation by promoting basic attitudes and values of essence to national development;
- 5.5 To extend the benefits of knowledge and skills for development of individuals and society by associating the University closely with local and regional problems of development;
- 5.6 To promote equitable distribution of facilities of Health Sciences & Others;
- 5.7 To provide for efficient and responsive administration, scientific management and develop organization of teaching and research;
- 5.8 To promote acquisition of knowledge in rapidly developing and changing society and to continually offer opportunities of upgrading knowledge, training and skills in the context of innovations, research and discovery in all fields of human endeavour by developing educational network related to Health Sciences with use of modern communication media and technologies appropriate for a learning society;
- 5.9 To strive to promote competitive merit and excellence as the sole guiding criterion in all academic and other matters relating to students;
- 5.10 To impart education and training to achieve the goal of physical, mental and spiritual health of every individual,
- 5.11 To create better understanding between different systems of medicines through inter-disciplinary study and research;
- 5.12 To establish state of the Art facilities for Education, Training and Research.
- 5.13 To provide consultancy to the industry and public organizations.
- 5.14 To establish new institutions and courses as per the need of the community.
- 5.15 To award degrees, diplomas, certificates and other academic distinctions on the basis of examination or any other method of evaluation.
- 5.16 To maintain standards of the degrees, diplomas, certificates and other academic distinctions in accordance with the norms laid down by UGC and related Regulatory Bodies or Councils.
- 5.17 To collaborate with other Universities, Research Institutions, Government and Non-Government organization towards fulfillment of objectives of University.

- 5.18 To set up collaboration provisions with foreign/international Universities to enable students of the University to leverage the advantages of faculty and student exchange, dual degree options and semester abroad programs.
- 5.19 To pursue any other objectives as may be approved by the Sponsoring Body.
- 5.20 To ensure that academic distinctions are not lower than those laid down by the Statutory Bodies.

6. POWER AND DUTIES OF UNIVERSITY:

The University shall have the following powers and duties, namely:-

- 6.1 To make provision to enable constituent colleges and recognized institutions to undertake specialized studies;
- 6.2 To establish, maintain and manage University departments and institutions of research, specialized studies or academic services unit;
- 6.3 To provide for establishment of campuses for serving a group of constituted colleges, and also to provide for and maintain common resources centers in such campuses in the form of libraries, laboratories, computer centers, hostels, health centers, auditoria and gymnasiums and the centers of learning;
- 6.4 To create posts of directors, principals, teachers and other teaching or non-vacation academic posts required by the University as per the prescribed qualifications and make appointments thereto;
- 6.5 To appoint or recognize persons working in any other University or organization as a teacher of the University for specified period;
- 6.6 To create non-teaching skilled, administrative, ministerial and other posts and as per the prescribed qualifications and pay-scales for such posts, and to make appointments thereto;
- 6.7 To facilitate mobility of teachers within the University and to other Universities with the consent of the University authorities;
- 6.8 To make provision, wherever feasible in the University department, constituted colleges, institutions, recognized institutions and schools, for survey and collection of statistics, data and other particulars relevant to various developmental activities including State and National plans evaluation of the

- developmental schemes with the participation of the students as a part of their curricular activities;
- 6.9 To control and regulate admission of students for various courses of study in University departments and constituted colleges, institutions, schools and recognized institutions;
- 6.10 To lay down the conditions of constituent college and recognition of institutions taking into account the credibility of the management and norms of academic performance of colleges, faculties and subjects, as may be laid down from time to time, and satisfy itself by periodical assessment or otherwise that those conditions are fulfilled;
- 6.11 To monitor and evaluate the academic performance of Constituent college /institutions for affiliation and periodical accreditation;
- 6.12 To inspect, where necessary, constituent colleges and recognized institutions through suitable machinery established for the purpose, and take measures to ensure that proper standards of instruction, teaching and training are maintained by them, and adequate library, laboratory, hospital, workshop and other academic facilities are provided for;
- 6.13 To hold and to manage trusts and endowments and institute awards, fellowships, travelling fellowships, scholarships, studentship, medals and prizes for teachers and students of the University and colleges;
- 6.14 To make necessary arrangements for promoting welfare of employees of the University;
- 6.15 To co-ordinate and regulate teaching and research in the constituted colleges and recognized institutions;
- 6.16 To provide for the training and quality improvement of teachers and non-teaching employees;
- 6.17 To provide for periodical assessment of the performance of teachers and non-teaching employees of the colleges, institutions and University in accordance with the provisions of Statutes,
- 6.18 To regulate and provide for attendance of the teachers on the premises of the University or colleges or institutions during teaching hours and beyond teaching

- hours, as prescribed and to prohibit teachers from taking or conducting private tuition or private coaching classes;
- 6.19 To prescribe for Code of conduct and discipline rules for teaching and nonteaching staff and to ensure the enforcement thereof;
- 6.20 To establish, maintain and manage-
- 6.20.1 A printing and publication department;
- 6.20.2 University extension boards;
- 6.20.3 Information bureaus;
- 6.20.4 Employment guidance bureaus; and
- 6.20.5 Such other establishment as may be necessary and possible to fulfill the objectives of the University;
- 6.20.6 To co-operate or collaborate with any other University, institution, authority or organization for research and advisory services and for such purposes to enter into appropriate arrangement with other Universities, institutions, authorities, or organizations to conduct certain courses as the situation may demand;
- 6.21 To explore the possibilities of augmenting the resources of the University by exploring or innovating activities such as research and development, consultancy, training programs and providing services for different clients from industry, trade or any other non-government organizations;
- 6.22 To receive funds for collaboration programs from foreign agencies subject to rules and regulations of the Central Government and Government of M.P. in that behalf;
- 6.23 To lay down service conditions including code of conduct, workload, norms of performance appraisal, and such other instructions or directions as in the opinion of the University, may be necessary in academic matters for teachers and University teachers;
- 6.24 To undertake development programs in Health Sciences, research, consultancy-based projects and training programs for outside agencies, by charging fees so as to generate resources;
- 6.25 To provide for instruction and training in such branches of medicine and allied sciences, as may be considered suitable and to make provision for research and

- dissemination of knowledge in Health Sciences, striving to maintain at all times highest possible standards of academic excellence;
- 6.26 To institute and award degrees, diplomas, certificates and other academic distinctions for persons who shall have pursued approved courses of study in a University, college or an affiliated college unless exempted therefrom in the manner prescribed and shall have passed the prescribed examinations of the University or shall have carried on research satisfactorily under conditions as may be prescribed;
- 6.27 To develop, upgrade and start departments in Medical/Dental/Paramedical/Nursing/Homeopathy/Aayurvedic and other specialties as may be required and to provide instructions for such courses of study;
- 6.28 To hold examinations, declare and if necessary withhold the results and to confer honorary degrees or other distinctions under conditions as per the University Policy;
- 6.29 To define conditions under which the award of any degree, title, diploma and other academic distinctions may be withheld;
- 6.30 To institute, maintain and administer University, colleges, hospitals and laboratories and institutes of research, library or other institutions necessary to carry out the objectives of the University,
- 6.31 To establish, maintain and administer hostels, to recognize such hostels which may be suspended or withdrawn from such recognition;
- 6.32 To exercise control over the students of the University, as well to care for their health and well-being and to maintain discipline and this can be done through the affiliated colleges;
- 6.33 To accept, hold and manage any endowments, donations or funds which may become vested in it for the purposes of the University by grants, testamentary disposition or otherwise, and to invest such endowments, donations or funds in any manner that the University may deem fit;
- 6.34 To borrow money with or without security for such purposes, as may be approved by the M.P. Government, Central Government, the University Grants Commission or other corporated bodies subject to the provisions of this Act;

- 6.35 To fix fees and demand and collect such fees as may be prescribed;
- 6.36 To undertake publication of works of merit and research pertaining to Health Sciences;
- 6.37 To establish and maintain University Libraries, Research Centers and Museums;
- 6.38 To establish research posts and to appoint suitable persons for such posts;
- 6.39 To establish suitable residential accommodation to the staff of the University to the extent feasible,
- 6.40 Generally to do such other acts or make such other provisions as may be deemed necessary or desirable to further the objectives of the University;
- 6.41 To comply with and carry out any directives issued by Government from time to time, with reference to above powers, duties and responsibilities of the University.
- 6.42 Wherever necessary, levy charges for extra facilities being extended like sports, library, or any recreational facilities which are in accordance with the stature of the University.

7. STRUCTURAL HEIRARCHY AND POSITIONS:

- 7.1 Sponsoring Body
- 7.2 Chancellor
- 7.3 Pro-Chancellor
- 7.4 Governing Body
- 7.5 Board of Management
- 7.6 Vice-Chancellor
- 7.7 Pro-Vice-Chancellor
- 7.8 Academic Council
- 7.9 Deans of Faculties
- 7.10 Registrar
- 7.11 Chief Finance and Account Officer
- 7.12 Board of Studies
- 7.13 Director Students' Welfare
- 7.14 Director/Dean/Principal/Head of Teaching department/Centre of studies

8. UNIVERSITY OPEN TO ALL CLASSES OF PERSONS:

The University shall be open to all persons of any sex and any race, creed, caste or class or any religion including NRI, PIO or foreign nationals.

9. BODY CORPORATE:

9.1 As body Corporate: Sri Aurobindo University shall be competent to acquire and hold property (both movable and immovable), to lease, sell or otherwise dispose off any movable and immovable property, which may vest in it or be acquired by it for the purpose of the University, and to contract and do all other things necessary for the purposes of the Adhinyam.

9.2 In all suits and other legal proceedings by or against the University, the pleadings shall be signed and verified by the Registrar or any other person, authorized on his behalf, and all processes in suits and proceeding shall be issued to and served on the Registrar.

9.3 The University shall be located at Indore (M.P.), and may open extension/ satellite centers in other cities if and when needed.

10. SEAL OF THE UNIVERSITY:

10.1 The University shall have a common seal to be used for the purpose of the University and the design of the seal be as decided by the University, subject to further change or amendment as deemed necessary from time to time. The University may also decide to make use of such Flag, Anthem, Insignia, Emblem and other symbolic or graphic expressions, abbreviations or likewise, for such purpose 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.

10.2 The Common Seal of the University shall remain in the effective custody of the Registrar and its uses will be recorded/minutised.

11. These Statutes, on the subject enumerated against each below, shall be called the First Statutes of the Sri Aurobindo University, Indore and shall come into force with effect from the date of Publication in the Official Gazette.

Statute No. 1	Establishment of University: Vision, Mission, Objectives & Functions
Statute No 2	Visitor. Powers
Statute No.3	Chancellor: Appointment, Powers and Duties
Statute No.4	Pro-Chancellor. Appointment, Powers and Duties
Statute No.5	Vice-Chancellor: Appointment, Powers and Duties
Statute No.6	Pro-Vice-Chancellor: Appointment, Powers and Duties
Statute No.7	Registrar: Appointment Conditions of Service, Powers and Duties
Statute No.8	Chief Finance & Accounts Officer Function and Duties
Statute No.9	Governing Body; Composition, Powers and Duties.
Statute No.10	Board of Management; Composition, Powers, Functions and Duties
Statute No 11	Board of Examination, Composition, Powers and Duties
Statute No.12	Academic Council, Formation, Powers and Duties
Statute No.13	Board of Studies; Composition, Powers and Duties
Statute No.14	Faculties of the University, Composition, Powers and Duties
Statute No.15	Dean of Student's Welfare; Terms and Conditions, Powers and Duties
Statute No 16	Purchase Committee
Statute No.17	Selection Committee
Statute No 18	Finance Committee
Statute No.19	Building and premises committee, composition , power and function
Statute No.20	Library committee, composition , power and function
Statute No 21	Sports committee, composition , power and function
Statute No 22	Admission Policy including Reservation of Seats and Provision regarding Fee
Statute No.23	Student Council
Statute No 24	Honorary Degree
Statute No.25	Convocation
Statute No 26	Annual Report
Statute No.27	Academic Planning and Evaluation Monitoring Board
Statute No.28	Administration of endowment/corpus funds for the award of fellowships, scholarships, medals and prizes in the university

Statute No 29	Creation of chairs
Statute No.30	Proctorial board
Statute No 31	Creation of new authorities of the university, procedure for starting new program/ department & subsequent statute
Statute No 32	Preparation and maintenance of seniority list of university teachers.
Statute No.33	Other officer of the University
Statute No 34	Appointment of the Teachers in the University
Statute No 35	Disciplinary Action against Teachers
Statute No 36	Category of the Non-Teaching Employees
Statute No.37	Disciplinary Action Against Non-Teaching Employees

STATUTE NO. -2
VISITOR: POWERS
(Refer Section 15 of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh, Visitor: Powers.
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

- 2.1 "Adhiniyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam, 2007 (Madhya Pradesh Act 17 of 2007) as amended time to time;
- 2.2 "Statute" means the Statute made under the provisions of sub-section (1) of section 26 of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended time to time;
- 2.3 "Section" means Section of the Adhiniyam,
- 2.4 Words and expression used but not defined in this statute shall have the meaning as assigned to them in the Adhiniyam,

3. VISITOR AND HIS/HER POWERS:

- 3.1 The Governor of Madhya Pradesh shall be the Visitor of the Sri Aurobindo University.
- 3.2 The Visitor shall when present, preside at the convocation of the Sri Aurobindo university for conferring degrees and diplomas.
- 3.3 The Visitor shall have the following powers, namely-
- 3.3.1 To call for any information or record relating to the affairs of Sri Aurobindo university;
- 3.3.2 If it appears on the basis of the information that any order, proceeding or decision taken by any authority of Sri Aurobindo university is not in conformity with the provisions of this Act and Statutes, Ordinances or regulations made thereunder, the Visitor may ask for the opinion of the Regulatory Commission and on being satisfied that any irregularity has taken place, he/she may issue such direction as he/she may deem fit in the interest of Sri Aurobindo University and the directions so issued shall be complied with by Sri Aurobindo University.

STATUTE NO. -3**CHANCELLOR: APPOINTMENT, POWERS AND DUTIES****(Refer Section 16 of the Act 2007)****1. SHORT TITLE AND COMMENCEMENT:**

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh, **Chancellor: Appointment, Powers and Duties.**
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

- 2.1 "Adhinyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam, 2007 (Madhya Pradesh Act 17 of 2007) as amended time to time;
- 2.2 "Statute" means the Statute made under the provisions of sub-section (1) of section 26 of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam 2007 as amended time to time;
- 2.3 "Section" means Section of the Adhinyam;
- 2.4 Words and expression used but not defined in this statute shall have the meaning as assigned to them in the Adhinyam;

3. APPOINTMENT:

- 3.1 The Chancellor shall be appointed by the Sponsoring Body with the approval of the Visitor.
- 3.2 The Chancellor shall be the head of Sri Aurobindo University.
- 3.3 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 3.1 of this statute.

Provided that, the chancellor shall, notwithstanding the expiring of his term, continues to hold his/her office until either he/she is reappointed or his/her successor enters upon this office.

- 3.4 In case of an emergency like illness, absence or death of the Chancellor, the Pro-Chancellor shall perform the duties till the Chancellor Re-assumes office or the new Chancellor is appointed. However this period will not exceed six months.
- 3.5 The Chancellor shall be the head of the Sri Aurobindo University.
- 3.6 The Chancellor shall preside over the meetings of the Governing body and when the Visitor is not present, shall preside over the convocation of the Sri Aurobindo University for conferring degrees, diplomas or the academic distinctions.
- 3.7 The Chancellor shall be entitled to receive honorarium, expenses and allowances as may be decided by the Sponsoring Body.
- 3.8 In a special meeting called for the purpose, Members of the Sponsoring Body may consider a "No Confidence Motion" against the Chancellor and, if passed by two third majority, can recommend to the Visitor for the removal of the Chancellor.
- 3.9 The Chancellor may by writing under his/her signature addressed to the Visitor, resign from office. The Sponsoring Body Chairman shall forward his/her resignation to the Visitor and after Visitor's approval, shall accept his/her resignation and propose a new name to the Visitor as per clause 3.1 of this statute.

4. POWERS AND DUTIES:

The Chancellor shall have the following powers, namely:

- 4.1 To exercise general control over the affairs of University.
- 4.2 To appoint and remove the Vice-Chancellor;
- 4.3 To call for any information or record relating to any affairs of the University.
- 4.4 The Chancellor may issue directions to Vice Chancellor to convene the meeting of any of the authorities of Sri Aurobindo University for specific purpose, whenever necessary, and the Vice-Chancellor shall arrange to submit the minutes of such meetings to the Chancellor for perusal and necessary action as warranted.
- 4.5 The Chancellor at his/her discretion may examine and accord approval to policy decisions taken by the competent and designated authorities of University.

STATUTE NO. - 4**PRO CHANCELLOR: APPOINTMENT, POWERS & DUTIES**

(Refer Section 20(2) of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh, Pro-Chancellor: Appointment, Powers and Duties. (As per Section 20(2) of the Act 2007).
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

- 2.1 "Adhiniyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam, 2007 (Madhya Pradesh Act 17 of 2007) as amended time to time;
- 2.2 "Statute" means the Statute made under the provisions of sub-section (1) of section 26 of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended time to time;
- 2.3 "Section" means Section of the Adhiniyam;
- 2.4 Words and expression used but not defined in this statute shall have the meaning as assigned to them in the Adhiniyam;

3. APPOINTMENT

- 3.1 The Pro Chancellor/s shall be appointed by the Sponsoring Body with the approval of the Chancellor. The name of the proposed Pro Chancellor/s shall be finalized in the meeting of the Sponsoring Body of the University by simple majority. Further, the finalized name along with the copy of resolution and the credentials of the proposed Pro Chancellor/s shall be signed by the Chancellor of the University for his/her approval.
- 3.2 The number of Pro-Chancellor/s can be a maximum of two, as decided by the Sponsoring body. Pro-Chancellor/s shall be selected & appointed by Chancellor from amongst following:

3.2.1 Nominee/s of Sponsoring Body.

3.2.2 Knowledgeable person/s of integrity, stature, experience and proven ability in the field of education/administration.

4. POWERS & FUNCTIONS:

4.1 Pro-Chancellor/s shall be appointed on terms, conditions & such privileges as determined by Chancellor.

4.2 Pro-Chancellor/s shall be deemed to be an officer of the University. He/ she shall exercise all the powers and perform all functions of Chancellor during latter's absence. Pro-Chancellor/s shall preside all meetings /ceremonial functions when Chancellor is not present.

4.3 Pro-Chancellor/s shall exercise such powers and perform such other functions as may be delegated by Chancellor.

5. TENURE:

The Pro Chancellor/s shall hold office for a period of five years and shall be eligible for reappointment.

