

**STATUTES**

**USHA MARTIN UNIVERSITY**

**(Framed under Section 28 of the Usha Martin  
University, Jharkhand Act, 2012)**

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## STATUTES

### USHA MARTIN UNIVERSITY

(Framed under Section 28 of the Usha Martin University, Jharkhand Act, 2012)

#### **CHAPTER I PRELIMINARY**

Short title and A.  
commencement.

#### **SHORT TITLE AND COMMENCEMENT**

1. (1) These Statutes may be called the Usha Martin University, Jharkhand Statutes, 2016.
- (2) These Statutes shall come into force on such date as the State Government of Jharkhand may, by notification in the Official Gazette, appoint:  
  
Provided that different dates may, by notification, by the State Government, be appointed for different provisions of these Statutes to come into force.
- (3) These Statutes shall be read in conjunction with the provisions of the Act and the applicable UGC Regulations and Notifications, to the extent applicable (“**UGC Regulations**”). In the event of any discrepancy or contradiction between the provisions hereof and those of the Act, the provisions of the Act shall prevail.
- (4) The Board of Governors may, with the prior approval of the State Government, amend, modify or make additional Statutes in accordance with Section 30 of the Act and the amended Statutes, if any shall be applicable with immediate, retrospective or prospective effect from such a date as may be prescribed in the Notification.

Definitions

#### **B. DEFINITIONS**

2. In these Statutes, unless the context otherwise requires –
  - (a) “Academic Program” means a program or a course, and, or, any other component required for a Bachelors or a Master’s Degree, or a Research Degree, or a Post Graduate Diploma, or an Advanced Diploma, or a Diploma, or a Certificate, or such other academic distinctions, degrees, diplomas, charters, certificates, etc. as may be approved by the Board of Management;
  - (b) “Act” means the Usha Martin University, Jharkhand Act, 2012;
  - (c) “Authorities” means authorities of the University specified in Section 19 of the Act and includes authorities declared by these

Statutes and the term “Authority” shall be construed accordingly;

- (d) “Campus” means the unit established or constituted by the University, including buildings, equipment and structural amenities-
  - (i) for making arrangements for instruction, or research or both, and includes off-campus;
  - (ii) for imparting instructions, or supervising research, or both;
- (e) “Centre” means a center of studies established, maintained and recognized by the University for providing teaching, research facilities and consultancy, and/or for advising, counseling or for rendering any other assistance including training, conducting contact classes and administering examinations required by the students;
- (f) “College” means a college, or institution other than the Institutions set up under statute 22 of these Statutes, maintained by, or admitted to the privileges of the University, and includes an Affiliated College or a Constituent College;
- (g) “Dean” means Head of a Faculty/Institution or such other Deans as prescribed by the Statutes;
- (h) “Department” means a department of Faculties including those established under statute 22 and further includes a Centre established under the Statutes;
- (i) “Faculty” means the faculty of the University;
- (j) “Government” or “State Government” means the State Government of Jharkhand;
- (k) “Head/Chairman” includes a chairperson;
- (l) “Institution” means an academic institution or a Faculty not being a college maintained by, or, admitted to the privileges of the University including but not limited to institutions set up under statute 22 of these Statutes;
- (m) “Notification” means a notification published in the Official Gazette;
- (n) “Regulations” means the regulations made by any Authority of the University under the Act and the Statutes made thereunder; and
- (o) “Rules” means the rules made by any Authority of the University

under the Act and the Statutes made thereunder.

All words and expressions used herein and defined in the Act shall have the meanings respectively assigned to them in the Act, unless the context otherwise requires.

**CHAPTER II**  
**OFFICERS OF THE UNIVERSITY**

- Chancellor.                   **3.**
- (1) The Chancellor, appointed in the manner and for the term prescribed under Section 13 of the Act, shall be eligible for re-appointment for a further period of five years by the Sponsor, with the prior approval of the Visitor;
- Provided that notwithstanding the expiry of his term of office, the Chancellor shall continue to hold office until his successor enters upon his office.
- Power and Functions of Chancellor **4.**
- (1) The Chancellor shall be the chairman of the Board of Governors and as such shall exercise general control and supervision over the affairs of the University.
- (2) As the Head of the University the Chancellor shall, in the absence of the Visitor, preside at the Convocation of the University.
- (3) The Chancellor shall constitute a committee to propose the framing of any Rules, Statutes or Regulations required for the operations of the University that arise from the implementation of these Statutes, which shall be placed before the Board of Governors for its consideration and approval.
- (4) The Chancellor may appoint a Pro Chancellor to execute the functions assigned in these Statutes.
- (5) The Chancellor may delegate to the Pro Chancellor some or all of his functions for a specified period. In the event of an emergency like illness, absence or death of the Chancellor, the Pro Chancellor shall perform the duties of the Chancellor until the Chancellor resumes office or a new Chancellor is appointed.
- (6) The Chancellor shall, recommend to the Board of Governors to constitute a Board of Academic Overseers and a Board of Non Academic Overseers whose roles and responsibilities are defined in these Statutes.
- (7) The Chancellor may call for, from time to time, such information or records relating to the affairs of the University as he may think necessary

and it shall be mandatory for the University to furnish the same. The Chancellor shall be empowered, after perusal of such information or records, to give, in the interest of the University, any directive, or take any action as he deems fit and the same shall be complied with.

- (8) The Chancellor shall have the right to conduct an inspection of the University, any College or Institution maintained by it, hostel, or any other establishment/part of the University and of the examination Centers himself, or can direct any person or Authority to do so on his behalf. He can order an inquiry to be made in respect of any of these establishments, as also of the examinations, teaching and other works conducted or done by the University. He can also order an enquiry to be made in respect of any matter connected with the administration and finances of the University, College or Institution. The decision to conduct an inspection can be taken by the Chancellor *suo-moto* or on a receipt of a representation.
- (9) The Chancellor may address the University with reference to the result of such an inspection or inquiry together with his views and advice with regard to the action to be taken thereon. On receipt of the advice made by the Chancellor as indicated herein above, the Vice-Chancellor shall communicate forthwith to the Board of Management and the Authority concerned, the result of the inspection or inquiry and the views of the Chancellor and the advice tendered by him regarding action to be taken thereon. The Authority concerned shall execute the directions given by the Chancellor within a reasonable time.
- (10) The Board of Management and the other Authorities concerned shall communicate, through the Vice-Chancellor, to the Chancellor the action taken on the advice of the Chancellor.
- (11) Where the Board of Management or the Authority concerned does not take action to the satisfaction of the Chancellor within the time limit, if any, fixed by the Chancellor, the Chancellor may after considering any explanation furnished or representation made by the Board of Management or the Authority concerned, issue such directions as he may think fit and the Vice-Chancellor or Board of Management or the Authority concerned shall be bound to comply with such directions.
- (12) Without prejudice to the foregoing provisions of this section, the Chancellor may, by an order in writing annul, suspend or modify any resolution, order or proceeding of any of the officers and/or Authorities of the University, which in his considered opinion, are not in conformity with the Act, the Statutes or the Rules or not in the interest of the University;

Provided that, before making any such order, he shall call upon the officer/Authority concerned to show cause as to why such an order should not be made and if any cause is shown within the time limit fixed by the Chancellor, he shall consider the same. Any decision taken by the

Chancellor between meetings of the Board of Governors may be informed to the Board at its next meeting.

- (13) If in the opinion of the Chancellor, the Pro Chancellor or the Vice-Chancellor willfully omits or refuses to carry out any provision of the Act or these Statutes or abuses the powers vested in him and if in the considered opinion of the Chancellor, the continuance of the Pro Chancellor or the Vice-Chancellor in office is detrimental to the interests of the University, the Chancellor may, after making such enquiry as he deems proper, order removal of the Pro Chancellor or the Vice-Chancellor from his post after giving him notice of three months or salary in lieu of the notice period;

Provided that in the event of removal of the Vice-Chancellor the Chancellor shall appoint one of the Deans or Professors of the University to act as the Vice-Chancellor till such time a new Vice-Chancellor is appointed in accordance with the laid down procedure under the Act and the Statutes.

- (14) The Chancellor may, by a written notice addressed to the Sponsor, resign from his office.
- (15) The Chancellor shall also have such other powers as may be specified elsewhere in the Act or the Statutes.

Powers and 5  
Functions of Pro  
Chancellor

- (1) The Pro Chancellor shall be appointed by the Chancellor, for a term of four years that is renewable for another term of not exceeding four years upon the Chancellor's discretion.
- (2) The Pro-Chancellor shall assist the Chancellor in discharging his duties as and when required by the Chancellor.
- (3) The Chancellor may at his discretion choose to delegate to the Pro Chancellor such powers and functions of the Chancellor that he may consider necessary.
- (4) The Pro Chancellor will be the Chairperson of the Board of Non Academic Overseers and in his absence, the Vice-Chancellor will chair the Board.
- (5) The Pro Chancellor will be a member of the Board of Governors as a nominee of the Sponsor and also a member on the Board of Academic Overseers.