6. RESIGNATION / REMOVAL:

6.1 Pro-Chancellor/s may resign his/her/their appointment by a submission in writing to Chancellor under his/her signature.

6.2 If for certain reasons Chancellor decides that the act of Pro Chancellor are not in favour of the University and are against Act/Statutes/ Ordinance and Regulations. He/she may issue removal of Pro Chancellor after giving a chance of hearing. The matter should be reported to Sponsoring Body. Chancellor will appoint the new Pro Chancellor as required, as per clause (1) of this statute.

4.1 In both the above cases, the Sponsoring Body shall recommend to the Chancellor, a new name for the office of the Pro Chancellor as per clause (1) of this statute.

STATUTE NO. -5**VICE-CHANCELLOR: APPOINTMENT, POWERS AND DUTIES**

(Refer Section 17 of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh, Vice-Chancellor: Appointment, Powers and Duties.
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

- 2.1 "Adhiniyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam, 2007 (Madhya Pradesh Act 17 of 2007) as amended time to time;
- 2.2 "Statute" means the Statute made under the provisions of sub-section (1) of section 26 of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended time to time;
- 2.3 "Section" means Section of the Adhiniyam;
- 2.4 Words and expression used but not defined in this statute shall have the meaning as assigned to them in the Adhiniyam;

3. APPOINTMENT OF VICE-CHANCELLOR:

- 3.1 The Vice-Chancellor shall be appointed by the Chancellor from the panel recommended by the 'selection committee' constituted for the purpose.
- 3.2 The selection committee, referred to in sub-section 3.1 shall consist of the following members, namely:
 - 3.2.1 Two eminent academicians nominated by the Sponsoring Body; and
 - 3.2.2 One eminent person nominated by the State Government.
- 3.3 The Chancellor shall appoint one of the members of the Selection Committee as its Chairman.
- 3.4 The selection committee shall submit a panel of at least three eminent persons for the appointment of Vice-Chancellor.

A person recommended by the committee for appointment as a Vice-Chancellor shall-

- 3.4.1 Be an eminent academician or an administrator of high calibre;
- 3.4.2 Be able to provide leadership by his own example;
- 3.4.3 Be able to provide vision and have ability to translate the same into reality in the interest of students and society; and
- 3.4.4 Possess such educational qualifications and experience as may be specified by the State Government, by an order published in the *Official Gazette*, in consultation with the Chancellor.

Provided that if the Chancellor does not approve the recommendations of the 'selection committee', he/she may call for fresh recommendation from the selection committee

3.5 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 the University.

3.6 The Vice-Chancellor shall, subject to the provision contained in sub-section 3.1, hold office for a term of four years.

Provided that a Vice-Chancellor shall continue to hold office even after expiry of his term till a new Vice-Chancellor joins, however in any case this period shall not exceed 6 months.

3.7 The Vice-Chancellor shall be the principal executive and academic officer of the Sri Aurobindo university and shall exercise general superintendence and control over the affairs of the private university and shall execute the decisions of various authorities of the private university.

4. TERMS AND CONDITIONS:

- 4.1 The Vice-Chancellor shall be a whole time salaried officer of the University.
- 4.2 The Vice-Chancellor shall receive a fixed pay as per the norms of the U.G.C. per month plus other allowances as admissible from time to time.
- 4.3 The Vice-Chancellor shall be entitled to such other benefits & Privileges as may be prescribed by University.

4.4 The Vice-Chancellor shall have the tenure till the age as prescribed by U.G.C. norms.

4.5 If any time upon representation made or otherwise, it appear to the Chancellor that the Vice-Chancellor-

4.5.1 Has made default in performing any duty imposed on him by or under this Act.

4.5.2 Has acted in a manner prejudicial to the interests of the University; or

4.5.3 Is incapable of managing the affairs of the University.

The chancellor may, notwithstanding the fact that the term of office of Vice-Chancellor has not expired, by an order in writing, stating the reasons therein required, may order the Vice-Chancellor to relinquish his office from such date as may be specified in the order.

4.6 No order under sub-section (4.5) 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 reasonable opportunity of showing cause against the proposed order.

4.7 As from the date specified in the order under sub-section (4.6), the Vice-Chancellor shall be deemed to have relinquished the office and the office of the Vice-Chancellor shall fall vacant.

4.8 The Vice-Chancellor by under his/her signature letter addressed to the Chancellor, may resign from his office.

5. POWERS OF VICE-CHANCELLOR:

5.1 The Vice-Chancellor shall preside at the convocation of the University in the absence of the Visitor and the Chancellor.

5.2 If in the opinion of the Vice-Chancellor it is necessary to take immediate action on any matter for which powers are conferred on any other authority by or under the **Adhiniyam 2007** he may take such action as he deems necessary, and shall at the earliest opportunity thereafter report his action to such officer or authority as would have in the ordinary course dealt with the matter.

Provided that if in the opinion of the concerned officer or authority such action should not have been taken by the Vice-Chancellor, then such case shall be referred to the Chancellor, whose decision shall be final:

Provided further that where any such action taken by the Vice-Chancellor affects any person, in the service of the University, such person shall be entitled to appeal, within three months from the date on which such decision of the Governing Body shall be communicated to the person concerned. And decision of the governing body shall be final.

- 5.3 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 Adhinyam and Statutes, Ordinances or Regulations made thereunder or is likely to be prejudicial to the interest of the University, he shall request the concerned authority to revise it's decision and in case the authority refuses to revise such decision wholly or partly or fails to take any decision within fifteen days, then such matter shall be decided by the Chancellor.
- 5.4 The Vice-Chancellor shall exercise such powers and perform such duties as may be prescribed by the Statutes and the Ordinances.

6. FUNCTIONS AND DUTIES:

- 6.1 The Vice-Chancellor shall be the principal academic and executive officer of the University responsible for the development of academic programs of the University. He shall oversee and monitor the administration of the academic programs and general administration of the University to ensure efficiency and good order of the University.
- 6.2 He shall be entitled to be present, with the right to speak, at any meeting of any other authority or body of the University but, shall not be entitled to vote thereat, unless he is the Chairperson or member of that authority or body.
- 6.3 The Vice-Chancellor shall have the power to convene meetings of any of the authorities, bodies or committees, as and when he considers it necessary to do so.
- 6.4 The Vice-Chancellor shall ensure that directions issued by the Chancellor are strictly complied with or, as the case may be, implemented.

- 6.5 It shall be the duty of the Vice-Chancellor to ensure that the provisions of the Act, Statutes, Ordinances, Rules and Regulations are strictly observed and that the decisions of the authorities, bodies and committees which are not inconsistent with the Act, Statutes, Ordinances, Rules or Regulations are properly implemented.
- 6.6 The Vice-Chancellor may defer implementation of a decision taken or a resolution passed by any authority, body or committee of the University if, he is of the opinion that the same is not consistent with the provisions of this Act, Statutes, Ordinances, Rules or Regulations or that such decision or resolution is not in the interest of the University and at the earliest opportunity refer it back to the authority, body or committee concerned for reconsideration in its next meeting with reasons to be recorded in writing. If differences persist, he shall within a week, giving reasons submit it to the Chancellor for decision and inform about having done so to the members of the authority, body or committee concerned. After receipt of the decision of the Chancellor, the Vice-Chancellor shall take the action as directed by the Chancellor and inform the authority, body or committee concerned accordingly.
- 6.7 If there are reasonable grounds for the Vice-Chancellor to believe that there is an emergency which requires immediate action to be taken, he shall, take such action, as he thinks necessary, and shall at the earliest opportunity, report in writing, the grounds for his belief that there was an emergency, and the action taken by him, to such authority or body as would, in the ordinary course, have dealt with the matter. In the event of a difference arising between the Vice Chancellor and the authority or body whether there was in fact an emergency, or on the action taken (where such action does not affect any person in the service of the University), or on both, the matter shall be referred to the Chancellor whose decision shall be final:
- Provided that,** where any such action taken by the Vice-Chancellor affects any person in the service of the University, such person shall be entitled to appeal, within thirty days from the date of the receipt of the notice of such action, to the Board of Management.

- 6.8 Where any matter is required to be regulated by Statutes, Ordinances, Rules or Regulations but no Statutes, Ordinances, Rules or Regulations are made in that behalf, the Vice-Chancellor may, for the time being, regulate the matter by issuing such directions as he thinks necessary, and shall at the earliest opportunity thereafter, place them before the Board Of Management or other authority or body concerned for approval. The Vice-Chancellor may, at the same time place before such authority or body for consideration the draft of Statutes, Ordinances, Rules or Regulations, as the case may be, required to be made on their behalf.
- 6.9 The Vice-Chancellor shall be the appointing authority for the University teachers on the recommendations of the selection committee constituted for the said purpose and after approval by the Board of Management.
- 6.10 The Vice-Chancellor shall be the appointing authority for officers of the University of the rank of Assistant Registrar and of the rank equivalent thereto and above after approval by the Board of Management.
- 6.11 As the Chairperson of the authorities or bodies or committees of the University the Vice-Chancellor shall be empowered to suspend a member from the meeting of the authority, body or committee for persisting to obstruct or stall the proceedings or for indulging in behaviour unbecoming of a member, and shall report the matter accordingly, to the Chancellor.
- 6.12 The Vice-Chancellor shall place before the Board of Management a report of the work of the University periodically as provided under the Ordinances.
- 6.13 The Vice-Chancellor shall exercise such other powers and perform such other duties as may be conferred upon the Vice-Chancellor by or under this Act.
- 6.14 The Vice-Chancellor shall be ex-officio Chairman of the Board of management and Academic Council.

STATUTE NO. -6**PRO-VICE-CHANCELLOR: APPOINTMENT, POWERS AND DUTIES**

(Refer Section 20(2) of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh, **Pro-Vice-Chancellor: Appointment, Powers and Duties.**(As per Section 20(2) of the Act 2007).
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

- 2.1 "Adhiniyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam, 2007 (Madhya Pradesh Act 17 of 2007) as amended time to time;
- 2.2 "Statute" means the Statute made under the provisions of sub-section (1) of section 26 of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended time to time;
- 2.3 "Section" means Section of the Adhiniyam;
- 2.4 Words and expression used but not defined in this statute shall have the meaning as assigned to them in the Adhiniyam;

3. APPOINTMENT:

- 3.1 The Pro-Vice-Chancellor shall be a full-time salaried officer of the University and shall be appointed by the Chancellor on the recommendations of the selection committee constituted for the purpose; provided that only such person who fulfills the norms prescribed by UGC in this behalf shall be eligible to be appointed.
- 3.2 The selections committee referred to in Clause (3.1) shall comprise of;
 - 3.2.1 Two eminent academicians nominated by the sponsoring body.
 - 3.2.2 One of the members shall be appointed as the Chairman of the selection committee by the Chancellor.

- 3.3 Notwithstanding anything contained in the foregoing sub-section, The Chancellor may appoint the first Pro-Vice-Chancellor for a period of two years to conduct the affairs of the university; provided that only such person who fulfills the norms prescribed by UGC in this behalf shall be eligible to be appointed.
- 3.4 The Pro-Vice-Chancellor shall exercise all such powers as described in the different statutes of the university.
- 3.5 The Pro-Vice-Chancellor shall hold the office for a term not exceeding four years.
- 3.5.1 Provided that a Pro-Vice-Chancellor shall continue to hold office even after the expiry of his term, till a new Pro-Vice-Chancellor assumes office for a period not exceeding six months.
- 3.5.2 Provided that on the expiry of his term, the Pro-Vice-Chancellor shall be eligible for reappointment for one more term; subject to approval of the Governing Body before the expiry of his term.
- 3.5.3 Provided further that in case of emergency like illness, long absence, resignation, or death of incumbent Pro-Vice-Chancellor; the Chancellor may appoint a competent person as Pro-Vice-Chancellor for a term, not exceeding six months.
- 3.6 The Pro-Vice-Chancellor may resign by addressing a letter in writing to the Chancellor, and shall cease to hold his office on the acceptance of such resignation.
- 3.7 The Chancellor may decide to appoint more than one Pro-Vice-Chancellor.
- 3.8 The Governing Body shall decide the qualifications, pay-scale, emoluments, and other service conditions of the Pro-Vice-Chancellor, with appropriate amendments from time to time, provided that pay, allowances and other conditions of service, including age, shall be in conformity with that approved by UGC.
- 3.9 The Pro-Vice-Chancellor shall exercise supervision and control over the designated affairs of the university and give effect to the decisions and recommendations of the various bodies and the authorities of the university without prejudice to the role of Chancellor and Vice Chancellor.
- 3.10 The Pro-Vice-Chancellor shall discharge his duties as directed and delegated to him by the Vice-Chancellor, and exercise all powers of the Vice-Chancellor over the campus/school for which he has been appointed, without prejudice to the role of Chancellor and Vice-Chancellor.
- 3.11 The Pro-Vice-Chancellor shall assist the Vice-Chancellor in discharging day to day duties as and when required by the Vice-Chancellor. He shall preside over the meetings of the university bodies as assigned or in the absence of the Vice-Chancellor and shall exercise such powers and perform such duties as delegated to him by the Vice-Chancellor from time to time.

STATUTE No. – 7**REGISTRAR: CONDITIONS OF SERVICE, POWERS AND DUTIES**

(Refer Section 18 of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This Statute may be called Sri Aurobindo University, Indore, Madhya Pradesh, Registrar: Conditions of Service, Powers and Duties Statute, 2020;
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

In this statute, unless the context otherwise requires;

- 2.1 "Adhiniyam" means the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended time to time.
- 2.2 "Statute" means the Statute made under the provisions of Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended time to time.
- 2.3 "Section" means Section of the Adhiniyam;
- 2.4 Words and expression used but not defined in this statute shall have the meaning as assigned to them in the Adhiniyam.

3. REGISTRAR: APPOINTMENT AND CONDITIONS OF SERVICE:

- 3.1 The appointment of the Registrar shall be made by the Governing Body on recommendation of the expert committee constituted for the purpose, as prescribed by the Statutes. However, the First Registrar may be appointed by the Sponsoring Body pending creation of Statutes.
- 3.2 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

- 3.2.1 Vice-Chancellor: **Chairman**
- 3.2.2 Nominee of the Chancellor: **Member**
- 3.2.3 Two expert members approved by Governing Body: **Members**
- 3.2.4 One observer nominated by : **Regulatory Commission**
- 3.3 The Registrar shall receive salary in the scale as per UGC norms or as sanctioned by the Governing Body.
- 3.4 No person shall be eligible for appointment as Registrar unless he possesses such qualifications as laid-down in the Regulations for the University.
- 3.5 The Registrar shall be entitled to such other benefits and privileges as may be prescribed in the service rules.
- 3.6 The Registrar shall retire on completing the age of sixty five years or as prescribed by UGC /Govt. authority.
- 3.7 If at any time upon representation made or otherwise, and after making such inquiry 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.

4. POWERS & DUTIES OF REGISTRAR:

- 4.1 All contracts shall be signed and all documents and records shall be authenticated by the Registrar on behalf of the University.
- 4.2 The Registrar shall be the Secretary of the Governing Body, Board of Management and Academic Council but he shall not have the Right to vote.
- 4.3 The Registrar shall exercise such other powers and perform such other duties as may be prescribed by the Statutes.

- 4.4 He shall be the custodian of the records, the common seal and such other property of the University, as the Governing Body shall commit to his charge;
- 4.5 Shall be responsible for inventory management of furniture, fittings and equipment and ensure annual stock taking and physical verification of the same.
- 4.6 He shall arrange for condemnation/write off unserviceable furniture and equipment as recommended by Committee appointed for that purpose
- 4.7 Shall issue all notices convening meeting of the Governing Body, the Board of Management, the Academic Council, the Academic Planning and Evaluation Monitoring Committee and any board or committees appointed under the Adhinyam of which he is to act as Secretary;
- 4.8 Shall keep the minutes of all meetings of the Governing Body, the Board of Management, the Academic Council, the Academic Planning and Evaluation Committee and any board or committees of the University appointed under the Adhinyam of which he is to act as Secretary;
- 4.9 Shall conduct the official correspondence of the University, the Governing Body, the Board of Management, the Academic Council and other body/ authorities.
- 4.10 Shall provide to the Vice Chancellor
- 4.10.1 Copies of the agenda of the meetings of the University authorities of which he is to act as Secretary, as soon as such approved agenda is issued;
- 4.10.2 The minutes of the meetings of the University authorities of which he is to act as Secretary, within a month of the holding of such meetings; and
- 4.10.3 Such other papers and information as the Vice-Chancellor may direct him to maintain and supply from time to time;
- 4.11 Shall exercise all such powers as may be necessary or expedient for carrying orders of the Vice-Chancellor or various authorities or body of the University of which he acts as Secretary;
- 4.12 Shall 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.

STATUTE No. – 8**CHIEF FINANCE & ACCOUNTS OFFICER: FUNCTIONS & DUTIES**

(Refer Section 19 of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This Statute may be called Sri Aurobindo University, Indore, Madhya Pradesh, **Chief Finance & Accounts Officer: Functions & Duties.**
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS: In this statute, unless the context otherwise requires;

- 2.1 "Adhiniyarn" means the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended time to time.
- 2.2 "Statute" means the Statute made under the provisions of Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended time to time.
- 2.3 "Section" means Section of the Adhiniyam;
- 2.4 Words and expression used but not defined in this Statute shall have the meaning as assigned to them in the Adhiniyam.

3. APPOINTMENT TERMS & CONDITIONS:

- 3.1 The Chief Finance and Accounts Officer shall be responsible for the overall issues related to accounts and finances of the University.
- 3.2 The Chief Finance and Accounts Officer will be a full time salaried officer of the University and shall discharge his duties under general superintendence and control of the Vice-Chancellor.
- 3.3 The appointment of the Chief Finance and Accounts Officer shall be made by the Chancellor on the recommendations of the committee constituted for the purpose.

The committee shall consist of:

- 3.3.1 Vice Chancellor: **Chairman**
- 3.3.2 Nominee of the Chancellor: **Member**

- 3.3.3 Two expert members approved by the Governing Body: **Members**
- 3.3.4 One observer nominated by the **Chairman Regulatory Commission**
- 3.4 Notwithstanding the above the first Chief Finance and Accounts Officer may be appointed by Chancellor.
- 3.5 If at any time upon representation made or otherwise, and after making such inquiry may be deemed necessary, the situation so warrants that the continuance of the Chief Finance and Accounts Officer 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 Chief Finance and Accounts Officer.
- 3.6 The Chief Finance and Accounts Officer shall retire on completing the age of sixty five years or as prescribed by UGC /Govt. authority.

4. SUBJECT TO THE CONTROL OF VICE-CHANCELLOR FOLLOWING SHALL BE THE DUTIES & RESPONSIBILITIES OF THE CHIEF FINANCE & ACCOUNTS OFFICER:

- 4.1 To hold and manage the property and investments of the University and endowed properties/funds.
- 4.2 To ensure that the limits fixed by Governing Body for recurring and nonrecurring expenditure for a year are not exceeded and that all money is expended for the purpose for which it was granted or allotted.
- 4.3 To keep a constant watch on the state of the cash and bank balances and on the state and quality of investment.
- 4.4 To suggest measures of additional internal revenue generation for the university.

5. CHIEF FINANCE & ACCOUNTS OFFICER SHALL: -

- 5.1 Arrange collection of income; disburse the payments and maintenance of the accounts of the University.
- 5.2 Be responsible for the preparation of annual accounts and the budget of the University for the next Financial Year as also long term plans are required.

- 5.3 Have the accounts of the University regularly audited and financial statements duly audited and certified by the external auditors of the University in compliance of Statutory Regulations.
- 5.4 He will also be Responsible for the removal and resolution of all the irregularities/deficiencies pointed out in any of the audit reports and repost such compliance to the Vice-Chancellor.
- 5.5 He will Ensure that the registers of building, land, furniture and equipment are maintained up-to-date and that the stock checking of equipment and other consumable materials in all offices and institutions maintained by the University.
- 5.6 Suggest to take appropriate action against persons responsible for unauthorized expenditure and for other financial irregularities.
- 5.7 Ensure that proposals for fixation of fees and other charges are prepared and put up to the competent authority/committee for approval.
- 5.8 Ensure that the fee structure once approved by the MPPURC is implemented and fees from the students received in time with penalties, if any.
6. The Chief Finance & Accounts Officer may call from any Office or institution of the University any information, documents, bills/receipts and statements/returns that he may consider necessary for the performance of his duties.
7. The Chief Finance & Accounts Officer shall ensure that all bills for payments be duly audited after residential audit set up is established.
8. He shall ensure compliance of provisions of Prevailing acts and regulations relating to direct and indirect taxes and revenue levies of Central / State Govt. and local bodies.
9. Chief Finance & Accounts Officer shall discharge all such functions as assigned by the Chancellor, Governing Body/ Vice-Chancellor and or embodied in the Statutes.
10. Chief Finance and Accounts Officer will ensure that preventive vigilance measures and proactive steps are continuously observed in the University and its Institutions.

STATUTE NO. -9**GOVERNING BODY: COMPOSITION, POWERS AND DUTIES**

(Refer Section 22 of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This statute may be called Sri Aurobindo University, Indore, Madhya Pradesh, **Governing Body: Composition, Powers and Duties.**
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

In this statute, unless the context otherwise requires;

- 2.1 "Adhiniyam" means that Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended from time to time.
- 2.2 "Statute" means the Statute made under the provisions of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended from time to time.
- 2.3 "Section" means Section of the Adhiniyam;
- 2.4 Words and expression used but not defined in this statute shall have the meaning as assigned to them in the Adhiniyam.

3. COMPOSITION:

- 3.1.1 The Governing Body of Sri Aurobindo University shall consist of the following members, namely:
- 3.1.2 The Chancellor;
- 3.1.3 The Vice-Chancellor;
- 3.1.4 Three eminent persons nominated by the Sponsoring Body out of whom at least one shall be an eminent educationist;
- 3.1.5 Three distinguished persons nominated by the Visitor out of a panel of six names submitted by the State Government;
- 3.1.6 One representative of the State Government not below the rank of Deputy Secretary.

3.1.7 The Registrar- Secretary.

3.2 The Chancellor shall be the Ex-officio chairman of the Governing Body.

3.3 The Registrar will be the Secretary of Governing Body.

4. TENURE:

4.1 The term of a nominated member of the Governing Body shall be 3 (three) years from the date of nomination.

4.1.1 No nominated members shall hold office for more than two consecutive terms.

5. POWERS:

The Governing Body shall be the principal policy making authority of the University and all movable and immovable properties of the university shall vest in the Governing Body and it shall have the following powers, namely:

5.1 The Statutes of the University shall be made by the Governing Body and shall be submitted to the Regulatory Commission for approval.

5.2 To control functioning of the University by using all such powers as are provided by this Adhinyam and the Statutes, Ordinances or Regulations made thereunder;

5.3 To review the decision of other authorities of the University, in case they are not in conformity with the provisions of this Adhinyam or the Statutes, Ordinances or Regulations made thereunder;

5.4 To approve the budget and annual report of the University;

5.5 To lay down the policies to be followed by the University;

5.6 To recommend to the Sponsoring Body the liquidation of the University, provided a situation arises when the functioning of the University is not possible;

5.7 The Governing Body shall, in the interest of the University, have powers to constitute committee/s and nominate members thereto and decide on the terms of reference and other conditions of functions of the committee/s.

5.8 Such other powers as may be prescribed by the Statutes.

6. FUNCTIONS:

The Governing Body shall be:

- 6.1 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 Missions.
- 6.2 Shall exercise all powers under the Adhinyam unless otherwise prohibited by the Statutes or Ordinances.
- 6.3 Shall be the final approving authority for the drafts of Statutes and Ordinances of University. It shall have the power to reject or send for reconsideration any Statutes or Ordinance received from the Vice-Chancellor, Board of Management. It shall also have the powers to review any Statutes or Ordinances and Regulations on its own.
- 6.4 May invite expert/s or person/s having special knowledge to obtain information or views on an academic matter of common or special interest to any or all the body and institutions of the University.
- 6.5 Subject to the Provisions of Adhinyam, the Statutes and the Ordinances, the Governing Body may take steps to dispose of matter referred to it by the Sponsoring Body.
- 6.6 May make policy or issue directives or give recommendation/s to any Authority of the University.
- 6.7 May act upon any complaints received from Chancellor or Vice-Chancellor/ Registrar through proper channel and then investigate through proper justifiable process and then decide on the matter through consensus and act for its disposal.
- 6.8 Shall consider and, if necessary, take decision/pass resolution on the Annual Report of the University, including the financial accounts and estimates as submitted by the Board of Management.
- 6.9 Shall direct, supervise and control the 'endowment fund' as well as general fund account and have them audited as per the Adhinyam.
- 6.10 Shall periodically review the Broad decisions and programs of the University and direct/suggest measures for improvement and development of the University.
- 6.11 Shall be the final authority to approve the recommendation of the Board for conferment of Honorary Degree and other distinctions and awards.

6.12 The Governing Body may order in writing any order, notification, resolution or any proceedings of the University, which in its opinion is not in conformity with the provisions of the Adhinyam, or the Statutes, Ordinances or Regulations:

6.13 Shall frame rules/regulations for the conduct of its business.

7. MEETINGS AND QUORUM:

7.1 A meeting of the Governing Body shall ordinarily be called upon a minimum of three times in a calendar year,

7.2 Meeting of the Governing Body shall be called under the directions of the Chairperson and in his/her absence by a Member so nominated by the Chairperson.

7.3 The Chairperson may of his/her own or on the directions of the Sponsoring Body, call a Special Meeting as and when required in the interest of the University.

7.4 One week notice in advance shall ordinarily be required for a meeting. The chairperson, may however at his discretion, dispense with this requirement in the interest of the University.

7.5 Five members of the Governing Body shall form the Quorum.

Provided that, three members will form the quorum for an adjourned meeting.

8. VACANCIES:

8.1 Any member of the Governing Body may relinquish his/her office by tendering resignation. The letter of resignation in writing shall be sent to the Chairman of the Governing Body. Such resignation shall be effective from the date on which it is accepted by the Governing Body with the consent of the Sponsoring Body. The date will be communicated to the concerned member.

In case of resignation by members of the Governing Body nominated under section 22 (1) (d) & (e) of the Act, the same will be forwarded to the Visitor/State Government after due deliberations by the Governing Body for acceptance.

8.2 No member of the Governing Body, who is nominated to another Body in his/her capacity as a member of the Body, shall continue to be a member of that Body after his/her removal or the acceptance of his/her resignation.

8.3 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.

8.4 Vacancy of any Member arising by reason of death, resignation, and removal or otherwise shall be filled as soon as possible (but not later than 3 months) by the Sponsoring Body/State Government and the member so nominated shall continue to be member for the remaining tenure.

STATUTE NO. -10**BOARD OF MANAGEMENT: COMPOSITION, TENURE, POWERS AND FUNCTIONS**

(Refer Section 23 of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh **Board of Management: Composition, Tenure, Powers and Functions.**
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

In this statute; unless the context otherwise requires;

- 2.1 "Adhiniyam" means the. Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended from time to time.
- 2.2 "Statute" means the Statute made under the provisions of Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended from time to time
- 2.3 "Section" means Section of the Adhiniyam;
- 2.4 **Words and expression** used but not defined in this statute shall have the meaning as assigned to them in the Adhiniyam.

3. COMPOSITION:

There shall be a Board of Management of the University, duly constituted under Section 23(1) read with Section 23(3) of the Adhiniyam; It shall consist of the following:

- 3.1 The Vice Chancellor, as ex officio: **Chairperson**
- 3.2 Two persons nominated by the Sponsoring Body: **Members**
- 3.3 Two persons nominated by the State Government: **Members**
- 3.4 Two Dean/Principals/Senior most Professors of the Constituent Institutions by rotation.
- 3.5 Two senior most Teachers of University other than 3.4 by rotation.
- 3.6 Registrar: Ex-Officio Secretary.

4. TENURE:

- 4.1 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.
- 4.2 No nominated member shall hold office for more than two consecutive terms.
- 4.3 The Chairperson of the Board of Management, whose decision in the matter shall be final, shall decide any dispute or question with regard to Membership or Tenure of a Member.
- 4.4 The Vice-Chancellor will be the ex-officio Chairperson of Board of Management.

5. POWERS AND FUNCTIONS:

The Board of Management:

- 5.1 Shall be Principal Executive Body of the University and shall be responsible for the entire management, control and administration of the University.
- 5.2 The Statutes of the University, other than the first Statutes, shall be made by the Board of Management with the approval of the Governing Body.
- 5.3 Shall function under the policies laid down by the Governing Body and shall receive and respond to all directions from the Governing Body.
- 5.4 Shall ensure an integrated approach to key areas such as education policy, planning, resource mobilization and allocation, response to new opportunities, accountability and transparency of functioning in order to achieve the objectives set before the University in a democratic manner.
- 5.5 In order to manage and administer, the functioning of the University in a smooth and efficient manner, the Board of Management shall have the powers to make Statutes, Ordinances and Regulations, either on its own or on the recommendation of any Authority or Officer of the University, subject to the conditions laid down in the Adhiniyam.
- 5.6 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 or Head of an Institution /Study Center on the other.
- 5.7 Shall regulate the use of the common seal of the University.
- 5.8 Shall control and administer the properties and funds of the University, including, framing of annual financial statement and estimates, annual audit,

- control/reduce/enhance/transfer budget allocations, borrow or lend funds with the prior approval of the Governing Body, and appoint authorized agents for the same, if deemed necessary.
- 5.9 Shall have the authority to enter into modification and carry out or cancel contracts on behalf of the University in the exercise or performance of the powers and duties assigned to it under the Adhinyam or the Statutes and Ordinances.
- 5.10 Shall have the power to create or designate Departments of the University or affiliated colleges or institutions as laid down by the Statutes/Organizations.
- 5.11 The Board of Management may, on the recommendation of the Academic Council institute/ create any post for Professor, Associate Professor or Assistant Professor or any teaching post and may abolish it, if required.
- 5.12 Shall direct the preparation of the Annual Report of the University, along with the audited accounts for the year and the extent of achievement of objectives of the University. Board shall have the power to include any other item in the Report. The Board shall put the Report before the Governing Body as stipulated by Regulations.
- 5.13 Shall comply with such directions as may be received from the Chairperson of the Governing Body to hold a meeting and discuss matters as specified.
- 5.14 To prescribe remunerations, emoluments, travelling and other allowances of examiners / invigilators and other employees appointed for examination related duties.
- 5.15 To ensure maintenance of proper accounts of the properties and funds of the University;
- 5.16 To have financial accounts prepared together with audit report and annual report of the University and to place it before the Governing Body for its perusal, approval and directions.
- 5.17 To prepare the annual/supplementary budget of the University and to place it before the Governing Body for its consideration and approval.
- 5.18 To follow and monitor the budget for expenditure as approved by the Governing Body.

- 5.19 To recommend to the Governing Body for creating the post of other officers of the University.
- 5.20 To make regulations regarding administration and control of the institutes, hostels, libraries, laboratories, museums and other Institutions established or maintained by the University.
- 5.21 To select a common seal for the University and to provide for its custody and use;
- 5.22 To arrange for the conduct/defending of litigation by or against the University.
- 5.23 To examine and recommend to Governing Body regarding the institution of fellowships, scholarships, studentships, exhibitions, medals and prizes on the recommendations of the Academic Council;
- 5.24 To recommend to confer honorary degrees, medals and prizes on the recommendation of the Academic Council;
- 5.25 To recommend, enact, amend or repeal Statutes;
- 5.26 To recommend for conferring the title of Professor Emeritus on the recommendations of the Academic Council.
- 5.27 To exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Adhinyam, Statutes, Ordinances or the Regulations.

6. POWER TO PROPOSE AND RECOMMEND AMEDEMMENTS OR REPEAL STATUTES/ORDINANTES/REGULATIONS:

- 6.1 The Statutes shall be made, amended or repealed by the Board in the manner hereinafter provided.
 - 6.1.1 The Board of Management may take up for consideration of the draft of a Statute either on its own motion or on a proposal made by the Academic Council. If the Academic Council does not propose the draft, the Board shall obtain the opinion of the Academic Council thereon before considering the same.
 - 6.1.2 The Board of Management shall obtain the opinion of the Finance Committee in respect of such Statutes involving financial implications.

- 6.1.3 The Board of Management, if it thinks necessary, may also obtain the opinion of any Officer, Authority or body of the University with regard to the draft/ Statute before taking it up for consideration.
- 6.1.4 Every Statute as approved by the Board of Management shall be placed before the Governing Body for Submission to the Chairperson for assent with its specific recommendations.
- 6.2 **The Board of Management in the manner hereinafter provided may make the Ordinances.**
- 6.2.1 In making the Ordinances, the Board of Management shall consult,
- 6.2.1.1 The Boards of Studies concerned when such Ordinances affect the duties of examiners; and
- 6.2.1.2 The Academic Council when such Ordinances affect the courses of study, conduct of and the standard of examinations or the conditions of residence of students.
- 6.2.2 The Board of Management shall not have power to amend the draft of any Ordinance proposed by the Academic Council but it may reject the proposal or return the draft to the Academic Council for reconsideration, either in whole or in part together with such amendments as the Board may suggest.
- 6.2.3 Where the Board of Management has rejected the draft of an Ordinance proposed by the Academic Council, the Academic Council may appeal to the Governing Body.
- 6.2.4 The Governing Body may, after obtaining the comments of the Board of Management either reject the appeal or approve the Ordinance as proposed by the Academic Council. Thereupon the Ordinance shall have effect as if made by the Board.
- 6.2.5 Every Ordinance once approved by the Board of Management shall be submitted to the Governing Body, within two weeks of making thereof for final approval. The Chancellor may within four weeks of the receipt of Ordinance, approve the same, or return to the Board of Management along with the comments for review. The decision of the Chancellor shall be final.

6.2.6 The Board of Management may make Rules consistent with the Adhinyam, the Statutes, the Ordinances and the Regulations. The rules may provide for

6.2.6.1 Giving of notice of meeting to the members of each Authority or Board, of the dates of meeting and of the business to be transacted at the meetings and also for keeping a record of the proceedings of meetings:

6.2.6.2 The procedure to be followed at meetings and the number of members required to form the quorum for meetings: and

6.2.6.3 All matters solely concerning such Authority or Board and not provided by the Adhinyam, the Statutes, the Ordinances or the Regulations.

6.2.6.4 Every Rule made under this section shall come into force on the date when it is approved by the Board.

7. MEETING AND QUORUM:

7.1 The Board of Management shall meet at least once in every two month. The Vice Chancellor may, in case of urgency, convene a special Meeting.

7.2 The meeting shall be convened under the direction of the Vice Chancellor.

7.3 Five members shall constitute the quorum.

8. VACANCIES:

8.1 Any member of the Board of Management may resign his/her office. The letter of resignation in writing shall be sent to the Chairperson of the Board of Management. Such resignation shall be effective from the date the same is accepted by the Board of Management with the consent of the Chancellor. The date will be communicated to the concerned member

In case of resignation by members of the Board of Management nominated under section 23 (1) (c) of the Act, the same will be forwarded to the State Government after due deliberations by the Board of Management for acceptance.

8.2 No member of the Board of Management, who is nominated to another Body in his capacity as a member of the Board shall continue to be a member of that Body or hold the post after the acceptance of his/her resignation.

8.3 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

8.4 Vacancy of a member arising by reason of death, resignation, and removal or otherwise shall be filled as soon as feasible (but not later than 3 months), and the member so nominated shall be a Member for the un-expired portion of the term.