Vice-Chancellor

6. (1) The Vice-Chancellor shall be a whole-time salaried officer of the University and shall be appointed in the manner prescribed under Section 14 of the Act by the Chancellor. Provided that the first Vice

Chancellor of the University shall be appointed by the Chancellor for a term of three years.

Provided further that the Board of Governors shall consider and recommend a panel of three names for the office of the Vice-Chancellor to the Chancellor;

Provided further that the panel of names shall be recommended by a committee as constituted by the Board of Governors as under clause (2) below.

- (2) The committee referred to in clause (1) shall consist of three Members out of whom two persons shall be persons of eminence in the fields of arts, humanities, science, technology, medicine, forestry, tribal affairs and administration or such other fields as may be relevant for the selection of the Vice-Chancellor, nominated by the Sponsor, and one by the Chancellor. The representative nominated by the Chancellor would be the Chairman of the committee;

Provided that none of the members of the committee shall be an employee of the University or a College or an Institution maintained by the University or a member of any Authority.

- (3) Subject to section 6(1) above, the Vice-Chancellor shall be appointed on contract for a term of four years from the date on which he enters upon his office and shall be eligible for reappointment for a further term not exceeding four years;

Provided that no person shall hold the office of Vice-Chancellor who is more than seventy years of age.

- (4) The emoluments, qualifications and other conditions of service of the Vice-Chancellor shall be such as may be determined by the Board of Governors in accordance with the Act and the UGC Regulations.

Powers and Duties  
of Vice-Chancellor

7.

- (1) The Vice-Chancellor shall have general responsibility for maintaining and promoting the efficiency and good order of the University and in so doing report on all his functions to the Chancellor.
- (2) It shall be the duty of the Vice-Chancellor to see that the provisions of the Act, these Statutes, the Rules and Regulations are duly observed and the decisions taken by the Authorities are implemented.
- (3) The Vice-Chancellor shall have power to convene meetings of the Board of Management and shall perform all such acts as may be necessary to carry out the provisions of the Act, these Statutes, the Rules and Regulations.
- (4) The Vice-Chancellor shall be entitled to be present at and to address any meeting of any Authority or body or committee of the University but



shall not be entitled to vote there at unless he is a member of such Authority or body or committee.

- (5) If, in the opinion of the Vice-Chancellor, any emergency has arisen which requires immediate action to be taken, the Vice-Chancellor shall, with intimation to Pro-Chancellor, take such action as he deems necessary and shall report the same for approval at the next meeting to the Authority which, in the ordinary course, would have dealt with the matter;

Provided that, if the action taken by the Vice-Chancellor is not approved by the Authority concerned, he may refer the matter to the Chairman of Board of Governors, whose decision thereon shall be final, however without prejudice to the validity of anything previously done by or under the order of the Vice-Chancellor;

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 prefer, within three months from the date on which he receives notice of such action, an appeal to the Board of Governors, who may confirm, modify or reverse the action taken by the Vice-Chancellor.

- (6) The Vice Chancellor will be the Chairman of each Board of Academic Overseers, the roles and responsibilities of each are contained in these Statutes and may be augmented by the Rules to be framed when required to enable the operations of the Boards.
- (7) In the absence of the Chancellor and the Pro-Chancellor, the Vice-Chancellor shall preside at the meetings of the Board of Governors and in the absence of the Visitor, the Chancellor and the Pro-Chancellor the Vice-Chancellor shall preside over the convocation of the University.
- (8) The office of the Vice-Chancellor shall not remain vacant for a single day. If there is vacancy due to any reason, the Chancellor will appoint a professor of the University to officiate as the Vice-Chancellor, provided that such an officiating Vice-Chancellor shall carry out only the routine business and will not take any major financial or policy decision.
- (9) The Vice-Chancellor shall be responsible for holding and conducting the University examinations properly and at due time and for ensuring that the results of such examinations are published expeditiously and that the academic sessions of the University start and end on due dates.
- (10) The Vice-Chancellor may resign after giving three months' notice to the Board of Governors or salary in lieu thereof and shall cease to hold office on the acceptance by the Board of Governors of such resignation and on expiry of the notice period, whichever is earlier;
- (11) The Vice-Chancellor shall exercise such other powers as may be

prescribed by the Statues or the Rules or the regulations framed by the University.

Registrar and his Powers and Functions

- 8.**
- (1) The Registrar shall be appointed by the Board of Governors except that the first Registrar shall be appointed by the Chancellor.
  - (2) He shall be appointed for a term of five years and shall be eligible for re-appointment, provided that the first Registrar shall be appointed for a term of three years.
  - (3) The emoluments, qualifications and other terms and conditions of service of the Registrar shall be as prescribed by the Board of Governors in accordance with the UGC Regulations.
  - (4) The Registrar shall retire on attaining the age of sixty-two years.
  - (5) When the office of the Registrar is vacant or when the Registrar is, by reason of illness, absence or any other cause, unable to perform the duties of his office, the duties of the office shall be performed by such person as the Vice-Chancellor may appoint for the purpose.
  - (6) The Registrar shall have power to take disciplinary action against such of the employees, excluding teachers and other academic staff, as may be specified by the Board of Management and to suspend them pending inquiry, to administer warnings to them or to impose on them the penalty of censure or the withholding of increment;  
  
Provided that no such penalty shall be imposed unless the person has been given a reasonable opportunity of showing cause against the action proposed to be taken against him.  
  
An appeal shall lie to the Vice-Chancellor against any order of the Registrar imposing any of the penalties specified in this clause 6 above.
  - (7) In a case where the inquiry discloses that a punishment beyond the power of the Registrar is called for, the Registrar shall, upon the conclusion of the inquiry, make a report to the Vice-Chancellor along with his recommendations;  
  
Provided that an appeal shall lie to the Board of Management against an order of the Vice-Chancellor imposing any penalty.
  - (8) The Registrar shall be the *ex officio* Secretary of the Board of Governors, the Board of Management and the Board of Academic Overseers, but shall not be deemed to be a member of either of these Authorities.
  - (9) The Registrar may resign after giving three months' notice to the Board of Governors or salary in lieu thereof and shall cease to hold office on the acceptance by the Board of Governors of such resignation and on expiry

of the notice period, whichever is earlier.

- (10) It shall be the duty of the Registrar —
- (a) to act as the custodian of the records, the common seal and such other property of the University as the Board of Management shall commit to his charge;
  - (b) to issue all notices convening meetings of the Board of Governors, the Board of Management, the Board of Academic Overseers and of any committee appointed by these Authorities;
  - (c) to keep the minutes of all the meetings of the Authorities (including the meetings of any committees appointed by the Authorities);
  - (d) to conduct the official correspondence of the Board of Management and the Academic Boards of Overseers;
  - (e) to supply to the Chancellor, Pro Chancellor and the Vice Chancellor, copies of the agenda of the meetings of the Authorities as soon as they are issued and the minutes of such meetings;
  - (f) to make available such documents and information as the Visitor/Chancellor, Pro Chancellor, Vice Chancellor may desire;
  - (g) to represent the University in suits or proceedings by or against the University, sign power of attorney and verify pleadings or depute his representative for the purpose; and
  - (h) To perform such other duties as may be specified from time to time by the Board of Governors, the Board of Management or the Vice-Chancellor or the Regulations framed by the University.

Finance Officer and  
his Powers and  
Functions

9. (1) The Finance Officer, appointed pursuant to Section 17 of the Act, and designated as the Chief Finance Officer (“CFO”) shall be appointed by the Board of Governors and he shall be a whole-time salaried officer of the University.
- (2) The qualifications for appointment of the CFO shall be (a) post graduate preferably in commerce/ economics/ MBA in financial management with five years of work experience in any university/institute/organization and as a part of such work, managing accounts/finance; and (b) chartered accountant or other equivalent attainment
- (3) The CFO shall be appointed for a term of five years and shall be eligible for re-appointment. However the first CFO appointed by the Chancellor shall be appointed for a term of three years.
- (4) The emoluments and other terms and conditions of service of the CFO shall be prescribed by the Board of Governors in accordance with the

UGC Regulations.

Provided that the CFO shall retire on attaining the age of sixty-two years.