STATUTE NO. -11**BOARD OF EXAMINATION: COMPOSITION, POWERS & DUTIES**

(Refer Section 25 of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh, Board of Examination: Composition, Powers & Duties.
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

- 2.1 "Adhiniyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam, 2007 (Madhya Pradesh Act 17 of 2007) as amended from time to time;
- 2.2 "Statute" means the Statute made under the provisions of sub-section (1) of section 26 of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended from time to time;
- 2.3 "Section" means Section of the Adhiniyam;
- 2.4 Words and expression used but not defined in this statute shall have the meaning as assigned to them in the Adhiniyam;

3. COMPOSITION:

- 3.1 The Board of Examinations shall be the authority for conducting the examinations and making policy decisions in regard to organising and holding examinations, improving the system of examinations. The Board of Examinations shall also oversee and regulate the conduct of examinations in the college, institutions and University departments.
- 3.2 The Board of Examinations shall deal with all the matters in relation to examinations and shall hear and decide the complaints received pertaining to any matter arising out of conduct of examinations. The procedure to be followed by the Board in their deliberations shall be such as may be prescribed.
- 3.3 The Board of Examinations shall consist of the following members, namely:-

- | | | |
|-------|----------------------------------------------------------------------------------------------------|--------------------|
| 3.3.1 | Vice-Chancellor: | Chairperson |
| 3.3.2 | Dean of the Faculties of the concerned examination: | Members |
| 3.3.3 | One head of University department, not below the rank of Reader, nominated by the Vice-Chancellor: | Members |
| 3.3.4 | One Dean/principal other than Dean of Faculty nominated by the Academic Council: | Members |
| 3.3.5 | One teacher other than head of department or principal, nominated by the Vice Chancellor: | Members |
| 3.3.6 | One evaluation expert, co-opted by the Board of Examination: | Members |
| 3.3.7 | Controller of Examinations shall be the <i>ex-officio</i> Secretary. | |

4. **POWERS AND DUTIES OF BOARD OF EXAMINATIONS:**

- 4.1 The Board of Examinations shall ensure proper organisation of examinations and tests of the University.
- 4.2 The Board of examination shall meet minimum once in each academic term.
- 4.3 In particular and without prejudice to the generality of duties as mentioned in sub-section (1) the Board shall exercise the following powers and perform following duties, namely:-
- 4.3.1 To undertake, exercise and experiment in examination reforms;
- 4.3.2 To exercise such other powers in relation to examinations as may be assigned to it.
- 4.4 In case of any emergency requiring immediate action to be taken, the Chairperson of the Board or any other officer or person authorised by the Chairperson in his/her behalf, shall take such action as considered fit and necessary, and at the next meeting of the Board, the action taken shall be reported by such person and ratified by the Board.
- 4.4.1 In order to appoint paper-setters, examiners and moderators, the Board of Examinations shall constitute committees for every subject consisting of:
- 4.4.1.1 The Dean of the concerned faculty - Chairperson
- 4.4.1.2 The Chairperson of the concerned Board of Studies;

- 4.4.1.3 Two members of the Board of Studies nominated by the Vice-chancellor from amongst Board of Studies members:
- 4.4.2 The Controller of Examinations shall be the *ex-officio* Secretary of such committees;
- 4.4.3 The committees shall prepare lists of persons for various examinations and tests, from amongst persons, included in the panels to be prepared by the Board of Studies and shall submit them to the Vice-Chancellor, which shall then appoint paper-setters, examiners and moderators, and where necessary referees;
- 4.4.4 The committee shall obtain three sets of question papers in sealed covers in the respective subject. The Chairperson of the committee shall draw at random one such sealed cover containing question papers. This sealed cover with seal intact shall then be sent to the press.
- 4.4.5 Assessment of answer books for all degree examinations shall be done centrally through central assessment system. All the answer books of an examination shall be collected at a convenient central place. The answer books then will be given code numbers and will be masked. All the examiners will attend the central assessment centers and they will assess the answer books at the designated center only. The answer books will then be de-masked/ De-coded and the result sheets will be prepared by the moderators:
- Provided that**, the University may, adopt the same system for post-graduate courses as well whenever it considers it expedient and practicable.
- 4.4.6 In order to investigate and take disciplinary action for malpractices and lapses on the part of candidates, paper-setters, examiners, moderators, referees, teachers or any other persons connected with the conduct of examinations, the Board of Examinations shall constitute a committee of not more than five persons of whom one shall be Chairperson;
- 4.4.7 Such a committee shall submit its report and recommendations to the Board of Examinations which shall take disciplinary action in the matter as it deems fit.
- 4.5 The Board shall arrange for strict vigilance during the conduct of the examinations so as to avoid use of unfair means by the students, teachers, invigilators, supervisors, etc.

STATUTE NO. -12**ACADEMIC COUNCIL: FORMATION, POWERS & DUTIES****(Refer Section 24 of the Act 2007)****1. SHORT TITLE AND COMMENCEMENT:**

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh, **Academic Council: Formation, Powers & Duties.**
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

- 2.1 "Adhinyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam, 2007 (Madhya Pradesh Act 17 of 2007) as amended from time to time;
- 2.2 "Statute" means the Statute made under the provisions of sub-section (1) of section 26 of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam 2007 as amended from time to time;
- 2.3 "Section" means Section of the Adhinyam;
- 2.4 Words and expression used but not defined in this statute shall have the meaning as assigned to them in the Adhinyam;

3. FORMATION:

The Academic Council shall be the principal academic body of the University and shall, subject to the provisions of this Act, Statutes, Ordinances and regulations, co-ordinate and exercise general supervision over its academic policies. The Academic Council shall consist of the following members:

- | | | |
|-----|-----------------------------------------------|---------------|
| 3.1 | Vice-Chancellor | - Chairperson |
| 3.2 | All Deans of faculty and all | - Members |
| 3.3 | Chairpersons of Board of Studies | - Members |
| 3.4 | Dean/Head of Department/Principal | - Member |
| 3.5 | Two Members to be nominated by the Chancellor | - Member |
| 3.6 | Two Professor to the UTD nominated by VC | - Member |

- 3.7 Two External Members from other University nominated by VC – **Member**
- 3.8 One representative nominated by Chairman Regulatory Commission – **Member**
- 3.9 Controller of Examination – **Member**
- 3.10 Registrar – **Secretary**

4. CONDUCT OF MEETING:

- 4.1 The Vice-chancellor, as the Chairperson, shall preside over the meetings of the Academia Council and in his/her absence, any other person nominated by the Chancellor shall preside over the meeting.
- 4.2 The Registrar shall be the Secretary of the Academic Council and in the absence of the Registrar, any other person authorized by the Vice-Chancellor shall act as the Secretary.
- 4.3 One third of the members of the Academic Council including the Chairperson shall form the quorum at a meeting, provided that no quorum shall be necessary for adjourned meetings. Ordinarily fifteen days notice shall be given for all meetings of the Academic Council.
- 4.4 The term of the nominated members of the Academic Council will be three years.

5. GENERAL RULES OF THE MEETING OF ACADEMIC COUNCIL:

- 5.1 In general the Academic Council shall meet twice a year. Vice-Chancellor can requisite the meeting as and when required in addition to regular meetings.
- 5.2 Academic Council shall meet on requisition of Vice Chancellor.
- 5.3 Registrar shall notify the meeting on the orders of Vice Chancellor.
- 5.4 Registrar shall send the notification along with the agenda to the members by speed post or by email, 15 days before the date of meeting.
- 5.5 Approval of the resolutions shall be by simple majority of the Members present.
- 5.6 Vice Chancellor is authorized to invite experts as and when required. However such invitee members shall neither be counted to fulfill quorum requirement, nor have voting powers.

- 5.7 All the decisions of the Academic Council are subject to the final approval of Board of Management of the University.
- 5.8 Validity of Council meetings: proceedings of the Council meetings shall not be invalidated:
- 5.8.1 Due to vacancies in Academic Council.
- 5.8.2 Due to non-receipt of meeting notice by any member or members.
- 5.8.3 Due to defective nomination of any member.

6. POWERS, DUTIES AND FUNCTIONS:

- 6.1 The Academic Council shall be the Principal Academic Body of the University and shall, subject to the provisions of the Adhinyam, Statutes, Ordinances and Regulations, exercise the control and general regulation for the maintenance of the standards of instructions, education and examinations of the University.
- 6.2 As the Authority of the University, shall be the principal body for laying down educational policies and shall, subject to the Statutes, Ordinances and Regulations, see to the coordination and general superintendence of its implementation.
- 6.3 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.
- 6.4 To promote research and innovation related activities in the University.
- 6.5 To make recommendations 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.
- 6.6 Emphasis shall be given for overall development of students to excel in the life not only as a professional but also as a responsible citizen.

- 6.7 Frame the rules and regulations to control the indiscipline in general and malpractices, unacceptable methods in the examinations or amend it with the approval of Board of Management.
- 6.8 Approve the launching/commencing of new courses of studies.
- 6.9 Frame the Calendar of Events for the academic year for the various courses.
- 6.10 Approve the rules of conduct/behavior and etiquettes of the students in the Institution, the Hostels and in & outside the campus.
- 6.11 Discuss and decide on the matters put up by the respective Boards of Studies.
- 6.12 To arrange and order annual Inspections by the Local Committees of constituent Institutions to maintain high standards.
- 6.13 Prescribe the methodology, schemes, and modalities of Internal and University examinations.
- 6.14 Prescribe the detailed methodology, scheme and allotment of marks for individual subjects in all the courses.
- 6.15 Discuss and accord approval of schedules of examinations as proposed by the Controller of examinations.
- 6.16 Discuss and accord approval of methods of reporting malpractice cases, method of enquiry, and the punishments.
- 6.17 Discuss and decide on all the recommendations of various sub-committees appointed for the specific purposes.
- 6.18 Appoint various sub committees as and when required for specific purpose / task. The committees shall cease to function after completing the task assigned.
- 6.19 Constitute such committees as may be required to deal with special individual cases of indiscipline of employees, students. Indiscipline among the group, un-authorized absence, misbehavior, misappropriation, and thefts will also be looked into by the Council.
- 6.20 To consider and act on the recommendations of such committees.
- 6.21 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.
- 6.22 To initiate and promote research and related activities in various constituent Institutions and centers.
- 6.23 To consider other academic or student welfare matters referred to the Academic Council.
- 6.24 To recognize degrees/diplomas of other Universities/institutions and determine their equivalence.
- 6.25 To appoint committees for admission of students in different faculties of University.
- 6.26 To make special arrangements, if any, for the teaching of women students and for prescribing for them special courses of study.
- 6.27 To recognize persons of eminence in their subjects to be associated as research guide, in the subject as prescribed in the Ordinance.
- 6.28 Academic Council shall ensure that while framing rules, syllabus and curriculum norms of the Regulatory Body i.e. National medical commission, DCI, Indian Nursing Council, M.P. Nursing Council, M.P. Paramedical Council, Rehabilitation Council, Bar Council & AICTE etc. as laid down from time to time, are adhered to.
7. -
- 7.1 The Academic Council may constitute standing committee of the Academic Council to look after the routine matter of academic council.
- 7.2 The Standing committee shall consist of the following member
- 7.2.1 The Vice-Chancellor - Chairperson
- 7.2.2 All Dean of the Faculty – Member
- 7.2.3 The Registrar - Secretary
- Provided that Dean shall hold office for a period of 2 year or the remaining term of his/her Deanship whichever is earlier.
- 7.3 To consider qualification for admission to various courses to determine the intake of students in each course to fix various examination centre and other matters relating to the admission of the student.

- 7.4 To consider cases of recognition for degree, diploma of the university and educational body for the purpose of admission to various programme of the university.
- 7.5 To consider the matter arising out of the Recommendation of the School Boards and to make suitable recommendation to the academic council.
- 7.6 To consider any other matters referred to it by the Vice-Chancellor or the academic council.
- 7.7 To consider all academic matter on the behalf of the Academic Council and the decision shall be reported to the academic council.
- 7.8 The Vice-Chancellor, as the Chair Person shall preside over the meeting of the Standing committee of the Academic council.
- 7.9 The Registrar shall be the Secretary of the Standing Committee.

STATUTE NO. -13**BOARD OF STUDIES: COMPOSITION, POWERS & DUTIES**

(Refer Section 25 of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh, Board of Studies: Composition, Powers & Duties.
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

- 2.1 "Adhinyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam, 2007 (Madhya Pradesh Act 17 of 2007) as amended from time to time;
- 2.2 "Statute" means the Statute made under the provisions of sub-section (1) of section 26 of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam 2007 as amended from time to time;
- 2.3 "Section" means Section of the Adhinyam;
- 2.4 Words and expression used but not defined in this statute shall have the meaning as assigned to them in the Adhinyam;

3. BOARD OF STUDIES:

There shall be Boards of Studies pertaining to the following subjects/Group of subjects mentioned below under the each faculty thereof:

- 3.1 Faculty of Medicine.
 - I. Anatomy, Physiology and Biochemistry.
 - II. Pharmacology, Forensic Medicine and Allied Subjects.
 - III. Preventive and Social Medicine.
 - IV. Pathology and Microbiology.
 - V. Medicine, Skin and Venereal Diseases , Tuberculosis.
 - VI. Psychiatry.
 - VII. Neurology.

- VIII. Surgery.
- IX. Anesthesiology.
- X. Orthopedics.
- XI. Ear, Nose and Throat.
- XII. Obstetrics & Gynecology.
- XIII. Pediatrics.
- XIV. Ophthalmology.
- XV. Radiology.
- 3.2 Faculty of Dentistry.
 - I. Dentistry.
- 3.3 Faculty of Physiotherapy.
 - I. Physiotherapy.
- 3.4 Faculty of Nursing.
 - I. Nursing.
- 3.5 Faculty of Rehabilitation Sciences.
 - I. Speech and Hearing
 - II. Prosthetics and Orthotics.
 - III. Audiology and Speech Language Pathology.
 - IV. Special Education.
- 3.6 Faculty of Occupational Therapy.
 - I. Occupational Therapy.
- 3.7 Faculty of Allied and Paramedical Sciences.
 - I. Allied and Paramedical Sciences
- 3.8 Faculty of Management.
 - I. Business administration/Industrial relations and Personnel management, Human Resource development, Financial Administration, Foreign Trade/Disaster Management.
 - II. Hospital Administration.
 - III. Chemical sales and Marketing.
 - IV. Tourism Administration.
 - V. E-Commerce.
- 3.9 Faculty of Law.

I. Law.

3.10 Faculty of Commerce.

I. Commerce.

3.11 Faculty of Ayush.

- I. Sharir, Dosh, Dhatu, Mal, Vigyan, Sanskrit.
- II. Dravyagun, Ras Shastra Vigyan.
- III. Kaaya Chikitsa Vikriti Vigyan and Swasthyavritta.
- IV. Shalya Tantra, Shalakyta Tantra, Prasuti Tantra, Kaumaryabhritya, Agad tantra and Vyavaharyurveda.
- V. Ashtang Sangrah, Charak Samhita, Padarth Vigyan, Ayurveda ka Itihas.
- VI. Sharir Rachana Vigyan , Shariarkiriya Vigyan.
- VII. Rog Vikriti Vigyan evam Swastha Vritta.
- VIII. Homeopathy.
- IX. Unani.
- X. Alternative medicine (Accupressure, Magnetic Therapy etc.)
- XI. Yoga and Naturopathy.

3.12 Faculty of Arts

- I. English and other Foreign Languages
- II. Sanskrit, Functional Sanskrit and Prachya Sanskrit
- III. Pali, Prakrit
- IV. Hindi, Functional Hindi, Linguistics and Translation
- V. Urdu, Arabic, Persian
- VI. Other Indian Languages
- VII. Philology
- VIII. Philosophy
- IX. Music (Vocal, instrumental) and Dance
- X. Fine Arts (Drawing and Painting)
- XI. Performing Arts (Theater and Sculpture)
- XII. Library and Information Science
- XIII. Journalism and Mass Communication
- XIV. Fashion Designing (in case there is no Faculty of Vocational studies)
- XV. Interior Designing (in case there is no Faculty of Vocational studies)

- XVI. Jyotirvigyan.
- 3.13 Faculty of Social Science and Humanity.
- I. History, Modern History, Medieval History.
 - II. Ancient Indian History Culture and Archaeology, Indology
 - III. Political Science, International Relations. Public Administration, Human Rights
 - IV. Economics, Business Economics, Applied Economics
 - V. Sociology, Social work and Community, Demography and Population Science
 - VI. Anthropology
 - VII. Geography
 - VIII. Military Science & Defense Studies
 - IX. Rural Development
 - X. Home Science (if there is no separate Faculty of Home Science in the University).
- 3.14 Faculty of Home Science
- I. Home Science
 - II. Clothing and Textile/Fabric and Apparel Sciences
 - III. Food and Nutrition
- 3.15 Faculty of Science
- I. Physics, Laser Technology.
 - II. Chemistry, Industrial Chemistry, Environmental Chemistry, Pharmaceutical Chemistry, MICA
 - III. Mathematics
 - IV. Geology, Remote Sensing, Earth Science
 - V. Statistics
 - VI. Criminology and Forensic Science
 - VII. Computer Science (if faculty of Engineering Science does not exist)
 - VIII. Oceanography, Meteorology
- 3.16 Faculty of Life Science:
- I. Botany, Ethno-biology, Forestry, Horticulture
 - II. Zoology, Fisheries, Aquaculture, Genetics, Neuroscience

- III. Environmental Sciences / Environmental Biology, Limnology
 - IV. Bio-Chemistry
 - V. Life Science/Bio- Science, Microbiology
 - VI. Biotechnology, Seed Technology, Bio informatics, Food Technology
- 3.17 Faculty of Vocational Studies
- I. Vocational Education courses (B.Voc, M.Voc)
 - II. Skill Development Courses (B.Voc, M.Voc)
 - III. Fashion Designing
 - IV. Interior Designing
- 3.18 Faculty of Pharmacy
- I. Pharmaceutical Science
- 3.19 Faculty of Mass media and Communication
- I. Journalism and Mass-Communication
 - II. Electronic Media
- 3.20 Faculty of Engineering
- I. Bio Medical Engineering
 - II. Electrical Engineering/Electrical and Electronics
 - III. Electronics and Communication Engineering
 - IV. Electronics Instrumental Engineering
 - V. Computer Science Engineering/Information Technology.
 - VI. Mining Engineering
 - VII. Mechanical Engineering
 - VIII. Civil Engineering
 - IX. Chemical Engineering
 - X. Industrial & Production Engineering.
 - XI. Textile Engineering
 - XII. Fire technology Engineering
- 3.21 The Chancellor, on the recommendation of the Vice-Chancellor may include any subjects not covered in the above list to any of the Board as mentioned above and may delete subjects, if required.

4. COMPOSITION OF BOARD OF STUDIES:

- 4.1 There shall be a Board of Studies for every subject or group of subjects as prescribed by the Statutes;
- 4.2 The Board of Studies shall consist of-
 - 4.2.1 The Head of the University department or institution in the relevant subject; Provided that, where there is no University department in the subject the Board shall at its first meeting co-opt the Head of the Department having post-graduate teaching in that subject;
 - 4.2.2 One Reader of the University department or institution in the relevant subject.
 - 4.2.3 Two teachers in said subject nominated by Vice Chancellor.
 - 4.2.4 Four members to be co-opted by Board of studies.
- 4.3 The Board, at its first meeting, shall co-opt-
 - 4.3.1 One post-graduate teacher having teaching experience as per the norms as laid down by the Regulatory body, from amongst the teachers of constituent colleges/School of studies/UTD having post-graduate teaching in the subject;
 - 4.3.2 One teacher having teaching experience as per the norms as laid down by the Regulatory body, from amongst constituent college teachers in the subject, who is not head of the department in the University.
 - 4.3.3 Two eminent persons who are -
 - 4.3.3.1 Either professors or readers in other University; or
 - 4.3.3.2 Persons holding rank not lower than that of Assistant Director in national laboratories or institutions or recognised institutions; or
 - 4.3.3.3 Experts in related field having published -
 - (a) At least one book; or
 - (b) At least five Research papers in the subject in recognized National or International Journals.
- 4.4 The Chairperson shall be nominated by vice chancellor from the members of the Board of studies.

5. POWERS AND DUTIES OF BOARD OF STUDIES: -

The Board of Studies shall have the following powers and duties, namely:-

- 5.1 To recommend, upon reference to it by the Board Of Management or Academic Council or the faculty concerned or otherwise, the courses of study in the subject or group of subjects within its purview;
- 5.2 To recommend books, including text-books, supplementary reading, reference books and other material for such courses of study;
- 5.3 To recommend to the Academic Council for its approval the preparation and publication or selections of writing or work of authors and other matters as well as material, consequent to curriculum development by the teachers of the University for its introduction in the syllabi of the courses of study under the purview of the Board in accordance with the Regulations made by the Academic Council in that respect;
- 5.4 To advise the faculty or faculties concerned regarding improvements in the course of study;
- 5.5 To recommend names of suitable persons for inclusion in the panels for appointment as paper-setters, examiners and moderators in the University examinations in the subject by the Board of Examinations;
- 5.6 To recommend to the Board of Examinations, names of persons suitable for appointment as referees, for evaluation of thesis and dissertations and for conduct of *viva-voce* examinations, wherever prescribed, for awarding post-graduate, doctorate and higher degrees;
- 5.7 To suggest organization of orientation and refresher courses in the subject;
- 5.8 To prepare requirements in respect of teaching of the subject at various levels in respect of teachers and their qualifications, library, laboratory and hospital equipment and consumables for the use for the Planning Board for formulating the norms and requirements.

6. Removal/ Disqualification of member:

- 6.1 The member ceases to be so:
 - 6.1.1 On resignation/ removal from University.
 - 6.1.2 When convicted for any offence including moral turpitude.

6.2 A member can be removed:

6.2.1 Who is sick, insane and incapable of discharging the duties in the Board.

6.2.2 Who is found guilty of misconduct, indiscipline and malpractice.

7. QUORUM:

One third of the members of the Board of Studies shall form a quorum for its meetings. This should include one external member of the Board of Studies. The meeting of the Board of Studies will be arranged at least twice in a year.

8. JOINT MEETING:

Whenever it is deemed necessary the Vice-Chancellor shall be competent to convene Joint Meeting of two or more Boards of Studies and the Vice-Chancellor shall appoint the Chairman for any such meeting(s).

9. OPINION BY CIRCULATION:

The Vice-Chancellor may in urgent cases obtain the opinion of the Chairman of Board of Studies or of full Board of Studies by circulations of any proposal among them. Such opinion together with the action taken thereon shall be communicated to all the members.

10. VALIDATION OF BOARD OF STUDIES MEETINGS:

Proceedings of the Board of Studies meetings shall not be invalidated merely due to

10.1 Vacancies in Board of Studies.

10.2 Non Receipt of Meeting notice by any member or members.

10.3 Defective nomination of any member.

STATUTE NO. -14**FACULTIES OF THE UNIVERSITY: COMPOSITION, POWERS & DUTIES**

(Refer Section 25 of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh **Faculties of the University: Composition, Powers & Duties.**
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

- 2.1 "Adhinyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam, 2007 (Madhya Pradesh Act 17 of 2007) as amended from time to time;
- 2.2 "Statute" means the Statute made under the provisions of sub-section (1) of section 26 of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam 2007 as amended from time to time;
- 2.3 "Section" means Section of the Adhinyam;
- 2.4 Words and expression used but not defined in this statute shall have the meaning as assigned to them in the Adhinyam;

3. FACULTY:

- 3.1 The faculties shall be the principal academic co-ordinating authorities of the University in respect of studies and research in relation to the subjects included in the faculty, and also in respect of studies and research in multidisciplinary faculties.
- 3.2 The University shall have such faculties as prescribed by Ordinance.
- 3.3 A faculty shall be constituted, divided, combined with or abolished, only with the approval of the Academic Council and as prescribed by Statutes.
- 3.4 The University shall have the following faculty
- Faculty of Medicine
 - Faculty of Dentistry

- Faculty of Physiotherapy
- Faculty of Nursing
- Faculty of Rehabilitation Science.
- Faculty of Occupational Therapy
- Faculty of Allied and Paramedical Sciences
- Faculty of Management
- Faculty of Law
- Faculty of Commerce
- Faculty of Ayush
- Faculty of Arts
- Faculty of Social Sciences and Humanities
- Faculty of Home Science
- Faculty of Science
- Faculty of Life Science
- Faculty of Vocational Studies
- Faculty of Media and Mass Communication
- Faculty of Technology
- Faculty of Engineering

3.5 Each faculty shall consist of the Dean.

3.6 The Dean shall be appointed by the Chancellor on the Recommendation of Vice-chancellor for a period of 3 Years from amongst the Professor of the UTD/School/Institute/College who are the teachers in the subjects assigned to the faculty.

Provided that, if there is no professor of University teaching department/School/Institute/College or Principal teaching the set subjects the chancellor may appoint the Dean or any other Faculty to Act as the Dean of the Faculty.

The Dean shall be the Chairmen of the faculty and shall be responsible for the due observance of the statutes, the ordinances and the regulations relating to the faculty and for the conduct and maintenance of standard of teaching and

3.7 The faculty shall consist of the following members:-

3.5.1 The Dean of the faculty as *ex-officio* Chairperson;

3.5.2 The Chairpersons of each Board of Studies, for the subjects comprised in the faculty - Member

3.5.3 Three members of each Board of Studies to be nominated by the members of the Boards of Studies from amongst themselves, out of whom at least one shall be a post-graduate teacher.

4. POWERS AND DUTIES OF FACULTY:

The Faculty shall have the following powers and duties, namely:-

4.1 To consider and report on any matter referred to it by the Board Of Management Academic Council or Planning Board;

4.2 To consider and approve recommendations of the Board of Studies in the faculty, and matters related to more than one Board of Studies not affecting any other faculty, and recommend to the Academic Council for action as it thinks fit;

4.3 To consider and recommend to the Academic Council, the academic matters, within its purview, which affect any other faculty or faculties or which involve administrative or financial implications;

4.4 To consider and recommend to the Academic Council establishment of new courses, inter-disciplinary courses and short-term training programs, referred to it by the Board of Studies or Board of Inter-disciplinary Studies, if any constituted by Statutes;

4.5 To make recommendations to the Planning Board in respect of the requirements regarding the conduct of post-graduate or under-graduate instruction, teaching, research and training in University institutions or departments, constituent colleges and recognised institutions;

4.6 To ensure that guidelines and rules framed for the following matters by the Academic Council are implemented:-

4.6.1 Long-term curriculum development;

4.6.2 Faculty development;

4.6.3 Teaching or learning material development;

4.6.4 Research in educational matters with particular reference to colleges;

- 4.7 To plan and organise inter-departmental and inter-faculty programs in consultation with the Boards of Studies, other faculties or Planning Board;
- 4.8 To recommend to the Academic Council regarding organization of refresher and orientation courses for teachers of colleges and University departments especially for the revised or newly introduced or inter-disciplinary courses of study;
- 4.9 To elect the Deans of the faculties;
- 4.10 To prepare and submit the annual report of the functioning of the faculty to the Vice-Chancellor;
- 4.11 To consider any other academic matter which may be referred to it.

5. MEETING OF THE FACULTIES:

The Faculties shall meet ordinarily once in a year or at such other times as are fixed by the Vice-Chancellor or on the requisition of the Dean with the prior permission of the Vice-Chancellor. Dean shall preside over the meetings, or in the absence of Dean, Senior teacher among those present shall preside over the meeting.

6. QUORUM:

One third of the members of the faculty shall form a quorum of the meeting.

7. NOTICE OF THE MEETING & AGENDA:

Notice of a Meeting of Faculty shall be sent by post or by e-mail to each member by the Registrar under the directions of the Vice-Chancellor stating the date & venue of the meeting and also showing the business to be placed before the meeting. The period of notice shall ordinarily be fifteen days unless the Vice-Chancellor, for reasons of urgency, fixes a shorter period.

- 7.1 Members who wish to submit any item for discussion may do so in writing to the Registrar at least 7 days in advance.
- 7.2 The Dean shall send the proceedings of the meeting to the Registrar for further course of action.

STATUTE NO. -15**THE DEAN OF STUDENTS' WELFARE: TERMS AND CONDITIONS OF SERVICE,****POWERS AND DUTIES**

(Refer Section 20 of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh **The Dean of Students' Welfare: Terms and Conditions of Service, Powers and Duties.**
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

- 2.1 "Adhiniyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam, 2007 (Madhya Pradesh Act 17 of 2007) as amended from time to time;
 - 2.2 "Statute" means the Statute made under the provisions of sub-section (1) of section 26 of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended from time to time;
 - 2.3 "Section" means Section of the Adhiniyam;
 - 2.4 Words and expression used but not defined in this statute shall have the meaning as assigned to them in the Adhiniyam;
3. The Dean of Students' Welfare shall be nominated preferably from among the Professors of University for a term of three years by Chancellor on recommendation of Vice-Chancellor.

Provided further that before the expiry of his term of three years the Governing Body may, on a report from the Vice Chancellor, terminate the nomination of Dean of Student's Welfare if it is satisfied that further continuance of the Dean Students' Welfare will not serve any useful purpose or will be detrimental to the cause for which he has been appointed or in the interests of the University, after giving reasonable opportunity of being heard.

4. Dean of Students' Welfare:

- 4.1 Will possess at least Post Graduate degree in any subject and five years of experience of teaching post-graduate classes or twelve years experience of teaching degree classes, preferably having experience of guiding extracurricular activities and understanding of students' problems.
- 4.2 Will not be entitled to draw any extra emoluments, except his/her own salary of his/her basic post.

5. POWER AND DUTIES:

- 6.1 The Dean of Students' Welfare shall be the Head of the Information Center and the Placement Office in the University.
- 6.2 The Dean of Students' Welfare shall, if the Governing Body, Board of Management or the Academic Council so desires and invite, be present at any meeting of the authority concerned when matters relating to Students' Welfare come up for deliberations therein.
- 6.3 Subject to the control of the Vice Chancellor, the Dean of Students' Welfare shall
 - 6.3.1 Make arrangements to ensure suitable accommodation facilities for students;
 - 6.3.2 To provide guidance for employment of students in accordance with the plans approved by the Vice-Chancellor.
 - 6.3.3 Communicate with the guardians of the students regarding the welfare of students;
 - 6.3.4 Co-ordinate travel facilities for students;
 - 6.3.5 Guide and also assist the students in obtaining scholarship, studentships, etc.
 - 6.3.6 Perform such other duties as may be assigned to him and of concern to students from time to time by the Registrar with the approval of the Vice-Chancellor.

STATUTE NO. -16**PURCHASE COMMITTEE****(Refer Section 25 of the Act 2007)****1. SHORT TITLE AND COMMENCEMENT:**

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh Purchase committee.
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

- 2.1 "Adhiniyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam, 2007 (Madhya Pradesh Act 17 of 2007) as amended from time to time;
- 2.2 "Statute" means the Statute made under the provisions of sub-section (1) of section 26 of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended from time to time;
- 2.3 "Section" means Section of the Adhiniyam;
- 2.4 Words and expression used but not defined in this statute shall have the meaning as assigned to them in the Adhiniyam;

3. PURCHASE COMMITTEE:**3.1 Constitution:**

There shall be a Purchase and Hire Committee for vetting, processing and finalizing all kinds of purchases, procurements and hiring arrangement for the University and its constituent institutions.

- 3.1.1 Chancellor or his nominee from amongst the members of Governing
Body Ex-officio **Chairperson**
- 3.1.2 Chief Finance & Accounts Officer **Member**
- 3.1.3 Co-opted Members: **Members**
- 3.1.3.1 Head of Concerned Institution
- 3.1.3.2 One professor of concerned specialty.

3.1.4	One officer of the: University	Member
3.1.5	Registrar	Secretary

3.2 Tenure:

The term of the Purchase Committee is three years

3.3 POLICY GUIDELINES FOR PURCHASE & HIRE:

In discharging purchasing/hiring responsibilities, all authorities of the University, to whom purchasing authority has been delegated, must maintain a standard of conduct and the transparency. Authorities whose behavior violates such a conduct will be subject to disciplinary action, including discharge, if warranted by the seriousness of the violation

The University subscribes to the following purchasing guidelines.

- 3.3.1 The policies set by the University will be strictly adhered to.
- 3.3.2 Strive to ensure best bargain in each transaction;
- 3.3.3 Grant all competitive suppliers equal consideration in so far as Sponsoring Body and University policy permits;
- 3.3.4 Conduct business with potential and current suppliers in an atmosphere of good faith, devoid of intentional misrepresentation;
- 3.3.5 Demand honesty in sales representation whether offered through the medium of a verbal or written statement, an advertisement or a sample of the product;
- 3.3.6 Give preference to property items and designs for competitive purchasing purposes;
- 3.3.7 Make all reasonable effort to negotiate for equitable and mutually agreeable settlement of any controversy with a supplier; and/or be willing to subject any major controversy to arbitration or third party review, in so far as the prescribed systems/policy allows,
- 3.3.8 Foster fair, ethical and legal trade practices,
- 3.3.9 Cooperate with trade, industrial and professional association, and with governmental and private agencies for the purposes of promoting and developing sound business methods.

3.4 PROCEDURE:

Procedures for Purchase/hire will be in accordance with the rules framed for this purpose.

3.5 MEETING & QUORUM:

The Purchase committee shall meet at least once in every three months.

- 3.5.1 Five members shall form a quorum
- 3.5.2 Secretary in consultation with chairperson will fix the date for meeting
- 3.5.3 May appoint sub-committee(s) to carry out its directions.

STATUTE NO. -17**SELECTION COMMITTEE****(Refer Section 25 of the Act 2007)****1. SHORT TITLE AND COMMENCEMENT:**

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh, Selection Committee.
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

- 2.1 "Adhinyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam, 2007 (Madhya Pradesh Act 17 of 2007) as amended from time to time;
- 2.2 "Statute" means the Statute made under the provisions of sub-section (1) of section 26 of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam 2007 as amended from time to time;
- 2.3 "Section" means Section of the Adhinyam;
- 2.4 Words and expression used but not defined in this statute shall have the meaning as assigned to them in the Adhinyam;

3. HR SELECTION COMMITTEE:

- 3.1 There shall be an HR Selection Committee for selection of personnel for appointment of various posts/cadres of University.
- 3.2 There shall be separate Committees for selection of the following categories:
 - 3.2.1 Posts of Deans/Principals/Directors of an Institution.
 - 3.2.2 Posts of Professors, Associate Professors, Readers.
 - 3.2.3 Posts of Registrar/ Controller of examination/ Finance and Accounts officer.
 - 3.2.4 Posts of Assistant Professor, Lecturers/Residents/Tutors/Demonstrator.
 - 3.2.5 Non-teaching (technical & non-technical), administrative/accounts and other posts.

3.3 The Committee for each of the above categories shall be as follows:

3.3.1 For selection of Dean/Principal/Director of the Institution: Composition of Committee:

- 3.3.1.1 Chancellor or his/her nominee from amongst the Governing Body members. **-Chairperson**
- 3.3.1.2 Vice-Chancellor **-Vice-Chairperson**
- 3.3.1.3 Nominee of Sponsoring Body **-Member**
- 3.3.1.4 Two subject experts shall be nominated by the Vice-Chancellor from a Panel of five experts approved by Chancellor **-Members**
- 3.3.1.5 Registrar **- Secretary**

The quorum for selection committee meeting shall be minimum of four member out of which one subject expert is required.

3.3.2 For selection of Professors, Associate Professors, Readers and Assistant Professors:

Composition of Committee:

- 3.3.2.1 Vice Chancellor **-Chairperson**
- 3.3.2.2 Dean/Principal/Director of the concerned institute: **-Member**
- 3.3.2.3 Head of the Concerned Department **-Member**
- 3.3.2.4 Two Subject Experts, not below the rank of professor of the university not connected with the University, to be nominated by the Vice-Chancellor from a panel of 5 (five) approved by Chancellor: **-Members**
- 3.3.2.5 Registrar **-Secretary**

The quorum for selection committee meeting shall be minimum of three member out of which one subject expert is required.

3.3.3 For selection of Registrar, Controller of Examination, Chief Finance & Accounts officer:

Composition of Committee:

- 3.3.3.1 Vice-Chancellor - **Chairperson**
- 3.3.3.2 One person nominated by Chancellor. -**Member**
- 3.3.3.3 Two Experts having Special knowledge in the field related to the post to be filled, nominated by Vice-Chancellor.
-**Members**

The quorum for selection committee meeting shall be minimum of three member out of which one subject expert is required.

3.3.4 For Selection of Lecturers/ Residents/Tutors/Demonstrators:

Composition of Committee:

- 3.3.4.1 Vice-Chancellor -**Chairperson**
- 3.3.4.2 Dean/Principal or Director or his/her nominee of concerned institute -**Member**
- 3.3.4.3 Head of the Concerned Department -**Member**
- 3.3.4.4 One Subject Expert, to be nominated by the Vice-Chancellor from a panel of 5 (five) approved by Chancellor
-**Member**
- 3.3.4.5 Registrar -**Secretary**

The quorum for selection committee meeting shall be minimum of three member.

3.3.5 For Selection of Non-Teaching (Technical & Non-Technical), Ministerial and Other Posts above the level of Office Superintendent:

Composition of Committee:

- 3.3.5.1 Vice-Chancellor or Nominee of the Vice-Chancellor -
Chairperson
- 3.3.5.2 Dean/Principal/Director or his/her nominee
-**Member**
- 3.3.5.3 The Registrar -**Member**
- 3.3.5.4 Deputy Registrar - **Secretary**

The quorum for selection committee meeting shall be minimum of three member.

3.3.6 For Selection of Non-Teaching (Technical & Non-Technical) and Other Posts (below the level of Office Superintendent) :

Composition of Committee:

- | | | |
|---------|---------------------------------------------------|------------|
| 3.3.6.1 | Vice-Chancellor or Nominee of the Vice-Chancellor | - |
| | Chairperson | |
| 3.3.6.2 | Dean/Principal/Director or his/her nominee | -Member |
| 3.3.6.3 | The Registrar | -Member |
| 3.3.6.4 | Deputy Registrar | -Secretary |

The quorum for selection committee meeting shall be minimum of three member.

3.3.7 For Selection of Deputy/Assistant-Registrar, Librarian, Deputy/Assistant Librarian etc.

Composition of Committee:

- | | | |
|---------|----------------------------------------------------------------------------------------|---------------|
| 3.3.7.1 | Registrar | - Chairperson |
| 3.3.7.2 | One Professor nominated by the Vice-Chancellor amongst the Professor of the University | - Member |
| 3.3.7.3 | Two Expert Members from outside the University Nominated by the Vice-Chancellor | -Member |

The quorum for selection committee meeting shall be minimum of three member.