- (5) The CFO may be suspended by the Board of Governors after conducting appropriate inquiry and appropriate action may be taken against him for proven misconduct on the recommendation of the Chancellor. The Board of Governors may also remove the CFO without assigning any reason therefor by giving him a three months' notice or salary in lieu thereof.
- (6) The CFO may also resign after giving three months' notice to the Board of Governors or salary in lieu thereof and shall cease to hold office on the acceptance by the Board of Governors of such resignation and on expiry of the notice period, whichever is earlier;
- (7) When the office of the CFO is vacant or when by reason of illness, absence or any other cause, unable to perform the duties of his office, the duties of the office shall be performed by such person as the Vice-Chancellor may appoint for the purpose.
- (8) The CFO shall be invited to attend the meetings of the Board of Non Academic Overseers.
- (9) Subject to the supervision and directions of the Finance Committee, the CFO shall -
  - (a) exercise general supervision over the funds of the University and shall advise it as regards its financial policy;
  - (b) hold and manage the property and investments including trust and endowed property for furthering any of the objects of the University;
  - (c) ensure that the limits fixed by the Finance Committee for recurring and non-recurring expenditure for a year are not exceeded than the approved expenditure and that all moneys are expended on the purposes for which they are granted or allotted;
  - (d) be responsible for the preparation of annual accounts and the budget of the University for the next financial year and for their presentation to the Board of Management;
  - (e) keep a constant watch on the maintenance of the cash and bank balances and on the state of investments;
  - (f) watch the progress of collection of revenue and advise on the methods of collection employed;
  - (g) be responsible for the annual statutory audit of the financial statements of the University conducted by an independent statutory auditor appointed by the Board of Governors;

- (h) ensure that the registers of buildings, land and equipment are maintained up-to-date and that the stock-checking is conducted of equipment and other consumable materials;
  - (i) call for explanation for unauthorized expenditure or other financial irregularities and bring (after having been satisfied that the expenditure incurred is unauthorized), the same to the notice of the Vice-Chancellor;
  - (j) call for from any office or institution under the University, the information or returns that he may consider necessary to discharge his financial responsibilities;
  - (k) Perform such other financial functions as may be assigned to him by the Board of Management or as may be prescribed by the Rules and the Regulations.
- (10) The receipt by the CFO or of the person or persons duly authorized in this behalf by the Board of Management for any money payable to, or, by, the University shall be sufficient discharge for the same.

Chief Operating  
Officer (COO)

**10.**

- (1) There shall be a Chief Operating Officer (“**COO**”) of the University appointed by the Chancellor.
- (2) The COO would be responsible for overseeing the resources, operations and infrastructure of the University.
- (3) The COO shall be responsible for all aspects of the administrative and operational elements of the University.
- (4) The COO of the University shall be responsible for the non-academic operations of the University such as administrative issues, acquisition of land and infrastructure, construction and augmentation of facilities of the University.
- (5) The COO shall also exercise such other powers and perform such other duties in respect of administration and operations as may be assigned to him by the Vice Chancellor from to time to time.
- (6) The COO will be a member of the Board of Management as one of the nominees of the Sponsor.
- (7) The COO in consultation with the Vice Chancellor may constitute such teams, drawn from resources within or outside the University, to provide the administrative and operational support to the non-academic functioning of the University.

Dean of Faculties

**11.**

- (1) A Dean shall be appointed by the Vice-Chancellor for each Faculty/Institution for a period of three years in accordance with the UGC Regulations and such Deans shall be eligible for re-appointment;

Provided further that a Dean on attaining the age of sixty-five years shall cease to hold office as such;

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

- (2) A Dean shall be responsible for the conduct and standard of teaching in the concerned Faculty/Institution. A Dean will also be expected to perform as faculty in the disciplines relevant to the qualifications and experience attained. A Dean will also represent the faculty members of the concerned Faculty/Institution. He/she shall have such other functions as may be prescribed by the Regulations.
- (3) The Dean(s) shall be member(s) of the concerned Board(s) of Academic Overseers and shall in the absence of the Vice Chancellor for any reason be the Chair of the Board for such meeting.

Dean of Student Welfare **12.**

- (1) The Dean of Students Welfare shall be appointed by the Vice-Chancellor in consultation with the Chancellor and with the approval of the Board of Management, as and when deemed appropriate, as a full-time salaried officer of the University from amongst the teachers of the University, who possess teaching experience of not less than 10 years and who are not below the rank of an Associate Professor. The power of his/her removal lies with the Board of Management on the recommendation of the Vice-Chancellor.
- (2) The term of office of the Dean of Students Welfare shall be two years unless extended by the Board of Management.
- (3) The Dean of Students Welfare shall assist the Vice-Chancellor in exercise of the powers as a disciplinary authority in respect of students of the University and shall also exercise such powers and perform such duties in respect of discipline as may be assigned to him by the Vice-Chancellor in this behalf from time to time.
- (4) The Dean of Students Welfare may communicate with the guardian of a student in respect of any matter, as and when necessary.
- (5) The Dean of Students Welfare will help and provide advice to students and to prospective students in:
  - (a) Obtaining admission to the University and its courses.

- (b) Suitable housing facilities for the students.
- (c) Placement opportunities of students in accordance with plans approved by the Vice Chancellor.
- (d) Obtaining travel facilities for students from competent authorities.
- (e) The choice of suitable courses and hobbies.
- (f) Arranging medical advice and assistance.
- (g) Securing scholarships, stipends, part time employment and other pecuniary assistance.
- (h) Counseling them at their difficult time, as and when required.
- (i) All other activities in the interest of the students.
- (j) Performing such other duties as may be assigned to him from time to time by the Registrar with the approval of the Vice-Chancellor.

Dean of Academic  
Affairs

- 13.**
- (1) The Dean of Academic Affairs will be appointed by the Vice Chancellor in consultation with the Chancellor and with the approval of the Board of Management, as and when deemed appropriate, as a full-time salaried officer of the University from amongst the teachers of the University who possess teaching experience of not less than 10 years and are not below the rank of Associate Professor.
  - (2) The term of the office of the Dean of Academic Affairs shall be 3 years unless extended by the Board of Management. The power of his/her removal lies with the Board of Management on the recommendation of the Vice-Chancellor.
  - (3) When the office of the Dean of Academic Affairs is either vacant due to illness or he/she is absent from his office for any other cause or is unable to perform the duties of the office, his/her duties shall be performed either by the Registrar or by such person as the Vice Chancellor may appoint from among the teachers/officers for the purpose.
  - (4) The emoluments, qualifications and other terms and conditions of service of the Dean of Academic Affairs shall be as prescribed by the Board of Management in accordance with the UGC Regulations, if any.
  - (5) The Dean of Academic Affairs shall be responsible for paper setting, planning and conduct of examinations, assessment of answer books, consolidation-preparation and declaration of results, issue of photo copies of assessed answer books, verification, re-valuation, issue of various certificates, maintenance of examination records etc.
  - (6) The Dean of Academic Affairs shall work under the direct supervision and subordination of the Vice-Chancellor.
  - (7) The Dean of Academic Affairs shall exercise such other powers and perform such other duties as may be prescribed or assigned to him, from time to time, by the Vice-Chancellor.

Dean of Research

- 14.** (1) The Dean of Research shall be appointed by the Vice-Chancellor in consultation with the Chancellor and with the approval of the Board of Management, from amongst the teachers of the University not below the rank of an Associate Professor. The power of his removal lies with the Board of Management on the recommendation of the Vice-Chancellor.
- (2) The Dean of Research shall be the secretary of the Centre of Excellence and Research and exercise its powers to perform such duties in respect of research and quality of instructions, as may be assigned to him by the Vice-Chancellor in this behalf from time to time.
- (3) The Dean of Research shall hold office for a period of two years unless extended by the Board of Management.

Center of Excellence and Research

- 15.** The Research Council, designated as the Center of Excellence and Research, established in terms of Section 24 of the Act shall consist of:
- (a) The Vice-Chancellor as the Chairman;
  - (b) The Dean of Research as Secretary;
  - (c) The Deans of all Faculties/Institutions as members;
  - (d) Such members not exceeding three appointed by the Chancellor.

The Role of the Center of Excellence and Research shall be as follows:

- (1) The Center of Excellence and Research will comprise specific areas of excellence that provide a combination of strong elective curriculum and research facilities. The Center of Excellence and Research shall be the principal research committee of the University and shall provide the larger holistic vision of the kind of research to be undertaken by the University, including prioritization of the research areas.
- (2) As an extension of its capabilities each Center of Excellence and Research will be a knowledge processing hub for the University to maintain its Institution or College specific libraries. The libraries may be online libraries comprising texts, reference material and reference websites for students and faculty to engage and access when needed.
- (3) It will develop and house other knowledge capabilities that may include referral and participatory networks of scholars and industry experts.
- (4) Center of Excellence and Research will be organized based on a 'community' model with open access to social media networks and other knowledge based organizations.
- (5) Center of Excellence and Research will develop, sustain and manage:
  - a. A learning studio – to enable the acquisition, dissemination of knowledge, information, perform desk research and test concepts;
  - b. An accelerator lab – to pilot, prototype, develop business models and field test products and services; and



c. An incubator zone – to facilitate the development of startup ventures.