- All appointments of Dean/Principal/ Director, Registrar, Controller of Examinations, Chief Finance and Accounts officer, Professors, Associate Professors, Readers and Assistant Professors will be made once these are approved by the Governing Body based on the recommendation by the Selection Committee through Vice-Chancellor.

- On approval of Selection of personnel the Registrar shall issue the appointment order.
- Selection Committees may be constituted as and when required.

- Vacancies for the posts of cadres above the Reader shall be notified in atleast two newspapers of wide circulation along with University website.
- Vacancies for other cadres shall be notified through website and institutional notice boards and/or newspapers.
- Selection may be based on written test (if considered necessary), Prorata marks, Personal interview/online interview and/ or any other method.

3.3.8 Faculty Member or non-teaching staff already in the constituent institution may be absorbed in the University on the approval of Governing Body based on the recommendation of the Screening Committee which will be as follows:

3.3.8.1 Vice Chancellor or his/her nominee -Chairperson

3.3.8.2 Dean/Principal/Director of the concerned institute
-Member

3.3.8.3 Two Experts to be nominated by the Vice-Chancellor
-Members

3.3.8.4 An Observer of Regulatory Commission -Member

3.3.8.5 Registrar -Secretary

3.3.9 The University may offer post of faculty members/Non-Teaching staff directly subject to the approval of Governing Body.

The Faculty member will be appointed as per the qualifications prescribed by Regulatory Councils and as per norms of UGC and shall be entitled for pay scales and other benefits as applicable.

3.4 Action against Teaching and Non-Teaching Staff:

3.4.1 Teaching Staff: If there is an allegation of misconduct against a teacher, the Vice Chancellor shall constitute a fact finding committee and if necessary based on the recommendation of fact finding committee, may institute an inquiry committee for the purpose.

3.4.1.1 Based on the inquiry committee's report, The Vice Chancellor may decide the 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 the Governing Body whose decision will be final.

3.4.1.2 Any person aggrieved by the action mentioned in clause (3.4.1.1) may prefer an appeal against any such action that can be made to the Chancellor within 30 days from the date of receiving of the order with his comments to review the case.

3.4.2 Non-Teaching Staff:

3.4.2.1 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.

3.4.2.2 Based on the inquiry committee report, the Registrar may decide course of following due process of law action including suspension depending on the severity of the misconduct with the approval of Vice-Chancellor.

3.4.2.3 An appeal against any action can be made to the Chancellor within 30 days from the date of issuing such order.

STATUTE No. – 18**FINANCE COMMITTEE****(Refer Section 25 of the Act 2007)****1. SHORT TITLE AND COMMENCEMENT:**

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh Finance Committee.
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

In this Statute, unless the context otherwise requires;

- 2.1 "Adhiniyam" means the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended time to time.
- 2.2 "Statute" means the Statute made under the provisions of Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended time to time.
- 2.3 "Section" means Section of the Adhiniyam;
- 2.4 Words and expression used but not defined in this Statute shall have the meaning as assigned to them in the Adhiniyam.

3. FINANCE COMMITTEE:-**3.1 Composition of the Finance Committee:**

- | | |
|-------------------------------------------------------------------------------------------------------------------------|--------------------|
| 3.1.1 Vice Chancellor | Chairperson |
| 3.1.2 One person nominated by Chancellor preferably Chartered Accountant. | Member |
| 3.1.3 One person nominated by the Sponsoring Body. | Member |
| 3.1.4 Two nominees of the Board of Management, one of whom shall be a Member of the Board. | Member/s |
| 3.1.5 A Representative nominated from a panel of names selected through a process approved by the Regulatory Commission | Member |
| 3.1.6 Registrar | Member |

3.1.7 Chief Finance & Accounts Officer Secretary

3.2 Terms of Members of the Finance Committee:

All members of the Finance Committee other than ex-officio members shall hold office for a term of three years from the date of first appointment.

3.3 Powers and Functions of the Finance Committee:

3.3.1 To consider the annual accounts and financial estimates of the University and submit them to the Board of the Management for approval;

3.3.2 To consider and recommend the annual budget and revised estimates to the Board of Management;

3.3.3 To fix the limits of the total recurring expenditure and the total nonrecurring expenditure of the year based on the income and resources of the University.

Note: No expenditure other than that provided in the budget shall be incurred by the University without the approval of the Finance Committee.

3.4 Meetings of the Finance Committee:

The Finance Committee shall meet at least twice a year to examine the accounts and scrutinize proposals for expenditure. Four members shall constitute the quorum for the meeting.

3.5 Procedure for conduct of business at the meeting of Finance Committee:

3.5.1 The Finance Officer shall be the Ex-Officio Secretary of the committee. He shall Ex-officio issue notices of the meetings, get the minutes of the proceedings recorded and perform all other functions required to be performed by the Secretary.

3.5.2 The Finance Officer shall issue notice of the meeting at least ten days prior to the date of meeting to all the members of the committee informing them the day, date, time and venue of the meeting.

3.5.3 The Finance Officer shall send the agenda of the meeting at least five days prior to the date of the meeting to all the members of the committee.

3.5.4 Any business, other than that specified in the agenda, can be brought up by any member only with the permission of the Chair.

- 3.5.5 The Chairman shall preside over every meeting of the committee. In his absence, the members present in the meeting shall select one member as a Chairman amongst them, who shall preside over the meeting.
- 3.5.6 All members shall have only one vote. All matters in the meeting shall be decided by a simple majority vote. In the case of equality of votes, the Chairman of the meeting shall have a casting vote.
- 3.5.7 Four members of the committee shall be a quorum for the meeting. In case the quorum is not complete, the meeting shall be adjourned for half an hour. The meeting shall be reconvened after half an hour at the same place. Neither a quorum, nor a notice shall be necessary in the case of such an adjourned meeting.
- 3.5.8 A meeting may be adjourned, if the business remains unfinished / incomplete. Such an adjourned meeting may take place at a future date. Notice of such an adjourned meeting shall be given to all members including those who were absent in the original meeting.
- 3.5.9 If the Chairman is of the opinion that the decision/s taken or a resolution passed by the committee at the meeting is / are inconsistent with any rule or bye-law in force or that such decision/s or resolution/s is/are not in the interest of the university, shall refer it back to the committee for reconsideration in its next meeting with the reasons to be recorded in writing. If differences persist, he shall, within a week time, modify the resolution/s as he deems fit and inform the committee about the same, stating the reasons thereof. The Vice-Chancellor's decision shall be final.
- 3.5.10 Any member, not attending three consecutive meetings, without proper leave of absence, shall cease to be a member.
- 3.5.11 The minutes of the proceedings of every meeting, along with action-taken reports on the decisions made at that meeting, shall be prepared by the Secretary and a copy of the same shall be placed before the next meeting of the committee for confirmation and signature by the Chairman.
- 3.6 Preparation and Submission of Financial Estimates (Budget):**
- 3.6.1 The Finance Officer shall prepare financial estimates (budget) for the ensuing financial year and get them approved by the Finance Committee

in the month of March every year for submission to the Board of Management.

3.6.2 The budget shall be prepared in the following three distinct parts:

3.6.2.1 Maintenance (Recurring);

3.6.2.2 Development (Non-Recurring);

3.6.2.3 Independent projects or schemes;

The University and its Constituent units shall prepare their Budget under the above mentioned three distinct parts. The budget estimates will then be consolidated so as to show consolidated surplus /deficit for University and its Constituent Units.

3.6.3 The Annual Budget shall include the following information:

3.6.3.1 Actual figures of the previous year.

3.6.3.2 Budgeted figures of the current year.

3.6.3.3 Budgeted figures for ensuing year.

3.6.4 The Annual Budget shall be reviewed after six months and following information shall be included.

3.6.4.1 Actual figures of the previous year.

3.6.4.2 Budgeted figures of the current year.

3.6.4.3 Revised budgeted figures of the current year.

3.6.5 The budget estimates, as approved by the Finance Committee shall be placed before the Board of Management for its approval.

3.6.6 After approval from the Board of Management the annual budget and revised budget shall be communicated to the Constituent Units.

3.7 Appointment of Auditors:

3.7.1 The Board of Management shall appoint auditors from the panel of auditors for the ensuing financial year and decide the fees based on the recommendations of the Finance Committee.

3.7.2 The auditors shall be qualified professionals, being member of the Institute of Chartered Accounts of India, to be appointed by the University.

3.7.3 The term of appointment of the auditors shall be for not more than one year at a time. The same firm may be eligible for reappointment.

3.7.4 The Board of Management shall fix the remuneration of auditors for conduct of audit of the University.

3.7.5 The auditors appointed by the Board of Management may conduct the audit of the annual accounts of the University, prepared by the Finance Officer, within six months of the close of the respective financial year and may submit an audit report thereon to the Board of Management for its final approval.

3.8 Funds, Accounts, Audits and Annual Report:

3.8.1 The books of accounts of the University and its constituent units shall be maintained, managed and operated in the name of the University and its constituent units, as the case may be and not in the name of the sponsoring body or any other body.

3.8.2 The Accounts of the University and its constituent units shall be kept in such a form as may be laid down by the Board of Management.

3.8.3 The University shall prepare consolidated financial statement for the purpose of reporting to various stakeholders.

3.8.4 The books of accounts and annual financial statements (stand alone and consolidated) of University and its constituent units shall be audited annually by the auditors appointed by the Board of Management.

3.8.5 Annual reports and the Audit Reports shall be submitted by the University to the UGC within nine months of the closure of the accounting year.

STATUTE No. -19**BUILDING AND PREMISES COMMITTEE, COMPOSITION , POWER AND FUNCTION**

(Refer Section 25 of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This Statute may be called the Aurobindo University, Indore, Madhya Pradesh **Building and Premises Committee, Composition, Power and Function.**
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

In this Statute, unless the context otherwise requires;

- 2.1 "Adhiniyam" means the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended from time to time.
- 2.2 "Statute" means the Statute made under the provisions of Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam. 2007 as amended from time to time;
- 2.3 "Section" means Section of the Adhiniyam;
- 2.4 Words and expression used but not defined in this Statute shall have the meaning as assigned to them in the Adhiniyam.

3. BUILDING AND PREMISES COMMITTEE:**3.1 Composition:**

There shall be a Building and Premises Committee comprising of the following:

- 3.1.1 Chancellor or his nominee - **Ex-Officio Chairperson.**
- 3.1.2 Vice Chancellor – **'Co- Chairperson'**
- 3.1.3 One Architect/Planner nominated by Chancellor
- 3.1.4 One Representative of the Governing Body
- 3.1.5 Head or representative of concerned Institution
- 3.1.6 Chief Finance & Accounts Officer
- 3.1.7 University Engineer
- 3.1.8 Estate & Premise Officer

3.1.9 Registrar-

Secretary

3.2 TENURE:

Members, other than ex-officio members, shall hold office for a period of three years.

3.3 POWERS AND DUTIES:

The Building and Premises Committee shall;

3.3.1 Advise the Board of Management on all matters relating to the construction of buildings, repairs, alterations, additions or maintenances to existing buildings, which, it may consider necessary or urgent;

3.3.2 Select and recommend land for purchase by the Planning Board;

3.3.3 Accord technical sanctions to the detailed plans and estimates;

3.3.4 Select, scrutinize and recommend acceptance of tenders or offers, or

3.3.5 Recommend expenditure incidental to the execution of each work subject to the allotment made for it by the Board of Management.

3.3.6 Make recommendations to the Board of Management about the order / priorities in which work should be carried out;

3.3.7 Recommend to the Board of Management the creation, temporary or permanent, post of medical sciences staff.

3.3.8 May appoint Sub-Committees for carrying out its directions.

3.4 MEETINGS AND QUORUM:

3.4.1 Meetings of the Committee shall held minimum once in two months or be called as and when necessary by the Registrar as directed by the Vice Chancellor or otherwise also

3.4.2 Four members of the Committee shall form a quorum.

STATUTE No. -20**LIBRARY COMMITTEE, COMPOSITION, POWER AND FUNCTION****(Refer Section 25 of the Act 2007)****1. SHORT TITLE AND COMMENCEMENT:**

- 1.1 This Statute may be called the Aurobindo University, Indore, Madhya Pradesh Library Committee, Composition, Power and Function.
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

In this Statute, unless the context otherwise requires;

- 2.1 "Adhiniyam" means the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended from time to time.
- 2.2 "Statute" means the Statute made under the provisions of Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended from time to time.
- 2.3 "Section" means Section of the Adhiniyam;
- 2.4 Words and expression used but not defined in this Statute shall have the meaning as assigned to them in the Adhiniyam.

3. LIBRARY COMMITTEE:**3.1 Composition:**

There shall be a Library Committee for the management of the University Library and also other Libraries of the constituent institutions. It shall comprise:

- 3.1.1 The Vice-Chancellor, as the Ex-Officio Chairperson;
- 3.1.2 All Deans of Faculties; Ex-Officio
- 3.1.3 Chief Librarian/Librarian of one of the constituent institutions to be nominated by Vice-Chancellor.
- 3.1.4 The Registrar,
- 3.1.5 Chief Finance & Accounts Officer.
- 3.1.6 Chief Librarian of University Library as Secretary

Note: Vice-Chancellor may invite two co-opted members from the concerned constituent institution as also subject experts from outside.

3.2 TENURE:

Members of the Library Committee, and the ex-officio members, shall hold office for a period of three years except for the librarians of Institutions whose tenure will be of one year.

3.3 POWERS AND FUNCTIONS: The Library Committee shall be responsible for: The general administration and supervision of the library subject to the overall control of the Board of Management and-

- 3.3.1 Management and regulation of the financial aspects of the University Library and other Libraries.
- 3.3.2 Administration of Endowments for the University and other Libraries and proper utilization of budget grants for purchase of books and periodicals including e-books and e-magazines and for general purposes of the Library.
- 3.3.3 Preparing the annual budget for the consideration of the Board of Management.
- 3.3.4 Allocation of funds for books/ reference books/periodicals and e-magazines, e-journals etc. for different subjects/ departments/ institutions.
- 3.3.5 Prescribing the procedure/basis for the selection of books and journals to be purchased.
- 3.3.6 Preparing the Annual Report for the consideration of Board of Management.
- 3.3.7 Prescribing rules/regulations for the use of Library books by teachers, research scholars and students of the University and constituent institutions.
- 3.3.8 Ensure maintaining of proper records of all the books, magazines, e-journals. Categorize them into special, reference and others, and issuance thereof each member-wise and exercise effective supervision and control prescribing rules for the use of Library books Maintain proforma/ records of caution money/security deposits, recommend special deposits

considering value and replacement availability of special category and invariably ensure that NOCs are issued after due diligence by the staff of Library.

3.3.9 Guide, explore, coordinate and enter into arrangements for utilizations/access to other universities, Institutions for utilizations of their e-libraries including at foreign centers.

3.4 MEETING & QUORUM:

3.4.1 The Library Committee shall meet once in a quarter.

3.4.2 Meeting of the Library Committee shall be called by the Registrar, in consultation with the Vice-Chancellor.

3.4.3 The Registrar shall give at least 10 days clear notice for the meeting. However an urgent meeting of the Committee may be convened on three days clear notice.

3.4.4 The agenda of every meeting shall be sent with the notice to the members. Proposals/suggestions from any member received by the Registrar before the issue of the notice shall be included in the agenda.

3.4.5 Five members will form quorum for the meeting.

STATUTE No. -21**SPORTS COMMITTEE, COMPOSITION , POWER AND FUNCTION**

(Refer Section 25 of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This Statute may be called the Aurobindo University, Indore, Madhya Pradesh Sports Committee, Composition, Power and Function.
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

In this Statute, unless the context otherwise requires;

- 2.1 "Adhiniyam" means the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended from time to time.
- 2.2 "Statute" means the Statute made under the provisions of Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended from time to time.
- 2.3 "Section" means Section of the Adhiniyam;
- 2.4 Words and expression used but not defined in this Statute shall have the meaning as assigned to them in the Adhiniyam.

3. SPORTS COMMITTEE:**3.1 Composition:**

For the purpose of promoting Sports and Physical Welfare including indoor games and athletics of the students there shall be a Sports Committee, which shall comprise of:

- 3.1.1 The Vice-Chancellor—Ex-Officio-Chairperson.
- 3.1.2 The Registrar – Member
- 3.1.3 Two Principals/Deans/Directors of constituent institutions in rotation, to be nominated by the Vice-Chancellor.
- 3.1.4 Three teachers of the constituent institutions, one of whom shall be at least a lady teacher, to be nominated by the Vice-Chancellor- Members

- 3.1.5 Two persons of whom at least one shall be from non-teaching staff appointed by the Governing Body Members.
- 3.1.6 Two persons possessing expert knowledge or experience of a branch or branches of Sports to be co-opted by the Sports Committee – Members
- 3.1.7 Two Physical Training Instructors of constituent institutions, nominated by the Vice-Chancellor-Members
- 3.1.8 Two Captains of University teams in the preceding year nominated by the Vice-Chancellor – Members
- 3.1.9 Two Sports Secretaries of the constituent institutions by rotation — to be nominated by Vice-Chancellor. .
- 3.1.10 Recognized sports men/women of outstanding reputation in sports and related fields.
- 3.1.11 The Director/ Officer In-charge of Physical Education – Ex Officio-Secretary.
- 3.2 TENURE:**
Members of the Sports Committee shall hold office for two years.
- 3.3 POWERS AND FUNCTIONS OF THE SPORTS COMMITTEE:-**
- 3.3.1 Subject to overall control of Board of Management the Sports Committee shall initiate, organize, control, manage and supervise either by itself or through various sub-committees the Inter-Collegiate Sports and Tournaments and to Foster, undertake Inter-University Competitions.
- 3.3.2 The Sports Committee shall, subject to the approval of the Board of Management, frame and adopt all rules and ensure that these are followed by all the constituent institutions.
- 3.3.3 It shall decide whether the University shall participate in the Inter-University competitions and prepare the estimate for the expenses involved in such participation, subject to the overall budgetary limits laid down by the Board of Management.
- 3.3.4 In urgent cases Vice-Chancellor shall be authorized to approve participation and other matters pertaining to sports & physical education by either in consultation with Committee or otherwise.