(6) The Dean of Research shall advise the Deans of Faculties/Institutions in matters relating to framing of Regulations for industry sponsored research and consultancy, as also in facilitating the faculty in procuring equipment necessary to conduct research / consultancy work, recruitment of project staff.

(7) The Deans shall suggest necessary steps to improve the quality benchmark in the matter of research to the Center of Excellence and Research and shall provide guidance to the faculty in submitting proposals to the national and international level funding agencies.

(8) The Deans shall oversee all the issues related to bio-safety and ethics and help the Deans develop necessary safeguards against plagiarism and scientific misconduct.

(9) The Deans shall report every matter relating to plagiarism and scientific misconduct to the Center of Excellence and Research and relevant Authorities.

Faculty and Student Committees

16. (1) The Vice Chancellor in consultation with the Chancellor shall as and when required constitute the following Faculty committees:

a. Admissions

b. Studies

c. Examinations & Course Selection

d. Students Welfare

e. Anti-Ragging

f. Placements & Employability Counseling

g. Accreditations and Rating

(2) Where required, in consultation with the Chancellor, the Vice Chancellor may create a full time positions including but not limited to the Dean of Student Welfare, Dean of Academic Affairs, Librarian and positions for any one or more of the above Faculty committees; provided that such position is relevant to the scale of the activity and its economics. In concurrence with the Board of Management, the Vice Chancellor may allocate a committee allowance to each Faculty who is an active member of the committee.

(3) The Vice Chancellor and the Deans of Faculties/Institutions may invite such student representatives on any of the Faculty committees as may be considered relevant and required.

(4) The Vice Chancellor in consultation with the Chancellor shall

constitute, as and when deemed appropriate, the following student committees:

- a. Activities
- b. Clubs
- c. Community Subjects

The Vice Chancellor may appoint members of Faculty to oversee the activities of student committees.

- (5) The Vice Chancellor may constitute such other committees that are considered necessary for the effective performance of the academic and non-Academic Programs of the University.
- (6) Where activities of the Faculty and student committees are not prescribed in these Statutes, the Vice Chancellor may constitute such Rules and Regulations to administer the activities contained in these Statutes.

**CHAPTER III**  
**AUTHORITIES OF THE UNIVERSITY**

- Board of Governors      **17.**      (1) The Board of Governors shall consist of the following, namely:
- (a) The Chancellor;

- (b) The Vice-Chancellor;
  - (c) A nominee of the UGC;
  - (d) Three persons nominated by the Sponsors;
  - (e) One representative of the State Government ;
  - (f) Two educationists of repute to be nominated by the Visitor; and
  - (g) Two academicians to be nominated by the Chancellor.
- (2) The Chancellor shall be the chairman of the Board of Governors.
  - (3) The Registrar shall be an ex-officio Secretary of the Board of Governors.
  - (4) The Board of Governors, shall, meet at least twice in calendar year at such time and place as the Chancellor thinks fit.
  - (5) The first Board of Governors shall hold office for a term not exceeding three years. The subsequent Board of Governors shall be appointed for a term of *three years* each. The members on the Board would be eligible for re-nomination for not more than two terms of three years each.
  - (6) The Board of Governors may, at its meetings, invite persons of high repute and eminent standing in their respective fields as special/guest invitees. However, it is clarified that such invitations shall not confer on such persons any right to vote in the meeting of the Board of Governors.

**Powers and Functions of the Board of Governors**

- 18.**
- (1) The Board of Governors shall be the supreme authority and principal governing body of the University and shall have the following powers, namely:
    - (a) To appoint the statutory auditors of the University;
    - (b) To lay down policies to be pursued by the University;
    - (c) To review decisions of the other authorities of the University if they are not in conformity with the provisions of the Act, or these Statutes or the Rules or UGC Regulations;
    - (d) To approve the budget and annual report of the University;
    - (e) To make new or additional Statutes, Regulations and Rules or amend or repeal the earlier Statutes, Regulations and Rules;
    - (f) To make decision about voluntary winding up of the University;
    - (g) to create teaching and other academic posts including Chairs, to determine the number and emoluments of such posts and to define the duties and conditions of service of professors, associate professors, assistant professors and other academic staff, in accordance with the UGC Regulation on the subject;

Provided that no action shall be taken by the Board of Governors in respect of the number and qualifications of teachers and other academic staff otherwise than after consideration of the recommendations of the Academic Council.

- (h) To approve proposals for submission to the State Government; and
- (i) To take such decisions and steps as are found desirable for effectively carrying out the objects of the University.

Board of Management

**19.**

- (1) The Board of Management shall consist of such members as prescribed under Section 21 of the Act. While the Vice-Chancellor shall be the chairperson of the Board, the Registrar shall be its Secretary. The COO and the CFO shall also be the members of the Board of Management as nominees of the Sponsors who would nominate two more members of the Board.
- (2) Five members of the Board of Management shall form a quorum for a meeting of the Board.
- (3) Participation in meetings of the Board of Management could be secured by video conferencing facility through electronic mode, i.e. audio-visual electronic communication facility which enables all persons participating in that meeting to communicate concurrently.

Powers and Functions of Board of Management

**20.**

- (1) The first Board of Management shall be constituted by the Chancellor for a term of three years. The subsequent Board of Management shall be appointed for a term of *three years* each. The members on the Board would be eligible for re-nomination for not more than two terms of three years each.
- (2) The Board of Management shall have the power of management and administration of the revenues and property of the University and the conduct of all administrative affairs of the University not otherwise provided for.
- (3) Subject to the provisions of the Act, the Statutes, the Rules and the UGC Regulations, the Board of Management shall, in addition to all other powers vested in it, have the following powers:
  - (a) to appoint such professors, associate professors, assistant professors and other academic staff including Chairs, as may be necessary, on the recommendation of the selection committee constituted for the purpose in accordance with the UGC Regulations and also to fill up temporary vacancies therein;

- (b) to promote inter-disciplinary research by making joint appointments of teaching staff in different Colleges, Departments and Centres;
- (c) to create administrative, ministerial and other necessary posts and to define their duties and conditions of their service and to make appointments thereto in the manner prescribed by the Rules and the UGC Regulations;
- (d) to grant leave of absence to any officer of the University other than the Chancellor, the Pro Chancellor and the Vice-Chancellor, and to make necessary arrangements for the discharge of the functions of such officer during his absence;
- (e) to regulate and enforce discipline among employees in accordance with these Statutes, UGC Regulations and the Rules;
- (f) to manage and regulate the finances, accounts, investments, property, business and all other administrative affairs of the University;
- (g) to fix limits on the total recurring and the total non-recurring expenditure for a year on the recommendation of the Finance Committee;
- (h) to invest any money belonging to the University, including any unapplied income, in such stocks, funds, share or securities, from time to time as it may think fit or in the purchase of immovable property, with the like powers of varying such investment from time to time, in consultation with the Finance Committee;
- (i) to transfer or accept transfers of any movable or immovable property on behalf of the University in consultation with the Finance Committee;
- (j) to provide buildings, premises, furniture, laboratories, equipment and other means needed for carrying on the work of the University;
- (k) to enter into, vary, carry out and cancel contracts on behalf of the University;
- (l) to entertain, adjudicate upon, and if thought fit, to redress any grievances of the employees and students of the University who may, for any reason, feel aggrieved, in consultation with the Registrar and in compliance with the UGC (Grievance Redressal) Regulations, 2012;
- (m) to appoint examiners and moderators and, if necessary, to remove them, and to fix their fees, emoluments and travelling and other allowances;
- (n) to select a common seal for the University and provide for the use of such seal;

- (o) to make such special arrangements as may be necessary for the residence of women students;
- (p) to institute fellowships, scholarships, studentships, medals and prizes;
- (q) to provide for the appointment of visiting professors, emeritus professors, scholars, consultants, special advisors and other advisors and determine the terms and conditions of such appointments in consultation with the Chancellor and in accordance with the UGC Regulations, if any; and
- (r) to exercise such other powers and perform such other duties as may be conferred or imposed on it by the Act, the applicable UGC Regulations, Rules or these Statutes.