- 3.3.5 The Committee shall perform following functions and have the powers: -**
- 3.3.5.1 To appoint Organizing Committees, to conduct and arrange Inter-University competitions/ events whenever required,**
 - 3.3.5.2 To conduct Inter-Collegiate Sports Tournaments/ Athletic Meets.**
 - 3.3.5.3 To appoint Selection Committees to select University teams for Inter-University Tournaments/Inter-collegiate competitions and others.**
 - 3.3.5.4 To prepare budget for approval of the Governing Body.**
 - 3.3.5.5 To appoint Managers, Coaches and Captains for the teams participating in Inter-University Tournaments,**
 - 3.3.5.6 To propose disciplinary action against the players and college teams for violation of the sports rules, regulations and for misconduct either on the playground or outside/Inter-Collegiate competitions or bring disrepute to the University.**
 - 3.3.5.7 To prepare Annual Report of the Sports activities,**
 - 3.3.5.8 To frame, modify or amend rules for the efficient control and carrying out the activities of sports and have them approved by Board of Management.**
 - 3.3.5.9 To award Crest and Certificates or both to the players and competitors participating in Inter-University or Inter-Collegiate Tournaments,**
 - 3.3.5.10 To organize, physical training programs in the constituent institutions and schools of studies or teaching departments of the University,**
 - 3.3.5.11 To advise the Governing Body / Board of Management on all the matters connected with sports and games in the institutions, schools of studies and teaching departments and development of internal infrastructural facilities, equipments, adequate grounds, stadium and material for sports and practices and learning.**
 - 3.3.5.12 To initiate such steps as may be necessary in due discharge of their responsibilities and enhancement of the University image and to**

perform such functions as may be assigned by the Governing Body/
Board of Management.

3.3.6 MEETING & QUORUM:

- 3.3.6.1 The Sports Committee shall meet ordinarily once in two months. The date for the meeting shall be fixed by the Secretary with the approval of the Vice-Chancellor.
- 3.3.6.2 In the absence of the Vice-Chancellor members present shall elect Chairperson who shall preside over the meeting.
- 3.3.6.3 Nine Members will form quorum for the meeting.

3.4 PROCEDURE FOR STARTING NEW ACADEMIC PROGRAM/DEPARTMENT:

- 3.4.1 The University with the prior approval of its Board of Management and Governing Body, also where applicable, the relevant Statutory bodies, such Institutions shall inform the Commission about starting of a new course/ program/ department/ school/ center in its existing main campus, within one month of the grant of approval by the Board of Management of the University and concerned statutory bodies.
- 3.4.1.1 The head of a constituent college/institute of the University, desirous of launching a new academic program, shall submit to the Registrar of the University proposal in respect of the new proposed program on or before the date prescribed by the respective council.
- 3.4.1.2 The proposal for launching a new academic program shall be submitted to University or Respective Council. Registrar shall place the proposal, before the Academic Council for their consideration.
- 3.4.1.3 On the recommendation of the Academic Council, the Registrar shall place the proposal, along with modifications or additions suggested by Academic Council, if any, before the Board of Management for their consideration and approval.
- 3.4.1.4 In the event of the proposal being approved by the Board of Management, the Registrar shall submit to the respective council or UGC, if necessary, a proposal for launching the said program.
- 3.4.1.5 The Registrar shall convey the decision of the Board of Management/ respective council/UGC to the constituent college/ institute, which had initiated the proposal.

STATUTE NO. -22**ADMISSION POLICY INCLUDING RESERVATION OF SEATS AND PROVISION REGARDING FEE**

(Refer Section 25 of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh Admission Policy including Reservation of Seats and Provision regarding Fee.
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

- 2.1 "Adhinyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam, 2007 (Madhya Pradesh Act 17 of 2007) as amended from time to time;
- 2.2 "Statute" means the Statute made under the provisions of sub-section (1) of section 26 of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam 2007 as amended from time to time;
- 2.3 "Section" means Section of the Adhinyam; Words and expression used but not defined in this statute shall have the meaning as assigned to them in the Adhinyam;

3. ADMISSIONS:

- 3.1 Admission in the University shall be made strictly on the basis of the merit;
- 3.2 Merit for admission in the University may be determined.
 - 3.2.1 Either on the basis of marks or grade obtained in the qualifying examination and achievements in co-curricular and extra-curricular activities.
 - Or
 - 3.2.2 "The Admission in Medical, Dental & other courses related to Health Sciences shall be made according to the direction issued by Medical Education Department Govt. Of M.P., NMC/DCI/ Nursing council/RCI & other regulatory bodies from time to time.

3.2.3 On the basis of the Group discussion/counseling /Interview.

Provided that admission in professional and technical courses shall be made only on the basis of entrance test. The University may conduct its own entrance test or utilize the list of result of such examination/test conducted by different State/ National/ Professional bodies.

4. ADMISSION COMMITTEE:

The admission in the constituent institution/school of studies /department will be made by respective Heads of Institutions duly assisted by the Admission Committee strictly in accordance to the norms of the applicable Statutory Bodies and Authorities.

5. RESERVATION OF SEATS:

Seats for admission in the university for the students, belonging to scheduled castes, scheduled tribes; other backward classes, women, handicapped students, children of defence personnel and other specified categories shall be reserved primarily as per the policy of State Government and as applicable.

6. PROVISION REGARDING FEE TO BE CHARGED FROM THE STUDENTS:

6.1 All the courses in the University will be run on self-finance mode. The following types of fees may be charged from the students;

6.1.1 Prospectus/Registration form

6.1.2 Entrance Examination Fee (If Applicable)

6.1.3 Admission fees (Where applicable)

6.1.4 Tuition fees for the course

6.1.5 Identity Card Fee

6.1.6 Examination fee

6.1.7 Library Card Fee

6.1.8 Library fee

- 6.1.9 Development/amalgamated fund
- 6.1.10 Laboratory fees
- 6.1.11 Sports and Game Fee
- 6.1.12 Activities Fee
- 6.1.13 Cultural/Annual Function Fee
- 6.1.14 Caution money
- 6.1.15 Hostel and Mess Charge (if applicable)
- 6.1.16 Transportation Fee (if applicable)
- 6.1.17 Security Fee
- 6.1.18 Industry Visit/Excursion Fee
- 6.1.19 Training /Augmentation/Placement Fee
- 6.1.20 Subsidies Fee
- 6.1.21 Eligibility Fee
- 6.1.22 Enrollment Fee
- 6.1.23 Migration Fee
- 6.1.24 Transfer Certificate Fee
- 6.1.25 Provisional Certificate Fee
- 6.1.26 Fine
- 6.1.27 Revaluation
- 6.1.28 Retotaling
- 6.1.29 Competition, Quizzes and Group Discussions
- 6.1.30 Seminar/Workshop/Conferences/Exhibition/Fare
- 6.1.31 Convocation Fee
- 6.1.32 Alumni Membership Fee
- 6.1.33 Internet Fee

The University can introduce other heads of fees from time to time.

- 6.2 In addition, fees for duplicate mark sheets, revaluation, issuance of degree and such other examinations or results related fee may be charged from the students, as prescribed by the ordinance.
- 6.3 The components of fee may vary from course to course and shall be decided by the Board of Management for each course.
- 6.4 The fees for the courses shall need the approval of the regulatory bodies like MPPURC, NMC, DCI, NCI and others.
- 6.5 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 students along with the prospectus for the concerning session.
- 6.6 The tuition fees for the various courses will be defined in their respective ordinances with the approval of Regulatory Body.

STATUTE NO. -23**STUDENT COUNCIL**

(Refer Section 25 of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh, Student Council.
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

- 2.1 "Adhinyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam, 2007 (Madhya Pradesh Act 17 of 2007) as amended time to time;
- 2.2 "Statute" means the Statute made under the provisions of sub-section (1) of section 26 of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam 2007 as amended time to time;
- 2.3 "Section" means Section of the Adhinyam.

There shall be Student Council to look after the welfare of the students, to co-ordinate the extracurricular activities, to promote participation of students in the policy process of academic and extra-curricular activities and to train students for democratic process for better corporate life. These councils shall not engage in political activities.

3. COMPOSITION OF STUDENTS' COUNCIL OF EACH CONSTITUENT COLLEGE:

The Students' Council for each constituent college shall consist of the following:

- 3.1 Dean / Director/ Principal -Chairperson
- 3.2 One teacher, nominated by the Dean/Director/ Principal -Member
- 3.3 One teacher looking after extra-curricular activities, nominated by the Dean/ Director/Principal ; -Member
- 3.4 Dean of students' Welfare -Secretary

3.5 One student nominated by the Dean/ Director/Principal from each class, and one representative of interns, who have shown academic merit and have stood first in the examination of the preceding year and who are engaged in full-time studies/ training in the college; **-Member**

3.6 One student each nominated by the Dean/ Director/Principal, from those who have shown outstanding performance in each of the following activities:

3.6.1 Sports;

3.6.2 National Service Scheme;

3.6.3 Cultural Activities;

3.7 Two Female students (nominated by the Dean/ Director/Principal), who have shown outstanding performance in Sports, National Service Scheme and Cultural Activities.

The student members of this Council shall be nominated by the Dean, on a date notified by the University, from amongst them as the Secretary of their Council, who shall be a student of second professional year or a higher class or an intern.

4. COMPOSITION OF THE UNIVERSITY STUDENTS' COUNCIL:

The University Students' Council shall consist of:

4.1	Vice Chancellor, or his nominee (in his absence)	Chairperson
4.2	Heads of Concerning Department/Institution	Member
4.3	Registrar	Member
4.4	Secretary of the College Students' Council of each- Constituent College	Member
4.5	Dean, Students' Welfare	Member Secretary

5. STUDENT OFFICE BEARERS OF UNIVERSITY STUDENTS' COUNCIL:

The Vice Chancellor shall nominate from amongst the students members of the student's Council of the constituent College/ Institutes:

- (i) President
- (ii) Vice President
- (iii) General Secretary

6. GENERAL PROVISIONS:

6.1 The meetings of the College Students' Councils and the University Students' Council shall be held as decided by the Chairman. There shall be at least two meetings of the respective Councils in an academic year

6.2 A student shall be eligible to be, or continue to be, a member of any of the Students' Council, only if he / she is enrolled as a full time student trainee.

7. PROHIBITION OF RAGGING:

Ragging in any form is strictly prohibited in the campus and outside. The UGC Regulations on "Curbing the Menace of Ragging in Higher Education Institutions- 2009" (as amended) and the MCI (Prevention and prohibiting Ragging in Medical Institutions) regulations 2009 and DCI Regulations on curbing the Menace of Ragging in Dental Colleges 2009 and other regulatory authorities' regulations shall be applicable to all students of the University.

STATUTE NO. -24**HONORARY DEGREE**

(Refer Section 25 of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh, Honorary Degree
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

- 2.1 "Adhiniyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam, 2007 (Madhya Pradesh Act 17 of 2007) as amended time to time;
- 2.2 "Statute" means the Statute made under the provisions of sub-section (1) of section 26 of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended time to time;
- 2.3 "Section" means Section of the Adhiniyam;
- 2.4 Words and expression used but not defined in this statute shall have the meaning as assigned to them in the Adhiniyam;

3. The proposal for conferment of Honorary Degree may be made by the Academic Council. It shall be placed before a committee consisting of the Vice-Chancellor, a nominee of the Chancellor and the Dean of the Faculty concerned. On the Committee's recommendation that an honorary degree be conferred on any dignitary or specialist on the ground that he/she, in its opinion is a deserving and proper person to be honored with such degree. Its recommendation shall be placed before the Academic Council. On approval by the Academic Council it shall be placed before the Board of Management. On recommendation by the Board of Management, the same shall be submitted to the Governing Body for final approval.

STATUTE NO. -25**CONVOCATION**

(Refer Section 25 of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh, Convocation.
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

- 2.1 "Adhiniyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam, 2007 (Madhya Pradesh Act 17 of 2007) as amended from time to time;
 - 2.2 "Statute" means the Statute made under the provisions of sub-section (1) of section 26 of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended from time to time;
 - 2.3 "Section" means Section of the Adhiniyam;
 - 2.4 Words and expression used but not defined in this statute shall have the meaning as assigned to them in the Adhiniyam;
3. The Degrees of the University including Honorary Degrees shall be conferred and such Graduate, Postgraduate Degrees, Diplomas, Certificates, medals and Doctoral Degree, in different disciplines as may be specified in this behalf by the Governing Body, shall be awarded at the convocation of the University.
 4. Convocation of the University shall be held for the purposes referred to in the forgoing Statutes on such date and at such time and place as may be fixed by the Governing Body; provided that the convocation shall be held every year.
 - 4.1 The Academic Council shall frame Regulations relating to the format of the Degree, Diploma documents, Certificates and citations, their text, issuance of these documents in absentia, duplicate degree and procedure for holding Convocations.
 - 4.2 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 NO. -26**ANNUAL REPORT**

(Refer Section 37 of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh, Annual Report.
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

- 2.1 "Adhiniyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam, 2007 (Madhya Pradesh Act 17 of 2007) as amended from time to time;
- 2.2 "Statute" means the Statute made under the provisions of sub-section (1) of section 26 of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended from time to time;
- 2.3 "Section" means Section of the Adhiniyam;
- 2.4 Words and expression used but not defined in this statute shall have the meaning as assigned to them in the Adhiniyam;

3. ANNUAL REPORT:

- 3.1 The Annual report of the University shall be finalized by the Board of Management which shall include among other matters, the steps taken by the University towards the fulfillment of the objectives.
 - 3.2 The Annual Report of the University shall cover the period from the 1st of July to 30th June of the following year and shall be presented before the Board of Management at its annual meeting held after the expiry of the said period.
 - 3.3 The annual report shall envisage the future expansion of University keeping in view that focus should continue to be in the areas of continuous learning, sharing of knowledge, also invest in building a highly technical and capable resource pool of skilled and-professional talent.
4. Copies of the Annual Report of the University shall be circulated amongst the members of the Board of Management on or before the 31st of December, immediately following the expiry of the period to which it relates to or at least fifteen days before the date on which the annual meeting of the Board of Management, after the expiry of the said period is held, whichever is earlier.
 5. The Board of Management shall, thereafter send a copy of the Annual Report to the Member Secretary and the Governing Body shall ensure that the same is placed before the meeting of Governing Body for approval.
 6. The Annual Report after the approval by Governing Body will be submitted to the Sponsoring Body.
 7. A copy of Annual Report will also be presented to Visitor and Regulatory Commission.

STATUTE NO. -27**ACADEMIC PLANNING AND EVALUATION MONITORING BOARD**

(Refer Section 21.1(d) of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh Academic Planning and Evaluation Monitoring Board.
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

- 2.1 "Adhiniyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam, 2007 (Madhya Pradesh Act 17 of 2007) as amended time to time;
 - 2.2 "Statute" means the Statute made under the provisions of sub-section (1) of section 26 of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended time to time;
 - 2.3 "Section" means Section of the Adhiniyam;
 - 2.4 Words and expression used but not defined in this statute shall have the meaning as assigned to them in the Adhiniyam;
3. The Academic Planning & Evaluation Monitoring Board shall be the principal Planning Body of the University and shall be responsible for the monitoring of the development Programs of the University.
- The Vice-Chancellor shall be the Chairman of The Academic Planning & Evaluation Monitoring Board. The Registrar shall be it's Secretary. It may include seven internal members and three outside eminent experts.
- The Academic Planning & Evaluation Monitoring Board would have the right to advise the Board of Management and the Academic Council on any matter which it considers necessary for the fulfillment of the objectives of the University.
- The recommendations of the Academic Planning & Evaluation Monitoring Board shall be placed before the Board of Management for consideration and approval.

Proposals relating to the academic matters may be processed through the Academic Council.

3.1 Composition of the Academic Planning & Evaluation Monitoring Board:

3.1.1 Vice Chancellor	Chairperson
3.1.2 One representative nominated by Chancellor	Member
3.1.3 All Deans of the faculty	Member
3.1.4 Three Principal/Dean/Head of Institute nominated by the Vice-Chancellor –	Member
3.1.5 Three outside eminent experts from Industry/Corporate Sector/R&D institutions/Health/Rehabilitation/Commerce/Agriculture nominated by Chancellor	Member
3.1.6 Registrar	Secretary

The term of The Academic Planning & Evaluation Monitoring Board shall be of 3 years.

3.2 Powers and duties of the Planning and Monitoring Board shall be:

- 3.2.1 To establish collaboration with national and international institutions.
- 3.2.2 To suggest measures to create links and develop specific schemes of interaction amongst Universities and between the University / constituent colleges on the one hand and organizations or institutions working in the fields of industry, agriculture, banking, commerce, science and community service on the other.
- 3.2.3 To prepare both short-term and long-term development plans for the University and constituent colleges, keeping in view the objectives of the University as laid down in the Memorandum of Association of the University and the Rules of the University and in accordance with the state and national educational policies;
- 3.2.4 To recommend to the Board of Management development and collaborative Programs for departments, constituent colleges/Institutes and the University;
- 3.2.5 To monitor and report the progress of all such approved development and collaborative Programs to the Board of Management once a year;

- 3.2.6 To evaluate and assess the use of development project grants by the University, departments, post-graduate centers and constituent colleges/Institutes and forward the evaluation report to the Academic Council;
- 3.2.7 To assess the future requirements of trained manpower in different disciplines and accordingly make necessary recommendations to the Academic Council regarding introduction and strengthening of relevant courses of study;
- 3.2.8 To organize Academic Audit of development and collaborative Programs of constituent colleges/Institutes, or departments, post-graduate centers of the University, at least once in three years and make recommendations to the Academic Council for implementation;
- 3.2.9 To scrutinize the applications received for establishment of new constituent units of the University and process the same for forwarding to the Academic Council and the Board of Management.
- 3.3 Procedure for conduct of business at the meetings of the Academic Planning & Evaluation Monitoring Board:
- 3.3.1 The Planning and Monitoring Board shall meet once in a year. The meetings shall be convened under the orders of the Vice-Chancellor.
- 3.3.2 The Registrar, on the advice of the Chairman of the Board, shall issue a notice of the meeting, at least seven working days prior to the date of the meeting, to all the members of the Board, informing them the day, date, time and venue of the meeting. In the case of an emergency meeting, such previous notice shall be given as the circumstances may permit.
- 3.3.3 No business other than that specified in the agenda shall normally be considered at a meeting. Any business, not appearing in the agenda, may however be brought up by any member with the permission of the Chair.
- 3.3.4 The Chairman shall preside over every meeting of the Board. In his absence, member nominated by Vice Chancellor shall preside over the meeting.