Academic Council

- 21.**
- (1) The Academic Council shall be the principal academic body of the University constituted under Section 22 of the Act.
  - (2) The Academic Council will be constituted as follows:
    - (a) The Vice-Chancellor as the Chairman;
    - (b) The Registrar as the Secretary;
    - (c) The Deans of all Faculties/Institution as members;
    - (d) One Professor from each Faculty/Institution to be selected by the Chancellor as members; and
    - (e) Persons, not exceeding three, nominated by the Chancellor at his discretion as members.
  - (3) The first Academic Council shall be constituted by the Chancellor. Persons other than officers of the University who are members of the Academic Council will be appointed for a term of three years. Terms of members are renewable for two additional terms, limiting to three consecutive three-year terms (or nine years).
  - (4) The meetings of the Academic Council shall be called by the Registrar under the directions of the Vice-Chancellor.
  - (5) The Academic Council shall have at least two meetings in an academic year. The minutes of the meeting shall be reported to the Chairman of the [Board of Governors] within seven working days of the meeting, after these are approved by the Vice-Chancellor.
  - (6) Participation in meetings of the Academic Council could also be secured by video conferencing facility through electronic mode, i.e. audio-visual electronic communication facility which enables all persons participating in that meeting to communicate concurrently.

Boards Of Overseers  
– Academic and Non  
Academic

**22.**

In addition to the Academic Council and Board of Management, the University shall constitute the Boards of Academic and Non-Academic Overseers as Authorities of the University in terms of section 19 (g) of the Act. The following describes the purpose of constituting Boards of Academic and Non-Academic Overseers of the University:

- (1) Formal institutional governance and fiduciary responsibility for the University rests solely with its Board of Governors. The Boards of Overseers serve as a vital channel of communication with the Board of Governors and the Chancellor on the activities of the University's constituent parts.
- (2) Boards of Overseers will afford the University with ready panels of alumni, professionals and other experts who provide volunteer leadership and financial support to the areas they serve.
- (3) Overseers are ambassadors and spokespersons for the University's Institutions, Colleges and Centers, linking the Campus to the world.
- (4) The function of the Board of Academic Overseers is to enable the participation of academic luminaries not employed with the University to contribute to the development of academic excellence and the welfare of students.
- (5) The function of the Board of Non Academic Overseers is to act beyond the confines of internal committees by bringing domain, industry and funding excellence to bear on the non-academic operations of the University.
- (6) In addition, Boards of Overseers are important components of the University's volunteer leadership structure and are essential to the University's ability to engage volunteers at various levels.
- (7) These Boards of Overseers are resources for identifying and cultivating leaders who may eventually serve the University in different capacities, and for providing existing or former Chancellors, Vice Chancellors and other distinguished academic and non-academic persons from and outside India, with an opportunity to lend their expertise to a specific University Institution, College or Center.

Structure and  
Functions of Boards  
of Academic  
Overseers

**23**

- (1) Each Board of Academic Overseers shall be the academic body of the related Institution under the overall supervision of the Academic Council and shall have the Vice Chancellor as the Chairperson. The decisions, polices and recommendations made by the Boards of Academic Overseers shall be presented and ratified by the Academic Council before its submission to the Board of Management.
- (2) Board of Academic Overseers structure is designed to implement academic governance in the University through Boards of the following Institutions:
  - (a) The Institute of Inclusive Growth;

- (b) The Impact Business School;
- (c) The Institute of Learning and Education;
- (d) The Institute of Engineering and Design.

The above Institutions may set up multidisciplinary departments as may be deemed fit by the Academic Council and other relevant authorities of the University. Any Institutions other than those referred above, whenever set up by the University shall create a Board of Academic Overseers for the said institution.

- (3) The Boards of Academic Overseers are expected to:
  - (a) Provide long and short-term advice to the Academic Council, Vice Chancellor and the Center of Excellence and Research on the achievement of strategic objectives and priorities;
  - (b) Ensure that Institutions, Colleges and Centers have the resources necessary to achieve their goals by identifying the means of financial support, and/or helping to shape University, Institution, College or Center-wide strategies for obtaining such support;
  - (c) Serve as a sounding board for Deans and hold the Colleges and Centers to the highest standards of excellence;
  - (d) Assess the current contributions of the University's Institutions, Colleges and Centers in relation to the needs of their public and professional communities;
  - (e) Make the work of University's Institutions, Colleges and Centers more widely known among alumni, prospective students, potential donors, employers, professionals, and other publics;
  - (f) Assist in the search for new Deans, Faculty and other officers of the University, by serving on search committees or assisting in the identification of possible candidates; and
  - (g) Provide regular updates to the Academic Council, the Board of Management and the Board of Governors.
  
- (4) Under the general supervision and direction of the Academic Council, each Board of Academic Overseers shall have the following powers and functions, namely:
  - (a) to exercise supervision over academic policies and to give directions regarding methods of instructions, co-ordination of teaching among faculties, research programmes and improvement of academic standards;



- (b) to approve the syllabus of studies, periodic review of syllabi, teaching methods, training facility and assessment of performance of students and library resources;
- (c) to consider matters of general academic interest either at its own initiative or referred to it by the Academic Council, a Faculty or the Board of Management and to take appropriate action thereon;
- (d) to review the working of the Faculties as and when necessary;
- (e) to formulate, modify or reverse schemes for the organization and assignment of subjects to Faculties and to report to the Board of Management as to the expediency of abolition, re-constitution or division of any Faculty or the amalgamation of one or more Faculties;
- (f) to make recommendations to the Board of Management for the establishment/ expansion of and / or alteration of various Faculties, Departments, Centers, Institutions of higher learning, specialized laboratories and libraries;
- (g) to make its recommendations through the Faculties concerned in regard to the courses of study and to recommend principles and criteria on which the examiners and the inspectors may be appointed;
- (h) to advise on the qualifications required to be possessed by the Faculties imparting instructions in particular subjects for various degrees and diplomas of the University but in accordance with the UGC Regulations;
- (i) to formulate, revise or redefine the academic fields of studies or subjects allotted to an Institution/Faculty/Center, a Department or any unit of an Academic Program;
- (j)
  - to recommend to the Board of Management the draft Rules or Regulations for various Academic Programs and activities of the University;
- (k) to recognize diplomas and degrees of other universities and institutions and to determine their equivalence with the diplomas and degrees of the University and to collaborate with other universities including foreign universities, subject to the applicable UGC Regulations;
- (l) to make arrangements for conducting the examinations in accordance with the applicable UGC Regulations, including their venues and schedules, and to maintain proper standards of examinations;
- (m) to approve the list of examiners for each programme of study, and where appropriate, a list of external examiners;

- (n) to make recommendations to the Board of Management, on creation and abolition of teaching posts;
- (o) to make proposals for institution of fellowships, scholarships, freeships and other fee exemptions, medals, prizes and other awards;
- (p) to promote and support research within the University and to prepare periodic reports thereon;
- (q) to promote publications by the teachers and others including publications of journals and other publications by and in the name of the University;
- (r) to take measures to ensure excellence in standards of teaching, examinations and research;
- (s) to recommend to the Board of Management for award of all degrees, diplomas, certificates, distinctions and honorary degrees in compliance with the provisions of the applicable UGC Regulations including the UGC (Grant of Degrees and other awards by Universities) Regulations, 2008;
- (t) to submit an annual report of its activities to the Board of Management; and
- (u) to perform in relation to academic matters, all such functions and to do all such acts as may be necessary for the proper carrying out of the provisions of the Act, the Statutes, the Rules and the Regulations framed thereunder.

Structure and Functions of Boards of Non Academic Overseers

- 24.** (1) The Board of Non Academic Overseers structure comprises the following Boards:

- (a) Strategy Funding & Partnerships;
- (b) Regulatory Compliance & Audit;
- (c) Accreditation and Ratings Standards;
- (d) Employability & Placement.

The Board of Management upon the advice of the Chancellor may choose to increase/decrease or otherwise restructure the objectives and functions of each Board of Non Academic Overseers as it considers appropriate.

- (2) As the top level volunteer / non-volunteer leadership for University's non-academic functions, the role and responsibilities of each Non Academic Overseer Board under the general direction and supervision of the Board

of Management includes but is not limited to the following:

(a) Strategy, Funding and Partnership Board

The functions of the Strategy Funding and Partnership Board include but are not limited to the following functions:

- i. Developing a short & long term strategy for the University for Presentation to the Chancellor and approval of the Board of Management.
- ii. Representing the University in the region to all constituencies / stakeholders (government, local & regulatory authorities, associations, media) and building and maintaining an excellent relationship and network to promote the University objectives.
- iii. Preparing and executing such marketing plans for the University as may be required.
- iv. Supporting the academic leadership in design & delivery of appropriate Academic Programs that meets the social & market needs and also enhances the stature of the University.
- v. Developing networks and access to potential partners – academic and non-academic entities, institutions and individuals – for their participation in and contributions to the University of resources, knowledge and information.

(b) Regulatory Compliance and Audit Board

The functions of the Regulatory Compliance and Audit Board include but are not limited to the following:

- i. Setting up procedures and rules of operation to ensure that regulatory compliance with the Act, Statutes and the Rules and the amendments thereto, the All India Council for Technical Education, UGC and any other body regulating professional education in India requirements and and/or other central government and State Government legislation(s).
- ii. Preparing and issuing a compliance calendar and a six monthly compliance report to the Chancellor's office and an annual report to the Chancellor and the Board of Management.
- iii. Preparing monthly 'action taken' reports on major compliance issues that need to be acted upon.
- iv. Engaging a suitable audit firm to conduct internal audits and cost management audits for all Institutions, Departments and support services.

- v. Ensuring that transactions undertaken with the entities affiliated with the Sponsor are identified, reported, appropriately authorized, are undertaken at arm's length basis and contain sufficient, relevant, reasonable and reliable evidence and/or disclosures to support such transactions.
- vi. Engaging in evaluation of the credentials and recommend the appointment of the statutory auditors of the University.
- vii. Functioning as the audit committee in interactions with the statutory auditors of the University.
- viii. Engaging and including the COO and the CFO in any and/or all of the deliberations of the Board.
- ix. Set such other requirements for the Board's functioning as is considered appropriate.

(c) Accreditation and Ratings Standards Board

The functions of the Accreditation and Ratings Standards Board include but are not limited to the following:

- i. The Board will develop the structure and process to adopt, comply and execute the standards set by the National Assessment and Accreditation Council and the National Board of Accreditation.
- ii. The Board shall also evaluate and recommend the timing, nature and extent of adoption of standards set by the Indian Center for Assessment and Accreditation that is partnered with the United Kingdom based Quacquarelli Symonds (QS) and specializes in the international assessment and rating of higher educational institutions once the National Accreditation Regulatory Authority for Higher Education Institutions Bill, 2010, (that allows private agencies to rate educational institutions) is enacted into a legislation.
- iii. The Board will develop performance measures / scorecards for the Vice Chancellor's functions and will ensure that in turn performance measurement methods and systems for his/her direct reports are implemented across the University.

(d) Employability and Placements Board

The functions of the Employability and Placements Board include but are not limited to the following:

- i. The Board shall set up an employability / placement function that is appropriately staffed and managed.
- ii. For this purpose, the Board members will engage with such corporates and institutions within and outside India to ensure a placement record of the University measured by the volume and value of placements achieved.
- iii. The Board may commission such student orientation, training, preparation and systems that may be required and may engage such external professional assistance to enable achieving placement objectives.

(1)Appointments on the Boards of Overseers

Appointment,  
Composition and  
Management of a  
Board of Overseers

**25.**

- (a) The power of appointment of members to the Boards of Overseers rests with the Board of Governors of the University, who act upon recommendations of the Chancellor. Provided that some or all of the members of the first Board of Academic Overseers and first Board of Non Academic Overseers may be appointed by the Chancellor.
- (b) The Chairman of each Board of Non Academic Overseers will be the Chancellor or in the absence of the Chancellor or otherwise if so delegated by the Chancellor, the Pro Chancellor. However, the Chancellor at his discretion may appoint a person other than the Pro Chancellor as the Chairman of a Board of Non Academic Overseers. When such an event arises, the Pro Chancellor remains as a permanent member of the Board of Non Academic Overseers.
- (c) The Chairman of each Board of Academic Overseers will be the Vice Chancellor.
- (d) Persons other than officers of the University who are members of the Boards of Academic and Non Academic Overseers are appointed for a term of three years. Terms are renewable for two additional terms, limiting overseer service to three consecutive three-year terms (or nine years). When new Boards are formed, appointments will be divided to ensure that the terms of not more than one-third of the new members expire in any one year.
- (e) Term renewals (up to the three-term limit) are at the discretion of the Chancellor. When evaluating whether or not a Board member's term should be renewed, consideration is given to the member's effectiveness, including an assessment of the following:
  - i. The direct impact of his or her advice or participation in the

success of specific projects and activities;

- ii. His or her attendance at, and constructive participation in meetings of the Overseer Board; attendance may be physical presence or an audio/visual presence
- iii. His or her attendance at other University functions (alumni activities, development events);
- iv. His or her total impact on fundraising over the length of his or her term (i.e., help in connecting with prospects, leadership of fundraising efforts).

## (2) Composition of Boards of Overseers

- a. Composition of a Board of Overseers is limited to a maximum of ten (10) persons and a minimum of three (3) persons.
- b. Board membership should at all times reflect the current needs and vision of an Institution, College or Center of Excellence and Research.
- c. Each Board of Overseers constituted should represent a balance among faculty, practitioners, scholars, alumni, non-alumni, and knowledgeable men and women representing a broad range of expertise, as well as a broad range of ethnic identities.
- d. There will be at least one member of the Board of Governors on each Overseer Board.

## (3) Managing a Board of Overseers

- a. It is not incumbent for the Chancellor to appoint a Vice Chairman in the Boards of Academic and Non Academic Overseers.
- b. The Vice Chancellor shall be a permanent member of all Boards of Non Academic Overseers.
- c. Although specific roles and responsibilities for Board chairs vary, the general responsibility of the Chairman of a Board of Overseers includes but is not limited to the following:
  - i. Setting the agenda of the Board of Overseers and discussing the same as relevant with the Pro Chancellor, Vice Chancellor and Deans, and/or the director of a College and/or the Center of Excellence and Research;
  - ii. Representing the concerned Board of Overseers at University meetings and events, including annual meetings with the Chancellor;
  - iii. Whenever possible, participating in University ceremonial

events;

- iv. Delivering state-of-the-university addresses at Board of Overseer meetings to keep members apprised of major University issues and activities;
- v. Each Board of Overseers should conduct two town-hall meetings each year and invite Faculty and students in separate or combined forums to address the Boards and share thoughts and experiences. Such town-hall meetings must be recorded audio/visually; and
- vi. Prepare annual plans, action taken reports and annual Board of Overseer performance reports.

Finance Committee

- 26.** (1) The Finance Committee shall consist of:
- (a) The Vice-Chancellor as the Chairman;
  - (b) The Pro Chancellor as a member;
  - (c) Finance Officer, designated as Chief Finance Officer as a member;
  - (d) The Registrar as Secretary;
  - (e) financial experts not exceeding three nominated by the Chancellor as members.
- (2) The term of membership of the persons nominated under clause (e) above shall be two years, provided that they shall continue in office till the nomination/ selection of their successor. No member who continues on the committee without re-nomination under this clause shall hold office for a period exceeding three years. Notwithstanding the above, the first Finance Committee shall be constituted by the Chancellor for a term of three years.
- (3) The Finance Committee shall meet at least twice every year to examine the accounts and to scrutinize proposals for expenditure. However, the CFO will submit unaudited quarterly report to the Chairman, Board of Management through the Registrar.
- (4) The meetings of the Finance Committee shall be convened under the direction of the Vice-Chancellor and the notice for convening the meetings shall be issued by the Registrar. He will keep the minutes of all such meetings. The minutes of the meeting shall be reported to the [*Chairman, Board of Governors*] within five working days of the meeting, after these are approved by the Vice-Chancellor.
- (5) Participation in meetings of the Finance Committee could be secured by video conferencing facility through electronic mode, i.e. audio-visual electronic communication facility which enables all persons participating in

that meeting to communicate concurrently.

Powers and  
Functions of the  
Finance Committee

- 27.** (1) In addition to the function of the Finance Committee prescribed in Section 23 of the Act, the Finance Committee shall guide the CFO on matters relating to the administration of property and funds of the University. It shall, having regard to the income and resources of the University, fix limits for the total recurring and nonrecurring expenditure for the ensuing financial year and may for any special reasons revise during the financial year the limits of expenditure approved in the budget.
- (2) The annual accounts, budget and the financial estimates of the University prepared by the CFO shall be laid before the Finance Committee for consideration and thereafter before the Board of Management for approval. In case of any difference of opinion between the Finance Committee and the [*Board of Management*], the matter shall be referred to the Board of Governors whose decision thereon shall be final.

Distance Education  
Committee

- 28.** (1) The Distance Education Committee shall consist of:
- (a) The Vice-Chancellor as the Chairman;
  - (b) The Registrar as Secretary;
  - (c) Persons not exceeding three nominated by the Chancellor.