- 3.3.5 All members, including the Chairman, shall have only one vote. All matters in the meeting shall be decided by a simple majority vote. In the case of equality of votes, the Chairman of the meeting shall have a casting vote.
- 3.3.6 Two-thirds of the total members of the Board shall constitute a quorum for the meeting. In case the quorum is not complete, the meeting shall be adjourned for half an hour. The meeting shall be reconvened after half an hour at the same place. Neither a quorum, nor a notice shall be necessary in the case of such a meeting.
- 3.3.7 A meeting may be adjourned, if the business remains unfinished / incomplete. Such an adjourned meeting may take place at a future date. Notice of such an adjourned meeting shall be given to all members including those who were absent in the original meeting.
- 3.3.8 The Chairman, in accordance with the rules laid down, shall regulate decisions made at the meeting of the Board. If he/she is of the opinion that the decisions made at the meeting are inconsistent with any rule or bye-laws in force, the Chairman may make such changes as he/she considers essential and changes made by him/her shall be final.
- 3.3.9 Any member, not attending three consecutive meetings, without leave of absence, shall cease to be a member. The Chairman shall fill in the vacancy, so caused, before the next meeting.
- 3.3.10 The minutes of the proceedings of every meeting, along with action-taken reports on the decisions made at that meeting, shall be prepared by the Secretary and approved by the Chairperson.
- 3.3.11 A copy of each minutes of every meeting and action-taken report, prepared by the Secretary, shall be placed before the next meeting of the Board.
- 3.3.12 The members shall have right to raise point of order/ point of information during the meeting. The decision of Chairperson on point of order / point of information shall be final.

STATUTE NO.-28**ADMINISTRATION OF ENDOWMENT/CORPUS FUNDS FOR THE AWARD OF FELLOWSHIPS,
SCHOLARSHIPS, MEDALS AND PRIZES IN THE UNIVERSITY**

(Refer Section 13 of the Act 2007)

1. The Board of Management may accept donations for creation of endowment fund in the University for the Award of Fellowships, Scholarships, Stipends, Medals and Prizes of the recurring nature.
2. The 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 Board of Management shall prescribe the conditions of depositing the endowment 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 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).
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 NO.-29**CREATION OF CHAIRS**

(Refer Section 25 of the Act 2007)

1. ESTABLISHMENT OF THE PROFESSORIAL / RESEARCH CHAIRS FOR CREATING FOCUSED SEATS / INSTITUTIONS OF HIGHER LEARNING.

- 1.1 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.
- 1.2 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.
- 1.3 The establishment of the Chair and the name in which it is proposed to be established will require the approval of the Board of Management.

2. IN FURTHERANCE OF THE OBJECTIVE OF THE ESTABLISHMENT OF A CHAIR, THE UNIVERSITY:

- 2.1 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.
- 2.2 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.
- 2.3 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.

- 2.4 May establish and / or augment laboratory and library facilities depending upon the requirements of research studies associated with the establishment of the Chair.
- 2.5 May also engage supporting staff essentially required for realizing the objectives of the establishment of the Chair.
- 2.6 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.
- 2.7 The establishment of the Chair shall require one-time donation amounting to at least Rs.2.0 crore or as decided by the Board of Management, by the donor, which can be supplemented subsequently at his / their discretion.
- 2.8 The donation shall be deposited in the University Endowment/Corpus 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 NO. -30**PROCTORIAL BOARD**

(Refer Section 25 of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh, Proctorial Board: Composition, Powers..
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

- 2.1 "Adhinyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam, 2007 (Madhya Pradesh Act 17 of 2007) as amended from time to time;
- 2.2 "Statute" means the Statute made under the provisions of sub-section (1) of section 26 of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam 2007;
- 2.3 "Section" means Section of the Adhinyam;
- 2.4 Words and expression used but not defined in this statute shall have the meaning as assigned to them in the Adhinyam;

3. COMPOSITION:

- 3.1 A Professor nominated by the Vice-Chancellor - **Chairperson;**
- 3.2 Dean of Students welfare;
- 3.3 The Chief Proctor - **Convener;**
- 3.4 All Proctors;
- 3.5 All Wardens of the Hostels; and
- 3.6 One Student nominated by the Vice-Chancellor from the Students Council.
- 3.7 Chief Proctor is assisted by additional proctors and all HODs will be the default members of the Proctorial board and will have a deciding role if student involved are of their departments.

- 3.8 The Proctorial board will have at least one lady member other than HODs and will be the chairman of the committee for enquiry against sexual harassment, Eve-teasing or disrespectful behavior or any misbehavior with a girl student

4. SOME SPECIFIC RESPONSIBILITIES OF THE PROCTORIAL BOARD ARE AS FOLLOWS:

- 4.1 Sri Aurobindo University has a Proctorial system where administration of student related matters pertaining to all acts of indiscipline are delegated to the Proctorial Board. SAU Proctorial Board is chiefly responsible for ensuring that rules and regulation framed by Institute are being followed by the students
- 4.2 To maintain discipline in the Institute; ensure Institute rules are understood and followed.
- 4.3 To keep an eye on the general moral behavior of the students.
- 4.4 To prevent the student from indulging in any political activities on Institute premises.
- 4.5 Cases of indiscipline or indecent behavior of any student, cases of individual/group harassment, threats, manhandling etc. are dealt strictly by the Proctorial Board.
- 4.6 The SAU Rules and Regulations are generally followed. However, the Proctorial Board at its discretion can add additional norms or delete existing ones separately depending on the nature and need of the enquiry

5. NORMS AND PROCEDURES FOLLOWED DURING ENQUIRY:

- 5.1 A student can lodge complaint in the office of any of the authority of SAU including Dean/Director/Chief Proctor/HOD/Chief Warden etc.
- 5.2 After receipt of a complaint it is scrutinized by the HOD and HOD is empowered to take necessary action against the accused as per "SAU Rules and Regulations for Students", with at least three other members of the Proctorial board.
- 5.3 If HODs and Chief Proctor ascertain that the offence pertains to the jurisdiction of Proctorial Enquiry then, subsequently, three members Proctorial Enquiry Committee is setup by Chief Proctor to conduct an in depth investigation.
- 5.4 Proctorial enquiry is an internal enquiry of SAU and hence, no other person, except the Board members and faculty or staff, is allowed to be present during

hearings. The accused or complainants is not allowed to be represented by a third party.

6. THE PROCTORIAL BOARD WILL FOLLOW FOLLOWING PROCEDURE TO INITIATE ENQUIRY IF THE COMPLAINT IS ASCERTAIN:

- 6.1 The complainant is called for hearing and his statement is recorded.
- 6.2 The accused person(s) is called for recording his/her statement.
- 6.3 Witnesses mentioned by both parties are listed and they are called for recording their depositions.
- 6.4 Any evidence, from security staff/ staff or other persons, who were present there and had witnessed the incident, are called and their statements recorded.
- 6.5 A cross-examination of the accused and the complainant is conducted.
- 6.6 If any material evidence, like audio/video tapes/paper documents etc. is available, the same is examined. The authenticity is established from the submitted documents.
- 6.7 Finally a comprehensive report is prepared where specific charge against the accused is framed and a show cause notice is issued and accused will be suspended from classes till he submit his defense and punishment is decided.
- 6.8 The defense given by the accused persons in the show cause notice is studied and examined.
- 6.9 A report is prepared as per the "SAU Students' Discipline and conduct Rules", appropriate disciplinary action is recommended.
- 6.10 Final report and recommendations is submitted to Dean/ Director for approval & final decisions
- 6.11 Consequently, the award of punishment is conveyed to the student duly signed by Chief Proctor and Director.
- 6.12 The punished student has the right to appeal against the punishment and Chairman is the empowered authority to deal with appeals.

STATUTE NO. -31**CREATION OF NEW AUTHORITIES OF THE UNIVERSITY, PROCEDURE FOR STARTING NEW PROGRAM/ DEPARTMENT & SUBSEQUENT STATUTE**

(Refer Section 25 of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh, Creation of new authorities of the university, Procedure for starting new Program/ Department & Subsequent Statute.
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

- 2.1 "Adhinyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam, 2007 (Madhya Pradesh Act 17 of 2007) as amended from time to time;
- 2.2 "Statute" means the Statute made under the provisions of sub-section (1) of section 26 of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam 2007;
- 2.3 "Section" means Section of the Adhinyam;

3. CREATION OF NEW AUTHORITIES OF THE UNIVERSITY:

Such other authorities as may be decided by the board of the management shall be established for the purpose of attainment of the objectives of the University with the approval of the Governing Body. The Composition, Powers and Functions of such authorities shall be specified in the subsequent Statutes, Ordinance, or Rules of the University.

4. PROCEDURE FOR STARTING NEW PROGRAM/ DEPARTMENT:

The University with the prior approval of its Board of Management and Governing Body, also where applicable, the relevant Statutory bodies. Such Institutions shall inform the Commission about starting of a new course/ program/ department/ school/ center in its

existing main campus, within one month of the grant of approval by the Board of Management of the University and concerned statutory bodies.

- 5.1 The head of a constituent college/institute of the University, desirous of launching a new academic program, shall submit to the Registrar of the University proposal in respect of the new proposed program on or before the date prescribed by the respective council.
- 5.2 The proposal for launching a new academic program shall be submitted to University or Respective Council. Registrar shall place the proposal, before the Academic Council for their consideration.
- 5.3 On the recommendation of the Academic Council, the Registrar shall place the proposal, along with modifications or additions suggested by Academic Council, if any, before the Board of Management for their consideration and approval.
- 5.4 In the event of the proposal being approved by the Board of Management, the Registrar shall submit to the respective council or UGC, if necessary, a proposal for launching the said program
- 5.5 The Registrar shall convey the decision of the Board of Management/ respective council/UGC to the constituent college/ institute, which had initiated the proposal.

5. SUBSEQUENT STATUTES:

Any additions or modifications of the statutes shall be proposed made by the Board of the Management with the approval consent of the Governing Body and shall be sent to the State Government through MPPURC for the approval. The State Government shall consider the proposal received from MPPURC.

In case of any dispute / difference of Interpretation of provisions made in the Ordinances, Statutes and Regulations, the decision of the Chancellor shall be final.

STATUTE No. -32**PREPARATION AND MAINTENANCE OF SENIORITY LIST OF UNIVERSITY TEACHERS****1. SHORT TITLE AND COMMENCEMENT:**

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh, **Preparation and maintenance of seniority list of university teachers.**
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

- 2.1 "Adhinyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam, 2007 (Madhya Pradesh Act 17 of 2007);
 - 2.2 "Statute" means the Statute made under the provisions of sub-section (1) of section 26 of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam 2007;
 - 2.3 "Section" means Section of the Adhinyam;
 - 2.4 Words and expression used but not defined in this statute shall have the meaning as assigned to them in the Adhinyam;
3. For the purpose for the Act, the Statute and the Ordinances the Seniority of Teachers in the University Teaching. Department/School/Institute/College shall be determined in accordance with the length of continuous services in the university or any other university establish under any Central or State act.
 4. The seniority of Dean/Principal/HOD/Professor/Reader/Associate Professor/Assistant Professor/Lectures/Demonstrator shall be prepared separately.
 5. If after applying the foregoing provisions to the extent possibly, the Seniority of two or more teachers are equal, their seniority interse shall be determined in accordance with seniority in age.

STATUTE NO.-33**OTHER OFFICER OF THE UNIVERSITY**

(Refer Section 20 of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh, **Other officer of the University.**
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

- 2.1 "Adhinyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam, 2007 (Madhya Pradesh Act 17 of 2007);
 - 2.2 "Statute" means the Statute made under the provisions of sub-section (1) of section 26 of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam 2007;
 - 2.3 "Section" means Section of the Adhinyam;
 - 2.4 Words and expression used but not defined in this statute shall have the meaning as assigned to them in the Adhinyam;
3. In addition to the Officers mentioned in chapter III(14) – "a to e" of the Adhinyam, the following shall be the Officers of the University:
- 3.1 Chief Executive Officer Administration
 - 3.2 Chief Executive Officer Maintenance
 - 3.3 Chief Operating Officer
 - 3.4 General Manager Operation
 - 3.5 Examination Controller
 - 3.6 Chief Proctor
 - 3.7 University Librarian
 - 3.8 Director of Physical Education
 - 3.9 Deputy Registrar
 - 3.10 Controller, University Information Technology
 - 3.11 Deputy Librarian
 - 3.12 University Engineer
 - 3.13 Deputy Director of Physical Education
 - 3.14 Assistant Registrar
 - 3.15 Deputy Controller University Information Technology
 - 3.16 Assistant Director of Physical Education
 - 3.17 Proctor
 - 3.18 Dean Student welfare
 - 3.19 Training and Placement officer
4. The scales of pay and selection procedure for the posts mentioned above shall be as prescribed by the University from time to time.
5. The powers and duties of each Officer mentioned in this Statute shall be such as the Board of Management may determine.

STATUTE NO.-34**APPOINTMENT OF THE TEACHERS IN THE UNIVERSITY**

(Refer Section 26(d) of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh, **Appointment of the Teachers in the University.**
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

- 2.1 "Adhiniyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam, 2007 (Madhya Pradesh Act 17 of 2007);
- 2.2 "Statute" means the Statute made under the provisions of sub-section (1) of section 26 of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007;
- 2.3 "Section" means Section of the Adhiniyam;
- 2.4 Words and expression used but not defined in this statute shall have the meaning as assigned to them in the Adhiniyam;

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

4. ELIGIBILITY FOR APPOINTMENT:

- 4.1 A person will be appointed on an academic position according to the qualifications as prescribed by the NMC, DCI, DSC, PCI, UGC, AICTE and other competent bodies according to the courses offered by the University.
- 4.2 Wide publicity will be given for the vacancies to be filled in through portal of the University.

5. CONSTITUTION OF SELECTION COMMITTEE:

- 5.1 Selection committees shall be constituted for making recommendations to the Board of Management for appointments or promotions to the posts of Professors, Associate Professors, Assistant Professors and other academic staff and Heads of institute.
- 5.2 The Selection Committee shall consist of the following members:
- Vice – Chancellor – Chairperson
 - The Dean/Principal/Director of the of the concerned Institute
 - The Head of the concerned department
 - Two experts not below the rank of Professor of University not connected with the University to be nominated by the Vice-Chancellor; from a panel of Five approved by the Chancellor
 - Registrar – Secretary

6. 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 eligible 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 eligible candidates up to certain cut off APIs for interviews in case of excessive number of applications of eligible candidates received.

7. RECOMMENDATIONS OF SELECTION COMMITTEE:

The Selection Committee shall recommend to the Board of Management the names of selected candidates, arranged in order of merit, if any, of the persons who it considers

suitable for the appointments and after the approval of the Board of Management, the appointment or promotion letters shall be issued to the candidate by the Registrar. The committee may reject all the candidates with justification.

8. FIXED PERIOD / PART-TIME / CONTRACTUAL FACULTY:

In addition to full-time teachers, the Board of Management / the Vice - Chancellor may also decide to engage teachers for a fixed period (not exceeding 3 years), part time, or on contractual basis along with terms and conditions such as honorarium, TA / DA, if any, conveyance charges etc. of such engagements, from time to time.

9. EMINENT/ADJUNCT / VISITING PROFESSORS:

9.1 The Vice - Chancellor on the recommendations of the Head of the Department and the Dean of the Faculty may invite Eminent/ Adjunct / Visiting Professors, in consultation with the Chancellor. All such appointments shall be reported to the Board of Management for ratification at the earliest opportunity. The tenure of all such appointments shall not exceed a period of three years.

9.2 For the appointment in these categories, mentioned in (a) above 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 and the Chancellor approves such appointments.

STATUTE NO.-35**DISCIPLINARY ACTION AGAINST TEACHERS**

(Refer Section 26(f) of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh, **Disciplinary Action Against Teachers.**
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

- 2.1 "Adhiniyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam, 2007 (Madhya Pradesh Act 17 of 2007);
 - 2.2 "Statute" means the Statute made under the provisions of sub-section (1) of section 26 of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007;
 - 2.3 "Section" means Section of the Adhiniyam;
 - 2.4 Words and expression used but not defined in this statute shall have the meaning as assigned to them in the Adhiniyam.
3. 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.
 4. 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 services of Board of Management for approval. The decision so taken shall be the final
 5. An appeal against any action can be made to the Chancellor or his/her nominee within 30 days from the date of receiving of the communication of such order.

STATUTE NO.-36**CATEGORY OF THE NON-TEACHING EMPLOYEES**

(Refer Section 26(e) of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh, **Category of the Non-Teaching Employees.**
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette

2. DEFINITIONS:

- 2.1 "Adhinyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam, 2007 (Madhya Pradesh Act 17 of 2007);
- 2.2 "Statute" means the Statute made under the provisions of sub-section (1) of section 26 of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam 2007;
- 2.3 "Section" means Section of the Adhinyam;
- 2.4 Words and expression used but not defined in this statute shall have the meaning as assigned to them in the Adhinyam

3. Following types of non-teaching employees will be employed by the University:

- 3.1 Permanent / Probationary Employees.
- 3.2 Contractual Employees.
- 3.3 Casual Employees/ Outsource Employees.

4. Permanent employee shall be appointed against a clear vacancy by a committee as prescribed in the Regulation and shall be kept on probation for a period of one year. The services could be terminated if the performance is found to be unsatisfactory, with/without serving notice. The probationary period could also be extended, if the performance is found to be unsatisfactory in a working period of eleven (11) months or less.
5. Contractual employee means an employee who is appointed on contract basis for a specified period.
6. Casual/Outsource Employee means an employee who is engaged on the basis of third-Party.
7. The service conditions for all the above types of employees shall be as prescribed in the Statutes and Regulations.
8. The selection committee for non-teaching employees will be prescribed by the Statues.
9. The procedure for appointment of no-teaching employees will be prescribed by the Statues.

STATUTE NO.-37**DISCIPLINARY ACTION AGAINST NON-TEACHING EMPLOYEE**

(Refer Section 26(f) of the Act 2007)

1. SHORT TITLE AND COMMENCEMENT:

- 1.1 This Statute may be called the Sri Aurobindo University, Indore, Madhya Pradesh, Disciplinary Action against Non-Teaching Employee.
- 1.2 This shall come into force with effect from the date of Publication in the Official Gazette.

2. DEFINITIONS:

- 2.1 "Adhinyam" means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam, 2007 (Madhya Pradesh Act 17 of 2007);
 - 2.2 "Statute" means the Statute made under the provisions of sub-section (1) of section 26 of Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhinyam 2007;
 - 2.3 "Section" means Section of the Adhinyam;
 - 2.4 Words and expression used but not defined in this statute shall have the meaning as assigned to them in the Adhinyam.
3. 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.
 4. 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 of the services, the Registrar shall report the matter to and seek consent of the Vice - Chancellor whose decision will be final.
 5. An appeal against any action can be made to the Chancellor or his/her nominee within 30 days from the date of passing such order.