Powers and  
Functions of the  
Distance Education  
Committee

- 29.** (1) The Distance Education Committee shall be the principal body in the University driving distance learning including the associated research work to have a reach of larger learner community who may or may not come to the main campus.
- (2) The Distance Education Committee, shall, subject to the provisions of the Act, these Statutes, Regulations, Rules and the UGC Regulations, co-ordinate and exercise general supervision over the Distance learning programmes and policies of the University.



#### **CHAPTER IV**

##### **COLLABORATION WITH OTHER UNIVERSITIES, INSTITUTIONS, ETC.**

Collaboration with other Universities, Institutions, etc.

- 30.**
- (1) In furtherance of the objects of the University, as enshrined in Section 7 of the Act and the powers vested in it in terms of Section 8, particularly Sub-Section I) thereof, and Section 22 of these Statutes, the University will network and collaborate with institutions of higher education, research institutions, industry, and / or non-governmental organizations of national and international repute, subject to compliance with the applicable UGC Regulations including the UGC (Promotion and Maintenance of Academic Collaboration between Indian and Foreign Educational Institutions) Regulations, 2012.
  - (2) The objective of such networking and collaboration will be to further teaching, research, extension, consultancy aimed at providing opportunities of enhanced learning, hands on experience, cross-cultural dialogue and exchange of ideas for its faculty, research scholars and students and consider offering joint degree programs Indian as well as foreign subject to the UGC Regulations.
  - (3) For the purpose, the University may enter into exchange programmes of teachers and students, sharing of credits, and holding of joint workshops, programs of joint research, and facilitation of access to each other's facilities and to institute joint organized academic degrees in accordance with the standards recognized by the regulatory bodies in the country.
  - (4) The University may enter into contracts, including Memorandum of Understanding (MoU) with other institutions of national and international repute for the purpose outlined hereinabove.
  - (5) Any proposal in regard to above will be examined by the Pro Chancellor and the Vice Chancellor and submitted to the relevant Board of Overseers for consideration and thereafter to the Board of Management for approval.
  - (6) All the contracts/MoUs as aforesaid will be for a specified time period and will be reviewed periodically by the University.

## **CHAPTER V**

### **APPOINTMENT OF FACULTY, ACADEMIC STAFF, NON-TEACHING OFFICERS AND STAFF OF THE UNIVERSITY, THEIR CONDITIONS OF SERVICE, DISPUTE REDRESSAL AND DISCIPLINARY MATTERS, ETC.**

#### Selection Committees

- 31.** (1) There shall be selection committees for making recommendations to the Board of Management for appointment to the posts of Professor, Associate Professor, Assistant Professor, Registrar, CFO, COO, Dean of Academic Affairs, Librarian and Deans and Principals of Colleges operated by the University.
- (2) The selection committee for the posts of Professor, Associate Professor, Assistant Professor, Registrar, COO, CFO, Dean of Academic Affairs, Librarian and Principals of Colleges and Institutions maintained by the University shall be constituted in terms of the UGC Regulations, if any.
- (3) The Vice-Chancellor, or in his absence the senior most Dean of Faculties/Institutions, shall convene and preside at the meetings of the selection committees.
- (4) Provided that the meetings of the selection committees shall be fixed after prior consultation with, and subject to the convenience of the subject experts nominated by the Vice Chancellor and the nominee of the Chancellor.
- (5) Provided further that the proceedings of the selection committees shall not be valid unless at-least four members including two outside experts are present and constitute the quorum.
- (6) The procedure to be followed by the selection committees shall be in accordance with the UGC Regulation and if required may be laid down in the Rules.
- (7) If the Board of Management is unable to accept the recommendations made by the selection committee, it shall record its reasons and submit the case to the Chancellor and/or Pro Chancellor for final orders.
- (8) Appointments to temporary posts shall be made in the manner indicated below—

If the temporary vacancy is for duration longer than one academic session, it shall be filled on the advice of the selection committees in accordance with the procedure indicated in the foregoing clauses;

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

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

(9) Notwithstanding anything contained herein, it is clarified that all appointments made to posts of Faculty, Academic Staff, Non-teaching Officers and Staff of the University, etc., including their qualifications, conditions of service, remuneration, etc., shall be governed by the applicable UGC Regulations including but not limited to the UGC (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for Maintenance of Standards in Higher Education) Regulations, 2010 as amended from time to time and these Statutes.

Special mode of appointment

**32.** (1) No teacher appointed temporarily shall, if he/she is not recommended by a regular selection committee for appointment under the Statutes, be continued in service on such temporary employment, unless he/she is subsequently selected by a local selection committee or a regular selection committee, for a temporary or permanent appointment, as the case may be.

Provided that the Board of Management may also create supernumerary posts for a specified period for appointment of such persons in accordance with the UGC Regulations;

Provided further that the number of supernumerary posts so created should not exceed five per cent of the total posts in the University.

(2) The Board of Management may appoint a teacher or any other academic staff working in any other University or organisation for undertaking a joint project in accordance with the manner laid down in the aforesaid Regulations.

Appointment for fixed tenure

**33.** The Board of Management may appoint a person selected in accordance with the procedure laid down in Section 31 of these Statutes for a fixed tenure on such terms and conditions as may be prescribed by the Regulations framed by the University.

Special provision for certain classes of persons

**34.** The University shall, in accordance with Section 9 of the Act but in compliance with the UGC (Promotion of Equity in Higher Education Institutions) Regulations, 2012, make special provisions, by regulation, for admission to the students who are local residents of the State and for the Scheduled Castes, Scheduled Tribes and other socially and educationally backward class of citizens and shall also abide by the directions issued by the State Government in this regard;

Provided that the University shall also make special provisions for employment of such categories of persons in accordance with the

executive instructions of the State Government for the time being in force.

Subject to the above, admission to various courses shall be governed as prescribed in the regulations framed for the concerned subjects. The University may conduct its own entrance test, if necessary, or may utilize the list of results of such examination/test conducted by different State/national professional bodies. The University may admit the students on the basis of merit, wherever entrance test is not essentially required.

- Seniority list
- 35.** (1) Whenever, in accordance with the Statutes, any person is to hold an office or be a member of an Authority by rotation according to seniority, such seniority shall be determined according to the length of continuous service of such person in his/her grade and in accordance with such other principles as may be prescribed by the Regulations framed by the University.
- (2) It shall be the duty of the Registrar to prepare and maintain in respect of each class of persons to whom the provisions of these Statutes apply, a complete and up-to-date seniority list in accordance with the provisions of clause (1).
- (3) If two or more persons have equal lengths of continuous service in a particular grade or the relative seniority of any person or persons is otherwise in doubt, the Registrar may, on his own motion and shall, at the request of any such person, submit the matter to the Board of Management whose decision thereon shall be final.
- (4) Provided that the Board of Academic Overseers may prescribe to overrule seniority lists and proceed with decisions based on merit and performance.

Provident and Pension Funds

**36.** The University shall constitute for the benefit of its employees such provident or pension funds or provide such insurance schemes as it may deem fit in such manner and subject to such condition as may be prescribed by the Regulations.

Terms and conditions of Service and code of conduct of teachers

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

Provided that the teachers and other academic staff of the University shall also be governed by and shall follow the code of professional ethics as laid down by the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for Maintenance of Standards in Higher Education) Regulations, 2010 as amended from time to time.

- (2) The emoluments of the teachers and the members of the academic staff shall be such as may be prescribed by the Regulations in accordance with the UGC Regulations.
- (3) Every teacher and member of the academic staff of the University shall be appointed on a written contract, the form of which shall be prescribed by the Rules.
- (4) A copy of every contract referred to in clause (3) shall be deposited with the Registrar.

Terms and conditions of Service and code of conduct of other employees

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

Provided that the University shall, within a period of six months of these Statutes coming into force, may make Regulations for regulating the conduct of employees or adopt, with or without modifications, the corresponding Rules applicable to the officers and the employees of the State Government.

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

Redressal of disputes between the University and employees

- 39.** (1) Any dispute arising out of the contract between the University and any employee shall, at the request of the employee, be referred to an arbitral tribunal consisting of one member appointed by the Board of Management, one member nominated by the employee concerned and an independent umpire appointed by the Chancellor;

- (2) The decision of the Tribunal of Arbitration shall be final and no suit shall lie in any civil court in respect of the matters decided by the Tribunal;

Provided that nothing in this sub-section shall preclude the employee from availing of the judicial remedies available under articles 32 and 226 of the Constitution.

- (3) Every request made by the employee under sub-section (1) shall be deemed to be a submission to arbitration upon the terms of this section within the meaning of the Arbitration and Conciliation Act. 1996.
- (4) The procedure for regulating the work of the arbitral tribunal shall be prescribed by the Regulations framed by the University.

Notwithstanding anything contained in this section, a dispute between the universities and employee shall be adjudicated by a tribunal or such

authority as may be required by any law for the time being in force.

Suspension  
removal  
of  
employees  
of  
University

or  
of  
of

**40.**

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

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

- (2) Notwithstanding anything contained in the terms of the contract of appointment or of any other terms and conditions of service of the employees, the Board of Management in respect of teachers and other academic staff, and the appointing Authority in respect of other employees, shall have the power to remove a teacher or a member of the academic staff or other employee, as the case may be, on grounds of misconduct.
- (3) Save as aforesaid, the Board of Management, or as the case may be, the appointing authority, shall not be entitled to remove any teacher, member of the academic staff or other employee except for a good cause and after giving three months' notice or on payment of three months' salary in lieu thereof.
- (4) No teacher, member of the academic staff or other employee shall be removed under clause (2) or clause (3) unless he has been given a reasonable opportunity of showing cause against the action proposed to be taken in regard to him.
- (5) The removal of a teacher, member of the academic staff or other employee shall take effect from the date on which the order of removal is made;

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

- (6) Notwithstanding anything contained in the foregoing provisions of this Statute, a teacher, member of the academic staff or other employee may resign —
- (a) if he is a permanent employee, only after giving three months' notice in writing to the Board of Management or the appointing Authority, as the case may be, or by paying three months' salary in

lieu thereof;

- (b) if he is not a permanent employee i.e. on probation or for a stipulated contractual term or on a specific time bound assignment, only after giving one months' notice in writing to the Board of Management or, as the case may be, the appointing Authority or by paying one months' salary in lieu thereof;

Provided that such resignation shall take effect only on the date on which the resignation is accepted by the Board of Management or the appointing Authority as the case may be.

Maintenance of discipline amongst students of the University.

- 41.** (1) All powers relating to the maintenance of discipline and disciplinary action in relation to the students of the University shall vest in the Vice-Chancellor.
- (2) The Vice-Chancellor may delegate all or any of the powers referred to in clause (1), as he deems proper, to such officers as he may specify in this behalf.
- (3) Without prejudice to the generality of his powers relating to the maintenance of discipline and taking such action, as may seem to him appropriate for the maintenance of discipline, the Vice-Chancellor may, in exercise of such powers, by order, direct that any student or students be expelled or rusticated, for a specified period, or be not admitted to a course or courses of study in a College, Institution or Department or a Faculty of the University for a stated period, or be punished with fine for an amount to be specified in the order, or be debarred from taking an examination or examinations conducted by the University, College, Institution or Department or a Faculty for one or more years, or that the results of the student or students concerned in the examination or examinations in which he or they have appeared be withheld or cancelled.
- (4) The directors of Colleges, Deans and Heads of teaching Departments in the University shall have the authority to exercise all such disciplinary powers over the students in their respective Colleges, Institutions, Faculties and teaching Departments in the University, as may be necessary for the proper conduct of such Colleges, Institutions, Faculties and teaching Departments.
- (5) Without prejudice to the powers of the Vice-Chancellor and the Principals and other persons specified in clause (4), detailed Regulations of discipline and proper conduct shall be framed by the University. The directors of College, Deans and Heads of teaching Departments in the University may also make such supplementary Regulations as they deem necessary for the purposes stated therein.

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

Right to appeal

- 42.** Every employee or student of the University or a College or Institution maintained by the University, as the case may be, shall have a right to appeal within such time as may be prescribed by the Regulations to the Board of Management against the decision of any officer or Authority of the University, or, the Principal or the management of any College or an Institution, as the case may be, and thereupon the Board of Management may confirm, modify or reverse the decision appealed against.



## CHAPTER VI

### MISCELLANEOUS MATTERS INCLUDING CONFERMENT OF HONORARY DEGREE, PREVENTION OF SEXUAL HARASSMENT, RAGGING AND FRAMING OF REGULATIONS ETC.

- Honorary Degree **43.** (1) The Board of Management may, on the recommendation of the Academic Council and by a resolution passed by a majority of not less than two-thirds of the members present and voting, make proposals to the Chancellor for the conferment of honorary degrees:
- Provided that in case of emergency, the Board of Management may, on its own motion, make such proposals.
- (2) The Board of Management may, by a resolution passed by a majority of not less than two-thirds of the members present and voting, withdraw, with the previous sanction of the Chancellor, any honorary degree conferred by the University.
- Withdrawal of degrees, etc. **44.** The Board of Management may, by a resolution passed by a majority of not less than two-thirds of the members present and voting, withdraw an degree or academic distinction conferred on, or any certificate or diploma granted to, any person by the University for good and sufficient cause:
- Provided that no such resolution shall be passed until a notice in writing has been given to that person calling upon him to show cause within such time as may be specified in the notice why such a resolution should not be passed and until his objections, if any, and any evidence he may produce in support of them, have been considered by the Board of Management.
- Prevention of sexual harassment incidents **45.** Without prejudice to any law for the time being in force or any judgment of the court, the University shall provide for, by Regulations and in compliance with the applicable UGC Regulations, a mechanism for prevention for sexual harassment of the teachers, employees, scholars and students and internal mechanism for redressal of grievance relating to sexual harassment incidents and penalty for those who indulge in the sexual harassment and upload the such internal mechanism on its website.
- Prevention of incidents of ragging **46.** (1) The University shall, by Regulations, provide for a mechanism for prevention of ragging of students in accordance with the directions of the Hon'ble Supreme Court of India and any other court or any other law for the time being in force and the UGC Regulations including but not limited to the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions 2009.
- (2) Without prejudice to the provisions contained in sub-section (1), the University shall, designate a teacher or officer to take steps to prevent ragging of students and report the incidents of ragging of students to the concerned Authorities for taking immediate action against the students

or the persons responsible for ragging, in the manner, as may be prescribed, by the Regulations framed by the University and upload such internal mechanism and name of such person on its website.

- (3) The provisions of sub-sections (1) and (2) shall be without prejudice to the provisions of any judgment of the court or law made in the matters relating to ragging including the creation of anti-ragging committees and anti-raging squads in accordance with the UGC Regulations.

Miscellaneous provisions regarding meetings

- 47.** (1) Where no provision is made for a Chairman to preside over a meeting of any Authority or any committee of such Authority or when Chairman so provided for is absent, the members present shall elect one from among themselves to preside at such meeting.

(2) Where no provision is expressly provided for, participation in the meetings of any Authority or any committee of such Authority or a body hereunder may be secured by video conferencing facility through electronic mode, i.e. audio-visual electronic communication facility which enables all persons participating in that meeting to communicate concurrently.

Committees

- 48.** (1) An Authority may appoint as many standing or special committees as it may deem fit, and may appoint to such committees persons who are not members of such Authority.

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

Resignation

- 49.** (1) Any member other than an *ex officio* member of the Board of Management, the Academic Council or any other Authority of the University or any committee of such Authority may resign by letter addressed to the Registrar and the resignation shall take effect as soon as such letter is received by the Registrar.

(2) Any officer of the University (whether salaried or otherwise) may resign from his/her office by letter addressed to the Registrar in accordance with clause 40(6) of these Statutes.

Disqualification

- 50.** (1) A person shall be disqualified for being chosen as, and for being, a member of any of the Authorities, or for being appointed as, and for being, an officer, of the University if -

(a) he is of unsound mind; or

(b) he is an un-discharged insolvent; or

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

- (2) If any question arises as to whether a person is or had been subjected to any of the disqualifications mentioned in clause (1), the question shall be referred to the Chancellor and his decision shall be final.

Special provision for removal of Members of Authority

- 51.** In case a member of an Authority has been found guilty of having committed a serious offence involving moral turpitude, or if he has been guilty of scandalous conduct, he may, on the recommendation of not less than two-thirds of the members of the Board of Management, be removed by the Board of Governors from membership of any Authority.

Regulations

- 52.** (1) The Authorities may make Regulations consistent with the Act, these Statutes, the Rules and the UGC Regulations for the following matters, namely:
- (a) laying down the procedure to be observed at their meetings and the number of members required to form a quorum;
  - (b) providing for all matters which by these Statutes, the Rules or the UGC Regulations are to be prescribed by Regulations;
  - (c) providing for all other matters solely concerning such Authorities or committees appointed by them and not provided for by these Statutes or the Rules.
- (2) Every Authority shall make regulations providing for giving of notice to the member of such Authority of the dates of meetings and of the business to be considered at meetings and for the keeping of a record of the proceedings of meetings.
- (3) The Board of Management may direct the amendment, in such manner as it may specify, of any Regulation made under these Statutes or the annulment of any such Regulation.

Delegation of powers

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

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